

Board of Education, Regular Meeting
Thursday, September 17, 2020

CALL TO ORDER:

A regular meeting of the Board of Education was held via Google Meet and was called to order by President Raymond Parmarter at 6:30 p.m., with the following additional board members present: Josh Soper, Hannah Murray, Michael Blake, Nate Brace, Brent Doane, 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 Michael Blake, 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 6:30 p.m., Angela Holmes, CSE Chairperson, entered executive session to discuss the CSE/CPSE reports. Mrs. Holmes exited at 6:35 p.m. School Business Official Sydney Wade entered executive session at 6:35 p.m. to discuss a matter of negotiations.

RETURN TO REGULAR SESSION:

At 7:00 p.m., Brent Doane 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 Transportation Holly Carling, Elementary Principal Kathryn Volpicelli, Assistant Elementary Principal/Athletic Director Peter Ahart, Director of Operations Bern Smith, School Business Official Sydney Wade, Director of Technology Instruction Matt Gelder, CSE Chairperson Angela Holmes, and Board Clerk Kathryn Hinkle. The Pledge of Allegiance was said to begin regular session.

CSE/CPSE REPORT APPROVED:

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

MINUTES APPROVED:

A motion was made by Joshua Soper, seconded by Michael Blake, to approve the minutes of the Regular Meeting held on August 20, 2020, as presented, with additional information to be added to the School Business Official's report. The motion carried unanimously.

School Business Official Sydney Wade reported to the Board.

Mrs. Wade provided the Board with the Budget Transfers for June, July, and August and the expenditure reports for July through August. She stated that she is closely monitoring spending and cash flow to gauge if or when the District will need to run a Revenue Anticipation Note. At this point, with school tax revenue, she believes the District will be able to get through the winter and, dependent on the 20% withholding, may need to run the RAN in the spring.

Mrs. Wade updated the Board on recent grant activity.

The Title Funds grant allocations for 2020-2021 are: \$194,369 for Title IA, \$29,481 for Title IIA, and \$15,342 for Title IV. Title IA funds support improving education for children from low-income families. Title IIA funds support professional development for teachers and district leaders. Title IV funds support: providing students with a well-rounded education, supporting safe and healthy students, and supporting the effective use of technology. The allocations for 20-21 are slightly lower for Title IA and IIA, and slightly higher for Title IV. The budgets were submitted 8/31/20 and are currently under review. For the IDEA Funds, the District was allocated \$206,196 for the Section 611 (supports Special Education in grades K – 12) and \$8,270 for the Section 619 (supports Special Education in PreK). The 611 allocation is about \$10k higher than 19-20, and the 619 allocation is slightly lower than last year. Budgets were submitted in July and are currently under review.

Mrs. Wade stated that the permanent Universal PreK application is \$8971/ student up to 36 students; the max allocation is \$322,956. However, for 2020-2021, it has been announced by the State that the State will withhold 20% of the grant revenue payment as a temporary solution to the State's

budget issues, but the withholding may become a cut for 2020-2021. There is no indication that this will become a permanent cut to the District's PreK allocation going forward at this time.

Regular Meeting, September 17, 2020

The District is running one PreK classroom and will receive a grant allocation for up to 18 of these students for a maximum of \$161,478. The budget was submitted 9/4/20, and Mrs. Wade was notified on September 17 that it had been approved.

Mrs. Wade updated the Board on the CARES Act Elementary & Secondary School Emergency Relief Funds (ESSER) and Governor's Emergency Education Relief Funds (GEER). These funds are allocated to all schools that received 19-20 Title IA grants, calculated on relative shares of Title IA grants. This money is to address the economic effects of the coronavirus pandemic. With respect to school districts, the CARES Act funds are primarily focused on helping unanticipated fund expenditures incurred due to the pandemic. The uses for these funds are very general and can be used to supplement or supplant other revenue sources. Candor's allocation for ESSER is \$185,069 and GEER is \$31,366. The budget was submitted on August 28, 2020, and is currently under review.

