

Board of Education, Regular Meeting
Thursday, June 16, 2016

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: Gary Henry, Gwen Isham, James Douglas, David King, and John Belokur, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by James Douglas, seconded by David King, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Jeffrey Kisloski. Superintendent Kisloski exited executive session at 6:35 p.m. as the Board reviewed a contractual matter; Superintendent Kisloski returned to executive session at 6:47 p.m.

RETURN TO REGULAR SESSION:

At 7:06 p.m., James Douglas made a motion, seconded by John Belokur, 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, Elementary Principal Katie Volpicelli, Director of Curriculum & Instruction Kimberleigh Nichols, Director of Operations Bern Smith, Business Manager/Treasurer Sydney Wade, and Board Clerk Kathlyn Hinkle.

CSE/CPSE REPORTS APPROVED:

A motion was made by James Douglas, seconded by Gwen Isham, to accept the CSE/CPSE Reports, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by David King, seconded by Gwen Isham, to approve the minutes of the Annual Vote held on May 17, 2016, as presented. The motion carried unanimously.

A motion was made by John Belokur, seconded by James Douglas, to approve the minutes of the Regular Meeting held on May 19, 2016, as presented, noting an error in the second to last paragraph; change Hannah Benjamin to Hannah Murray. The motion carried unanimously.

Business Manager/Treasurer Sydney Wade presented her report to the Board.

Mrs. Wade informed the Board that this month's reports include the Treasurer's Reports and Scholarship reports for November through May.

Mrs. Wade stated that the Business Office is preparing for the annual independent audit. Jerry Mickelson will be at the July Reorganizational meeting for the auditors' entrance conference, where he will discuss the scope of the audit and give a general discussion of audit procedures. The audit is scheduled towards the end of July.

Mrs. Wade informed the Board that the District received approval from FEMA to do the flood-proofing work to the High School. The estimated total of this work is \$340,970. The District has until September 9, 2017 to complete the work. Mrs. Wade stated that she and Superintendent Kisloski are currently working with Highland Associates to get this work moving with a project number and bid process. The work to be completed includes flashing behind brick in certain areas of the High School, installing flood proof doors, installing sump pumps, and sealing the brick in certain areas of the High School. Mrs. Wade stated that the intent is to have this work done along with the current capital construction project.

Mrs. Wade informed the Board that the District sold \$12 million in Bond Anticipation Notes on June 15, 2016 for the capital project. It was a successful sale; there were four bidders for the full amount of the BAN, and the District received an excellent net interest rate of 0.9590%. BANS mature in one year and can be "renewed" up to five times before the BANS must be converted to a bond. Mrs. Wade stated that using BANS for the maximum year possible helps the District save money in interest costs and in bond closing costs, as the bond interest rates are closer to 3%, and closing costs are around \$50,000.

REGULAR MEETING, JUNE 16, 2016

TREASURER'S REPORTS ACCEPTED:

A motion was made by James Douglas, seconded by David King, to accept the Treasurer's report for November through May 2016, as presented. The motion carried unanimously.

BUDGET TRANSFERS APPROVED:

A motion was made by Gwen Isham, seconded by Gary Henry, to accept the Budget Transfers for the month of May 2016, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by David King, seconded by John Belokur, to accept the following Warrants for May 2016, as presented: General Fund #56, School Lunch Fund #29, Federal Fund #33, and Capital Fund #12. The motion carried unanimously.

Business Manager/Treasurer Sydney Wade exited regular session at 7:40 p.m.

RECOGNITION OF VISITORS:

President Parmarter acknowledged the visitors present at this time.

Lawrence Lyons, Director of CNYSBA, presented David King and Gwen Isham with a mug from the CNYSBA, thanking them for their years of service.

Community member Brian Carey was present to discuss the new bus garage plans. He also wanted to know the status of the solar field project.

Newly elected Board Member Michael Blake was also present, as well as Candor Chronicle reporter Jamie Cone.

No further comments were made at this time.

CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by James Douglas, seconded by Gwen Isham, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Resignation:

Accept the resignation of *Jessica Thomas* as an Elementary teacher, effective June 30, 2016, with regret.

Recommended Appointments:

Driver Education Instructors: Approve the appointment of *John Benjamin and Steven Fales* as Driver Education Instructors for Summer, 2016, with salary in accordance with the current Candor Faculty Association Contract.

Extra-Curricular Appointments: Approve the appointment of the list of individuals for the 2016-2017 school year, as presented, with salaries in accordance with the 2016-2017 Extra-Curricular Pay Schedule.

