

Board of Education, Regular Meeting
Thursday, September 19, 2019

CALL TO ORDER:

A regular meeting of the Board of Education was held in the high school library media center and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Josh Soper, Hannah Murray, Michael Blake, Nate Brace, and Rebecca Lyon, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Michael Blake, seconded by Hannah Murray, 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 on behalf of CSE Chairperson Angela Holmes, who was not in attendance. At 6:40 p.m., Duane Shoen from Insero & Co., and School Business Official Sydney Wade, entered executive session to discuss the 2018-2019 Financial Audit. Mr. Shoen and Mrs. Wade exited at 6:55 p.m.

RETURN TO REGULAR SESSION:

At 7:00 p.m., Rebecca Lyon made a motion, seconded by Michael Blake, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as Superintendent Jeffrey Kisloski, Jr/Sr High School Principal Wayne Aman, Director of Curriculum and Instruction Kimberleigh Nichols, Director of Transportation Holly Carling, Elementary Principal Kathryn Volpicelli, Assistant Elementary Principal/Athletic Director Peter Ahart, Director of Operations Bern Smith, School Business Official Sydney Wade and Board Clerk Kathryn Hinkle. The Pledge of Allegiance was said to begin regular session.

CSE/CPSE REPORT APPROVED:

A motion was made by Hannah Murray, seconded by Josh Soper, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Michael Blake, seconded by Nate Brace, to approve the minutes of the Regular Meeting held on August 15, 2019, as presented. The motion carried unanimously.

School Business Official Sydney Wade reported to the Board.

Mrs. Wade provided the Board with the August Budget Transfers and financials.

Mrs. Wade updated the Board on what she has been working on with the three+one company. She stated that she moved the total of the scholarship funds, approximately \$250,000, into a 9-month CD at 1.5% at the beginning of September. The CD will mature in time to pay student scholarships and will earn about \$3,000 in interest, versus the \$180 interest it would have earned if left in the savings accounts.

Mrs. Wade informed the Board that she recently had a meeting with FEMA and is working on a final closeout of the remaining projects. She stated that after all is said and done, the District should receive a net payment of \$68,000.

Mrs. Wade updated the Board on recent grant activity. For Title Funds, the grant allocations for 2019-2020 were \$199,266 for Title IA, \$30,748 for Title IIA, and \$15,064 for Title IV. Title IA funds support improving education for children from low-income families. Title IIA funds support professional development for teachers and district leaders. Title IV funds support providing students with a well-rounded education, supporting safe and healthy students, and supporting the effective use of technology. These grants are all still pending approval.

Mrs. Wade stated that she submitted the application for the 2019-2020 IDEA funds grant in July. The District was allocated \$196,220 for Section 611 (supports Special Education in grades K-12) and \$8,214 for the Section 619 (supports Special Education in Pre-K). These allocations are almost exactly the same as what the District received in 2018-2019. Both budgets have been approved.

Mrs. Wade stated that she and Katie Volpicelli submitted the Pre-K grant reporting for 2018-2019 and the application for 2019-2020. The District is allocated \$8,971/student, up to a maximum of 36 students, which brings the District's allocation to \$322,956. The grant amount is frozen at that amount, and the money has been converted from the Expanded Pre-K grant to a UPK grant, which the District will receive every year in State Aid. Mrs. Wade added that this budget was approved.

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Mrs. Wade informed the Board that the District was just given an additional \$16,150 in funds for the Winner's Circle Grant to cover the cost of the car engine, which brings the grant total to \$128,150.

TREASURER'S REPORTS ACCEPTED:

A motion was made by Josh Soper, seconded by Rebecca Lyon, to accept the Treasurer's Report, as presented. The motion carried unanimously.

BUDGET TRANSFERS APPROVED:

A motion was made by Nate Brace, seconded by Rebecca Lyon, to accept the Budget Transfers for the month of August 2019, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Michael Blake, seconded by Nate Brace, to accept the following Warrants for August 2019, as presented: General Fund #6, Federal Fund #2, School Lunch Fund #2, and Capital Fund #2. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter acknowledged the visitors present at this time, Sue Heavenrich from the Candor Chronicle and Duane Shoen from Insero, Co.

