

Board of Education, Regular Meeting
Thursday, August 17th, 2023

CALL TO ORDER:

A regular meeting of the Board of Education was held in the High School Library and was called to order by Vice-President Nate Brace at 6:30 p.m., with the following additional board members present: Brent Doane, Gregory Houck, Kate Davenport, Hope VanScoy, and Raymond Parmarter, as well as Assistant Superintendent of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols.

ADJOURN TO EXECUTIVE SESSION:

At 6:30 p.m., a motion was made by Kate Davenport, seconded by Raymond Parmarter, to adjourn to executive session to discuss a particular personnel matter and the CPSE/CSE reports. All board members listed above were present, as well as Assistant Superintendent of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols.

RETURN TO REGULAR SESSION:

At 6:58 p.m., Hope VanScoy made a motion, seconded by Kate Davenport, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as Elementary School Principal Peter Ahart, Assistant Superintendent of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols, Athletic Director/Director of Transportation Holly Carling, Jr/Sr High School Principal Wayne Aman, School Business Official Christine Pierce, and Board Clerk Kathlyn Hinkle.

CPSE/CSE REPORTS ACCEPTED:

A motion was made by Raymond Parmarter, seconded by Gregory Houck, to accept the CPSE/CSE reports as presented. The motion carried unanimously.

PRESENTATION FROM HEALTHY KIDS:

Madison Moon, the Regional Director for Healthy Kids, gave a presentation and answered questions for the Healthy Kids Before and After School Program.

MINUTES APPROVED:

A motion was made by Kate Davenport, seconded by Raymond Parmarter, to approve the minutes of the Regular/Reorganizational Meeting held on July 13th, 2023, as presented. The motion carried unanimously.

REPORTS ACCEPTED:

A motion was made by Brent Doane, seconded by Kate Davenport, to accept the Treasurer's Report for June 2023, as presented. The motion carried unanimously.

A motion was made by Hope VanScoy, seconded by Raymond Parmarter, to accept the Appropriation Transfers, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Gregory Houck, seconded by Hope VanScoy, to accept the July 2023 warrants as follows: General Fund #1, Federal Fund #1, and School Lunch Fund #1.

The motion carried unanimously.

RECOGNITION OF VISITORS:

Vice-President Nate Brace acknowledged the visitors present at this time: Gene Sims, Craig Bennett, and Jessica Spaccio. Jessica Spaccio stated that the PTSA has appointed new officers for the 2023-2024 school year. Mrs. Spaccio and Amy Kelsey are Co-Presidents, and the remainder of the executive committee are Sue Evans, Erin Vaow, and Tiffanie Rosenberger. Mrs. Spaccio stated that the PTSA will host a Family Movie Night on September 1st, coinciding with Peter Ahart's supply giveaway. The PTSA has been discussing what to do for fundraisers this year. They hope to plan a fun welcome-back day for students' first day. They are looking into an anti-vaping initiative, as well as a mental health initiative. They are also starting the new year membership drive. The cost to be a member is \$5.00 for the year.

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Craig Bennett informed the Board that he has completed the District Safety Plan and to let him know if they had any questions.

Gene Sims had a few concerns he wished to discuss with the administration. Kimberleigh Nichols and Nate Brace let Mr. Sims know they would be happy to speak with him after the meeting.

CONSENT AGENDA:

Upon the recommendation of Superintendent Suddaby, a motion was made by Raymond Parmarter, seconded by Hope VanScoy, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Resignations:

Accepted the resignation from **Donna Schwender** as a Part-Time Teacher Aide, effective July 13th, 2023, with regret.

Accepted the resignation from **M. Nicole Angelo** as a Part-Time Teacher Aide, effective July 31st, 2023, with regret.

Accepted the resignation from **Amy Snell** as the Girls Who Code Club Advisor for the 2023-2024 school year, with regret.

Accepted the resignation from **Michael Rautine** as a Full-Time Bus Driver, effective August 15th, 2023, with regret.

Recommended Appointments:

Approved the appointment of **Jonathan Wolfe** as the Alternate School teacher, effective September 1st, 2023, with salary and benefits in accordance with the 2023-2024 Candor Faculty Association Contract.