Summer Bus Drivers and Aides: Approve the appointment of the following bus drivers and transportation aides for the summer of 2016 bus runs, with salaries in accordance with the 2016-2017 Candor Employees Unit Contract:

Drivers:	Amanda Yarrington – TST Smith School
	Connie Jordan – George Jr. Republic
	Boyd Andrews – Broome-Tioga BOCES
	Jennifer Hill – Camp Ahwaga
Aides:	Dixie White – Camp Ahwaga
	Patti Sandgren – Camp Ahwaga

REGULAR MEETING, JUNE 16, 2016

Approve the appointment of the following substitute bus drivers and transportation aides for the summer of 2016 bus runs, with salaries in accordance with the 2016-2017 Non-Instructional Substitute Pay Schedule:

Substitute Drivers: Gerard Troeger, Cindy Jantz, Sandra Blinn and Pamela Krause
Substitute Bus Aides: Brenda Quick and Gary Jordan

Drivers and aides are chosen based on seniority, previous job experience, and date of application (if needed).

Approve the appointment of **Lauren Miner**, as a Full-Time Elementary Teacher (Second Grade), effective July 1, 2016, with salary and benefits in accordance with the 2016-2017 Candor Faculty Association Contract.

Approve the appointment of **Kristin Marzo**, as a Full-Time Elementary Teacher (Third Grade), effective July 1, 2016, with salary and benefits in accordance with the 2016-2017 Candor Faculty Association Contract.

Approve the appointment of **Lucile Kovalovsky**, as a Full Time Elementary Teacher (Fifth Grade), effective July 1, 2016, with salary and benefits in accordance with the 2016-2017 Candor Faculty Association Contract.

Approve the appointment of **Brittney Noble**, as a Full-Time Special Education/Reading Teacher, effective July 1, 2016, with salary and benefits in accordance with the 2016-2017 Candor Faculty Association Contract.

Substitute Teachers:

Approve the list of Substitute Teachers for the remainder of the 2015-2016 school year with salary in accordance with the 2015-2016 Substitute Teacher Pay Schedule:

- (1) **Deseree Ingraham** (EL Only)

2016 Scholarship Fund Report & Meeting Minutes:

Accept the 2016 Scholarship Fund report and meeting minutes, as presented.

Tenure Appointments:

Approve the tenure appointment for the following faculty members, effective September 1, 2016:

- **Jamie Garrett**, Reading
- **Stephany Marilley**, Music
- **Kelly Murphy**, Special Education
- **Kelly O'Brien**, Special Education
- **Katherine Spatola**, Physical Education

Summer Hours for Aides:

Approve additional summer Professional Development hours for the elementary teacher aides (up to 30). The time would be used for recess training, etc. An estimated 1 day, 8 hours per aide, will be needed. The training will be paid through Title I funding. The training will not be mandatory.

Summer Hours for Elementary School Nurse:

Approve an additional two paid days, eight hours each, of employment for Elementary School Nurse Kezia Marshall to be taken in late August. Ms. Marshall will be meeting with parents of special needs children to review health care plans and to prepare for meetings with faculty and staff who will be working with these students. She will also be performing various other tasks that need to be done before the start of school, since there is not sufficient time to do these tasks once school starts.

Compensation for these additional hours will be at Ms. Marshall's regular hourly rate of pay and has been allocated in the budget for 2016-2017.

REGULAR MEETING, JUNE 16, 2016

Donations Accepted:

Accept the donation of sand paper, valued at \$400.00, from Walt and Kim Klinger to the District's Technology Department.

Accept the donation of two sanders and related paper, valued at \$504.00, from Steve Frye to the District's Technology Department.

The motion for all consent agenda items was unanimous.

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

Mr. Aman informed the Board that the committee of faculty and students have completed a building cellphone use review, and have developed new cellphone procedures in the building during the instructional day. A survey of the high school faculty demonstrated 100% faculty approval for the new procedures. Below is the language which will be located in student agenda:

"Student Cellphone Use:

Cellphone use in school is a privilege, and can be restricted by a teacher or administration at any time. Cellphones may be permitted for use in the cafeteria, hallways and classrooms pending teacher and administrative approval. Cellphone use in the classroom is to be used for instructional support only, and the classroom teacher has the right to grant or deny access. Use of cellphones to take pictures or video is strictly prohibited without prior administrative approval. Cellphone use on school grounds must be in compliance with the building's technology responsible use procedures. Cellphones may be confiscated by teachers or administration if used inappropriately."

