

Board of Education, Regular Meeting
Thursday, November 19th, 2020

CALL TO ORDER:

A regular meeting of the Board of Education was held remotely via Google Meet and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Brent Doane, Hannah Murray, Michael Blake, Josh Soper, Nate Brace, and Rebecca Lyon, as well as Superintendent Jeffrey Kisloski.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Michael Blake, seconded by Josh Soper, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present, as well as Superintendent Kisloski. At 6:30 p.m., CSE Chairperson Angela Holmes entered executive session to discuss the CSE/CPSE reports. Mrs. Holmes exited executive session at 6:35 p.m. At 6:35 p.m., School Business Official Sydney Wade entered executive session. Mrs. Wade exited executive session at 6:58 p.m.

RETURN TO REGULAR SESSION:

At 6:58 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 Superintendent Jeffrey Kisloski, Jr/Sr High School Principal Wayne Aman, Elementary School Principal Katie Volpicelli, Director of Curriculum and Instruction Kimberleigh Nichols, Asst. Elementary Principal/Athletic Director Peter Ahart, CSE Chairperson Angela Holmes, Director of Transportation Holly Carling, Director of Technology Instruction Matthew Gelder, Director of Operations Bern Smith, School Business Official Sydney Wade, and Board Clerk Kathlyn Hinkle.

The Pledge of Allegiance was said to begin the regular session.

CSE/CPSE REPORT APPROVED:

A motion was made by Nate Brace, seconded by Rebecca Lyon, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Josh Soper, seconded by Nate Brace, to approve the minutes of the Regular Meeting held on October 14th, 2020, as presented. The motion carried unanimously.

School Business Official Sydney Wade presented her report to the Board.

Mrs. Wade stated that this month's packet includes the October budget transfers and the expenditure reports for all funds.

Mrs. Wade updated the Board on the status of the grants. The Title Funds budgets were submitted on August 31st, 2020, and are currently still under review. The IDEAS Funds have been approved. The PreK budget was submitted on September 4th, 2020, and is still under review. The CARES Act ESSER and GEER Funds grant applications were kicked back based on a new interpretation of the CARES Act private schools' allocations, which allocate funds based on Title IA allocations for low-income students attending private schools. Resubmitted applications are due November 23rd, 2020.

Mrs. Wade informed the Board the State paid the full amount of the November General State Aid with no withholding.

APPROPRIATION STATUS REPORT ACCEPTED:

A motion was made by Michael Blake, seconded by Hannah Murray, to accept the Appropriation Status Reports for October 2020, as presented. The motion carried unanimously.

APPROPRIATION TRANSFERS ACCEPTED:

A motion was made by Josh Soper, seconded by Michael Blake, to accept the Appropriation Transfers reports for October, as presented. The motion carried unanimously.

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WARRANTS ACCEPTED:

A motion was made by Brent Doane, seconded by Hannah Murray, to accept the following Warrants for October 2020, as presented: General Fund #20, Federal Fund #6, and School Lunch Fund #9. The motion carried unanimously.

RECOGNITION OF VISITORS:

President Raymond Parmarter recognized there were no visitors present at this time.

CONSIDERATIONS:

Independent Audit Report Accepted:

With the recommendation of Superintendent Jeffrey Kisloski, a motion was made by Nate Brace, seconded by Rebecca Lyon, to accept the 2019-2020 Independent Audit Report and Audit for Extraclassroom Activity funds with the following resolution.

“RESOLVED, that the Board of Education accepts receipt of the final Independent Audit Report and Audit for Extraclassroom Activity funds, prepared and presented by Insero & Co. CPAs, LLP for Candor Central School District for the fiscal year ending June 30th, 2020.”

The motion carried unanimously.

CONSENT AGENDA:

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

Resignations:

Accepted the resignation of **Danielle Newman**, as a Part-Time Teacher Aide, effective October 27th, 2020, with regret.

Accepted the retirement of **Bern Smith**, as Director of Operations, effective July 13th, 2021, with regret.

Recommended Appointments:

Approved the appointment of the following *Substitute Teachers* for the 2020-2021 school year, with salaries in accordance with the current Substitute Teacher Pay Schedule:

- (1) **Rebecca Signs*** - BS Business Administration (HS Only)

Commencement 2021 Approved:

Upon the recommendation of Superintendent Kisloski, approved the date and time for Commencement 2021 to be held on Friday, June 25th, 2021, at 7:30 p.m.

Donation Accepted:

Accepted the donation of new clothes to the Elementary School Nurse's Office from the people at the **Allen Memorial Baptist Church, Candor, NY**. The approximate value of this donation is \$150.00 (One Hundred - Fifty Dollars and Zero Cents).

