

**Board of Education, Regular Meeting**  
**Thursday, April 16, 2020**

**CALL TO ORDER:**

A regular meeting of the Board of Education was held via Google Meet (due to the COVID-19 pandemic) and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Michael Blake, Brent Doane, Hannah Murray, Rebecca Lyon, Josh Soper, and Nate Brace, as well as Superintendent Jeffrey Kisloski.

**ADJOURN TO EXECUTIVE SESSION:**

At 6:30 p.m., a motion was made by Michael Blake, seconded by Brent Doane, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Jeffrey Kisloski. Mr. Kisloski presented the CSE/CPSE reports to the Board during this time.

**RETURN TO REGULAR SESSION:**

At 7:05 p.m., Brent Doane made a motion, seconded by Rebecca Lyon, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as: Superintendent Jeffrey Kisloski, CSE Chairperson Angela Holmes, Director of Transportation Holly Carling, Director of Curriculum and Instruction Kimberleigh Nichols, Elementary School Principal Katie Volpicelli, Asst. Elementary Principal/Athletic Director Peter Ahart, Director of Technology Instruction Matt Gelder, Director of Operations Bern Smith, School Business Official Sydney Wade, and Board Clerk Kathlyn Hinkle.

The Pledge of Allegiance was said to begin regular session.

**CSE/CPSE REPORTS APPROVED:**

A motion was made by Michael Blake, seconded by Nate Brace, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously.

**MINUTES APPROVED:**

A motion was made by Michael Blake, seconded by Hannah Murray, to approve the minutes of the Regular Meeting held on March 19, 2020. The motion carried unanimously.

***School Business Official Sydney Wade presented her report to the Board.***

This month's packet includes the March budget transfers and the financials for the Board's review. Mrs. Wade also included the Treasurer's Reports from July to December 2019.

Mrs. Wade updated the Board on the Governor's budget. She stated that the Governor released his budget on time, but it is not a "sure thing." He has been very clear that there will be quarterly assessments of the revenues coming into the State, and he will make cuts to State Aid as needed. The first of these cuts to the 20-21 aid is expected to be announced at the end of April. The good news about the budget is that BOCES aid, Transportation aid, Building aid, and Categorical aid (hardware, software, library, and textbook) were all left in the budget for this year. Mrs. Wade stated that she would expect to see the Governor take aim at them in future budgets, so the school districts should consider themselves warned.

Mrs. Wade informed the Board that she filed the Cost Report for the 2015 Capital Project. She stated that the District should be getting a Building Aid payment this school year.

**TREASURER'S REPORTS:**

A motion was made by Michael Blake, seconded by Hannah Murray, to approve the Treasurer's Reports for July 2019 - December 2019, as presented. The motion carried unanimously.

**APPROPRIATIONS TRANSFERS:**

A motion was made by Nate Brace, seconded by Brent Doane, to approve the Appropriations Transfers report for March 2020, as presented. The motion carried unanimously.

**WARRANTS ACCEPTED:**

A motion was made by Hannah Murray, seconded by Brent Doane, to accept the following Warrants for March 2020, as presented: General Fund #47, Federal Fund #23, and School Lunch Fund #22. The motion carried unanimously.

**Regular Meeting, April 16, 2020**

**RECOGNITION OF VISITORS:**

President Parmarter recognized and welcomed the visitor present. Sue Heavenrich from the Candor Chronicle was connected to the Google Meet meeting. Mrs. Heavenrich stated that she had a few questions regarding the budget but would wait and speak with Mr. Kisloski at a different time.

**CONSENT AGENDA:**

Upon the recommendation of Superintendent Kisloski, a motion was made by Michael Blake, seconded by Rebecca Lyon, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable\*:

**Recommended Appointments:**

Approved the *Extra-Curricular Activities* appointments for the 2020-2021 school year, as presented, with Salaries in accordance with the 2020-2021 Extra-Curricular Activities Salary Schedule.