Mr. Aman stated that the committee believes the new policy will allow cellphones to become a convenient instructional support tool, as well as allow faculty the opportunity to teach responsible use. Cellphones will be allowed in the cafeteria and hallways, if used appropriately. Mr. Aman would like to thank the committee and Mrs. Snell's Statistics class for their efforts throughout the process.

Superintendent Kisloski added that in Phase III of the capital project, routers will be opened to provide a stronger wi-fi.

Mr. Aman stated that each year, he likes to offer a summary of the College credits earned by the seniors in the CollegeNow concurrent enrollment program through TC3. The Class of 2016 earned a total of 862 college credits, with a high total by one student of 44 credits. The District also had 11 students accumulate 30 or more credits. The following is an itemized list of tuition cost savings for the students:

- 862 credits x \$164 per TC3 credit = \$141,368
- 862 credits x \$270 per 4 year SUNY school (Cortland) credit = \$232,740

Mr. Aman stated that this is an incredible cost savings to the families in the Candor district. He would like to thank TC3 and the concurrent enrollment teachers for providing this opportunity for the students.

Mr. Aman added that all credits will transfer to a SUNY school.

Mr. Aman informed the Board that preparations for graduation at the stadium are well underway. Bern Smith has purchased a new amp for the sound system, and Katie Anderson has ordered balloons and ribbon for decorations. Plans for the layout have been discussed so the grounds crew can set up. Mr. Aman stated that if Mother Nature cooperates, we should be in good shape. He stated that he hopes to see the Board on Friday, June 24th at 7:00 p.m.

Elementary Principal Katie Volpicelli presented her report to the Board.

Mrs. Volpicelli stated that as the year winds down there are many exciting activities taking place.

Mrs. Volpicelli informed the Board that the District started a new tradition on June 6th with the Senior Walk. The Elementary School invited the graduating Class of 2016 to walk through the halls in their cap and gown. There was a lot of emotion shared by the seniors and staff. Seniors who had Mrs. Kim Klinger as a teacher presented her with a flower as they walked past her classroom since she will be retiring this year.

REGULAR MEETING, JUNE 16, 2016

Several students presented Mrs. Vega, elementary teacher aide, with flowers as she will also be retiring this year. The Senior Walk was a great way for the graduating class to reflect on their earlier years in the district. It was also great to see the elementary students who still have a way to go inspired by the Class of 2016. Mrs. Volpicelli offered Congratulations to the Class of 2016!

Mrs. Volpicelli updated the Board on the recent hiring at the Elementary. She stated that they held a very successful round of interviews on June 6th. The team set out to hire a 3rd grade teacher, reading teacher and special education teacher. The interview committee feels very confident with the chosen candidates. Christine Stephens will move from 5th grade to a reading teacher position. Kristin Marzo, who filled in this year as a 3rd grade Long-Term Substitute, was offered a 3rd grade position. Brittney Noble (former Candor graduate) was offered a position as a Special Education teacher. Lucile Kovalovsky was chosen to fill the open 5th grade position. Lauren Miner, who was a Long-Term Substitute in 2nd grade, will return as a full time 2nd grade teacher.

Mrs. Volpicelli stated that the Elementary is in the process of holding the last round of congruence meetings for this year. Grade level teachers, special education teachers, AIS teachers and other support staff meet to identify the supports that will be needed for students next year. During the meetings, student placements are discussed and parent requests are considered. The time and energy put into making sure the best decisions are made for students is much appreciated. Mrs. Volpicelli added that class placements were tough this year as there were approximately 60 parent requests.

Mrs. Volpicelli informed the Board of the end of year activities at the Elementary. She stated that Field Day was successful. Faculty and staff collaborated to provide a day of fun activities for students. Grandparents Day, Museum Night, Flag Day, Band/Chorus Concert, Seabreeze Fieldtrip, and Beach Buddy Reading all take place the last couple weeks of school as well. The 6th grade "Moving Up" Ceremony will be held in the High School auditorium on June 20th. This is a special occasion for students and their families. There is also an awards assembly held for students in grades 4-6 on June 20th.

Mrs. Volpicelli would like to thank the entire Candor School District for the support during her first year as Elementary Principal. She stated that she could not ask for a more encouraging and supportive group of administrators to work with. She feels she is honored to work with the most sincere and dedicated group of teachers. She stated that she continues to enjoy working with all the amazing students, staff and families in Candor and that she is looking forward to a great end to the school year and a productive summer.