Superintendent of Schools Search Consultant Approved:

Approved the following resolution:

“BE IT HEREBY RESOLVED, to appoint **Jeffrey A. Matteson**, District Superintendent of Tompkins-Seneca-Tioga BOCES, to serve as a consultant in the search for Superintendent of Schools for the Candor Central School District.”

2021-2022 Unit Cost Methodology for TST BOCES:

Approved the TST BOCES Unit Cost Methodology for 2021-2022, as presented.

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Tax Collector Report 2020-2021:

Upon the recommendation of Superintendent Kisloski, the Board accepted the 2020-2021 Candor Central School Tax Collector's Report, as submitted by Julie Kephart of TST BOCES, Tax Collector.

The motion carried unanimously for all consent agenda items.

Administrator Reports:

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

Mr. Aman informed the Board that the Board of Regents had canceled the January Regents exam schedule. This has very little impact on the students who need retakes since most of them received exceptions from last June. However, the High School typically offers the ELA Regents exams to juniors in January. The rationale for this is that the junior class has the highest number of Regents exams to prepare for, so they tried to alleviate the exam load by allowing them to complete the ELA exam in January. However, this year the High School will be administering the ELA Regents exam in June with the rest of the examinations. This is contingent upon the June Regents exam schedule being offered and not canceled like last year.

Also, due to COVID-related and budgetary constraints, the High School is not administering the PSATs this year, and the District is no longer paying for students who are taking the SATs. The High School is offering a PLATO SAT prep course to any students who wish to utilize it to prepare for the exam, as well as directing them to some resources offered through Kahn Academy. Most colleges have chosen to exclude SAT scores as an admission requirement for this year and will most likely continue this practice for another year if the situation does not improve.

Mr. Aman stated that the District offered to have remote students transition back to in-person learning on November 16th. Schedules were modified for winter athletes who attend in the AM to switch to PM if they wish to assist with sports practice schedules and transportation. Thirteen remote learners returned to in-person learning in the High School, and 19 student-athletes switched from the AM to PM cohort. Again, these changes take a lot of added work by the office support staff, and Mr. Aman would like to thank them for their diligence in keeping student schedules organized. A special thank you to Katie Anderson, Leslie Thomas, Cathy Doane, and Holly Carling.

Mr. Aman added that the High School is making plans for a fully remote situation should the need arise to prepare. They have a schedule that will be shared with the parents/guardians and students if need be.

Elementary Principal Katie Volpicelli summarized her report to the Board.

Mrs. Volpicelli informed the Board that the Elementary had 25 students return for in-person instruction on November 16th. The teachers, office staff, transportation department, and families have all played a role in ensuring a smooth transition for these students. They are confident that the students returning to in-person instruction will benefit academically and socially. The Elementary will continue to have one remote teacher at each grade level (K-6) as anywhere from 11-21 students continue to opt for remote learning at each grade level. Mrs. Volpicelli stated that all students and families are faced with the challenges of remote learning in one way or another. Whether families have chosen hybrid or fully remote instruction, parents are responsible for supporting their child with remote learning activities on a daily basis. The Elementary continues to work with families to help them find the right amount of support and ways to support their children at home. Although they understand that remote learning can be difficult, they are doing their best to help students and families rise to the occasion and meet the expectations. In addition, teachers continue to prepare for the possibility of switching to a 100% remote learning platform. Chromebooks and other materials have been sent home or are transported back and forth daily. Grade level teams meet weekly to discuss prioritized learning and the best ways to provide quality virtual instruction.

Mrs. Volpicelli informed the Board that the Student Support Team (SST) meets weekly to discuss interventions for students referred to the team with social-emotional or academic concerns. Working with students and families who have opted for remote learning families is one of the biggest challenges this year, so this is the main focus during many SST meetings. The Elementary has spent time brainstorming different ideas that might help families create consistent routines and an overall positive learning environment for their children at home. The SST is a critical component to providing the students and families with the necessary support, especially with the unique circumstances everyone is currently facing.

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Mrs. Volpicelli stated that the Special Area teachers continue to push out instruction to all remote learners on the same day they would have classes with them if they were at school for in-person instruction. Special Area teachers collaborate with remote learning teachers in order to give reminders to families and students to complete Special Area assignments. Special Area teachers consistently reach out to remote learners and their families in hopes of increasing participation.

Mrs. Volpicelli informed the Board that due to the thoughtfully crafted schedule that includes small cohorts of students, the Elementary has been able to maintain in-person instruction aside from a few small groups of students and adults having to quarantine temporarily. Mrs. Volpicelli stated that it has certainly been a team effort, and the District would not be experiencing this level of success without the support of families on the home front and the entire school community.

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

Mr. Ahart informed the Board that he and the coaches have organized the information coaches need on a yearly basis into a handbook. Some of the past policies, protocols, and expectations have been modified over the last year, and they wanted a place to organize them, along with each of the forms that coaches needed. They anticipate this document being a “working document” on a year to year basis.