**Clerks and Inspectors for Annual Vote:**

Approved the clerks and inspectors for the 2020-2021 annual budget vote:

- Clerks: Amy Shepardson, Katie Anderson, Gina Currie, Kathlyn Hinkle, and Leslie Thomas (alternate).  
Inspectors: Edward Roberts, Lila Hall, Tammy Podufalski, Joanne Worden, Alice Kruse, and Carolanne Anderson.

**Sports Merger Approvals:**

Approved the merger of sports teams for the fall of 2020 with the following resolutions:

**SVEC Section IV Sports Merger - Fall 2020 (Cheerleading: Varsity Football)**

“BE IT RESOLVED, that the Board of Education of the Candor Central School District hereby authorizes the merger of athletic programs with the Spencer-Van Etten School District, for the fall 2020 season. The sports to be merged are Cheerleading - Varsity Football.”

**SVEC Section IV Sports Merger – Fall 2020 (Field Hockey: Varsity, JV, and Modified)**

“BE IT RESOLVED, that the Board of Education of the Candor Central School District hereby authorizes the merger of athletic programs with the Spencer-Van Etten School District, for the fall 2020 season. The sports to be merged are Field Hockey – Varsity, JV, and Modified.”

**SVEC Section IV Sports Merger – Fall 2020 (Boys & Girls Cross Country: Varsity and Modified)**

“BE IT RESOLVED, that the Board of Education of the Candor Central School District hereby authorizes the merger of athletic programs with the Spencer-Van Etten School District, for the fall 2020 season. The sports to be merged are Boys & Girls Cross Country – Varsity and Modified.”

**SVEC Section IV Sports Merger – Fall 2020 (Boys & Girls Soccer: Varsity and Modified)**

“BE IT RESOLVED, that the Board of Education of the Candor Central School District hereby authorizes the merger of athletic programs with the Spencer-Van Etten School District, for the fall 2020 season. The sports to be merged are Boys & Girls Soccer – Varsity and Modified.”

**Superintendent Salary 2020-2021:**

Approved the Superintendent’s Salary increase for 2020-2021 with the following resolution:

“WHEREAS the Superintendent of Schools shall receive an increase in salary of up to 3% for the 2020-2021 school year.”

**2020-2021 TST BOCES Budget Approved:**

The Tentative Administrative Tompkins-Seneca-Tioga BOCES Budget for 2020-2021, in the amount of \$4,322,590.00, was presented to the Board for approval. The following resolution was adopted:

### **Regular Meeting, April 16, 2020**

“Whereas, the Tompkins-Seneca-Tioga Board of Cooperative Educational Services has provided copies of the Tentative Administrative, Capital, and Program Budgets for 2020-2021 to members of the Board in advance of the Annual Meeting, and

Whereas, the Board of Cooperative Educational Services has made available the Tentative Budgets at the Annual Meeting of members of the boards of education and school trustees of the component school districts on April 1, 2020, as required by Education Law §1950, now, therefore,

Be it resolved, that the Candor Central School District hereby approves the Tentative Administrative Budget, as presented, in the amount of \$4,322,590.00, and

Be it further resolved, that the administrative budget may be increased during the school year upon the affirmative vote of all of the component school districts. Such sum shall be added to the administrative budget and shall be considered part of the final administrative budget approved by the component school districts at its April meeting and adopted by the Board of Cooperative Educational Services on or before May 15, 2020.”

#### **Election of Members to the 2020-2021 TST Board of Cooperative Educational Services:**

The following resolution was adopted:

“Whereas, there is a total of three (3) vacancies on the Tompkins-Seneca-Tioga Board of Cooperative Educational Services each for a term of three (3) years, commencing on July 1, 2020, and ending on June 30, 2023, and

Whereas, the Board of Education of each component school district, by resolution, may cast one vote for each vacancy to be filled, and

Whereas, no more than one person residing in a particular component school district may be elected to serve on the Board of Cooperative Educational Services at one time, except as provided in Education Law §1950(2)(a), and

Whereas, a ballot has been mailed to the Clerk of the Candor Central School District by the Clerk of the Board of Cooperative Educational Services not later than 14 days in advance of the meeting on April 22, 2020, now therefore,

Be it resolved, that the Candor Central School District hereby casts its votes for the following candidate(s):

1. Bradley Grainger, 421 Highland Road, Ithaca NY 14850  
(3-year term ending June 30, 2023) Ithaca City SD
2. Mary Church, 7917 County Road 131, Ovid NY 14521  
(3-year term ending June 30, 2023) South Seneca CSD
3. Dianne Lynn, 9337 State Route 89, Trumansburg NY 14886  
(3-year term ending June 30, 2023) Trumansburg CSD

And that the District Clerk shall complete the ballot by placing an “X” next to the name of each candidate for whom a vote has been cast and shall complete a certification of this resolution.”