Director of Special Education Holly Carling's report to the Board.

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

Mrs. Carling's report of the CSE/CPSE/504 meetings was presented to the Board.

Mrs. Carling offered congratulations to the Class of 2016. She stated that the District has 6 students with IEP's graduating with a Regents Diploma and 1 student aging out and receiving a Skills and Achievement Commencement Credential. In addition, the District has one student with a 504 who is also receiving a Regents Diploma. Mrs. Carling would like to congratulate those students.

Mrs. Carling stated that there are still meetings being held, most of them being Initial Eligibility Determination meetings and preschool meeting.

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

Mrs. Nichols stated that on June 2nd and 3rd the District administered the Computer Based Test (CBT) Field Test for Grade 8 math and Grade 5 ELA, respectively. Arrangements were for students participating in the field test to report to one of the computer labs for their regularly scheduled class. Pam Quinlan and Amy Kelsey served as proctors for their designated field test. Mrs. Nichols and Matt Gelder were also in attendance during the testing sessions for added support. Mrs. Nichols stated that there were various test formats and at the end of the test, each student had the opportunity to answer an eight to eleven question survey. The survey provided students an opportunity to share their opinions on paper testing vs. computer-based. Teachers and administrators will also be given an opportunity to share feedback with the state education department as well. Mrs. Nichols informed the Board that the process, for the most part, was quite manageable; however, the District was only responsible for testing one grade level per day. On a traditional testing day, the District would test six grade levels per day, two weeks in a row for math and ELA. Mrs. Nichlols added that it will be interesting to see what the next step in CBT will be.

REGULAR MEETING, JUNE 16, 2016

Mrs. Nichols would like to thank Matt Gelder, Mike Williams, Holly Carling, Amy Kelsey and Pam Quinlan for making this a success. She would also like to thank the students for their willing participation.

Mrs. Nichols stated that over the past two years, Beth Gance-Virkler and Superintendent Kisloski have taught guidance lessons to the sixth and seventh grade classes. These lessons originated with the idea of presenting a kid-version of the Discovering Leadership work that many of the faculty and staff within the district have participated in. The goal was to incorporate an 8th grade component to complete the middle school focus, since grades 5-7 had an established curriculum. Topics during SuperPowers 8 included: Discovering Leadership; Mindset; Empathy; Values; Team Building; and, Goal-setting.

Mrs. Nichols would like to thank Ms. Laura Koroluck for providing time during her 8th grade health classes for her to work with the Health class students. She would also like to thank Mrs. Beth Gance-Virkler and Superintendent Kisloski for providing the curriculum topics to be covered for this 8th grade "catch-up" year, prior to this class entering 9th grade and working on their first iStatement.

Mrs. Nichols stated that she is looking forward to working with Matt Gelder (and the rest of the team) again this summer, as they prepare professional development activities focused on Project-Based Learning and Technology Integration. She stated that she is sure the work the faculty will produce this summer will once again make them very proud. She added that she is anxious to see the teachers inspire one another, as they create engaging lessons that cultivate the students' creativity and innovation. Mrs. Nichols informed the Board that there are approximately 70 teachers signed up for the summer activities.

Mrs. Nichols thanked the Board for their continued support and encouragement.

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 stated that he and Kimberleigh Nichols have been busy planning the summer PBL/Technology training for teachers. There currently have 70 teachers signed up for one of three sessions this summer. Mr. Gelder stated that like last year, he will weave technology tools into the presentation of the PBL curriculum so that teachers can see how technology tools can be used in the classroom. His hope is to model some blended learning practices so that teachers might be able to maximize one-on-one time with their students and present material in a way that engages a wide variety of learning styles.

Mr. Gelder informed the Board of the Google Summit. Laura Wayson, Adam Young, Ashley Green, Amy Kelsey, Kathleen Rimbey and Mr. Gelder attended a 2 day workshop last month focused on how to integrate the many Google tools into the classroom. These teachers, as exemplars of the growth mindset, spent their time pushing their technology skills to the next level so that they could create more engaging lessons for the students. Mr. Gelder stated that it is great to have these teachers as resources for their colleagues to answer questions and be the local experts in their grade/department. Additionally, it was great to hear their perspective on what would and would not work for their students. Mr. Gelder would like to thank Superintendent Jeff Kisloski, Wayne Aman, Katie Volpicelli, and the Board for their support of these critical technology training opportunities.

