

**Board of Education, Regular Meeting**  
**Thursday, December 17, 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 Josh Soper, 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 6:31 p.m., CSE Chairperson Angela Holmes entered executive session to present the CSE/CPSE reports to the Board. Mrs. Holmes exited executive session at 6:40 p.m.

**RETURN TO REGULAR SESSION:**

At 7:00 p.m., Michael Blake made a motion, seconded by Brent Doane, 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, CSE Chairperson Angela Holmes, Director of Technology Instruction Matt Gelder, Director of Transportation Holly Carling, 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 Rebecca Lyon, seconded by Nate Brace, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

**MINUTES APPROVED:**

A motion was made by Michael Blake, seconded by Hannah Murray to approve the minutes of the Regular Meeting held on November 19, 2020, as presented. The motion carried unanimously.

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

This month's packet includes the November budget transfers and expenditure reports.

Mrs. Wade updated the Board on the recent grant applications. The Title Funds are still currently under review. The PreK grant is still currently under review. The CARES Act Elementary & Secondary School Emergency Relief Funds (ESSER) and Governor's Emergency Education Relief Funds (GEER) are still under review.

Mrs. Wade updated the Board on the State Aid cuts. She stated that the State Aid reports for 2020-2021 had been released; the reports do not reflect the 20% State Aid withholding or cut. There is talk that the March State Aid payments, which are significant, may have a 20% withholding. Last year the District's State Aid totaled \$3.033 million in March. Additionally, the talk is that the cuts should not be a straight 20%, as they were in August 2020; they are to be made equitable per district need. There is still nothing confirmed or final from the Department of Budget/the Governor.

Mrs. Wade informed the Board that the ESSA Financial Transparency expenditure form for 6/30/2020's expenditures is due to be filed on December 31<sup>st</sup>, 2020, which she is currently working on. This report details the expenditures for each district in the State and provides a comparison across the State.

Michael Blake asked Mrs. Wade if she has decided to run a Revenue Anticipation Note (RAN). Mrs. Wade said it is possible she might do one in April.

**TREASURER'S REPORT ACCEPTED:**

A motion was made by Michael Blake, seconded by Nate Brace, to accept the Treasurer's Report for November, as presented. The motion carried unanimously.

**APPROPRIATION TRANSFERS ACCEPTED:**

A motion was made by Rebecca Lyon, seconded by Brent Doane, to accept the Appropriation Transfers reports for November, as presented. The motion carried unanimously.

**Regular Meeting, December 17, 2020**

**APPROPRIATION TRANSFERS ACCEPTED:**

A motion was made by Rebecca Lyon, seconded by Brent Doane, to accept the Appropriation Transfers reports for November, as presented. The motion carried unanimously.

**WARRANTS ACCEPTED:**

A motion was made by Josh Soper, seconded by Hannah Murray, to accept the following Warrants for November 2020, as presented: General Fund #25, Federal Fund #9, School Lunch Fund #12, and Capital Fund #5. The motion carried unanimously.

**RECOGNITION OF VISITORS:**

President Parmarter acknowledged the visitor present, Sara Loomis. No comments were made at this time.

**CONSENT AGENDA:**

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

**Recommended Appointments:**

Approved the appointment of *Extra-Curricular Activities* for the 2020-2021 school year, with salaries in accordance with the 2020-2021 Extra-Curricular Pay Schedule:

1. *Volunteers:*
  - **Josh Soper:** JV/Varsity Boys Basketball
  - **Brittney Noble:** Modified/JV/Varsity Volleyball

**Records Retention and Disposition Schedule Acceptance:**

Adopted the Records Retention and Disposition Schedule for New York Local Government Records (LGS-1) by accepting the following resolution:

"RESOLVED, by the Board of Education of Candor Central School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods."

**Sale of 2010 Dodge Caravan:**

Approved of the disposal of the District's 2010 Dodge Caravan, as it is no longer useful for the District. A legal notice will go in the local newspaper requesting bids for the purchase of the van; the van will be awarded to the highest bidder.

