

Board of Education, Regular Meeting
Thursday, November 16, 2017

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

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Hannah Murray, 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 Kisloski. At 6:45 p.m., Holly Carling, Director of Special Education, entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 7:02 p.m.

RETURN TO REGULAR SESSION:

At 7:03 p.m., Michael Blake 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 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, Director of Operations Bern Smith, and Board Clerk Kathlyn Hinkle. The Pledge of Allegiance was said to begin regular session.

CSE/CPSE REPORT APPROVED:

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

MINUTES APPROVED:

A motion was made by Gary Henry, seconded by Michael Blake, to approve the minutes of the Regular Meeting held on October 19, 2017, as presented. The motion carried unanimously.

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

Mrs. Wade stated that this month's packet include the October budget transfers, the Tax Collector's Report, and the Corrective Action Plan in response to the 06/30/17 Management Letter Comments generated by the independent auditing firm, Insero & Co.

Mrs. Wade informed the Board that the tax collection season has been wrapped up successfully for the 2017 year. She stated that all went well, and TST BOCES was great throughout this process, as they have been in the past. Collections are consistent with prior years. The District has an uncollected tax rate of just below 10%.

TREASURER'S REPORTS ACCEPTED:

A motion was made by Michael Blake, seconded by Hannah Murray, to accept the Treasurer's report, as presented. The motion carried unanimously.

APPROPRIATION TRANSFERS ACCEPTED:

A motion was made by Gary Henry, seconded by Jonathon Edwards, to accept the Appropriation Transfers report, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Josh Soper, seconded by Brent Doane, to accept the following Warrants for October 2017, as presented: General Fund #18, Federal Fund #7, School Lunch Fund #7, and Capital Fund #4. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Parmarter acknowledged the visitors present at this time. Jamie Cone was present to report for the Candor Chronicle. Jaida Kareem, 2016 Candor graduate and current college student, was present to observe and do a report for her education class.

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CONSENT AGENDA:

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

Resignation(s):

Accepted the resignation from **Heather Stouffer**, resignation as Part-Time Teacher Aide, effective October 29, 2017, with regret.

Accepted the resignation from **Tracy Maxwell**, resignation as MathCounts 2017-2018 Advisor, effective November 14, 2017, with regret.

Recommended Appointments:

Approved the appointment of **Michelle Jastremsky**, as a Part-Time Teacher Aide, effective November 6, 2017, with salary at \$9.70/hr for hours worked, no benefits, in accordance with the current Candor Employees Unit Contract.

Approved the appointment of **Cynthia Seamon**, as a Part-Time Teacher Aide, effective November 6, 2017, with salary at \$9.70/hr for hours worked, no benefits, in accordance with the current Candor Employees Unit Contract.

Approved the appointment of **Melissa Romans**, as a Part-Time Teacher Aide, effective November 6, 2017, with salary at \$9.70/hr for hours worked, no benefits, in accordance with the current Candor Employees Unit Contract.

Approved the appointment of *Extra-Curricular Activities* coaches/advisors for the 2017-2018 school year, with salaries in accordance with the current Extra-Curricular Activities Salary Schedule:

- **Lucile Kovalovsky** - *Elementary Homework Club Co-Advisor (Nov-Dec)*
- **Kristin Hodges** - *Elementary Homework Club Co-Advisor (Dec-June)*

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

- **Jacob Erle*** - (EL & HS)
- **Mark Rhodes*** (HS Only)

Approved the appointment of **Julie Griffith** as a volunteer in the Elementary Music Department.

Commencement Ceremony Approved:

Upon the recommendation of Superintendent Kisloski, approved the date and time for Commencement 2018 to be held on Friday, June 22, 2018 at 7:30 p.m.

Tax Collector Report 2017-2018 Accepted:

Upon the recommendation of Superintendent Kisloski, the Board accepted the 2017-2018 Candor Central School Tax Collector's Report, as submitted by Julie Kephart of TST BOCES, Tax Collector, and approved authorization for Raymond Parmarter, President of the Board of Education, to sign the same on behalf of the District.

2018-2019 Unit Cost Methodology Approved:

Approved the TST BOCES Unit Cost Methodology for 2018-2019, as presented.

Fitness & Wellness Club:

Upon the recommendation of Superintendent Kisloski and Jr/Sr High School Principal Wayne Aman, the Board approved of the Fitness & Wellness Club for the 2017-2018 school year, with Bree Zogaria as advisor.