The motion carried unanimously for all consent agenda items.

#### **Administrator Reports:**

##### **Jr/Sr High School Principal Wayne Aman’s report to the Board.**

Mr. Aman was not present for the meeting. A summary of his written report to the Board is as follows.

Mr. Aman stated that he has been very pleased with the effort put into online learning by both faculty and students. He stated that although this has not been ideal, everyone is working hard to continue offering high-quality teaching and learning.

Mr. Aman informed the Board that along with an extension of the school closure until at least April 29<sup>th</sup>, the Board of Regents has also canceled all June 2020 Regents exams. Details of how this affects the students as it pertains to credits and graduation have been distributed to schools, and the High School is working on managing compliance issues. Mr. Aman believes the Board of Regents made a good decision regarding exams during this crisis.

## Regular Meeting, April 16, 2020

Mr. Aman is pleased to share that the Candor Central School District Music Department is one of the 754 school districts that are among the Best Communities in the nation for music education. The award program recognizes outstanding efforts by teachers, administrators, parents, students, and community leaders who have made music education part of a well-rounded education. Designations are made to districts and schools that demonstrate an exceptionally high commitment and access to music education. Mr. Aman applauds the tremendous music teachers, students, and parents for this well-deserved honor.

Michael Blake asked Superintendent Kisloski if there has been any guidance on graduation. Mr. Kisloski stated that he had not heard anything new at this time.

### Elementary Principal Katie Volpicelli presented her report to the Board.

Mrs. Volpicelli stated that to say the staff misses the students is an understatement. Everyone cannot wait to have them return to school. The administrative team has been keeping in touch with the teachers regularly through Zoom and/or Google Meet, but miss seeing and working with them in person. The school closure as a result of COVID-19 has been and continues to be, a very challenging time.

Mrs. Volpicelli stated that the schools began online learning the week of March 16th. The first step was distributing about 375 Chromebooks to students in grades 1-6 and any Pre-K and Kindergarten students without siblings. In order to provide high quality and consistent online learning opportunities during the shutdown, teachers were asked to create Google Classroom platforms. Special Area and AIS teachers can share activities either on the grade level Google Classroom platforms or their own. Guidelines were set for the amount and frequency of online instruction. Even though some teachers were already familiar with Google Classroom, there was quite a learning curve for most. During the first week of instruction, much of the time and energy was spent walking students and their families through the process of accessing the material. The teachers, families, and students have definitely risen to this challenge. Although online learning is not the preferred method, the schools are very proud of what the students, families, and teachers have accomplished.

Mrs. Volpicelli informed the Board that the teachers hosted a virtual Spirit Week and a Team of Readers event in which there was very good participation from students and families. The team will continue to look for and implement creative ways to engage the students and stay connected with them.

Mrs. Volpicelli stated that students in grades 1-6 continue to complete i-Ready lessons while they are at home. This has proven to be a valuable tool during this time as each student is able to access instruction at their level in Reading and Math. The teachers are also able to monitor student progress on i-Ready lessons as well. The Elementary is happy that they chose this year to pilot i-Ready.

Mrs. Volpicelli stated that she has an enormous amount of appreciation for all the people she has been working alongside during this challenging time. Matt Gelder has been a tremendous support during this technology-dependent time. Brian Lanphere has led the way in preparing meals for students. Holly Carling has been a huge support in coordinating transportation for the food and material delivery. Mrs. Volpicelli hopes that when the students return, teachers can reflect on a difficult experience that has made them better educators. They have found new ways to communicate with parents as they take on a new role in learning more about teaching and curriculum than they probably ever wished to. They have had the opportunity to learn new technology and ways to engage students, all the while, showing compassion and empathy for what everyone is going through. Mrs. Volpicelli thanked everyone for all the continued support during this uncertain and challenging time.

