

Board of Education, Regular Meeting
Thursday, September 15, 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, James Douglas, John Belokur, Hannah Murray, Michael Blake and Brent Doane, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Gary Henry, seconded by Brent Doane, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present as well as Superintendent Jeffrey Kisloski. At 6:58 p.m., Director of Special Education Holly Carling entered executive session to discuss the CSE/CPSE reports. Mrs. Carling exited executive session at 7:05 p.m.

RETURN TO REGULAR SESSION:

At 7:05 p.m., James Douglas 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 Special Education Holly Carling, Elementary Principal Kathryn Volpicelli, Technology Integration Coordinator Matt Gelder, 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 Hannah Murray, seconded by James Douglas, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Gary Henry, seconded by John Belokur, to approve the minutes of the Regular Meeting held on August 18, 2016, as presented. The motion carried unanimously.

A motion was made by James Douglas, seconded by Gary Henry, to approve the minutes of the Special Meeting held on September 7, 2016, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by James Douglas seconded by Brent Doane, to accept the following Warrants for August 2016, 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: School Psychologist Alison Wright, Community Member Roy Yarrington, Alwyn John, Senior Energy Management Coordinator at TST BOCES, and Jon McNamara, Chief Development Officer of Renovus Solar.

Mr. McNamara gave a presentation to the Board regarding solar use and what his company (Renovus) can do for the community and Candor School District.

Mrs. Wright gave a presentation to the Board as to what her duties are as the School Psychologist.

No other comments were made at this time.

CONSENT AGENDA:

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

Recommended Appointments:

Approve the following additional *Non-Instructional Substitutes* for the 2016 - 2017 school year, with salaries in accordance with the 2016 - 2017 Non-Instructional Substitute Pay Schedule:

Regular Meeting, September 15, 2016

- (1) **Justine Barnhart** - Clerical/Office Aide
- (2) **Kristin Benjamin*** - Teacher Aide, Clerical/Office Aide
- (3) **Cindy Coates** - Cafeteria/Food Service
- (4) **Michelle Jastremsky*** - Cafeteria/Food Service, Teacher Aide, Attendance/Front Desk, Clerical/Office Aide
- (5) **Ashley Lane*** - Teacher Aide, Clerical/Office Aide
- (6) **Erin Nichols*** - Teacher Aide, Clerical/Office Aide
- (7) **Dina Dizer** – Clerical/Office Aide, Attendance/Front Desk Aide, Cafeteria/Food Service Worker

Approve the following additional *Substitute Teachers* for the 2016 - 2017 school year, with salaries in accordance with the 2016 - 2017 Substitute Teacher Pay Schedule:

- (1) **Bridget Quaranta*** - EL & HS
- (2) **Angela Figgs*** - HS Only

Transportation Request:

Approve the following additional transportation request that was received on August 31, 2016:
North Spencer Christian Academy: Jacob Middaugh

Athletic Trainer Coverage Resolution:

Upon the recommendation of Superintendent Kisloski, approve the following resolution:

“RESOLVED, whereas the Candor Central School District has a certified Athletic Trainer and Spencer-Van Etten School District wishes to retain Athletic Trainer services for their students, effective September 1, 2016 and,

WHEREAS, the recent merger of various Candor and Spencer-Van Etten sports teams lends itself to a shared Athletic Trainer to meet the needs of both schools' student athletes and,

WHEREAS, the Candor Athletic Trainer is a full-time employee of the Candor Central School District and is covered under and by the Candor Central School District insurance provider,

BE IT FURTHER RESOLVED, that the Candor Central Schools will retain and cover the current certified Athletic Trainer, Colby Westervelt, and bill Spencer-Van Etten for her hourly costs including benefits, licenses, professional certification training and expenses.”

Candor Promise Club:

Approve the Candor Promise Club, with John Benjamin as advisor, for the 2016-2017 school year.

Milk Bid for 2016-2017:

Accept the milk bid received from *Meadow Brook Dairy, 1690 Oneida Lane, Sharpsville, PA 16150-9638* for 2016-2017. Meadow Brook Dairy will replace Balford Farms, which was the original bid accepted for 2016-2017 but is no longer in business.

The motion carried unanimously.

Administrator Reports:

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

Mr. Aman stated that the Jr/Sr High School had a great opening day. The high school and guidance departments did a great job with enrollment and scheduling so that everything would go smoothly. With the introduction of new programs and some late scheduling changes, this summer was not without its challenges.