Mr. Gelder stated that with the new upgrade to the school wifi network, the District has now been able to allow student access to the school wifi network on their personal devices after school. Through the end of the school year the schools have an open wifi network that students and members of the public can access. This network still filters internet content in the same way that it would be filtered if the student were on a school device. The response has been overwhelmingly positive from students and there have not been any technical problems.

Mr. Gelder would like to thank Mike Williams for his support and expertise in providing this resource for the students outside of the school day.

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

Mr. Smith stated that it has been another successful year with staff and students riding the school bus fleet safely. Daren Jensen and Greg Nichols continue working on a terrific transportation department. He stated that the District's last NYSDOT Fleet Inspection report scored a 98%. He thanked Greg Nichols for his work.

Mr. Smith informed the Board that the new school buses are currently at NY Bus Sales. He anticipates trading the old 65-passenger buses in sometime during the month of August. He commented that he is very appreciative of the support the District gets with the transportation department.

REGULAR MEETING, JUNE 16, 2016

Mr. Smith informed the Board that the Summer Workers have returned to campus and started their tasks. The Maintenance, Buildings/Grounds and Custodial departments are closing out items for this school year while preparing for another very busy summer. He stated that with the students soon leaving campus for the summer, construction workers are gearing up for a very aggressive demolition/construction phase to start again on or around June 27th. The front of the high school has taken shape, new grass is coming and it is looking pretty good.

Mr. Smith would like to thank everyone for the continued success and support that is shared with the students, parents and each other.

Network Administrator's Log for May 2016 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Superintendent Kisloski informed the Board that Jerry Mickelson has requested a pre-audit meeting with the Audit Committee (the Board) at 6:30 p.m. on July 7th, 2016. This meeting will take place just prior to the Re-Organizational Meeting at 7:00 p.m.

Superintendent Kisloski stated that after careful analysis of the language in the Solar Power Purchase Agreement, the District's attorney has offered several "stumbling blocks" that make an agreement with RER Solar inadvisable. He stated that in conversation with Alwyn John at TST BOCES, the State approved K-Solar projects (as opposed to PPA's) are too expensive. They sell back electricity at a higher cost than the District currently pays. However, in conversation with both the District's attorney and Mr. John, the possibility still exists for the District to have its own solar project. Mr. Kisloski has spoken with Jean Beudet at Facilities Planning and she stated clearly that solar projects for schools are State aided. Based on this information, Mr. John is running numbers for on the feasibility of the District owning its own solar field.

Mr. Kisloski informed the Board that he recently attended a workshop he has been waiting for for over 10 years. School District Policy Manuals have hundreds of adopted policies. However, only 40 are required. All other actions of a school district are either Federal or State Law or District Procedures. Candor Schools has operated successfully under this premise for years. Mr. Kisloski stated that this summer and early fall, he recommends that the District rescind all existing policy and adopt a new concise policy manual. This will be a large yet valuable undertaking for the District. He anticipates a timeline that could include a first reading in September and adoption in October of 2016.

Mr. Kisloski informed the Board that just this week, Campus made projections that Phase II (bus garage) could be scheduled to bid in September and Phase III scheduled to bid in October. Shortly, the District will be reviewing this tentative plan and discussing the benefits and drawbacks of bidding Phase II and Phase III together.

Mr. Kisloski stated that TST BOCES is embarking on a planning process for a potential capital project. They have scheduled 5 meetings for now until the end of August. Mr. Kisloski has volunteered to be a representative on the study committee. Because Special Education placements are always a concern for Candor Schools, Director of Special Education Holly Carling will also attend some of the meetings. BOCES capital projects can take several different forms with differing approval processes. Mr. Kisloski will update the Board throughout the planning process as it develops.

Mr. Kisloski thanked Gwen Isham and David King for their outstanding service to the Candor Central School District community. The entire District has benefited from their commitment, dedication, thoughtfulness, humor and support.

Board Comments:

James Douglas thanked Gwen Isham and David King for their service.

David King commented that Candor Schools has a great administrative team. He added that as a community member and a tax payer, he could not be prouder.

Gwen Isham commented that it has been a great ride. There are a lot of good things happening at the District. Ms. Isham stated that there has been a great group of Boards over the years. She thanked everyone for the great work.

Raymond Parmarter stated that he had an opportunity to go to the 4th grade presentations. He commented on how things have changed from when his kids were in 4th grade.

REGULAR MEETING, JUNE 16, 2016

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitors present. Michael Blake congratulated David King and Gwen Isham. No further comments were made at this time.

Adjournment:

President Parmarter announced the meeting adjourned at 8:47 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board