**Abolishment of Part-Time Cafeteria Positions:**

Approved the abolishment of three Part-Time Cafeteria positions with the following resolution:

"RESOLVED, that three Part-Time Cafeteria positions be abolished for reasons of economy, effective December 24<sup>th</sup>, 2020."

## **Regular Meeting, December 17, 2020**

### **Equipment Disposal List:**

Approved the list of various equipment items to be disposed of, as presented. These items have been deemed to have a \$0 value and no further useful life to the District.

### **SVEC Section IV Sports Merger - Fall 2021 (Football):**

Approved the merger of Fall 2021 football with the following resolution:

"BE IT RESOLVED, that the Board of Education of the Candor Central School District hereby authorizes the merger of athletic programs with the Spencer-Van Etten School District, for the fall 2021 season. The sports to be merged are Modified, JV, and Varsity Football."

### **Donation Acceptance:**

Accepted the donation of \$250.00 (Two Hundred Fifty Dollars and Zero Cents) donated to the Candor School Lunch Fund by Gary and Carol Henry of Willseyville, NY.

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 High School is going to utilize the Monday and Tuesday before the holiday vacation to allow teachers and students an opportunity to practice a fully remote learning schedule. In-person students will still be in attendance, but students will go to homerooms, where they will interact with their teachers and classmates virtually. Remote students will be asked to join their classes from home. This will allow the District to plan and practice using virtual platforms for instruction, as well as identify and remedy potential problems while the schools can still interact in-person. Hopefully, this will help alleviate issues down the road in the unfortunate event that a full remote learning requirement becomes necessary. On Wednesday, the High School is planning to offer another school team-building opportunity utilizing the "Crew" format.

Mr. Aman stated that the first marking period ended on November 13<sup>th</sup>, and he met with the SST team to analyze data from the failing two or more list. Although the High School seemed to make progress from the 5-week point, the High School is still seeing a significantly higher number of students failing two or more classes than in the past, with remote students by far having the highest percentage. Between the High School office and Guidance office staff, they have attempted to reach out to all remote learners failing two or more by phone. They asked about the challenges they were facing and offered assistance whenever possible. For the families they could not reach on the phone, they went out to homes directly. In the short term, it appears to have improved participation. Mr. Aman hopes to see the progress continue as the school year proceeds. Mr. Aman added that he is very concerned students are going to lose credits during this pandemic. Hannah Murray asked if the credit recovery program was mainly online. Mr. Aman stated that PLATO program with Mark Burrell that is used for credit recovery is mainly online. But students attend in person with Mr. Burrell, which makes a big difference. Mr. Aman stated that it might be a challenge to fit all of the students that need to utilize the program in the computer room where PLATO is held.

#### **Elementary Principal Katie Volpicelli summarized her report to the Board.**

Mrs. Volpicelli stated that at the beginning of the school year, the Elementary team quickly realized that they needed a different process to track attendance for the remote learners. The process is as follows:

- Remote learning teachers mark a student absent if they haven't attended their scheduled Google Meet or submitted any work for the day.
- The following morning Jackie Winnick, our attendance verifier, uses GoGuardian to check the absent students' activity for the day. If they showed activity on an educational platform, the absence is removed for that day.

The Elementary team believes they have created a process that helps keep the remote learners engaged in daily learning. They continue to work with the students and families who fall into the chronically absent range. Mrs. Volpicelli provided the Board with a chart displaying the attendance percentages for all students.

**Regular Meeting, December 17, 2020**

Mrs. Volpicelli informed the Board that students in grades 1-6 received an iReady report along with their report card indicating the results of their Fall Diagnostic Assessment. Students will take the iReady Diagnostic again in the Winter and Spring, which will give the Elementary team the opportunity to track student progress in Reading and Math. In addition to being used as an assessment tool, iReady provides individualized learning to help each student continue to develop essential Reading and Math skills. They continue to remind families of the importance of their child completing iReady lessons as part of their at-home learning, as the lessons are designed to meet the needs of each individual student.