Mrs. Wade informed the Board of State Aid cuts. She stated that NYSED announced on August 13, 2020, that the Division of Budget (DOB) issued the First Quarterly State Budget Financial Plan Update, which says that the DOB began withholding 20% of State Aid payments, including aid payments for General State Aid, BOCES Aid, Excess Cost Aid, Lottery Aid, and UPK grant revenue. As of the meeting, she was told she would hear more information on the withholding at the end of September. The District would normally have a \$1.2m Lottery Aid payment on September 30, and Mrs. Wade is interested to see if the District will get the full amount or if that will have the 20% withholding. Mrs. Wade stated that she anticipates the 20% withholding.

Mrs. Wade informed the Board that this is the District's first year to report for ESSA Budget Transparency. This data compares districts across the State for how much they have budgeted to spend per building and on a per-student basis. Mrs. Wade stated that this is approximately \$18,000 per student for Candor. This report was filed on September 4, 2020.

Mrs. Wade updated the Board on the Independent Audit. The District's independent audit fieldwork started on Monday, August 31, 2020, with the team at INSERO. She stated that she would not provide the financials for June until the auditors have completed their work and issued their report and financial statements, as the numbers are currently subject to adjustment.

TREASURER'S REPORTS ACCEPTED:

A motion was made by Rebecca Lyon, seconded by Nate Brace, to accept the Treasurer's Report, as presented. The motion carried unanimously.

BUDGET TRANSFERS APPROVED:

A motion was made by Nate Brace, seconded by Rebecca Lyon, to accept the Budget Transfers for the months of June, July, and August 2020, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Nate Brace, seconded by Hannah Murray, to accept the following warrants for August 2020, as presented: General Fund #10, Federal Fund #2, and School Lunch Fund #3.

The motion carried unanimously.

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*.

Resignation/Retirement:

Accepted the resignation of **Lisa Sherwood** as Part-Time Bus Monitor, effective September 10, 2020, with regret.

Accepted the retirement of **Jeffrey Kisloski** as Superintendent of Schools, effective August 31, 2021, with regret.

Regular Meeting, September 17, 2020

Maternity Leave:

Approved the request from **Kristin Hodges**, for maternity leave beginning tentatively November 7, 2020, through March 4, 2021. Mrs. Hodges will use 60 days of her sick time; any remaining days will be unpaid leave.

Mrs. Hodges has requested to have the option to return sooner, with permission from the District, due to unprecedented times.

Recommended Appointments:

Approved the appointment of **Michael Rautine**, as a Full-Time Bus Driver, effective October 2, 2020, with salary and benefits in accordance with the current Candor Employees Unit contract.

Approved the appointment of **Sandra Blinn**, as Head Cook/Asst. Cafeteria Manager, effective September 1, 2020, with salary as negotiated and benefits in accordance with the current Candor Employees Unit contract.

Approved the *Extra-Curricular Activities* for the 2020-2021 school year, with salaries in accordance with the current Extra-Curricular Activities Salary Schedule:

- 1.) **Jacki Hinkle*** - Field Hockey Coach

Approved the *Substitute Teachers* for the 2020-2021 school year, with salary and benefits in accordance with the 2020-2021 Substitute Teacher Pay Schedule:

- 1.) **Kerra Schermerhorn** - NYS Certified Early Childhood Ed B-2 and Childhood Ed 1-6 (EL ONLY)

Approved the *Non-Instructional Substitutes* for the 2020-2021 school year, with salary and benefits in accordance with the 2020-2021 Non-Instructional Substitutes Pay Schedule:

- 1.) **Sue Lambertson** - Substitute Custodian
- 2.) **Kelsey Crance** - Substitute Teacher Aide
- 3.) **Rudy Difiglia** - Substitute Bus Monitor

Donation(s) Acceptance:

Accepted the donation of classroom supplies from the people at the **Allen Memorial Baptist Church, Candor NY**. The approximate value of this donation is \$500.00 (Five Hundred Dollars and Zero Cents).