### Asst. Elementary Principal/Athletic Director Peter Ahart summarized his report to the Board.

Mr. Ahart gave the Board an Athletics update during the COVID-19 pandemic. He stated that the date students are able to return to school would play a significant role in the length of the spring sports season and the potential of league, section, and state championships. With school districts closed for this extended period of time, Section IV and the IAC are individually determining the Spring sport start dates and practice parameters that best meet the needs of students. Each District's athletic director is providing the Section and league with updated information weekly to aid in this decision making.

Mr. Ahart informed the Board that some other COVID-19 updates and considerations are that when school is back in session, a focus on reinstating Varsity contests will take precedence over JV and Modified. He stated that each District was asked to decide a "last day of play date." After discussion with Wayne Aman and Jeffrey Kisloski, they have come up with a "last day of play" that they felt was reasonable as June 10th, many other schools in the league and region chose June 10th as well. In the 2018/2019 school year, the last regular season Varsity contest in any sport was May 30<sup>th</sup>.

### Regular Meeting, April 16, 2020

Mr. Ahart stated that when the students return to play, NYSPHSAA has waived the seven consecutive day rule for Spring, which will allow teams to practice and compete on seven consecutive days during the regular season. Mr. Ahart stated that New York State has set April 27th as a determination date to officially examine the feasibility of hosting Spring Championships. (The winter Championships were canceled due to COVID-19).

Mr. Ahart informed the Board that it is that time of the year when the District begins discussions about Fall sports and scheduling. Each Varsity sport's Fall schedule has been approved and finalized. The updated schedules can be found on Schedule Galaxy. (Note: On April 16<sup>th</sup>, the Governor extended the closure date through May 15<sup>th</sup>, therefore, the athletics dates will change.)

#### CSE Chairperson Angela Holmes summarized her report to the Board.

Mrs. Holmes informed the Board that all special education teachers have been keeping contact logs that outline communication with each student as well as the skills worked on during contact with students. The special education teachers have been modifying classwork and assignments to accommodate student needs and meet IEP goals to the best of their ability.

Mrs. Holmes stated that the department is moving forward with CSE and CPSE meetings as much as possible. Parents have the option of participating virtually through Google Meet/Zoom or to participate in their child's meeting by speakerphone. All staff involved with meetings will be using a virtual platform.

Mrs. Holmes informed the Board that the New York State Department of Education has been lenient with special education deadlines and regulations during this pandemic. The teachers are being told to document everything they teach and modify for students during this time. This documentation will be evidence of meeting IEP goals to the best of the department's ability. This is what the special education staff is currently doing.

Mrs. Holmes stated that she is so proud of the special education and general education teachers. They were given a short time to change instructional delivery for all students. They are working diligently to ensure students maintain skills and now learn new skills to be successful daily. She thinks the staff is amazing.

Hannah Murray asked Mrs. Holmes if the students that are in day programs at other facilities are receiving their therapies. Mrs. Holmes stated that the students are in contact with their counselors through Zoom.

#### Director of Curriculum & Instruction Kimberleigh Nichols presented her report to the Board

Mrs. Nichols spoke of the Next Generation Learning Standards. She stated that she and Katie Volpicelli and Pete Ahart are developing a virtual platform to continue prioritizing standards work with PreK through sixth-grade teachers, during the school closure. Documents can be shared using either Google Classroom or a shared Google Doc, and they will meet with each grade level using Google Meet. The teachers expressed that they want to continue these important conversations.

Mrs. Nichols informed the Board that the District continues to monitor the district website to ensure that up-to-date information and new resources are available to the school community, without overwhelming families. There has been an update letter published at the end of each week, highlighting important points. SchoolMessenger has also played a vital role in notifying families to check the school website when food deliveries will happen and of updates regarding requirements during this time.

