

Board of Education Meeting – September 6, 2017

Call to Order at 6:30 p.m., Penn Yan Elementary School Cafeteria, Three School Drive, Penn Yan, NY; President Morehouse presiding

Board Members Present: J. Morehouse, K. Guenther, N. Scher, R. Johnson, L. Warren, L. Terpolilli, R. Bloom (6:38 p.m.)

Board Members Absent: D. Willson, P. Bacher

Others Present: H. Dennis, C. Milliman, G. Baker, K. Dean, R. Perrault, S. Barden, K. Johnson, T. Tansey, K. Burcroff, E. Foote, W. Kinsey, T. Webber, K. Seago, A. Mumby, J. Pragle, Students Ben DeMoras and Spencer Christensen, Media Representatives George Lawson and Gwen Chamberlain

A motion was made by Mrs. Johnson and seconded by Mrs. Guenther to approve the agenda as revised. All present voted yes. Motion carried, 6-0.

Information and Reports

- A. Penn Yan Academy Teachers Kiki Seago, Aaron Mumby and Jon Pragle, as well as PYA Students Ben DeMoras and Spencer Christensen reported on the Outdoor Adventure Club.
- B. Principal's Reports:

Opening Day Update

PYE Principal Edward Foote indicated 632 students were welcomed with warm greetings from faculty members. The students were happy and excited to begin a new school year. Mr. Foote introduced Assistant Principal Mrs. Karen Burcroff and welcomed her to the District. Mr. Foote indicated Extended School Day Programs begin on 9/18 and the PreK-K Night was a big success with many children and families in attendance.

PYMS Principal Kelley Johnson reported the students enjoyed station rotation by grade levels throughout the day, as well as team building time. Mrs. Johnson indicated open house was held on 8/29 and was well attended. Mrs. Johnson indicated the school year is off to a terrific start and she thanked the custodial and clerical staff for all their hard work throughout the summer.

PYA PYA Assistant Principal Warren Kinsey indicated 443 PYA Students were welcomed by the staff this year. Mr. Kinsey indicated Freshman Orientation was held on 8/30 and was well attended. Mr. Kinsey reported Homecoming, and all the events involved with Homecoming will be held the week of 9/18, athletics are off to a great beginning and Drama Club auditions for "Our Town" will be held soon.

Mr. Kinsey indicated the joint bullying and the upcoming teasing presentation with PYA and PYMS will be beneficial to all students.

C. PYE Principal Edward Foote provided a PYE Term 3 Update (FY-2018-33)

Board Member and Superintendent Comments

A. Robin Johnson reported the Four County School Boards Association Constitution and By-Laws discussions will be starting on Saturday, 9/23/17. (FY-2017-34)

Kathy Guenther indicated Sharon Sweeney, with Four County School Board's Association, is interested in receiving topic proposals for the year. Potential topics may include teacher and substitute shortages and parental participation.

Nancy Scher asked for clarification on the number of votes each board is allowed when voting on the proposals for the Four County Constitution and By-Laws. Mrs. Johnson indicated each board, regardless of the number of board members, shall receive one vote collectively.

B. Superintendent Howard Dennis welcomed students and staff back to school. Mr. Dennis indicated the open houses were exciting and the students are happy to be back to school. Mr. Dennis thanked the community for completing the survey regarding the opportunities for Penn Yan and Dundee Students. The survey deadline is 9/13. Mr. Dennis received a very nice email from an official complimenting the varsity girls soccer team on their respect and class during a recent soccer tournament.

Kathy Guenther and Cathy Milliman recently attended a luncheon meeting with NYS Comptroller Tom DiNapoli. Conversations regarding the poverty level in the Finger Lakes Area, the NYS Retirement System and the overall status of the financial future took place.

Policy Matters

A motion was made by Mrs. Scher and seconded by Mrs. Guenther to remove the following policy revision from the table:

1. #7240 - Student Records: Access and Challenge

Motion to remove from the table carried, 7-0. After discussion, President Morehouse called for a vote on the original motion to approve the policy changes. All present voted yes. Motion carried, 7-0.