Mrs. Volpicelli stated that the students had a great time participating in Crew Days on November 23<sup>rd</sup> and 24<sup>th</sup>. Elementary students learned more about Super Strengths: Mindfulness, Gratitude, Growth Mindset, Perseverance, and Empathy. Students had the opportunity to learn and share about themselves as they identified their SUPER Super Strengths. Students especially seemed to love the team building activities (cup stacking challenge, Coseeki, Hot Seat, and turkey cookies). It was wonderful to see the children enjoying time together while engaged in important Social-Emotional Learning. A special thank you to Karlie Both and Sara Loomis, who helped plan the activities. They are looking forward to another Crew Day on December 23<sup>rd</sup>.

Mrs. Volpicelli informed the Board that she feels as though the Elementary school can safely participate in some of the annual Holiday activities this year. Classes are participating in the annual door decorating contest as well as holiday-themed days, which began on December 14<sup>th</sup>. A new tradition at Candor Elementary involves a little elf named Flash. Flash will be hiding in different places around the building, and when classes find him, they will take and share a "selfie with the elfie".

**CSE Chairperson Angela Holmes summarized her report to the Board.**

Mrs. Holmes stated that the Special Education Department continues to work diligently daily to ensure IEPs are being met while having students for a limited time. Mrs. Holmes shared data from both the Elementary and High School remote special education students. The measure used to determine remote student success at the Elementary school was a combination of attendance records, report card data, and IEP progress reports from the first trimester. The High School measure was the report card, and IEP progress reports from the first quarter. The department has had five High School special education students return to in-person learning at the conclusion of the first quarter due to being unsuccessful with the remote learning platform. Communication with students and families has been crucial during this school year, and the special education teachers are doing an amazing job communicating with their students' families.

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

Mrs. Nichols explained to the Board what Gizmos are and how they are being used to support the science curriculum. Gizmos are available through [explorelearning.com](http://explorelearning.com) and are interactive math and science simulations. The High School science department requested to use them to help fulfill the hands-on requirements of their lab classes. Gizmos can support effective instructional strategies, enhance understanding, and actively engage students in learning. Becky Aman and Kaija Fritz shared the information with the grade 3 - 6 teachers as well, since the subscription included elementary levels at no extra charge. With a heavy reliance on remote learning, the Gizmo simulations have proven to be a helpful tool. More information can be found by logging on to [www.explorelearning.com](http://www.explorelearning.com).

Mrs. Nichols spoke of remote learning reflection and feedback. She stated that in an effort to best support teachers with remote teaching, the administrators are adapting the unannounced observation practice this year. Teachers were given the opportunity to reflect on their remote teaching, how planning and instruction have been impacted, and how students are engaging with remote learning. The goal is to personalize support and connect teachers that can benefit from collaborative learning around a common topic or issue. Each teacher's Google Classroom and/or Schoology classes will be "visited" as well. Each teacher was asked to reflect on the following questions: "What did you do at the start of the year that you're continuing to do because it's working? What did you do at the start of the year that you had to change, and why? And what weren't you doing at the beginning of the year that you're doing now and why? In your estimation, what percentage of your students are engaged with your remote lessons? What do you want feedback on? What do you think you are doing well? What do you need support with? And now, just a general check-in... How are you doing? What have you done lately to relieve stress and focus on your own mental health?"

## Regular Meeting, December 17, 2020

Mrs. Nichols informed the Board of recent Crew events. The District Crew kick-off with the November Crew Days was a success. Students were engaged in: get-to-know-you activities; team-building/challenge activities; an introduction to Signature Strengths in the Jr/Sr High School; a focus on Super Strengths in the elementary school; and feel-good, fun Crew-building activities. The team is currently working on plans for a December Crew Day on December 23<sup>rd</sup>.

Mrs. Nichols updated the Board on the NYSED 3-8 Assessments. If able to, the District will conduct all State ELA and math assessments via the computer-based platform during Spring 2021. Grade 4 and 8 science assessments will still be paper-based. The required simulation with Grade 3 math, and Grade 8 math with Pam Quinlan, will be conducted between January 12<sup>th</sup>-14<sup>th</sup>.

Asst. Elementary Principal/Athletic Director Peter Ahart joined the meeting at 7:43 p.m.