Regular Meeting, September 15, 2016

The process starts in February with course selection. Mr. Aman would like to thank Jason Banks, Beth Gance-Virkler, Leslie Thomas and Katie Anderson for all their hard work in preparation for the start of the school year. Mr. Aman informed the Board that the District is in the process of updating some equipment in the Fitness Center to accommodate instructional and training needs. They have invested in a four station *ECHO* wall-mounted strength rack made by Rogue Fitness, as well as multiple flat and utility benches. They have also purchased two *Concept 2* rowing machines, new barbells, bumper plates and storage accessories. This investment will allow for more efficiency in the Physical Education & Strength and Conditioning courses with Nate Thomas, as well as better workouts for athletic team training. It will also offer direct benefits to the community, considering the District has issued over 170 fitness center passes for community use since the weight room opened to the public, which is free to the public. This is not including faculty use and student use after school.

Mr. Aman informed the Board of a few upcoming events. The SVEC Football vs. WG/OM "Shovel Game" will be held September 16th at 7:00 p.m. Veterans and active service military will be recognized. It is also senior appreciation night. The Jr/Sr High School Open House at 7:00 p.m.

Mr. Aman added that the SVEC Varsity Football team is currently 2-0. He stated that the transition to a merged team has been a challenge, but the Athletic Directors are doing a great job working it out.

Mr. Aman informed the Board that he will be sending out a School Messenger informing the parents that the school will be doing a state mandatory Lock Down Drill. He added that he is doing what he can do get the information out to the public so that the parents are aware that they are drills only and not to be alarmed.

Elementary Principal Kathryn Volpicelli presented her report to the Board.

Mrs. Volpicelli stated that the first day of the 2016-2017 school year was a success, and it has been a great week. With about 45 new Kindergarteners and over 30 new enrollments there were many new faces in the building. Mrs. Volpicelli stated that you could definitely feel the excitement from faculty and staff. The teachers were well prepared as many spent time over the summer getting their classrooms ready in addition to the PBL workshop. The support staff was extremely helpful during the first few days of school as well. Several adults were positioned outside to help with the new traffic patterns on campus. Adjustments continue to be made to ensure the students are getting to and from school in the safest way possible.

Mrs. Volpicelli stated that the Elementary will continue the tradition of 6th grade Student Leaders in the elementary school this year. This is the third year that she has worked with the students in this program. The 6th graders will help support in the primary grades at the beginning and end of each day. This is a great program for the students that benefits both primary and upper grades.

Mrs. Volpicelli informed the Board that the District has received an abundance of donations from multiple organizations. Cornell donated 60 backpacks along with a lot of school supplies. Catholic Charities through the Tioga Outreach Center also donated several backpacks with supplies. Verizon donated 20 backpacks with supplies as well. Many of the backpacks are given out at the beginning of the year and some are given when needed throughout the year. Mrs. Volpicelli feels that the donations make a difference for many of the students and are greatly appreciated.

Mrs. Volpicelli stated that she, Daren Jensen and Yvonne Knickerbocker worked with Matt Gelder to create an online Transportation Form using Google that was posted on the District website. Mrs. Volpicelli sent out a School Messenger making the families aware of the form and the link to it. They received about 140 responses in less than a week. As a result, they were able to obtain the information needed from families to indicate how students would arrive and depart from school each day. She stated that it was a useful tool and they hope to use the form earlier in the summer next year to generate more responses.

Mrs. Volpicelli informed the Board that in order to comply with the new state mandate that requires 4 of the 12 fire drills be replaced with lockdown drills, they District has had many discussions regarding the procedures that will be followed. The faculty and staff was receptive and offered suggestions to help the process run smoothly. She stated that teachers also did a great job of thoughtfully sharing the information with students. The first Elementary lockdown drill is scheduled for September 22nd.

Regular Meeting, September 15, 2016

Mrs. Volpicelli informed the Board that the Elementary Open House will take place October 12th from 6:00 p.m.-7:30 p.m.

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

Mrs. Carling provided the Board with the current data for meetings, parent presence and number of students that are classified.