Approved the appointment of **Malerie Bell** as a Part-Time Teacher Aide effective September 1st, 2023, with Salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

Approved the appointment of **Jennifer Collins** as a Part-Time Teacher Aide effective September 1st, 2023, with salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

Approved the appointment of **Whitney Hardesty** as a Part-Time Teacher Aide effective September 1st, 2023, with salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

Approved the appointment of **Doug Haner** as a Part-Time Bus Monitor effective September 1st, 2023, with salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

Approved the appointment of **Grace Rautine** as a Part-Time Bus Monitor effective September 1st, 2023, with salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

Approved the appointment of **Annette Dougherty** as a Part-Time Bus Monitor effective September 1st, 2023, with salary at \$14.41 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit Contract.

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Approved *Extra-Curricular Activities* for 2023-2024 with salary in accordance with the 2023-2024 Extra-Curricular Activities Pay Schedule:

- **Tracy Brady** - Foreign Language Department Chairperson

Approved the **Bus Driver List for 2023-2024** as presented.

Approved the **Substitute Teacher List for 2023-2024** as presented.

Approved the **Non-Instructional Substitute List for 2023-2024** as presented

Appoint Law Firm:

Approved the following resolution:

"RESOLVED, that **Ferrara Fiorenza PC** be and hereby are appointed attorneys for personnel matters for the Candor Central School District for the fiscal year 2023 - 2024, to be paid on an hourly basis."

Tenure Appointment:

Granted tenure to **Mariah Young**, Elementary School Teacher, effective July 1st, 2023.

Maternity Leave Extension Request - Bast:

Approved the request from Jr/Sr High School Nurse **Sarah Bast** to extend her maternity leave through March 22, 2024, returning on March 25th, 2024. Ms. Bast's leave will be unpaid from September 1st, 2023 – March 22nd, 2024.

Permission to Invest Resolution Approved:

Approved the following resolution to invest with KeyBanc Capital Markets:

"WHEREAS, authorization is needed to establish an institutional account for the purpose of investment of District funds with KeyBanc Capital Markets.

WHEREAS, authorization is needed for Christine Pierce, School Business Official, to execute the necessary agreement.

Now, therefore, it is hereby resolved as follows:

That Christine Pierce, School Business Official, is hereby authorized to execute the necessary agreement to establish an institutional account for the purpose of investment of District funds with KeyBanc Capital Markets in the name of and on behalf of Candor Central School District."

Bid Acceptance - Grizzly Bandsaw

Two sealed bids were received for the sale of the Grizzly Bandsaw. District Clerk Kathlyn Hinkle and School Business Official Christine Pierce opened the sealed bids at 11:00 a.m. on July 24th, 2023. The following bids were received:

Stephen Lindridge:	\$ 300.00
Unknown - no name on paper	\$ 127.43

Based on the highest bid of \$300.00, the Board awarded the bid for the Grizzly Bandsaw to Stephen Lindridge.

Bid Acceptance - Ranger Tire Machine

Two sealed bids were received for the sale of the Ranger Tire Machine. District Clerk Kathlyn Hinkle and School Business Official Christine Pierce opened the sealed bids at 11:00 a.m. on July 24th, 2023.

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The following bids were received:

Doug Haner	\$ 100.00
Unknown - no name on paper	\$ 361.26

Based on the lack of contact information on the highest bid, the Board awarded the bid for the Ranger Tire Machine to Doug Haner.

Tax Warrant 2023-2024:

Approved Tax Warrant 2023-2024, as follows:

"YOU ARE HEREBY COMMANDED:

1. To collect taxes in the total sum of \$6,102,850 (\$6,067,850 for the School Budget and \$35,000.00 for the Candor Free Library Association), in the same manner that collectors are authorized to collect town and county taxes.
2. To give notices in accordance with Section 1322 of the Real Property Tax Law.
3. To receive from each of the taxable corporations and natural persons on the attached tax list the sums shown thereon, or as much thereof as is voluntarily paid to you, during the period of September 1st, 2023, through October 2nd, 2023, without penalty.
4. To collect during the period October 3rd, 2023, through November 2nd, 2023, the residue of the sums not paid, together with 2 percent interest penalty (24 percent per annum) as prescribed by Section 1328 of the Real Property Tax Law.
5. To return this warrant by November 15th, 2023, and if any taxes on this tax list shall be unpaid as of November 2nd, 2023, you shall deliver to us an account thereof as prescribed by Section 1330 of the Real Property Tax Law.