Mrs. Nichols stated that she is so proud of the school family. She thanked everyone for all that they do. Mrs. Nichols gave a special thank you to Superintendent Jeffrey Kisloski. She stated that it is a privilege to work with him and to learn from him. This is undoubtedly the biggest challenge that she can remember for the District, and she is so thankful for his leadership and guidance.

#### Director of Technology Instruction Matt Gelder summarized his report to the Board.

Mr. Gelder spoke of Emergency Online Learning. He stated that looking back at last month's report feels like a different world. It is amazing how much the school community has had to adapt in order to accommodate the new need for social distancing.

The District currently has all but a handful of students connected to learning on a daily basis via Chromebooks. Mr. Gelder stated that after the mad scramble of the first few weeks, he and Ben Taylor have been slowly introducing one or two new online tools each week that they feel will give teachers new ways to engage with students. They are currently utilizing the following digital tools to provide online learning.

- Google Classroom/Schoology- Online learning platform for distributing lessons and assignments.
- Screencastify-Video creation tool allowing teachers and students to record their screen or webcam.

### Regular Meeting, April 16, 2020

- GSuite tools- These are tools all of our students have been using to create and share their work.
- iReady- Math/ELA lessons and assessment for grades 1-8.
- Nearpod- Think Powerpoint but with embedded formative assessment questions, virtual field trips, and more that can be accessed and viewed by students at their convenience.
- Flipgrid- Platform where teachers post video questions and receive short video responses from students. Teachers can preview and approve student videos to be viewed by the rest of the class.
- Subject specific programs like Math Playground, TypingClub, Vocabulary Spell City, ABCya, Desmos, Scratch, and BrainPOP.

Mr. Gelder thanked Ben Taylor for his tireless efforts in supporting the teachers and highlighted the fabulous job the teachers have done with zero notice and constantly changing circumstances. The time and resources the District has dedicated to technology training over the last five years have given the teachers the comfort level with technology that they needed to be so successful.

#### Director of Transportation Holly Carling Summarized her report to the Board.

Mrs. Carling stated that for the past three weeks, the District has been delivering weekly meals to families who have signed up for delivery. Currently, there are approximately 461 students receiving five breakfast meals and five lunch meals on Wednesday. Brian Lanphere, Sandy Blinn, and their crew have done a super job in prepping these meals. The drivers, with a helper or two, are delivering the meals to their students on their route with additions of students who typically walk or get dropped off. Jackie Winnick continues to help Mrs. Carling in getting the runs organized. Amy Shepardson mans the radios and phones while the drivers are out. Katie Anderson has managed the sign-ups from the survey that Matt Gelder set up.

Mrs. Carling thanked the following people who have been in on Wednesdays and beyond to help:

**Cafeteria Crew:** Sandy Blinn, Gail Darrow, Stephanie Fivie, Brian Lanphere, Vicki Lyon, Kristen Paluch, Brenda Quick, Kathleen VanVorce, and Theresa Wylie-Wintermute.

**Bus Drivers and Helpers on Buses:** Cheryl Aman, Boyd Andrews, Nicole Angelo, Ashley Applegarth, Ed Bennett, Bernard Blinn, Larry Blinn, Russ Corpin, Kelly Hall, Liz Hatton, Cindy Jantz, Connie Jordan, Pam Krause, Ernie Marilley, Gary Morse, Robin Morse, Randy Murray, Rick Neild, Danielle Newman, Brittney Noble, Mike Rautine, Lauren Rocker, René Shaver, Lisa Sherwood, Jr. Smith, Kelly Starkweather, Gen Switzer, and Jerry Troeger.

**Preparing for Delivery:** Denise Ahart, Pete Ahart, Wayne Aman, Katie Anderson, Craig Bennett, Gina Currie, Cathy Doane, Cyndi Forbes, Beth Gance-Virkler, Matt Gelder, Taylor Green, Kathy Hinkle, Angie Holmes, Gary Holmes, Jeff Kisloski, Kim Nichols, Eric Paluch, Lonny Seeley, Amy Shepardson, Rob Truss, Katie Volpicelli, Dixie White, and Jackie Winnick.

Mrs. Carling added that everything has been going well. The support and teamwork have been awesome. This week, the drivers delivered the Gertrude Hawk candy. She stated that the teachers have started coming in and riding the buses and helping out as well.

