

Board of Education, Regular Meeting
Thursday, January 18, 2018

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, Brent Doane, Hannah Murray, Michael Blake, and Josh Soper, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:32 p.m., Michael Blake, seconded by Gary Henry, made a motion to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Kisloski. At 6:36 p.m., Holly Carling, Director of Special Education, entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 6:47 p.m. At 6:47 p.m., Jr/Sr High School Principal Wayne Aman and Athletic Coordinator Steve Frye entered executive session to discuss a particular personnel matter. Mr. Aman and Mr. Frye exited executive session at 7:25 p.m.

RETURN TO REGULAR SESSION:

At 7:25 p.m., Gary Henry made a motion, seconded by Josh Soper, 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, Business Manager/Treasurer Sydney Wade, Elementary School Principal Katie Volpicelli, Director of Special Education Holly Carling, Director of Curriculum and Instruction Kimberleigh Nichols, Technology Integration Coordinator Matt Gelder, and Board Clerk Kathlyn Hinkle. The Pledge of Allegiance was said to begin regular session.

CSE/CPSE REPORT APPROVED:

A motion was made by Michael Blake, seconded by Gary Henry, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Gary Henry, seconded by Hannah Murray, to approve the minutes of the Regular Meeting held on December 21, 2017, as presented. The motion carried unanimously, with Raymond Parmarter abstaining.

APPROPRIATION TRANSFERS ACCEPTED:

A motion was made by Brent Doane, seconded by Michael Blake, to accept the Appropriation Transfers report for December 2017, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Hannah Murray, seconded by Michael Blake, to accept the following Warrants for December 2017, as presented: General Fund #28, Federal Fund #13, School Lunch Fund #13, and Capital Fund #6. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Raymond Parmarter acknowledged the visitor present at this time, Jaime Cone from the Candor Chronicle. No comments were made at this time.

Business Manager/Treasurer Sydney Wade exited the meeting at 7:42 p.m.

CONSENT AGENDA:

Upon the recommendation of Superintendent Kisloski, a motion was made by Gary Henry, seconded by Josh Soper, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

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Resignation(s):

Accepted the resignation from **Joshua Hover**, as Full-Time Custodial Worker, effective February 2, 2018, with regret.

Recommended Appointments:

Approved the appointment of *Substitute Teachers* for the 2017-2018 school year, with salaries in accordance with the current Substitute Teacher Pay Schedule:

- **Alida Dean***: BA English Literature, MFA Creative Writing/Literature (HS Only)
- **Hannah McCann**: BS Early Childhood Ed, BS Childhood Ed (EL Only)

Approved the appointment of **Lonny Joe Seeley***, as a Full-Time Custodial Worker (Grounds Department), effective January 19, 2018, with salary and benefits in accordance with the current Candor Employees Unit Contract.

Approved the appointment of **Ronald Sanderson***, as a Full-Time Custodial Worker, effective February 5, 2018, with salary and benefits in accordance with the current Candor Employees Unit Contract.

Donations:

Accepted the donation of CAT50 tool holders, valued at \$38,181.92, from **Stork H&E Turbo Blading, Inc.**, to the Technology Education Department.

Budget Development Calendar:

Approved the 2018-2019 Budget Development Calendar, as presented, with the exception of changing the first Budget Advisory Committee meeting from February 8th to February 15th at 5:30 p.m.

Chaperone Manual:

Approved the Candor Athletic Department Chaperone Manual, as presented.

Superintendent Jeffrey Kisloski stated that he would like to thank Steve Frye and Cathy Doane for gathering the necessary information and developing the Athletic Department Chaperone Manual.

The motion for all consent agenda items carried unanimously.

Administrator Reports:

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

Mr. Aman stated that Midterm and January Regents exams will be administered January 22nd - 25th. These four days will allow faculty to administer, score and analyze high quality assessments in order to identify gaps in teaching and learning. Mr. Aman will be asking teachers to identify at least three key learning gaps, and share these with him by the end of the exam period.