This warrant is issued by authority of Article 13 of the Real Property Tax Law, and has the same force and effect as a warrant and tax list issued by the Board of Supervisors. It is effective immediately after it is properly signed by the majority of the members of the Board of Education."

District Safety Plan 2023-2024 Approval:

Approved the District Wide Plan 2023-2024, as presented.

Donation Accepted:

Accepted the donation of 36 backpacks full of supplies from the **Living Water Baptist Church** located at 1405 Taylor Road, Owego, NY. The value of this donation is \$1,581.24

The motion for all consent agenda items was unanimous.

Administrator Reports:

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

Mr. Aman informed the Board that the District has offered a Therapeutic Crisis Intervention for Schools (TCIS) training for faculty and staff. This training took place August 8th -10th in the High School library. TCIS is a system that provides faculty and staff with tools for handling conflicts in a way that helps de-escalate a volatile situation while restoring relationships and encouraging better outcomes in the future. 15 faculty and staff members participated. Mr. Aman thanked Jonathan Wolfe, Shealynn Bensley, Craig Bennett, and Laura Preston for taking the time to become certified TCIS trainers and facilitating the training for faculty and staff.

Mr. Aman and Peter Ahart met over the summer to discuss implementing a district-wide restorative conferencing plan.

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Restorative conferencing is a proactive approach to discipline that helps alleviate student conflicts before they spiral out of control. A counselor or administrator facilitates this process and allows the two parties in conflict to sit down and discuss the issue to offer a resolution to the conflict. Restorative conferencing does not necessarily replace traditional consequences but instead attempts to prevent conflicts from escalating in the future.

Mr. Aman informed the Board that the Jr/Sr High School will implement a ten-minute advisory period at the end of each school day. This ten-minute period will allow each student to meet with a teacher to review the day and receive direction and guidance from a teacher or staff member. Each advisory group will be small (8 - 10 students), and the goal is for each teacher to serve as a coach to assist students academically and socially/emotionally. Since this is new for 2023-2024, Mr. Aman will provide faculty and staff with their responsibilities on the September 7th Superintendent's Conference Day.

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

Mrs. Carling presented the Board with a chart that listed the fall sports' first day of practice dates and how many students have signed up for each sport.

Mrs. Carling revealed the new Candor Coyotes mascot/logo to the Board. Mrs. Carling informed the Board that merchandise with the new logo will be available soon.

Mrs. Carling informed the Board that the summer bus runs were a success. The last run will be on August 18th. Mrs. Carling thanked the drivers and aides who worked the summer and supported the summer school participants. Details for the sports shuttles are being finalized and will begin August 19th with the Varsity Football team and August 21st for all other Varsity sports.

Elementary School Principal Peter Ahart presented his report to the Board.

Mr. Ahart stated that the Elementary School is fully staffed with instructional staff (classroom teachers) going into this school year. Within the past few months, there were 42 total applicants for three vacant teaching positions. Seeing so many applicants considering the teaching profession and interested in teaching here at Candor is exciting. The hiring committee has an arduous task whenever considering a candidate. The discussions and decisions regarding potential candidates are thoughtful but, most importantly, student-centered. The Elementary staff is excited about each new hire and confident they will uphold the District's values, goals, and priorities. Mr. Ahart stated that the District is fortunate to have the high-quality Mentor Program led by Wendy Bruttomesso and Amy Snell to support these new teachers as well. Mrs. Bruttomesso and Ms. Snell do a fantastic job collaborating with Mr. Ahart and Mr. Aman to help new teachers throughout their first four years in the District. Mr. Ahart presented the Board with a chart that showed the behavior data comparison of the 2021-2022 school year and the 2022-2023 school year. He stated that aides and teachers alike have done an amazing job supporting the students with preventative measures regarding behavior. Administration has worked tirelessly to provide monthly aide meetings focused on supporting students, Responsive Classroom, Second Steps, utilizing data to support students, and trauma-informed care, all of which have contributed to the decrease in referral rates. The referral process begins with the teachers/aides. If a behavior warrants a referral, the teacher/aide then writes the referral. Mr. Ahart receives the referral electronically and then works with Jackie Winnick, Sara Loomis, Merrick Volpe, and Eva Collier on how to proceed, depending upon the severity of the referral and the student's needs. Student behavior support is a shared responsibility throughout the building; everyone should be proud of the support students receive and the growth this data shows. To put these numbers into perspective, a small, rural, neighboring district similar in socioeconomic status and population to Candor Schools had 100 total referrals in 2022-2023.