Mrs. Carling stated that the CSE Department has had a great start to the school year. The department met on August 22nd to discuss the upcoming school year, caseloads, the referral process and transitioning from school to post-school. Michelle Pronti and Deb Demers, the work based learning coordinators from BOCES presented as well as Mike Mazzaroppi from ARISE (more grant work for transition). Mrs. Carling added that she is blessed with the team of teachers and therapists with whom she gets to work with every day.

Mrs. Carling informed the Board that observations will begin the week of September 19th. The Amendment No Meetings have been to adjust program aide support that is not needed in the new school year based on current support in the classrooms.

Mrs. Carling provided the Board with a sample IEP so that they are aware of what they look like.

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

Mrs. Nichols informed the Board of the Discovering Leadership with Supervisors and Administrative Personnel. She stated that she had the opportunity to help Superintendent Kisloski present a modified one-day presentation of the Discovering Leadership principles to the supervisors and administrative personnel. Sixteen participants attended, representing all departments (ie. transportation, buildings and grounds, food service, office personnel). Additionally, Bern Smith, Holly Carling and Katie Volpicelli were able to attend to work directly with their support personnel. Mrs. Nichols explained that the day began with teams attempting the Marshmallow Challenge. It is a great ice breaker and beginning activity for team-work. The rest of the day was devoted to Discovering Leadership activities. She stated that everyone was able to identify their own archetype (ie. Warrior, Teacher, Nurturer, Visionary), others' archetypes, strengths and shadows associated with each, and each department was charged with formulating one goal for the upcoming school year. Based on the feedback, it was a fun and professionally productive day. Mrs. Nichols would like to thank Superintendent Kisloski for making the time to work with this very important group of people. She would also like to thank the supervisors and administrative personnel for participating and making the most of the day.

Mrs. Nichols informed the Board that the District currently has 19 non-tenured teachers participating in the Mentoring Program for the 2016-2017 school year. Amy Snell will support seven teachers at the high school, while Denise Ahart will support twelve teachers at the elementary school. Ms. Snell and Ms. Ahart have a well-designed program that incorporates building specific meetings/activities and district-wide activities. Part of the program includes Ms. Ahart and Ms. Snell visiting the classrooms while they teach and meeting with them later to give them suggestions and advice. Each year they kick-off the school year with their Summer Mentoring Day. This year it was held on Wednesday, August 24th. The morning is spent with the mentor teacher, going over district procedures and in the afternoon teachers are provided with time in their individual classrooms. A dish-to-pass lunch is always provided and the administrators and faculty association president are invited and able to get-to-know the newest faculty. Mrs. Nichols would like to thank Ms. Snell and Ms. Ahart for the time and effort they put in on behalf of the District in ensuring a great start for the newly hired and non-tenured teachers.

Mrs. Nichols informed the Board of the Schooltool system. Over the next 1 ½ years, the District will transition the student management system from SIS to Schooltool. The student management system includes: individual student demographics/registration, grade reporting, master scheduling and attendance. As with SIS, Schooltool will be administered and supported by the regional information center (CNYRIC, Syracuse). Many schools have made the transition prior to Candor and therefore the implementation plan is well organized. A Kick-Off Meeting was held on August 25th to bring together key people for a general overview of the product, implementation plan and associated timelines.

Mrs. Nichols stated that the administrators will be starting observations this month. They have met as a group to make sure they are all on the same page as far as the procedures, etc. This year they are bringing in Michael Swartz as the Lead Evaluator.

Regular Meeting, September 15, 2016

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

Mr. Gelder stated that the school year is off to a great start with students getting back into the swing of using their Google accounts. The Google Apps for Education suite continues to provide the teachers and students with the tools they need to communicate and collaborate efficiently. Mr. Gelder thanked Michael Williams for keeping everything up to date over the summer months.

Mr. Gelder informed the Board that this year he is lucky to have Ben Taylor, High School Spanish Teacher, to help support the teachers' technology needs. He and Mr. Taylor discussed the best way to help the teachers and decided that a coaching model might be the most effective and useful for the teacher. They are asking teachers interested in trying something new to meet with them to discuss their curriculum goals. They will then be available to help support those goals by directly teaching lessons, co-teaching, or simply being present during the lesson in case something goes awry or there are questions the teacher cannot answer. Mr. Gelder stated that the flexibility he and Mr. Taylor have to go where teachers need them and to be able to work with the teachers for extended periods of time will increase the use of digital tools and lower teacher anxiety levels for trying new things. Mr. Gelder would like to thank Superintendent Kisloski and the Board for their continued support of the technology initiatives and Wayne Aman for keeping Mr. Taylor's schedule as flexible as possible considering the difficulty in finding replacements in the Spanish department.