Mr. Shoen commented that he met with the Audit Committee during Executive Session. He stated that the audit went very well and that there were no non-compliance issues. He added that everything went very smoothly and thanked Sydney Wade for all of her help.

CONSIDERATIONS:

Independent Audit Report Accepted:

With the recommendation of Superintendent Jeffrey Kisloski, a motion was made by Josh Soper, seconded by Rebecca Lyon, to accept the 2018-2019 Independent Audit Report and Audit for Extraclassroom Activity funds with the following resolution.

"RESOLVED, that the Board of Education accepts receipt of the final Independent Audit Report and Audit for Extraclassroom Activity funds, prepared and presented by Insero & Co. for Candor Central School District for the fiscal year ending June 30, 2019."

CONSENT AGENDA:

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

Resignations:

Accepted the resignation of **Tara Benesh**, as a Part-Time Teacher Aide, effective August 21, 2019, with regret.

Accepted the resignation of **Karen Lindhorst**, as a Part-Time Teacher Aide, effective August 22, 2019, with regret.

Accepted the resignation of **Ron Sanderson**, as a Full-Time Custodial Worker, effective September 6, 2019, with regret.

Recommended Appointments:

Approved the appointment of **Sierra Szvec**, as a Part-Time Teacher Aide, effective September 1, 2019.

Salary will be \$11.10/hr for hours worked, no benefits, in accordance with the 2019-2020 Candor Employees Unit Contract.

Approved the appointment of **Billie Jo McGrew**, as a Part-Time Teacher Aide, effective September 1, 2019.

Salary will be \$11.10/hr for hours worked, no benefits, in accordance with the 2019-2020 Candor Employees Unit Contract.

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Approved the appointment of **Lisa Sherwood**, as a Full-Time Bus Monitor/Cleaner, effective September 1, 2019, with salary and benefits in accordance with the 2019-2020 Candor Employees Unit Contract.

Approved the appointment of **Stephanie Fivie**, as a Part-Time Food Service Worker, effective September 1, 2019. Salary will be \$11.10/hr for hours worked, no benefits, in accordance with the 2019-2020 Candor Employees Unit Contract.

Approved the appointment of **Trisha Thomas**, as a Part-Time Social Studies Teacher (.5), effective September 1, 2019, with salary and benefits in accordance with the 2019-2020 Candor Faculty Association Contract.

Approved the appointment of **Pius Kayiira** as a chaperone for all Winner's Circle events.

Approved the additional *Extra-Curricular Activities* for the 2019-2020 school year, with salaries in accordance with the 2019-2020 Extra-Curricular Activities Salary Schedule:

- 1.) **Pamela Quinlan** – JV Softball Coach

Approved the additional *Substitute Teachers* for the 2019-2020 school year, with salary and benefits in accordance with the 2019-2020 Substitute Teacher Pay Schedule.

- 1.) **Carolyn Pipher** - MS Childhood Ed 1-6 (EL & HS)
- 2.) **Kristen Reichert** - BS Music K-12 (EL & HS)
- 3.) **Shana Tubbs** - AS Childhood Ed 1-6 (EL ONLY)
- 4.) **Kyle Martin** – BA Social Studies & History, Adolescence Ed (HS ONLY)

Approved the additional *Non-Instructional Substitutes* for the 2019-2020 school year, with salary and benefits in accordance with the 2019-2020 Non-Instructional Substitute Pay Schedule.

- 1.) **Barbara Morris** - Substitute Food Service Worker
- 2.) **Tracey Swansbrough***- Substitute Food Service Worker

Approved the appointment of **Judy Legursky***, as a Full-Time Custodial Worker, effective October 3, 2019, with salary and benefits in accordance with the 2019-2020 Candor Employees Unit Contract.

Approved the appointment of **Vivian Eubank***, as a Full-Time Custodial Worker, effective October 3, 2019, with salary and benefits in accordance with the 2019-2020 Candor Employees Unit Contract.