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Ski Club:

Upon the recommendation of Superintendent Kisloski and Jr/Sr High School Principal Wayne Aman, the Board approved of the Ski Club for the 2017-2018 school year, with Ryan Meigs, Ben Taylor and Amy Monahan as co-advisors.

Equipment Disposal:

Approved the disposal of the Smithy Granite 1324 Milling Machine Metal Lathe, which has been deemed to have \$0 value and no further useful life to the District.

The motion for all consent agenda items carried unanimously.

Business Manager Sydney Wade exited the meeting at 7:34 p.m.

Administrator Reports:

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

Mr. Aman stated that on October 18th, Governor Andrew M. Cuomo announced the selection of 214 educators from across the state to join the New York State Master Teacher Program. The 214 Master Teachers are dedicated professionals who teach science, technology, engineering, and math courses including advanced placement, honors, Regents and International Baccalaureate levels. Mr. Aman is proud to share that two of the new inductees into the program are Candor Faculty members. Stephen Lindridge and Amy Snell have been selected to join this prestigious group of education professionals.

Throughout their four-year participation in the Program, Master Teachers:

- Receive a \$15,000 stipend annually;
- Engage in peer mentoring and intensive content-oriented professional development opportunities throughout the academic year;
- Work closely with pre-service and early career teachers to foster a supportive environment for the next generation of STEM teachers; and
- Attend required regional cohort meetings, participate in and lead several professional development sessions each year.

Mr. Aman would like to congratulate Ms. Snell and Mr. Lindridge for being selected to this program. He added that he has no doubt that they will offer many positive contributions as members of this group.

Mr. Aman informed the Board that the Candor Alternative School has some exciting projects underway. The students are in the process of building a greenhouse to grow various vegetables and herbs over the winter. Mr. Lindridge has been kind enough to offer space and assistance in the shop for construction. The Alternative School has also started a newsletter they call *Alt School Pages*. The link has been emailed to all faculty and students, and can be found on the school website as well. Mr. Aman would like to thank Jon Wolfe and Shea Bensley for providing these real-life experiences for the students.

Mr. Aman reminded the Board that on December 13th the Senior High Winter Concert is being held at 7:00 p.m. in the High School auditorium and December 14th will be the Junior High Winter Concert at 7:00 p.m. in the High School auditorium.

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Elementary Principal Katie Volpicelli summarized her report to the Board.

Mrs. Volpicelli informed the Board that the addition of Smart Boards in classrooms has been a great instructional benefit. She has completed eight formal observations, almost all of which have included the use of the new technology. Teachers have skillfully added elements to their lessons that allow students opportunities to interact with the boards. Students are excited and become even more engaged when using the Smart Boards.

Mrs. Volpicelli stated that she has seen the use of learning targets in every lesson she observed. Teachers are using learning targets to ensure that students grasp the purpose of lessons. Teachers are also giving their students the opportunity to reflect on their level of understanding pertaining to the learning targets at the end of lessons. This instructional practice is improving the quality of lessons. Mrs. Volpicelli would like to thank Kim Nichols and Matt Gelder for placing an emphasis on learning targets during professional development.

Mrs. Volpicelli informed the Board that this year, Open House and Halloween were only a week apart. There was an amazing turnout for Open House once again this year. She stated that it was so much fun to watch students act as tour guides as they showed their families to their classrooms and around the building. Each student showed a great sense of pride in his or her school. Mrs. Volpicelli stated that, as always, she loved seeing and visiting with many of the families who came to support their children. Halloween was also a great success. The amount of friends and family who came to watch the students in the parade made the event very exciting for all.

Mrs. Volpicelli stated that this is the third year Mrs. Kelsey and Miss Green's 5th graders have read the book Wonder. This year, the movie has been released, and the 5th graders will have the opportunity to go to the theater and watch the movie.

Mrs. Volpicelli informed the Board that the parent/teacher conferences will be held on November 20th and 21st this year. In order to arrange for 5th and 6th grade parents to meet with the grade level teams as a whole, the Elementary has changed some of the scheduling.

Mrs. Volpicelli reminded the Board that the Kindergarten – 4th grade Holiday programs will be held on December 15th, starting at 9:30 a.m. and the 5th and 6th grade Winter concert will be December 19th at 7:00 p.m.

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.

Mrs. Carling informed the Board that she has been involved with the interviews for all of the recent vacancies at the Elementary building.