Mr. Ahart stated that as a department, they had created an athletic mission statement. The District’s mission statement guided the formation of the athletic mission statement. They feel that the athletic mission statement supports the student-athletes in becoming responsible, knowledgeable, contributing citizens within a caring environment where lifelong learning is valued and differences are accepted. The athletic mission statement will be the driving force behind the programs the District offers and decisions that are made. Student-athletes, coaches, and support staff will become familiar with this mission as the winter season begins. The core values outlined in the mission statement reflect the characteristics that the department feels are necessary to fulfill the mission.

Mr. Ahart provided the Board with a copy of the mission statement.

Mr. Ahart updated the Board on winter sports. He stated that it has recently been announced that January 4th is the updated start date for all sports at all levels. Basketball and cheer are on hold to begin for now as they are still deemed as a high risk. On Monday, November 9th, the Governor released a statement that basketball/cheer will remain high risk for the time being. The District will continue to wait for further direction regarding those two sports. This past week, the IAC elected to host all winter contests with no spectators for home or away contests. All 19 districts that make up the IAC agreed that this was the most responsible and safe course of action as the winter season arrives. Luckily, this year the District has the ability to live stream JV and Varsity games taking place in the High School gym with a Hudl camera and is considering doing the same for the other winter sporting events that are not held in the High School gym.

Mr. Ahart stated that the athletics department is in a five-year uniform replacement cycle. With the recent cutbacks the District has had to endure, the department took a look at the jerseys and decided not to replace all that were due to be replaced, the softball jerseys being one. The cheerleaders have new matching uniforms, and the volleyball teams have new uniforms.

CSE Chairperson Angela Holmes summarized her report to the Board.

Mrs. Holmes stated that the Candor Special Education Department is working hard every day to ensure that students are getting the best education possible with the current schedule.

Mrs. Holmes informed the Board that since the October Board meeting, many meetings have happened. Transfer meetings, initial eligibility meetings, and annual reviews have been happening virtually. This will remain the format throughout this school year in order to control the number of people coming in and out of the buildings.

Mrs. Holmes stated that remote learning has been more difficult for the majority of the special education students who are virtual full-time. Some of these students returned to in-person learning on November 16th. Mrs. Holmes added that it would be interesting to monitor the difference between fully remote and in-person student performance.

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

Mrs. Nichols updated the Board on the curriculum. She spoke of the RSS (Regional School Success) Networks with TST BOCES. Candor has District representation (PK-12) for the eight regional networks (ELA, Math, Science, Social Studies, Library Media Specialists, Fine Arts, and PE).

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The priorities include NYSED updates, research-based instructional practices, sharing of resources, and cross-content connections. District representatives are responsible for forwarding NYSED updates to their respective departments/grade levels, considering cross-curricular connections, and reporting back to the building level Instructional Support Teams.

Mrs. Nichols spoke about Jr. High congruence. On November 20th, the Jr. High teachers will review student iReady data for ELA and math. They will look at this first set of data through a broader instructional lens vs. creating AIS (Academic Intervention Support) groups. They are interested in clearly identifying what students are struggling with, brainstorm interventions that are within their control, identify an improvement strategy (or two), and create an action plan.

Mrs. Nichols updated the Board on the Instructional Support Team meetings. The only topic this month was contingency planning for if/when the District has to move to fully remote teaching. Each building team identified how well-prepared teachers, students, and families are and what needs still exist. Matt Gelder and Ben Taylor will work on technology support, while Katie Volpicelli, Pete Ahart, and Wayne Aman will make sure that expectations are clear (work amount, grading, attendance, participation, support).

Mrs. Nichols informed the Board of Crew Days, happening November 23rd and 24th. She stated that during the Summer 2020 Teacher Leadership Academy, it was clear that the District needs to move forward with Crew. She stated that the Morning Meeting is a pre-existing time that Crew will naturally fit into at the Elementary school, and homerooms could serve as the initial space for Crew in the Jr-Sr high school. The two days prior to Thanksgiving vacation will be used not only to introduce Crew but to build on the current Social and Emotional Learning (SEL) curriculum. Elementary students will participate in activities geared toward the current Super Strengths (growth mindset, gratitude, mindfulness, perseverance, and empathy) SEL curriculum. Students in grades 7-12 will participate in an introduction of the *Signature Strengths* program, take the online survey, work through "Strengths Builder" activities, and partake in team-building activities. The administrative team is hopeful that these two days will provide a solid foundation for Crew and future opportunities to build a well-articulated SEL curriculum.