Consent Agenda/Routine Matters

A motion was made by Mrs. Guenther and seconded by Mrs. Warren to approve the following routine matters:

A. Acceptance of August 16, 2017 Board of Education Meeting Minutes (FY-2018-35)

B. Approval of Non-Public School Transportation Requests

<u>Name</u>	<u>School</u>
Hayden Campbell	St. Michael's School
Brynn Lewis	St. Michael's School
Joshua, Hayleigh, Denis and Alayna Gilmartin	St. Michael's School

Henry Shriver
Cayden Johnson

St. Michael's School
St. Michael's School

- C. Approval of Revisions to the 2017-18 Code of Conduct (FY-2018-36)
- D. Approval of Revision to Certification of Lead Evaluators as follows and authorization to amend the minutes of July 12, 2017:

The Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as lead evaluators, administrators must be trained in the following nine elements:

1. NYS Teaching Standards, and their related elements and performance indicators or ISLLC standards and their related functions;
2. Evidence-based observation techniques grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model;
4. Application and use of approved teacher or principal practice rubric(s) selected by the district or BOCES for use in evaluations, including training on the effective application of such rubrics to observe a teacher's or principal's practice;
5. Application and use of any assessment tools that the school district or BOCES utilizes to evaluate its classroom teachers or building principals, including but not limited to, structured portfolio reviews; student, parent, teacher and/or community surveys; professional growth goals and school improvement goals, etc.;
6. Application and use of any State-approved locally-selected measures of student achievement used by the school district or BOCES to evaluate its teachers or principals;
7. Use of the Statewide Instructional Reporting System;
8. Scoring methodology utilized by the Department and/or the district or BOCES to evaluate a teacher or principal under this Subpart, including how scores are generated for each subcomponent and the composite effectiveness score and application and use of the scoring ranges prescribed by the Commissioner
9. Specific considerations in evaluating teachers and principals of English language learners and students with disabilities.

By virtue of the fact of having participated in the Lead Evaluator Training provided by sources including, but not limited to, the New York State Education Department, Wayne-Finger Lakes BOCES, New York State Council of School Superintendents/ LEAF, Network Team, webinars and in-district workshops, the following people are considered as Certified Lead Evaluators for the 2017-2018 School Year:

- Edward Foote, Elementary Principal
- ~~Kelly Dallos, Elementary Assistant Principal~~
- Karen Burcroff, Elementary Assistant Principal
- Kelley Johnson, Middle School Principal
- David Pullen, High School Principal
- Warren Kinsey, Assistant High School Principal
- Tobin Tansey, Assistant High School Principal
- Stacey Barden, Director of Student Support Services
- Rebecca Perrault, Director of District Data

- Gregory Baker, Assistant Superintendent for Instruction
- Howard Dennis, Superintendent of Schools

Mrs. Bloom requested clarifications on the Code of Conduct.

All present voted yes. Motion carried, 7-0.

Consent Agenda/Finance Matters

A motion was made by Mrs. Guenther and seconded by Mrs. Johnson to approve the following financial matters:

- A. Approval of 2017-18 Lease Agreement with ProAction HeadStart (FY-2018-37)
- B. Declaration of Surplus Items and Authorization for Assistant Superintendent for Business to dispose of them as she deems most appropriate:
 - * Printer #008869, Serial # MY958211GZ
 - * 34 student desks
 - * HP Copier/printer Model #C3980A, Serial # USBD074337
 - * World Book – 23 copies
 - * Integrated Math – 25 copies (Red and White book – Limited Edition)
 - * Algebra 1- 45 copies
 - * Unified Mathematics – 1 copy
 - * Math Course 3 – 1 copy
 - * Dictionary – 1 copy
 - * Mathematics in Action – 1 copy
 - * Algebra an Introductory Course (Answers for textbook exercises) - 8 Folders
 - * HP DesignJet 800 Plotter (Inventory Tag: 005193)
- C. Acceptance of Donations:
 1. \$25 from Karl & Kathy Guenther for the PYA Library in Memory of Giff Kubli
 2. \$300 from Operation Graduation in Honor of the Class of 2017 for Penn Yan Academy
 3. \$25 from Barbara Abissi and Michael Manahan for the PYA Library in Memory of Giff Kubli
 4. \$25 from Patricia & William Denison for the PYA Library in Memory of Giff Kubli
 5. \$50 from Marbles' Automotive for the PYA Library in Memory of Giff Kubli
 6. \$250 from Mark & Mary Nielsen for the PYA Library in Memory of Giff Kubli
- D. Approval of Overnight Field Trip Request, PY FFA, Springfield MA, September 15-17, 2017 (FY-2018-38)

Mrs. Johnson thanked the various individuals and business for the very generous donations.