Mr. Aman updated the Board on progress regarding the new meal charging procedures. He sent out a *School Messenger* notifying parents of the upcoming procedural changes for students grades 7-12, and continues to send weekly calls home in order to inform parents of deficient balances of -\$10.00 or greater. Brian Lanphere, Cafeteria Manager, is sending weekly letters home to students whose accounts reach -\$20.00. Craig Bennett, Dean of Students, and Mr. Aman are reaching out to these students privately to inform them of the upcoming change in charging procedures as well. As of January 18, 2018, Mr. Aman is pleased to share that they have been able to recover over \$2,000.00 of delinquent debt. He stated that no one takes pleasure in issuing alternate meals to students, so they are doing their best to communicate with students and parents in order to recover as many delinquent payments as possible.

Mr. Aman informed the Board that Corey Whatley, junior class president, has taken the initiative to begin a building-wide can and bottle recycling effort. Initial meetings have focused on recruiting students and working out logistics. Bree Zogaria, faculty member, is assisting with the project as well. Mr. Aman hopes to have procedures implemented and operational by the beginning of February.

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They are buying containers to collect the cans and bottles. Containers will be placed in the cafeteria, at sporting events, and possibly the classrooms. Once the bottles and cans are collected, they will be taken to a redemption center to collect the deposit. Mr. Aman is unsure at this time as to what the funds will be used for. Mr. Aman stated that Corey Whatley is routinely demonstrating exceptional leadership, and Mr. Aman applauds his efforts. Mr. Aman informed the Board that the Fitness and Wellness Club participated in an open indoor track invitational on Sunday, January 10th at Cornell University. There were ten athletes that participated. Mr. Aman stated that he appreciates Bree Zogaria's willingness to explore new opportunities for the student - athletes. He added that Ms. Zogaria has been a great addition to the Candor Faculty.

Mr. Aman and the Board discussed the issues regarding the spring sports mergers. Both the Spencer-VanEtten and Candor school districts need to decide whether to continue with the merger, and if both districts share the same philosophy. A decision has to be made by February. Mr. Aman will be attending a Steering Committee on Friday, January 19th.

Elementary Principal Katie Volpicelli summarized her report to the Board.

Mrs. Volpicelli spoke of the Make a Child Smile Christmas Program. She stated that over 100 children in the Candor community had a very nice Christmas thanks to the Make a Child Smile Christmas Program. Mrs. Volpicelli would like to thank Denise Ahart, who coordinates this wonderful program. Many of the teachers support the program as well. Make a Child Smile would not be possible without all the generous donations.

Mrs. Volpicelli spoke about the teacher aides. She stated that the support that is provided by this group of professionals is tremendous. The teacher aides support students in a variety of ways. Under the direction of teachers, many of the teacher aides lead small groups during the ELA Skills, Intervention and Math blocks. Teacher aides also help supervise recess, lunch and student arrival. Teacher aides support students by providing 1:1 support for special education students and serving as program aides in classrooms. The impact the teacher aides have on the school is invaluable. Mrs. Volpicelli added that they are instrumental to the smooth functioning of the Elementary building.

Mrs. Volpicelli informed the Board of the Candor Early Career Program. The Elementary school is thrilled to be participating in the program that is offered to high school students. There is currently two high school students working with 2nd and 3rd grade teachers for one hour each day. The teachers, Mrs. Volpicelli and Mark Burrell talked with the interested students about their role and set very clear expectations. They are taking the responsibility seriously and doing a great job. Mrs. Volpicelli is excited to provide this opportunity, which could help students receive a CDOS diploma. Students have to accumulate 200 hours in order to receive a CDOS credit. The added support for the students is also a huge benefit. Mrs. Volpicelli added that the high school students love being in the building and they are great role models for the Elementary students.

Mrs. Volpicelli informed the Board that every student in Lisa Cantone's 3rd grade class has invited their family in for Family Share. Families are welcomed to come in and share something special about their family with the class. The students love this experience and have the opportunity to learn so much. Mrs. Volpicelli shared examples from this special event. She stated that this is one of many examples of how the teachers are successful at connecting with families and forming close partnerships.

Director of Special Education Holly Carling summarized her report to the Board.