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

Mr. Ahart informed the Board that the Thomas/Bates family wished to have donations in memory of Lorisa Bates be sent to the Candor Athletic Department. They have had over \$1,200.00 donated in memory of Lorisa. With assistance from the Booster Club, they will be creating an award in Lorisa's honor to present to two senior student-athletes at year's end. The award description is as follows: *"The "Lorisa Bates Memorial Award" is given in honor of Lorisa Bates who was a devoted coach, teacher and athlete. This award is presented to an athlete who displays the character Lorisa exemplified. She genuinely cared about the overall success of the team, and put the team's success above any individual accomplishment. She displayed leadership, courage, strength, responsibility and trust."* Mr. Ahart would like to express thanks to everyone who donated in memory of Lorisa. It is greatly appreciated.

Mr. Ahart stated that when uniforms are at the end of their usage cycle, the Athletic department has several options they look at in regards to where they are used next, dependent upon their condition. Typically, the varsity and JV uniforms are cycled through every five years. Some uniforms can be handed down to a lower level team, some are considered for practice uniforms, others can be considered for donation to youth teams; however, this is rare because of the size differential between high school athletes and youth athletes. Additionally, Mr. Ahart recently began working with a nonprofit organization called Global Giving. This organization sends gently used sporting equipment (in Candor's case, old uniforms) to underprivileged youth around the world, giving them an opportunity to participate in sports. Just before Thanksgiving break, Mr. Ahart sent a set of softball uniforms and football uniforms to Global Giving, to distribute overseas.

Mr. Ahart informed the Board that the coaches, Beth Ebel-Ruocco (Spencer's AD), the trainers, and himself have been working on videos to put on the District webpage in lieu of an in-person "meet the coaches" night as they typically hold. Each team or program (fall, winter, spring) is creating a video that they can share with their families. All three sports seasons will be uploaded to the website by the January 4<sup>th</sup> winter start date.

Mr. Ahart informed the Board that the next steering committee meeting will be in mid-January. At this meeting, they will confirm participation on each of the merged fall teams who begin on March 1<sup>st</sup>. They will also begin discussing the logistics of transportation, contests, practice locations, etc. Additionally, they will hold discussions on the potential merger of any spring sports by looking at initial signup numbers. Last year, both districts approved a spring merge of Varsity and JV baseball.

### Director of Instructional Technology Matthew Gelder presented his report to the Board.

Mr. Gelder spoke of NYSCATE 2020. He stated that one of the silver linings of COVID was the migration of the NYS Computers and Technology in Education conference to a completely online experience this year. This provided an opportunity for teachers to attend who find it challenging to be away from home for four days or who do not want to leave their classes with a substitute. The flood of new technology tools and pedagogy can be overwhelming, and it is time-consuming to find the right program to meet the District's educational goals. NYSCATE is the perfect place to explore new tech tools and discuss how to best approach online learning. Unfortunately, this year's conference was missing many of the conversations they would have with teachers and tech leaders throughout the State that help put things into perspective and inspire new ideas. However, they were still able to meet as a District team to discuss the primary takeaways from the sessions they attended. As always, Mr. Gelder and Ben Taylor encourage teachers to focus on their educational goals first before diving into any new piece of technology so that student learning objectives stay at the heart of decision making. Mr. Gelder stated that it was great to hear the variety of sessions teachers attended and the new ideas they have to inspire their teaching.

## Regular Meeting, December 17, 2020

They would normally have spent Saturday-Tuesday at NYSCATE focused on technology, but this year, attendees were needed in the classroom. Fortunately, all of the workshops were recorded, so no one missed out on anything they wanted to attend. This means that participation was all on their own time, and he would estimate that teachers averaged at least 6-10 hours of individual professional development during the conference. Mr. Gelder would like to recognize the time and commitment that Pam Quinlan, Stephanie Marilley, Ben Taylor, Mary Harris, Sara Loomis, Amy Snell, and Amy Monahan dedicated to developing their skills to better their practice for students. He knows that what they learned will not only advance their teaching but their colleagues' teaching as well.

Mr. Gelder spoke of the trial run of the remote schedule. He stated that the Jr/Sr High School will be using two of the three days before the Holiday break to practice a remote learning schedule with all students. This provides an opportunity to practice some of the basic synchronous learning tools students would need to seamlessly transition to fully remote learning.