Mr. Ahart informed the Board that the Elementary School is creating a Science Lab Room for 3rd-6th grade science instruction. Starting this coming school year, students are required to complete Lab Investigations, which presents the students with authentic, hands-on laboratory experiences. Like the State Assessments, the Investigations align with the New York State P-12 Science Learning Standards and will better prepare students for the 5th and 8th State Science Assessments. Mr. Ahart thanked Christine Pierce for her help with the purchase of this new Science Lab.

Mr. Ahart stated that there are currently 24 students new to the Elementary building this coming school year, with five students leaving the building. This brings the total number of students in PK-6th grade to 412; at this time last year, the Elementary enrollment was at 397 students. Mr. Ahart commended Jackie Winnick for doing what she does daily for the school and the community. She works tirelessly to get it all done.

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Director of Instructional Technology Matt Gelder's report to the Board.

Mr. Gelder was not present for the meeting. A summary of his written report to the Board is as follows.

Mr. Gelder stated that the summer technology workers did an amazing job cleaning, inventorying, repairing, and hibernating student Chromebooks during the first two weeks of the summer break. They will return for the last two weeks of summer to assign devices to individual students and deliver them to classrooms for the first day of school.

Mr. Gelder informed the Board that the District has partnered with Upcycle USA to help responsibly recycle computers, printers, monitors, and other electronic equipment that no longer has a useful life in the District. With the shift to 1:1 devices in each classroom, the District has repurposed four computer labs (two in each building) into classroom spaces over the past three years. Upcycle picked up those computers and Chromebooks that are no longer receiving security updates and unused printers this month. Before their disposal, all Chromebooks were factory reset, and any laptop a staff member used had the hard drive wiped. Upcycle also wipes all hard drives and properly recycles the equipment. Mr. Gelder included a list of equipment that was disposed of.

Mr. Gelder thanked the Board for supporting the hiring of student technology workers. He stated that he would never be able to collect devices to ensure they were adequately maintained over the summer without their help. They are a great group of hard-working students.

Asst Supt. of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols informed the Board of the Summer Teacher Professional Development. Each of the following topics were offered as summer learning opportunities, and each directly supports one or more of the current District priorities: SuperKids Reading, Eureka² Math Curriculum Training, Responsive Classroom Alignment, Therapeutic Crisis Intervention for Schools (TCIS), District Priorities: Explicit Vocabulary Instruction, Archetypes, Inclusive Practices & Trauma Informed Practices.

Additionally, forty-five teachers completed independent curriculum work plans. Independent work was focused on either updating existing plans or creating plans for new classes.

Mrs. Nichols spoke of supporting the District priorities with The Reading League School partnership. The Reading League (TRL) is a national education nonprofit led by educators and reading experts promoting literacy education and movement toward reading instruction grounded in science. The administration is excited to begin a year-long partnership with TRL, starting with a foundational knowledge and skills launch, which includes: The Basics: Phonological Awareness, The Basics: Phonic Knowledge, 6-Step Lesson Plan for Decoding, Spelling, and Fluency, The Simple View of Writing, Jeopardy! Comprehensive Review. Mrs. Nichols added that this program was purchased with Title 1A funds.

Mrs. Nichols spoke of supporting Students with Disabilities in 2023-2024. On July 6th, 2023, the Special Education department work group met to create standards-based IEP statements aligned to the District ELA and math prioritized standards. Amanda French, Sara Loomis, and Mrs. Nichols attended a three-day CPSE/CSE Chairpersons training in late July. All information was based on state and federal regulations and will be turn-keyed with the Special Education Department at the end of August.