Mrs. Nichols stated that the January 2021 administration of the High School Regents Examination Program is canceled due to the ongoing COVID-19 pandemic. This cancellation applies to all Regents Examinations that had been scheduled for the January 2021 Regents Examination period. No decisions have been made regarding the June and August 2021 administrations of Regents Examinations or any other NY State assessment programs.

Director of Technology Instruction Matt Gelder presented his report to the Board.

Mr. Gelder informed the Board of GoGuardian and the New Parent App. The District currently uses GoGuardian to filter internet content as well as help manage online live classes by allowing teachers to see student screens in real-time, open tabs on one or all of their students' devices, or close tabs remotely if a student is distracted by a YouTube video or game. GoGuardian also alerts administrators and District mental health specialists to concerning searches by using artificial intelligence to help determine the context of viewed content or communications between students while they are using District issued devices. Additionally, the attendance offices in each building are utilizing this program to monitor remote students' online activity to help them with attendance. Mr. Gelder stated that he introduced the GoGuardian Parent App about three weeks ago to the parents or guardians of the 588 students who have a parent email address in SchoolTool. GoGuardian gives guardians the ability to help manage school-related devices after school hours. Parents are able to view website histories, block specific websites like YouTube if they feel like they are a distraction, and set specific days and times where the internet is not available on school-issued Chromebooks. These features only function before and after school, so students are not impacted by limitations set by parents if they happen to block something that a teacher needs them to access. Mr. Gelder stated that, unfortunately, he does not have visibility on how many parents are taking advantage of the app. Still, the parents he has spoken with about this are very happy to have these tools available to them. Resources and tutorials are available on the District website, or parents can contact Mr. Gelder directly at the Candor Tech Help number - 607-288-2890.

Mr. Gelder updated the Board of Chromebook repairs. The number of device repairs coming in has increased significantly this year now that K-8 grade students have been issued devices, and more of them are traveling back and forth between school and home. Broken screens and faulty keyboards seem to be the most significant repair needs, and the District continues to have enough extra devices to ensure that students are not without a device.

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Unless it poses a financial hardship, parents have been good about covering the costs of parts, which average about \$40 per repair. Mr. Gelder would like to thank Kelly Starkweather, who has been helping him repair devices in her spare time to ensure the District has an adequate supply of devices for students.

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

Mrs. Carling informed the Board that the transportation department has received the two wheelchair-accessible buses and are waiting for the two new 65-passenger buses, which should be arriving in a week.

Mrs. Carling stated that the students and drivers continue to social distance for each run and sanitize between cohorts. As the buses have changed consistently due to individuals being quarantined, they prepared for a rather big change when some students returned from remote learning and for the High School students that changed cohorts in anticipation of having sports start in January. Mrs. Carling added that more than anything, the drivers look forward to “normalcy.” This has been quite an adjustment for them as the time between the AM and PM runs certainly puts a damper on the things they used to get done as they now only have about 1.5 hours between each run compared to the five hours they used to have.

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

Mr. Smith informed the Board that the High School stadium irrigation/sprinkler system had been winterized for the winter months.

Mr. Smith stated that Lonny Seeley and the Buildings and Grounds crew installed the NYS Historical sign out in the front yard. Mr. Smith was approached by the Candor Village recently and was asked if the District would be able to help with the sign installation, which they have done.

The first ice melt order has been placed, and all snow equipment has been serviced and ready to go when needed. End of year yard mowing and leaf clean-up should be finished, weather permitting.

The A-Verdi storage container that was brought in during the Capital Project has finally been emptied and picked up. Lonny Seely had to make room for the container contents, clean-up, and dispose of items to allow for additional room space within the buildings. Mr. Smith would like to thank Mr. Seeley and his crew, as well as Pete Ahart, Katie Volpicelli, and Wayne Aman, for their help.

Mr. Smith informed the Board that the custodians and instructional staff continue to disinfect daily in the District.

Network Administrator’s Log for October 2020 was submitted.

Superintendent Jeffrey Kisloski summarized his report to the Board.

Mr. Kisloski stated that he thinks the AM/PM cohorts are going to work best for sports. Student-athletes were able to switch from AM to PM cohorts, so they would already be at school in the afternoons to attend practices and would not have to worry about afternoon transportation.

Mr. Kisloski stated that the District has yet to have a student or staff member test positive that was contracted by community spread within the schools. All cases reported to the schools have contracted the virus outside of the school. Mr. Kisloski added that because the District is in the TST BOCES region, the District can use Tompkins County reserves for testing.

Mr. Kisloski stated that he is excited about Crew starting.

Mr. Kisloski thanked Bern Smith for his years of service to the District.

Board Comments:

Josh Soper stated that he is proud that the schools have not had to shut down.

Michael Blake thanked Bern Smith for his service to the District.

Adjournment:

President Parmarter announced the meeting adjourned at 8:17 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board