All present voted yes. Motion carried, 7-0.

Personnel Matters

A motion was made by Mrs. Scher and seconded by Mrs. Bloom to approve the following personnel matters:

A. Approval of Non-Certified Personnel Report

Completion of Probation/Permanent Appointment

<u>Name</u>	<u>Position</u>	<u>Eff. Date, Step, Sch.</u>
Janet Smart	Bus Driver	9/6/17, step 2, sch. 17

Resignation

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Kylene Applebee	Bus Driver	8/28/17

B. Approval of Certified Personnel Report

Appointments

Name of Appointee: Lauren Thresh

Tenure Area: Science

Date of Commencement of Service: September 1, 2017

Expiration Date of the Appointment: September 1, 2021

Salary: Step 1 \$ 40,687
 54 hrs. @ \$74 \$ 3,996
 Total Salary \$ 44,683

Name of Appointee: Karen Burcroff

Tenure Area: School District Administrator

Assignment: Elementary Assistant Principal

Date of Commencement of Service: September 5, 2017

Expiration Date of the Appointment: September 5, 2021

Salary: \$70,000

Name of Appointee: Courtney Ovenshire

Assignment: Elementary Long Term Substitute

Date of Commencement of Service: September 5, 2017

Expiration Date of the Appointment: November 3, 2017 (tent. dates)

Salary: Step 1 \$ 40,687
 38 hrs. @ \$74 \$ 2,812
 Total Salary \$ 43,499 (pro-rated)

Coaching Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Block</u>	<u>Yrs. Exp.</u>
Kendra Reed	Modified Volleyball	E	10
Kiki Seago	Modified Girls Soccer	E	2 *

* Was previously appointed as .5 on 7/12/17; she will be a 1.0 appointment

Appointment(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Dates/Stipend</u>
Samantha Switzer	PYE Building Substitute	9/13/17-6/22/18; \$105/day
Sharon Pinckney	PYA Building Substitute	9/5/17-6/22/18; \$105/day

Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>
Adina Collins	Building Literacy Facilitator	8/21/17
Faith Lewis	Special Education Teacher	8/25/17
Faith Lewis	Modified Girls Soccer	8/25/17
Shauna Bardanis	Long Term Sub School Psychologist	8/25/17
Karen Burcroff	Elementary Long Term Sub	9/4/17 *

* Contingent upon appointment as Elementary Assistant Principal

Extended School Day Appointments

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Kate Rosenbauer	Program Leader	\$25/hr.
Emily Weinfurter	Program Assistant	\$15/hr.
Ashley Clark	Program Leader	\$25/hr.
Kevin Dean	Program Assistant	\$15/hr.

Extracurricular/Advisor Appointments

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
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Ted Cox	Clay Target Shooters Club	\$538
Melissa Armsden	Pep Club	\$838 (.5)
Brian Cobb	Pep Club	\$838 (.5)
Aaron Mumby	PYA Outdoor Adventure Club	\$868 (.33)
Jonathan Pragle	PYA Outdoor Adventure Club	\$868 (.33)
Kiki Seago	PYA Outdoor Adventure Club	\$868 (.33)
Ann Paige	Science Olympiad Club (PYA)	\$1591 (.5)
Nathan Kraemer	Science Olympiad Club (PYA)	\$1591 (.5)

C. Approval of Substitute Lists (FY-2018-39)

D. Approval of Creation of Computer Aide, full-time, 12 month position effective immediately

All present voted yes. Motion carried, 7-0.

A motion was made by Mrs. Johnson and seconded by Mrs. Guenther to Call for Executive Session at 7:17 p.m. for the discussion of the employment history of a particular person and appointment of Kathy Guenther as Clerk Pro-Tem for the remainder of the meeting. All present voted yes. Motion carried, 7-0.

The Board returned to Open Session at 7:30 p.m. on a motion made by Mrs. Bloom and seconded by Mrs. Warren. Motion carried, 7-0.

The Board held a workshop to discuss the Long Term Financial Plan. Assistant Superintendent for Business Cathy Milliman provided plan projections for the upcoming five years. (FY-2018-40)

The meeting was adjourned at 8:15 p.m. on a motion made by Mrs. Warren and seconded by Mrs. Terpolilli. All present voted yes. Motion carried, 7-0.

Respectfully submitted,

Kathleen M. Dean
District Clerk

Kathy Guenther
Clerk Pro-Tem