Mrs. Carling has continued to meet with the Special Education teachers and providers for their pre-observation, observation, and post-observation.

Mrs. Carling attended the IEP Direct annual training seminar with Cyndi Forbes and Kathy Hinkle on November 8th. Mrs. Carling thanked Cyndi Forbes and Kathy Hinkle for all that they do for the Special Education department and for the District.

Mrs. Carling has been working on State reporting with Christine Pierce, the District's Data Coordinator from CNYRIC. They recently verified nine State reports relating to Special Education and Mrs. Carling is currently working on two others.

Mrs. Carling thanked the Board for their support.

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

Mrs. Nichols informed the Board of the activities held on the October 27th Superintendent's Conference Day. After spending time in the morning to go over updates with regard to District initiatives, state standards, and exit outcomes, the K-12 faculty met in small groups for a lesson sharing activity. Each teacher presented a lesson they are proud of and they believe exemplifies the District exit outcomes (*Creative Problem-solving, Collaboration, Critical Thinking, and Communication*) to a group of peers. Another highlight of the day was the team challenge that was modeled after *The Amazing Race*. Teams had to "race" around the District to find either new or newly renovated spaces. Each team consisted of both Elementary and High School. Everyone seemed to have a great day and appreciated the time spent working together.

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Mrs. Nichols stated that, as she shared at the September meeting, the administrative team identified learning targets to be one area to focus on this year with the teachers. During this month's Early Release Day, the administrative team shared with the teachers' ways to "unpack learning targets" and asked them to share best practices via Padlet, an online virtual bulletin board. They also highlighted reflection strategies that teachers could easily replicate with their students.

Mrs. Nichols talked about the Teacher Leadership Academy Goal. In support of this year's goal to create spaces for students and teachers to share experiences, explore interests, foster relationships, and find happiness, thirty-one of the District's teachers have opened their classrooms to their colleagues. This is a great opportunity for teachers to see their students in different environments and create positive connections with them.

Mrs. Nichols updated the Board on the Computer-Based Testing. The intent of the State is to deliver the 3-8 assessments via Computer-Based Testing by spring 2020. For the past two years, the District has participated in the computer-based field-testing, but continued using paper format for the operational assessments. The District has the option to choose to deliver all operational assessments via Computer-Based Testing.

Mrs. Nichols and Matt Gelder have been working with the 3-8 ELA and math teachers this year to decide whether the District would opt to administer all operational testing via Computer-Based Testing for spring 2018. The initial response is to move forward with Computer-Based Testing for ELA, but wait on math. The math interface is a little more challenging and teachers are concerned that students will not be able to "show" their work via computer as well as they could when given the paper exam. Mrs. Nichols will keep the Board apprised of the conversations and any decisions the administrative team makes.

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

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

Mr. Gelder informed the Board that Day Automation has been working to get the security camera system and door locks configured. Mr. Gelder was able to see the functionality of the camera system and now that most of the cameras are online, the District was able to see the utility of this system. Anne Macera is getting familiar with the Avigilon management system while she works with Day to get the bugs worked out. In addition to security cameras, Ms. Macera and Mr. Gelder have been very busy ensuring that the new badge and door lock system is configured in a way that best meets the District's needs. Everyone is trying to ensure that the physical security is optimally configured to maximize security while minimizing the amount of maintenance work once the systems are online.

Mr. Gelder stated that the TST BOCES region has a unique opportunity to collaborate with a national initiative called CSforAll. This consortium's goal is to create opportunities for students of all ages to gain the computer science skills that are ubiquitous in the tech-integrated world. CS4All-NYC, TST BOCES and another downstate BOCES will be piloting this initiative for the rest of the State. Each district within TST BOCES will be developing short and long-term goals that will provide opportunities for students in every grade to learn computer science skills. Candor has created a small group including Mr. Gelder, Wendy Bruttomesso, Neil Farley, Ben Taylor, and Kim Nichols to look at where these skills are already being taught in the classrooms. As always, the administrative team is being thoughtful in ensuring that this does not become one more thing that they are asking the teachers to take on. Mr. Gelder stated that TST BOCES has created a lending library of materials, provided specific teacher training, and is working on a collaboration with TC3 that will allow teachers to take computer science courses in programming, computer hardware, software, and networking. The national initiative has goals out to 2025, and the District was told in the kickoff meeting, "This is a marathon, and we are just tying up our shoelaces." There will be more to come in this exciting opportunity. More information can be found at csforall.org.