Michael Blake asked Mr. Gelder if he looked at the Gizmos that the science department purchased. Mr. Gelder stated that he did and that he thinks they are going to be a staple in their classes moving forward.

Hannah Murray asked Mr. Gelder if he thinks NYSCATE will continue to be remote moving forward. Mr. Gelder thinks it is a possibility as they may get more people to sign up.

### Director of Transportation Holly Carling presented her report to the Board.

Mrs. Carling stated that the department is planning for the anticipated start of sports upon the return in 2021. Bus trips continue to go well, and thankfully, the District has been fortunate in the minimal number of cases that have impacted the drivers, students, and routes.

Mrs. Carling thanked the bus drivers for their flexibility and quick response to the early release due to the impending snowstorm on Wednesday, December 16<sup>th</sup>.

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

Mr. Smith was not present for the meeting. A summary of his written report is as follows. Mr. Smith informed the Board that TST BOCES Health & Safety met with Lonny Seeley to conduct the annual fire inspections. With the exception of small items, everything is in pretty good shape, and the final reports should be completed by the end of December.

Mr. Smith stated that the staff, along with the teachers, continue to clean the buildings, keeping the District as safe as possible for everyone as in-person teaching is still going on.

### Network Administrator's Log for November 2020 was submitted.

### Superintendent Jeffrey Kisloski summarized his report to the Board.

Mr. Kisloski informed the Board that at this point in time, Candor is the only school in TST BOCES and in Tioga County that has not had to close due to COVID-19. In listening to area Superintendents, it is clear that the District owes thanks to the faculty for their continued efforts. They are showing up every day, keeping students masked and socially distanced, and continuing to provide students with valuable learning experiences in person and via remote learning. Mr. Kisloski thanked the employees for all the various tasks they perform to keep everyone safe and the District open. From the time students are professionally picked up or dropped off (by parents or guardians), they are in a safe and clean environment, provided excellent food options, and supported in every corner of the buildings. Mr. Kisloski thanked the students and the parents for their important part in dealing with the pandemic. At the end of the first marking period, the District had 26 additional in-person students compared to the start of the year. Parents and students have made the best of a difficult situation, and they have helped the District keep the internal COVID transmission rate at zero.

Mr. Kisloski stated that another COVID-related issue that requires conversation is the preparation and planning should the District, County, or State go "yellow," "orange," or "red," and the District is then required to test students and staff. Within the District, there are preliminary plans should the District be required to test students and staff at school. One of the pre-testing recommendations is to secure permission from parents and guardians to test students before a school is labeled yellow, orange, or red. Mr. Kisloski is concerned that discussing COVID testing in schools prior to it actually becoming a requirement, and receiving permission slips in advance, will ignite fear and disrupt a relatively calm and stable school operations without good cause. The administrative team has discussed this, and they believe they can obtain the required permission(s) within the allotted time the testing schedule allows.

**Regular Meeting, December 17, 2020**

Mr. Kisloski added that, thankfully, Governor Cuomo has loosened the requirements for school districts. He stated that if the area was labeled as "yellow," "orange," or even "red," the schools would have a month to test 20% of the students.

Mr. Kisloski informed the Board that Tioga County has undertaken a Workforce Development initiative and has hired a consultant to develop a plan to stimulate collaboration between schools, government, and businesses.

Mr. Kisloski and Wayne Aman have attended two meetings to date and are supportive of any assistance the County and businesses can offer. Candor Schools has been a Workforce Development school for 20 years. The District's programs in CISCO Networking Tech, Health Services, Manufacturing, Early Career, Culinary, Entrepreneur Club, and Public Relations all embrace the motto of "Big school opportunities in a small school setting." At the same time, the District is independently working with Owego and Newark Valley on the possibility of sharing some program opportunities for students. Mr. Kisloski added that these programs would not cost the District anything, just transportation costs.

**Board Comments:**

The Board members wished everyone Happy Holidays and a restful break.

**Adjournment:**

President Parmarter announced the meeting adjourned at 8:13 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board