Mrs. Carling presented the Board with the recent numbers for committee meetings, parent presence, classified students, and out of district placements. Three meetings that she spoke about at the December meeting are included again.

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Mrs. Carling stated that Special Education teacher Dian Smith has requested that the Board visit the school website and the school store link, which leads to work-ethic skills presentations by her students:

School website - <http://candorcsd.org/> ; the link for the school store and student presentations regarding work-ethic skills - <https://sites.google.com/candorcs.org/work-ethic-skills/home-page>.

Mrs. Carling informed the Board that Brianna (Cart) Stewart, an Occupational Therapy student from Keuka College, is with Danielle Banks until March 23. She is completing her last Level 2 internship and will graduate in May with her Master's in OT. Jackie Horstmann and Brianne Curren are both former Candor students who are doing observation hours in the district.

Mrs. Carling stated that Pat Gillule's 6:1:1 class sold holiday cards and ornaments in both schools this year. They are currently creating homemade lotions and bath bombs that will be available for sale to staff in February.

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

Mrs. Nichols stated that on Wednesday, January 3rd, Becky Aman and Kaija Fritz facilitated a science department work session. Science teachers in grades 5 -12 attended and spent the morning familiarizing themselves with the new P-12 NYS Science Learning Standards. Luci Kovalovsky and Amy Kelsey attended from the Elementary school. Mrs. Aman and Mrs. Fritz provided a quality turnkey training based on information and materials they received at the STANYS (Science Teachers Association of NYS) conference they attended in the fall. The learning targets for the work session included: understanding the structure and focus of the standards; understanding 3D Teaching (Crosscutting concepts, DCI and Practices); knowing how to use phenomena to teach science; and, using a variety of engaging instructional practices within the classroom. Next steps include creating a schedule for further department work sessions and creating opportunities for Mrs. Aman to share the introductory information with the K-4 teachers. The District has also reached out to OCM BOCES to research implementing science kits for the 18-19 school year, as a supplement to the curriculum. Mrs. Nichols would like to thank Mrs. Aman and Mrs. Fritz for initiating, organizing and facilitating this meeting. She looks forward to working with the science teachers over the next few months.

Mrs. Nichols informed the Board that the administrative team continues to conduct announced and unannounced observations for all teachers within the district. The use of learning targets has been one instructional practice they have chosen to focus on this school year and have requested that teachers use them. Based on informal conversations amongst the lead evaluators, they have noticed an increase in the use of learning targets. They collected baseline data on the use of learning targets last year for the regional work with the *Blueprint for Improved Results for Students with Disabilities*, and now could use the completed observations to gather solid data on the use of learning targets throughout the district.

Mrs. Nichols informed the Board that the Tech-Extravaganza held during the January Early Release Day was a huge hit. She would like to thank Matt Gelder, Ben Taylor, Neil Farley, the TST BOCES Instructional Support Specialists that participated, and the teacher-leaders that presented technology based workshops. Great job everyone.

Technology Integration Coordinator Matt Gelder summarized his report to the Board.

Mr. Gelder stated that the administrative team continues efforts to provide teachers the time to explore new technology and work with each other to learn about the most effective ways to integrate technology into their curriculum. At the January Early Release Day, teachers were given the option of attending two workshops and on virtual reality, formative assessment tools, the Maker's Mindset, techniques for using the new classroom projectors, and a variety of Google tools. Teachers from both buildings also gathered for a fast-paced App Smackdown presented by Neil Farley, Ben Taylor and Mr. Gelder. They demonstrated fifteen different applications or tech tricks in a 30-minute presentation. Mr. Gelder stated that the feedback was overwhelmingly positive and the only suggestions for improvement was that the teachers would have liked more time to explore the things that they learned. Mr. Gelder would like to thank Neil Farley, Ben Taylor, Wendy Bruttomesso, Ashley Applegarth, and Kristin Hodges for helping to organize and create workshops for their colleagues. This is a great example of how time spent at conferences like NYSCATE build the District's capacity, as four of the five people who presented have attended a technology related conference.

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Mr. Gelder would also like to thank Justin DeMatteo and Paul Weich, Technology Integrators from TST BOCES, for spending the afternoon demonstrating the Oculus Rift virtual reality kits that are available to the teachers through the TST BOCES lending library.