Donation Accepted:

Accepted the donation of shop cards, valued at \$600.00, from **ADC Lansing** to the Technology Education Department.

Candor Promise Program 2019-2020:

Approved of the Candor Promise program, with John Benjamin as advisor, for the 2019-2020 school year, as requested by Wayne Aman, Jr/Sr High School Principal. A brief description of the program is as follows:

“The goal of The Candor Promise Program is to fill the gap left when we discontinued participation in the Liberty Partnership Program. The mission of the Promise is to provide at-risk students with support dealing with social, personal, and educational issues. The program works with students to set goals, both academic and social, and helps them attain those goals through a series of projects, conversations, field trips, and other means. It is geared toward those students that may not have the support outside of school necessary to help them be successful in the above mentioned areas. Students will be invited into the group in 8th grade and we will work with them throughout high school.”

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Candor Community Service Hub Program 2019-2020:

Approved of the Candor Community Service Hub program, with Laura Wayson as advisor, for the 2019-2020 school year, as requested by Wayne Aman, Jr/Sr High School Principal. A brief description of the program is as follows:

“The goal of the Candor Community Service Hub is to provide a resource for our students who wish to do community service. The hub will have volunteer opportunities listed that students can sign up for. It will provide mostly in-house opportunities to help build a sense of community within the school and will allow organizations, teachers, and staff to get assistance with projects that they may be doing. The hub will track the students who participate and provide the school with total hours served and what projects students assisted with. This will also be a safe, more convenient way for students to gain the hours they need for PIG class, Honor Society and other classes or organizations that require community service.”

The motion carried unanimously for all consent agenda items.

Administrator Reports:

School Safety and Security Report:

A School Safety and Security Report was submitted to the Board by Dean of Students Craig Bennett. Mr. Bennett's report states that on Wednesday, September 11th, members of the NY State Police, along with Mr. Kisloski and Mr. Bennett, had a meeting to discuss the status of the safety and security of the District. During the sit-down meeting, the Troopers were very impressed with upgrades in security and the protocols the District has in place. The troopers took particular interest in the District's ability to notify teachers of an incident and also the ability to account for all students in the building in such a timely manner through Navigate Prepared. After the meeting, they proceeded to do a walkthrough for both Elementary and High school buildings. The troopers were overwhelmed with what the District has in place with the building security. The ability to lock down the buildings multiple ways, the ballistic entry doors and the protocols and equipment to assist law enforcement agencies in the event of an emergency were all very impressive to them during the walkthrough. Before leaving, the Troopers complimented the District multiple times on what is in place.

Jr/Sr High School Principal Wayne Aman summarized his report to the Board.

Mr. Aman stated that the school year is up and running. 7th graders have transitioned well, and seniors are counting down the days. Overall, things are going well.

Mr. Aman informed the Board that the High School is putting new procedures in place to address chronic absenteeism. Besides the existing procedures, classroom teachers will be more involved with routinely reaching out to students in class and at home who are chronically absent to encourage attendance. Also, chronically absent students will be set up with a mentor who will be there to communicate with students and parents to encourage and support regular attendance. At this time, twelve teachers have stepped up to be mentors. As part of his administrative internship, Ernie Marilley will be in charge of monitoring attendance and handling logistics. Mr. Aman appreciates his help with this. Mr. Aman added that the biggest factor in success at school is attendance. He hopes these procedures will be productive.

Mr. Aman stated that the Early College Program and Early Career/Work-Study Program has been increasing in popularity among students. This year, the High School has sixteen students in the Early College Program, and seven students attending work placement with another five awaiting interviews. These practical experiences are extremely valuable for the students. Mr. Aman stated that he appreciates the Board's support for these programs. Mr. Aman informed the Board that Open House for the High School is September 26th.

Elementary Principal Kathryn Volpicelli presented her report to the Board.

Mrs. Volpicelli stated that although the start of the school year was very busy, it went great. She was especially impressed with the transition of the Pre-K and Kindergarten students. She stated that this is a testament to the connections that are established prior to the start of the school year between families and members of the school community.