Mr. Gelder stated that he would like to continue to expand the Digital Citizenship curriculum for students and outreach to parents this year. He briefly discussed Digital Citizenship during 7th grade orientation and provided parents with a few resources along with a Family Media Agreement to give them a place to begin the conversation about their children's digital lives. (Mr. Gelder provided the Board with a copy of the information that was given to the parents.) In addition, he and Mr. Taylor will be creating an online class that 7th grade students will access in their RAIL class. Neil Farley has been gracious enough to give them a little time in class to introduce the topics and possibly have some group discussions, but the majority of the work will take place during study halls and for homework. Their goal is to have all of the 7th graders explore 5-8 digital citizenship lessons by the end of the year in a modified online experience. He also hopes to find some time in 5th and possibly 9th or 10th grade classrooms to expand the lessons that are already done with 6th grade students around Digital Citizenship.

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

Mr. Smith stated that the first day of transportation went very well. The bus drivers all had a smooth opening day, with regards to their bus routes and students. He stated that the fleet looked fantastic as they rolled into the campus. Mr. Smith would like to thank Daren Jensen, Greg Nichols, Shane Smith and all of the great school bus drivers.

Mr. Smith updated the Board on current events at the District. He stated that the custodial staff managed another successful summer cleaning the District, inside and outside. Buildings, campus and grounds looked good for opening day.

Mr. Smith informed the Board that Broome Bituminous still have some small loose ends to wrap up, but they are confident that it all will be completed.

Mr. Smith stated that as Phase I nears close out, everyone is anxious for Phase II to start, and ready 163 Spencer Road for the future Candor Transportation Department.

Network Administrator's Log for August 2016 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Superintendent Kisloski thanked the Board for attending the Special Meeting on September 7th. He stated that it is rare that there is a need to hold a Special meeting, but this helped the District with the construction contracts, bus financing and the appointment of a Long-Term Spanish Substitute Teacher.

Superintendent Kisloski commented on the resolution that was included on the Consent Agenda that will cover Colby Westervelt, Athletic Trainer, as she expands her work from Candor Teams to SVEC Eagles students. S-VE is reimbursing Candor Schools for all of her expenses for the hours she works at S-VE, but it makes sense to keep CCS as her employer and for Candor to provide coverage as Athletic Trainer.

Regular Meeting, September 15, 2016

Superintendent Kisloski informed the Board that he has had recent discussions with the State Police Captain and they are excited at the prospect of the new bus garage providing them with an area to “hang their hat”. He believes this arrangement will benefit the school, law enforcement, the people of Candor and all of Tioga County.

Superintendent Kisloski stated that the bids for the bus garage came in under the estimates. Work will begin shortly and is expected to be completed in June of 2017. This will give the District the summer to settle in before the 2017-2018 school year. In the meantime, the District can start to explore options for the current bus garage. James Douglas asked what the cost estimate would be to repair it. Superintendent Kisloski stated that the District does not have an estimate. Gary Henry commented that the District would not get any aide for the repairs so it would all be out of pocket.

Superintendent Kisloski stated that the opening of the 2016-2017 school year went incredibly well. The entire staff truly seems committed to the District’s mission and goals and also understands the District vision. He stated that he sees it every day in the actions of each of the valued staff members.

Superintendent Kisloski informed the Board that Senator Fred Akshar will be visiting the District on September 19th. They will be discussing State testing and APPR.

Superintendent Kisloski stated that he is in the process of creating an Emergency Procedures Plan. He is using some of the State’s Emergency Plans procedure, but is narrowing it down to two options – “Lockdown” or a “Hold in Place”.

Superintendent Kisloski informed the Board that on October 28th, the District will hold a STEM (Science, Technology, Engineering, and Math) Day. Lockheed Martin will be bringing their helicopter on campus for the students to see.

Board Comments:

James Douglas stated that the team of Administrators that Superintendent Kisloski has put together does a great job; they make the Board’s job easy.

Michael Blake stated that he agrees.

Raymond Parmarter congratulated everyone on a great opening day. He added that he has not heard any complaints or criticisms.

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 8:43 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board