Accepted the donation of classroom supplies from **Borg Warner, Ithaca NY**. The approximate value of this donation is \$100.00 (One Hundred Dollars and Zero Cents).

Resolution to leave DCMO Bid:

Accepted the following resolution:

"WHEREAS, the Candor Central School District appointed the Delaware-Chenango-Madison-Otsego BOCES to bid jointly Cafeteria supplies including, but not limited to, food and paper items, on May 22, 2020; and

WHEREAS, the Candor Central School District appointed the Greater Southern Tier BOCES to jointly bid Cafeteria supplies, including but not limited to, food and paper items, on August 20, 2020, which was a requirement of buying into the Food Service Management COSER, elected in response to the retirement of Brian Lanphere, Cafeteria Manager, on June 30, 2020 as a solution for cafeteria management services; therefore;

BE IT RESOLVED, that the Candor Central School District no longer wishes to participate in the Delaware-Chenango-Madison-Otsego BOCES joint bid services, and removes its authorization for the provision of such services."

Regular Meeting, September 17, 2020

Transportation Request:

Approved the following transportation request for the 2020-2021 school year for students who attend private schools and live within the 15-mile limit.

North Spencer Christian Academy, Spencer: EmmaLee Eldridge

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 stated that the past month has been so busy he is not sure where to start. The District has had to reinvent school to meet the safety, academic, and social/emotional needs of students, faculty, and staff. Like graduation, everyone has different opinions on the plan; some like it, and some do not. Mr. Aman feels that the District's plan is as good as any around in order to maintain student, faculty, and staff safety. He listed some of the issues they have navigated:

- Building a schedule which limits interaction as much as possible, while still providing an effective plan for providing daily student support.
- Balancing student AM & PM schedules, keeping numbers in each classroom low enough to maintain effective social distancing.
- Providing consistent instruction, assignments, and assessment practices that are comparable and equitable between remote and in-person learners.
- Developing a comprehensive health and safety plan for students, faculty, and staff that comply with NYSDOH and SED guidelines and applying these guidelines to building procedures.
- Develop an effective network to monitor, communicate with, and support remote learners on a daily basis.
- Combining the HS and Elem. bus runs, as well as developing a student drop off / pick up plan that is as efficient as possible.
- Developing a cleaning and sanitizing plan that offers two opportunities each day to disinfect classrooms, bathrooms, and high touch surfaces.
- Developing a food distribution plan that is safe, efficient, and effective in meeting the needs of in-person and remote learners.

Mr. Aman added that 85% of the high school students are back in the building, learning in person.

Mr. Aman informed the Board that another hot-topic issue is high school interscholastic sports. There are a lot of conversations, as well as some debates, at the State, Section IV, and league levels as far as what is the appropriate "Back to Play" plan. Ultimately, the Section will offer recommendations, but the decision lies in the hands of each school district. Mr. Aman added that 59 superintendents within Section IV agreed to push the fall sports season to March. Pete Ahart, Athletic Director, has been working on this through conversations with Bill Bryant and the IAC athletic directors.

Elementary Principal Kathryn Volpicelli presented her report to the Board.

Mrs. Volpicelli stated that it was wonderful seeing all of the students on September 9 and 10. Both the AM and PM cohort students were excited to return to school and ready to learn. The students adjusted quickly to the

new procedures, and the parents have also been great about adjusting to new arrival and dismissal procedures. She thanked the entire school community, who all contributed in one way or another to a successful reopening of school. She added that the District realized quickly that the half days with students fly by. They will continue to maximize the time by taking advantage of every instructional opportunity.

Regular Meeting, September 17, 2020

Mrs. Volpicelli updated the Board on the Remote Learning Orientation. There are 102 elementary students who have opted for remote learning for the first trimester. Each student was accompanied by one adult on Friday, September 11, when they came to pick up their Chromebooks and receive a brief orientation from their remote learning teachers. They also provided families with information regarding the school-wide expectations for remote learners as they want to emphasize attendance and participation from the very beginning of their remote learning journey.