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Mrs. Volpicelli informed the Board of the Great Beginnings Program. She stated that Wendy Bruttomesso has worked with the Pre-K and Kindergarten teachers to develop a great literacy opportunity for early readers. Families will receive a home literacy kit every other month during the school year. Each literacy kit contains a high-interest picture book for families to read to their child and a folder. The folder includes a helpful story parent guide and hands-on activities (crafts, games, recipes) for families to complete. There will be kickoff events held on September 24th for Kindergarten and October 22nd for Pre-K. During the kickoff, Mrs. Bruttomesso and the teachers will model read aloud strategies for the adults. The families get to keep their books and materials. Mrs. Volpicelli stated that the Ithaca Science Center sponsored a Science night with a chemistry theme on September 12th. The turnout was great. The event was free, and they brought along ten volunteers who each ran a station.

Mrs. Volpicelli spoke of the Elementary's plan to lower chronic absenteeism numbers. They have formed a committee and look forward to brainstorming some ideas to address the absenteeism rate at the elementary level. Their first meeting was held on September 18th.

Mrs. Volpicelli informed the Board that the Elementary school received an abundance of school supplies donated by community members and parents. The generous donations and support for the school district are much appreciated.

Assistant Elementary Principal/Athletic Director Peter Ahart presented his report to the Board.

Mr. Ahart stated that the District had an eventful start to the fall athletic season, with the storm hitting the night before JV and Varsity sports were set to begin, which did not allow the players to utilize the facilities in Candor for practices for the first three days of the fall season. Mr. Ahart and Holly Carling were able to work with Spencer's transportation and athletic departments to move all practices up to Spencer. They were able to maintain the same schedules without having to cancel any practices which would have ended up affecting the game schedules, due to the teams needing a set number of practices prior to their first game. Mr. Aman thanked the CHS/SVEC coaches, bus drivers, players, parents, and staff for their flexibility and support during those first few days. He also thanked the Spencer-Van Etten School District for opening their District to every merged and non-merged athletic team to practice during this time.

Mr. Ahart informed the Board that the Athletic Department is currently working on an Emergency Action Plan (EAP). The EAP is specific to Candor's Athletic Department. The purpose of an EAP is to guide school athletic personnel and medical staff responding to emergency situations when they occur during athletic events. All Candor School District coaches and athletic personnel should be familiar with this document and their role and responsibility in an emergency. The procedures outline important information regarding things such as AED locations, contests which require MDs/EMTs/ATCs, and most importantly, the EAP outlines a chain of command in the event of an emergency. The District currently has a draft of an EAP being reviewed by Mr. Ahart, Wayne Aman, the School Nurses, and the two Athletic Trainers.

Mr. Ahart stated that each week during the high school sports season, ESPN Ithaca picks an athlete of the week. The winner gets to be interviewed on the local show "Between the Lines" at 5:00 p.m. and receives a commemorative shirt from ESPN Ithaca. Through this partnership with Cayuga Health, Candor's Booster Club also receives a donation in honor of that athlete. Alex Doucett, from the SVEC boys Varsity soccer team and Jennah Kareem from the Candor Varsity Volleyball team, have both been named ESPN Ithaca's Athlete of the Week. Congratulations to Alex and Jennah.

CSE Chairperson Angela Holmes's report to the Board.

Mrs. Holmes was not present for the meeting. A summary of her written report to the Board is as follows.

Mrs. Holmes stated that she has been meeting with students and visiting classrooms when she does not need to be at her desk. The District has had many students move in that have IEPs.

Mrs. Holmes informed the Board that all Early Intervention students turning three years old will have meetings to transfer their IEPs to indicate CPSE (Committee on Preschool Special Education). These meetings will begin during the week of September 23, 2019.

Mrs. Holmes stated that the District had many new students enroll in late summer. Students who have IEPs from previous schools have a transfer meeting to ensure their needs are being met and to discuss how to accommodate needs with Candor's programming. Transfer meetings will happen during the first week in October. These students have interim IEPs until their transfer meeting occurs.