Mr. Gelder informed the Board that he and Ben Taylor, Pam Quinlan, Kristen Hodges, Wendy Bruttomesso, and Neil Farley will be attending the NYS Computer and Technology in Education conference in Rochester, just before Thanksgiving. This is a great opportunity to network with teachers from around the world and collect great ideas to bring back to the District. He would like to thank the Tioga Teacher Center for sponsoring two of the teachers, along with Jeff Kisloski and the Board for the continued support in the professional development for the teachers.

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

Mr. Smith stated that bus trips have gone without incident. Winter sports trips are just around the corner. The transportation department continues to make adjustments to the new space on Spencer Road. He stated that it will certainly be nice this winter when compared to the old garage on Delray Avenue.

Mr. Smith stated that good progress is also being made at the new solar field on Spencer Road. He added that this will be a nice addition to the District and community.

Mr. Smith informed the Board that the outside sports equipment has been put away for the cold weather ahead. Leaves have been raked and the first pallet of ice melt has been ordered. Mr. Smith walked the campus with the grounds department to discuss winter maintenance. The capital project landscaping is currently being finished. There is still work to be completed in the project, but the District is gaining. New entrances are now weathered in, and contractors continue to address any remaining items in the project.

Mr. Smith thanked Anne Macera and Matt Gelder for doing an amazing job. He added that they are a huge asset to the District.

Mr. Smith informed the Board that Anne Macera has qualified the High School for the Energy Star Award for the second year in a row. The District is in the top four schools in the country for energy efficiency.

Network Administrator's Log for October 2017 was submitted.

Superintendent Jeffrey Kisloski summarized his report to the Board.

Mr. Kisloski stated that the District has signed on with TST BOCES to pursue a P-TECH grant. P-TECH stands for Pathways to a Technical Education. It is an alternative to traditional regents and focuses on technical and career skills for the students. If approved for the grant, TST BOCES will house between 25 and 40 P-TECH students.

Mr. Kisloski informed the Board that the administrative team has met with, and signed on with, Navigate Prepare. Navigate Prepare is a company that assists with emergency and security planning, They help review plans, train staff and provide software that coordinates all of the school security efforts. Mr. Kisloski stated that it is his understanding that the entire TST BOCES region has signed on with Navigate Prepare. This program will allow the schools to immediately inventory every student in real time during an emergency, and it will interface with local and state police, allowing them access to the school's district wide camera system and security plans. Once the new entryways and security system are in place, the buildings will be more secure and prepared than ever before.

Mr. Kisloski stated that following the visit to the Whole Child conference by ASCD, the attendees have many projects and ideas to implement. The focus will be on continuing the school's efforts to Engage, Inspire, Collaborate and Reflect, but also extend efforts towards helping the students find purpose, meaning and accomplishment in their work. The District's previously established Goal Procedure from the Teacher Leadership Academy and the summer Project Based Learning and Tech Integration workshops are the perfect vehicle to continue this valuable work.

Mr. Kisloski informed the Board that the Capital Project continues to plug away, and Bern Smith continues to fight the good fight for the District. Mr. Kisloski stated that he appreciates Mr. Smith's efforts during this extremely difficult phase of the project.

Mr. Kisloski stated that he had an opportunity to spend time with the Senior Seminar students. It has been incredibly rewarding. He stated that to think that in 2014, a group of faculty and staff members attended a presentation at NCPN in Orlando and now the High School is in its 3rd year of Senior Seminar is amazing. The students' driving questions are well developed and Mr. Kisloski is looking forward to their presentations.

Mr. Kisloski added that he has noticed more students carrying instruments throughout both buildings. He believes this has a lot to do with the great job that Elementary Instrumental teacher Stephany Marilley, and High School Instrumental teacher Gary Holmes are doing.

Board Comments:

Gary Henry thanked everyone that attended the presentation for Stephen Lindridge at the Candor Masonic Lodge in October. He stated that Mr. Lindridge definitely appreciated the award and recognition.

Michael Blake commented that he is so pleased with the enthusiastic engagement of the educators. He congratulated Amy Snell and Stephen Lindridge on becoming Master Teachers and added that they are doing a great job.

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Raymond Parmarter commented that he attended the Elementary Open House. He feels that the Elementary School is a very nice place to be. The Elementary Administrators are so approachable; the students are happy and comfortable.

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 8.22 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board