Mrs. Volpicelli updated the Board on the Beginning of Year Assessments. She stated that the instructional teams at each grade level have been discussing assessments that need to be administered in order to determine how to best support students this year. Grades 1-6 will administer the i-Ready Diagnostic in Reading and Math each trimester. This test takes about 60 minutes for each subject. The students will take the assessment in small increments of time (20-30 minutes). Valuable data is received about each student's instructional level in multiple strands of learning that correspond to the New York State ELA and Math Learning Standards. Once the diagnostic is complete, students have access to lessons in i-Ready that are tailored to their individual instructional needs.

The primary grades (K-3) have also decided to give initial skills screening in Reading and Math in order to identify specific learning gaps. These screenings are teacher created and will take no longer than 10-15 minutes per student. The information gained will allow instructional teams to provide targeted intervention.

Teachers in grades 1-3 will administer running records with each student. Running records allow teachers to read with individual students and determine their reading levels. Teachers can then form reading groups and monitor student progress.

Mrs. Volpicelli stated that although the District hopes to see more students at the same time and for longer periods of time in the near future, they are preparing for the possibilities. Teachers are hoping for the best but remaining realistic in terms of what learning could look like at any given time. They have learned that things can change quickly. Mrs. Volpicelli is thankful for the mindset the teachers have as well as the level of preparedness for both in-person instruction and remote learning.

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

Mr. Ahart gave the Board an update on fall sports. The New York State Public High School Athletic Association (NYSPHSAA) announced on September 9 that football, volleyball, and cheer fall seasons will be postponed until March 1, 2021. Spring sports have a new start date of April 19. Mr. Ahart added that there are 19 schools in the region and the vote was 12-7 to postpone all fall sports until March. The winter sports are anticipated to start on November 30.

Mr. Ahart spoke of the Interscholastic Athletics Document. He stated that in response to questions and concerns expressed by member schools throughout the State, NYSPHSAA offered this document as a recommended resource on how schools may consider the return to athletics. In accordance with New York State Department of Health (NYSDOH) guidance, the ability to participate in sports and recreation activities is determined by a combination of the risk for COVID-19 transmission as being inherent in the sport itself and associated with the "type of play" (e.g., individual practice vs. game). Sports and recreation activities are categorized by NYSDOH as "low" risk, "moderate" risk, and "high" risk. This document provides schools with recommendations on returning to play as safe as possible. There were many questions from athletic directors, coaches, principals, and parents regarding facemask use, why some sports were "high risk" compared to others, why social distancing is 12 feet in Physical Education class but not in sports and PPE practices during sports. Mr. Ahart added that the students must wear masks during Physical Education unless it is intolerant, and they are having a hard time breathing.

Mr. Ahart informed the Board that the District has a new Smart Camera for the gymnasium, called Hudl Focus. This camera is mounted on the wall above the entrance to the high school gymnasium. The Hudl Focus has three high definition lenses that capture volleyball and basketball games, all without an individual person

having to move the camera with the action. The camera is scheduled to record through the app on a coach's phone.

With the restrictions on spectators currently being at two per athlete/coach for every contest, this tool will be beneficial to make sure the community and students have the opportunity to watch contests, as they can live stream events through it. Additionally, teams can share the film with each other, and coaches can share a film of their athletes with college recruiters. Each varsity coach (girls basketball, boys basketball, volleyball) has a yearly video subscription to the service and Hudl Focus. Boys soccer has a subscription as well; however, they do not have a camera; they manually record their contests.

Regular Meeting, September 17, 2020

Mr. Ahart has worked with the Hudl reps and School Business Official Sydney Wade to ensure the expenses of the subscriptions and the Hudl Focus camera qualify for BOCES aid. Mr. Ahart thanked Mrs. Wade for her help with this.

CSE Chairperson Angela Holmes presented her report to the Board.