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Director of Curriculum and Instruction Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols informed the Board of the i-Ready program and why it will be used within the District. She stated that i-Ready's adaptive Diagnostic helps diagnose individual student learning needs and monitors student growth over time; i-Ready provides intuitive, easy-to-read reports to help teachers provide targeted instruction and links to instructional resources; and i-Ready provides personalized online lessons that students can access for additional support. Mrs. Nichols stated that i-Ready will provide diagnostic information for both reading and math, three times per year for First Grade through Eighth Grade students. This will replace DIBELS, EZCBMMath, SRI, and iXL. Instructional Support Teams (in both buildings) will meet with grade-level teams to review student data, identify instructional groups for intervention and labs, and facilitate instructional planning with the use of resources within the i-Ready Teacher's Toolbox. Mrs. Nichols stated that the schools are excited to be more intentional with data-driven instructional practices. She stated that she appreciates working with Katie Volpicelli and Matt Gelder as they have supported one another, the teachers and the students with this new initiative.

Mrs. Nichols informed the Board that she will begin meeting with JH/SH departments during the week of September 16th to facilitate data dialogues using state test results, Regents results, local data, and previous instructional priorities. The goals for the meetings are as follows:

- Review state test data (primarily looking at three-year trend reports)
- Review content standards and new practices as outlined by NYSED
- Make correlations between knowledge gaps and instructional practices
- Review the previous year's instructional priorities and make adjustments as needed
- Create an instructional priority action plan for the 2019-2020 school year

Mrs. Nichols informed the Board of the 2019-2020 Professional Learning Plan. The schools will continue to bolster the Whole Child tenets of Engaged, Challenged and Meaning & Accomplishment throughout this school year by focusing on the 4 C's (communication, collaboration, critical thinking, and creativity). During the Early Release Days, teachers will spend time with their grade level or department to craft student-friendly and age-appropriate definitions and learning targets for the 4 C's. They are also creating classroom posters that will be a daily reminder of what each skill means. Mrs. Nichols feels they must be intentional and consistent with what their expectations are, how they define each, in their modeling and supporting students as they grow their skills.

Technology Integration Coordinator Matt Gelder's report to the Board.

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

Mr. Gelder updated the Board on Student and Classroom Technology. He stated that the last few weeks have been a blur of Chromebooks, new student accounts, teacher tech troubleshooting, and all of the things that come with a new school year. The District was well prepared after a busy summer, and the initial rollout of Chromebooks proceeded smoothly. All of the students had devices on the first day of school if they were needed in their classes. The District has about 240 Chromebooks that are issued to students to take home in grades 9-12 and 475 devices in carts and classrooms for students in grades 2-8 to each have a device available when needed for grade-level activities.

Mr. Gelder informed the Board that he and Kim Nichols attended a workshop hosted by Jeff Matteson and Diane Levitte at the Cornell Tech Campus in NYC this August. They joined the superintendents from many of the TST BOCES component districts to see how Cornell Tech is working with NYC school districts to incorporate computational thinking and computer science education into Math and ELA curriculum. In addition to learning about computational thinking, they were able to observe a summer camp planned and run by high school students who were teaching computer science to middle schoolers, toured a makers' space, and spent time with the teachers who are implementing computational thinking and computer science in the schools. Mr. Gelder stated that he and Mrs. Nichols had some great conversations with Dr. Matteson and the other superintendents focused on how each district in the region could promote computational thinking and computer science to ensure that all students have the basic knowledge and skills they will need to be successful in an ever-growing technological world. Over the last month, Mr. Gelder and Mrs. Nichols have discussed how computational thinking fits within the District's current teacher PD plan and the current focus on the 4C's. They plan to introduce computational thinking concepts to teachers next summer as a continuation of the work providing intentional opportunities to practice the 4 C's. Mr. Gelder thinks that the summer PD training gives them the time and space to dig into this topic and show teachers how they are already using many of these concepts in their daily teaching.