Mr. Gelder updated the Board on security and new classroom technology. He and Anne Macera, and Jim Wintermute have been actively working to complete the door programming, and learning a lot in the process. Mr. Gelder stated that now that they are almost done, they have learned just about everything there is to know about this particular brand of locks, which should help if there are problems down the road. Mr. Gelder hopes to have the badges printed and distributed during regents week and iron out any final wrinkles in the system shortly thereafter. Once things are running well for staff, they will set up a system for distribution of the key cards to community groups.

Mr. Gelder informed the Board that CSforAllNYC is hosting a two-day training at the Putnam-North Westchester BOCES offices to help schools create district wide goals and action plans for this national initiative. CSforAllNYC is covering all of the costs (except transportation) for Wayne Aman, Katie Volpicelli, Neil Farley, Wendy Bruttomesso, Ben Taylor and Mr. Gelder to attend the training on January 23rd, and 24th. This will be a great opportunity for them to have the time to reflect on the current computer science curriculum and thoughtfully plan how the District can integrate this vital skill into the current curriculum.

Director of Operations Bern Smith's report to the Board.

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

Mr. Smith stated that everything seems to be on an even keel at the bus garage. Mr. Smith thanked the Board for helping to get the new building for the transportation department

Mr. Smith has reached out to NYSED to inquire about the possibility of a streetlight being installed at the main entrance to the new bus garage. Unfortunately, this area is quite dark and hard to identify on approach. Paperwork has been forwarded to NYSEG, and Mr. Smith is hopeful the District will be able to have a light installed to help.

Mr. Smith stated that the District is gaining ground on the capital project. There are still issues to deal with, but he remains hopeful the end is coming, and the community will appreciate the commitment to the students.

Mr. Smith informed the Board that the new Steiner articulating tractor and front broom were ordered. Mr. Smith stated that he appreciates everyone that helped to secure the funding for it and does not take lightly an investment of this amount. It is one of the workhorses in the school district, and even though the older unit had to be replaced, it was not an easy task to get the funding.

Network Administrator's Log for December 2017 was submitted.

Superintendent Jeffrey Kisloski summarized his report to the Board.

Mr. Kisloski stated that the District is making progress on completing the Capital Project. There is a long way to go but things are progressing. Mr. Kisloski would like to thank the entire staff for their hard work and patience. He added that without exception, everyone in the District has put their needs second when it comes to the capital project.

Mr. Kisloski informed the Board that the solar field is operational. The District is working on some educational and monitoring applications for the energy being produced so that people can monitor the energy production.

Mr. Kisloski stated that he is in the process of prioritizing additional work that the District will be able to accomplish within the Capital Project spending referendum. Some top contenders are new scoreboards for both gymnasiums, the new Steiner tractor, a new administrative office phone system, additional security cameras to address gaps in coverage, and office and classroom furniture. These final additions work a successful capital project into a very successful venture.

Gary Henry asked if there are enough funds left to do the LED lighting project. Mr. Kisloski stated there is not enough funds remaining to cover the \$600,000 cost of the LED lighting project.

Mr. Kisloski informed the Board that he has been working on a new Public Relations team for 9th and 10th grade students. The idea of this team will be doing things such as the morning announcements using the monitors that have already been installed, maybe a school newspaper, etc. He has recruited Makenna Raspantini (senior) to help with the interviews. Eight students applied and he is accepting all eight for the team.

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Board Comments:

Michael Blake thanked the administrative team for all that they are doing. He stated that the faculty is providing the students with great life skills with the new courses being implemented.

Recognition of Visitors:

President Raymond Parmarter acknowledged the visitor present, Jaime Cone from the Candor Chronicle. No comments were made at this time.

ADJOURN TO EXECUTIVE SESSION:

At 8:42 p.m., Brent Doane, seconded by Michael Blake, made a motion to adjourn to executive session to discuss a matter of negotiations. All board members listed above were present as well as Superintendent Kisloski.

Adjournment:

President Raymond Parmarter announced the meeting adjourned at 9:15 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board