Mrs. Holmes stated that the Special Education department staff was very excited to see students walk through the doors of Candor schools. The only official guidance from the NYS Office of Special Education has been to meet students' IEPs to the greatest extent possible. Along with this statement, the department is to document all services they may not have the ability to provide exactly as written on IEP plans. Formal documentation has not been given to districts from the State to record the changes. The Special Education teachers are documenting any changes in a form they are calling "COVID Contingency Care Plan." These plans will be discussed with families and then sent to them. A copy will be housed in the Special Education office in the event that they will need them in the future.

Mrs. Holmes informed the Board that the department is diligently working on an assessment plan to provide initial evaluations that were on pause last spring due to COVID.

Mrs. Holmes presented a list of the Special Education department line up for this school year with their starting positions.

- ★ Cyndi Forbes - Special Education Administrative Assistant
- ★ Wendy Watkins - CPSE & Kindergarten
- ★ Kelly Murphy - First Grade & Virtual special education teacher
- ★ Brittany Noble - Second Grade
- ★ Kelly O'Brien - Third & Fourth Grade
- ★ Laura Preston - Fifth & Sixth Grade
- ★ Ernest Marilley - 8:1:1 room at the elementary school & 4th - 6th-grade virtual special education teacher
- ★ Pat Gillule - 6:1:1 teacher & High School Special Class
- ★ Ashley Green - Seventh Grade and High School Special Class
- ★ Kurt Bastian - Seventh & Eighth Grade
- ★ Laura Wayson - Ninth & Tenth Grade
- ★ Kelly Tongate - Eleventh & Twelfth Grade
- ★ Teresa Cain - Speech Therapist
- ★ Rana Anderson - Speech Therapist
- ★ Danielle Banks - Occupational Therapist
- ★ Ali Wright - School Psychologist - Districtwide
- ★ Merrick Volpe - Social Worker - Districtwide

Mrs. Holmes stated that she is very grateful to have a team of hard-working, flexible players.

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

Mrs. Nichols listed a brief rundown of the Opening of School 2020 -2021. She stated that there is a Virtual Parent Orientation 2020 – 2021 located on the school webpage at candorcscsd.org. It includes "must-know" topics important to families such as Drop-off, Pick-Up, Daily Health Screenings, Attendance, Grading, Mask Policy, Bus Logistics, Technology Tutorials, and Health & Safety Reminders. They have received very positive feedback. Mrs. Nichols thanked Matt Gelder and the leadership team.

Mrs. Nichols spoke of the health and safety of the students and the District's Healthy Hygiene Practices. She

stated that the Tioga County Health Department (TCHD) has/is providing support and resources. Kylie Holochak is the District's representative from the TCHD. The school nurses and administration participated in a phone conference with TCHD to receive clarification on procedures. The annual mandatory Right-to-Know presentation for all District staff included additional information regarding COVID-19. Mrs. Nichols informed the Board of the District's Health Screenings. The screenings include daily temperature checks and completion of a screening questionnaire.

Regular Meeting, September 17, 2020

Families received instruction on completing daily health checks at home prior to arrival at school. A one-time health screening attestation is required to be completed and on file for each student attending in-person instruction and all staff.

Mrs. Nichols thanked Matt Gelder and Ben Taylor as they provide daily support to other teachers in regard to remote learning, Google Classroom, and Schoology learning platforms. From one-to-one in-person meetings to virtual training sessions, they are doing an excellent job.

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

Mr. Gelder updated the Board on Virtual Learning. He stated that now that all of the students are virtual learners, the District has been actively preparing teachers, students, and families for this new reality. The summer teacher professional development introduced the teachers to many of the core tools they will be using to provide engaging lessons and interactions in their classes. Students have received their Chromebooks and were reminded or trained in how to access their learning materials in both Google Classroom and Schoology. Mr. Gelder feels that Schoology will be a game-changer for the Jr/Sr High students and families because it is more functional for students and provides more visibility for parents who want to help keep track of what is happening in their children's classes. It continues to be a busy time getting everyone connected and prepared to embrace online learning.