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Director of Transportation Holly Carling summarized her report to the Board.

Mrs. Carling stated that it has been a great start to the 2019-20 school year. Fall sports started up August 19, the day after the storm. Athletes, coaches, and parents were incredible as they made changes to the schedule day by day.

Mrs. Carling would like to thank the bus drivers for managing to make things happen when it does not appear like it will be able to. She stated that the District has a great group of people working to transport students safely each and every day.

Mrs. Carling informed the Board that the District currently has the regular routes, plus one CTE bus going to TST BOCES, two Special Education Program small buses going to TST BOCES, one small bus/van going to Broome Tioga BOCES, and one van going to GST BOCES.

Mrs. Carling stated that field trip requests are also starting to come in now.

Mrs. Carling added that it has been a great start to the year, and she is not only grateful for this opportunity but grateful for the team she is working with and all of the support.

Director of Operations Bern Smith presented his report to the Board.

Mr. Smith stated that Lonny Seeley and the grounds crew have worked hard to get the grounds back in shape after the recent storm damage. The District is still receiving repair and replacement quotes from storm damage. He stated that while the campus did not see trees on any buildings, the wind and hail caused a lot of damage, especially to the HVAC rooftop coil units.

Mr. Smith commented on the recent work being done on Main Street. He stated that it has been interesting with the Main Street road repair in full swing for the start of the new school year. Mr. Kisloski and Mr. Aman had to help with afternoon traffic due to the mess out front as milling/paving was underway.

Mr. Smith stated that he is happy to have two candidates for the custodial vacancies. He would also like to recognize a substitute cleaner who has helped over the last several years when the District needed a hand. Marty Hallett works a full-time day job but always finds the time to lend support to the District when required.

Network Administrator's Log for August 2019 was submitted

Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that the District had a very positive and productive opening to the school year. After the storm cleanup and the power outage, everyone was able to focus and prepare for the return of the teachers and students. Other than some traffic issues due to the paving of Main Street, the year has begun extremely smoothly. Mr. Kisloski thanked everyone for their contributions to a great opening for the 2019-2020 school year. Mr. Kisloski informed the Board that it came to his attention that at times, practices had been occurring on Labor Day in the past. The District has always maintained the position that Holidays and Sundays were intentionally set aside as "Family Time." Now with the Sports Merger, the CCSD and S-VE Districts collectively took some time to revisit the District's position on school activities on Holidays and Sundays, and he is pleased to report that their position was shared and reinforced by Pete Ahart and Rebecca Saggiomo, both Districts' Athletic Directors, and Diahann Hesler, the S-VE Superintendent. Mr. Kisloski stated that he feels this issue truly is an issue of "Community Standard" and not Administrative opinion and wants to be sure the Board agrees.

Mr. Kisloski stated that the District continues to work on the District's \$100k project. Due to constraints of State Ed recommendations, the District has shifted focus to window replacement in the first floor (tech area) of the High School.

Mr. Kisloski stated that the Administrative Team has put together a presentation that attempts to capture all of the District's efforts at promoting Social and Emotional Learning (SEL) and Well-Being for the students. He stated that "Shaping Our Future" through the growth and development of the student is the most important endeavor. He is very proud of the intentional efforts of the entire staff to help the students find success in college, their careers, and their life.

Mr. Kisloski informed the Board that he met with Michael Dodd regarding the District's Policy Manual.

The Administrative Team presented their slide show to the Board.

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Board Comments:

Michael Blake thanked Sydney Wade for all of her work on the audit. Mr. Blake welcomed Peter Ahart to the District. He commented that he is glad to see that the District is updating the Policy Manual. He stated that he agrees that there should not be practices on holidays or on Sundays. He commented that Meredith Roessner does a great job with the Senior Seminar class.

Nate Brace thanked everyone for getting the students off to a great year.

Raymond Parmarter stated that the programs that the schools provide go above and beyond the normal education. He feels it shows great professionalism.

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitors present. No further comments were made at this time.

Adjournment:

President Parmarter announced the meeting adjourned at 9:26 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board