#### Director of Operations Bern Smith summarized his report to the Board.

Mr. Smith stated that with the current COVID-19 situation, the District continues to march along, completing tasks that normally would be done over summer. He stated that the custodians are now in two cleaning teams, which alternate week to week. This helps keep the District on track with disinfecting/cleaning and not having too many staff members in the buildings at one time.

Mr. Smith informed the Board that Lonny Seeley and the grounds crew have started grooming the facility grounds and putting away wintertime equipment.

Mr. Smith stated that Air Temp has been on-site replacing rooftop units damaged in last year's hail storm. The replacement scope of work has been dialed back due to work restrictions and when they are allowed to be in the District.

Mr. Smith thanked everyone in the District for the work they are doing. He added that he has spoken to a few parents in the community, and they were so thankful for the food deliveries.

#### Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that he is so proud of the entire foodservice team and all the volunteers that are helping to improve the lives of students during the school shut down. He is still receiving positive comments regarding the District's ability to continue educational efforts remotely.

### **Regular Meeting, April 16, 2020**

He knows the learning is not the same as when school is in session, and this arrangement is difficult for students and families. Still, he is regularly receiving appreciative emails from parents and guardians.

Mr. Kisloski informed the Board that there is still no news on the School Budget or BOE election timeline. All he has heard is that both will take place in June. He will update the Board as soon as decisions are made.

Mr. Kisloski gave the Board a budget update. He stated that aspects of the 2020-2021 budget change daily. As of Monday, April 6<sup>th</sup>, the District has a budget where the expenditures match the revenues. As he has mentioned previously, there are cuts to the educational program. These have been reviewed with the Administrative team, and individual meetings and budget adjustments will continue over the next two weeks. Additionally, the District was able to negotiate Excellus BC/BS back to a 9% increase in Health Insurance, versus the 14% increase as previously stated. Mr. Kisloski appreciates the work of Sydney Wade and Orville Boden on this as it saved over \$150,000 in this budget cycle.

Mr. Kisloski informed the Board that TST BOCES has reduced their Administrative charges, which will save the District some money. They have also re-opened the window for the Final Service Request, allowing the District to make changes until April 15<sup>th</sup>. Mr. Kisloski met with TST BOCES to explore bringing some of the students back to campus. They were reviewing this option before the financial crisis, but now that a window has opened for the District, they are looking to take advantage of it this year.

Mr. Kisloski stated that the next phase of the budget work is preparing a plan to absorb potential cuts equal to two times the "Pandemic Adjustment" or \$430,000. In the most recent State Aid run, it shows the "Pandemic Adjustment" is offset by a Federal restoration called CARES (Coronavirus Aid, Relief, and Economic Security). However, the State Budget has four "triggers" that could reduce funding over the next year. Experts have warned that Districts need to prepare for cuts equal to 2x the Pandemic Adjustment. Plans for reducing the District's expenditures by \$430,000 are ongoing. Mr. Kisloski stated that the first "trigger" that could cut State Aid is scheduled on 4/30/20, however, there is talk of federal assistance. Mr. Kisloski added two additional notes. First, the State Aid run shows that the Governor did abandon his attempt to lock in Categorical Aid to no more than 2%. For now, this alleviates the concerns over Transportation and BOCES Aid. Second, most TST BOCES schools are still looking at a 2% tax levy increase. Mr. Kisloski will share more information throughout the month as Boards meet to discuss this issue.

#### **Board Comments:**

Michael Blake thanked the administration for the work they are doing. He thanked Matt Gelder for setting the Board meeting up through Google Meet.

Josh Soper thanked the administrators for working so hard. He stated that he has talked to some people in other districts, and they have not had the same positive feedback that Candor Schools has had.

Hannah Murray stated that she really appreciates everybody and that everyone is doing a great job.

Raymond Parmarter stated that he hears from a lot of teachers that his wife knows and Candor Schools is leading the way in how it responded to the pandemic. He stated that he was grateful knowing that everything was taken care of so well.

#### **Adjournment:**

President Parmarter declared regular session adjourned at 8:04 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board