Mr. Gelder spoke of Education Law Section 2-d. He stated that the New York State Board of Regents adopted regulations implementing Edlaw 2-d in January. These requirements govern how school districts and BOCES protect the personally identifiable information (PII) of students, teachers, and principals. The numerous data breaches that have occurred in schools across the country have been a wakeup call to many. Edlaw 2-d provides a critical lens through which to look at the many ways data is vulnerable and keeps data privacy at the forefront of any conversation concerning technology tools. Mr. Gelder included a copy of a parent data sheet for data privacy that gives an overview of the nine areas that districts are compelled to address. Mr. Gelder presented a slide that contained EdLaw 2-d information. The State has adjusted the timeline for implementation for these provisions because of the added work related to COVID-19. Mr. Gelder is currently working on contacting vendors to get signed copies of the Parents' Bill of Rights to ensure compliance by September. The District began online security training with teachers last year in anticipation of the passage of Edlaw 2-d. Mr. Gelder believes that the District is well along the way to being in compliance to protect the student PII.

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

Mrs. Carling stated that it feels great to be seeing students, faculty, and staff back together again. The team of people who worked so hard to meet all of the requirements, mandates, changes, and challenges absolutely rocked it. The families with whom she has heard from are grateful for the efforts put forth in such a difficult time.

Mrs. Carling stated that she is so impressed with the team of drivers and monitors the District has and how they are handling all of the changes this year. During this time, there will be a monitor on almost every bus to help ensure social distancing, mask-wearing, and remaining in the assigned seat.

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

Mr. Smith stated that there is not much to report on, as the past several months have been busy with cleaning, prepping, and getting ready for a new school year. Mr. Smith informed the Board of the status of PPE inventory and current orders. He was able to obtain PPE through UHS procurement, which was a huge help to the District.

Network Administrator's Log for August 2020 was submitted.

Superintendent Jeffrey Kisloski presented his report to the Board.

Mr. Kisloski stated that so far, the opening of school has gone as well as can be expected. Teachers returned on September 3rd and the entire staff arrived on September 8. Mr. Kisloski stated that he thinks everyone was happy to return to some sense of normalcy.

The amount of logistical challenges and new procedures the District is experiencing is considerable. Everything from food services to traffic flow, Chromebook assignments and cleaning/sanitizing procedures, just to mention a few, are all new and need attention and tweaking. Instructionally, the schedule and plan allow for as much coordination and planning as any re-entry plan he has reviewed. The focus on the four C's and quality of instruction versus the quantity of material covered are important points of emphasis.

Regular Meeting, September 17, 2020

Given the constraints required to keep students and staff safe during the pandemic, it is impossible to think instruction will be the same as it always has been. The instructional staff has been great at prioritizing and adapting their instruction to ensure the teaching and learning is focused on the most important skills and content in each curriculum.

Mr. Kisloski added that one of his favorite quotes is from Stephen Covey: "The main thing is to keep the main thing the main thing."

Mr. Kisloski spoke briefly about sports and extracurriculars at this time. It appears most superintendents are looking for Section IV to make a determination on sports participation to avoid local pressure and scrutiny. From reading a flurry of email and gathering the opinion of TST BOCES superintendents, most would prefer delaying sports until January. For reference, schools are under a 12' social distance requirement for Physical Education. Many feel allowing sports such as soccer is inconsistent and puts student-athletes in jeopardy. Meanwhile, there are growing community "Let Them Play" movements happening around the State.

Mr. Kisloski stated that October 15 is the due date for the District's financial reports. The next Board meeting is on October 15. Late financial reports jeopardize State Aid. Therefore, Mr. Kisloski would like to move the October meeting to Tuesday, October 13, or Wednesday the 14. This gives the auditors time to finish the audit, and it gives Sydney Wade time to file the reports before the deadline.

Board Comments:

Josh Soper stated that he appreciates the good start to the year.

Michael Blake offered to help with anything he can, such as cleaning or tutoring online.

Hannah Murray thanked Superintendent Jeffrey Kisloski for his years of service. She added that the Murray household is grateful the kids are back with the professionals.

Adjournment:

President Parmarter announced the regular session of the meeting adjourned at 8:47 p.m. The Board adjourned to an executive session.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board