Mrs. Nichols informed the Board that the Special Education department continues to have two unfilled Special Education teacher positions. Mrs. Nichols is communicating with two interested candidates and hopes to schedule interviews.

School Business Official Christine Pierce presented her report to the Board.

Mrs. Pierce informed the Board that the District's independent auditors Mengel, Metzger, Barr & Co., LLC are finishing work on the annual audit. They spent time in the District to complete their prework in June and were here July 18th – 20th for the regular audit work.

Mrs. Pierce stated that Accounts Payable Clerk Corrine Kellogg has completed the summer ordering and continues to support the implementation of automated requisitioning and cooperative purchasing.

Mrs. Pierce informed the Board that CNYRIC provided training on the District's financial software on July 26th.

Mrs. Pierce stated that the 2023 tax collections begin September 1st.

Mrs. Pierce updated the Board on the Federal grants. Title Grant applications for the 2023-2024 school year are due August 31st. The allocation for Title IA is \$209,422. This fund continues to fund two reading teachers' salaries, a partnership with The Reading League, and books for the family outreach program with the Title I allocation.

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The District must also set aside a portion of the allocation to support Title IA instruction for Candor students in participating non-public schools and to support McKinney Vento students. The allocation of Title IIA is \$25,094. This fund continues to fund the mentoring program, curriculum councils, and professional development. The allocation for Title IVA is \$12,898. This fund continues to provide TCIS training to staff, Agriculture and Science curriculum requirements.

Network Administrator's Log for July 2023 was submitted.

Superintendent Brent Suddaby presented his report to the Board.

Mr. Suddaby was not present for the meeting. A summary of his written report to the Board is as follows.

Mr. Suddaby stated that the administrative team met for two full days off campus at the Carling's cabin on Cayuta Lake. It was a beautiful venue and beneficial to be sequestered. The days were very productive. The team worked on plans for the opening days of the school year. They worked on setting processes for building the District Strategic Plan. They teleconferenced with Strategic Planning Consultant and Superintendent of the Brighton Central School District, Kevin McGowan, who gave an overview of the Strategic Planning process that has been successful for many districts. They examined their own Team Development and Archetypes. They planned for prioritized and scheduled work to be completed by the administrative team this year. Topics included Emergency Response Planning, Reviewing Assessment Results/Data, Pre-Budget Overview, Financial Crisis Planning, Improving Communication / Relationships/Website, Staffing, Planning District Professional Development Based on Data, Grants/Title Funds, and Setting Administrative Smart Goals. They will continue this work during a full-day administrative workshop planned for August 30th.

Mr. Suddaby updated the Board on the upcoming Capital Project. Christine Pierce, Jim Wintermute, Matt Gelder, and Mr. Suddaby met with Mike James, Project Manager for King + King Architects; Michael Stickles, Team Leader of King + King; Mike DiPerna, Manager of C&S Construction Management; Rob Sherman, Project Superintendent of C&S; Sean Dollaway, Project Manager C&S; Dan Fox, Director of Engineering IBC Engineering; Jon Helberg - Electrical Manager; and Rob Eimer, - HVAC Engineer IBC. Highlights of the discussions include:

- The relationships and responsibilities between King + King, its consultants, C&S Companies, and the District.
- Mr. James also reviewed Energy & Environment's role as a hazardous material testing agency for air monitoring during construction.
- Mr. DiPerna shared that C&S plans to provide estimates at the design development, SED submission, and contract document phases.
- K+K will provide roof documents as soon as possible so C&S can develop a roofing estimate and discuss the project with potential cooperative purchasing roofing contractors.
- Mr. James shared that K+K has been discussing the project with Hale Roofing and ABC&R.
- Mr. James discussed the overall referendum value and the District's hope to have a multi-phased project.
- Should bid values be favorable for this current package, the District should have an opportunity to consider more scope and additional priorities for a future phase.
- The drawing progress was reviewed.
- Various coordination issues were discussed by discipline and by building.

Mr. Suddaby stated that, overall, the meeting was focused and productive. The project is moving forward on schedule.

Mr. Suddaby stated that After the Board of Education workshop meeting at Hilltop Community Farm with Dr. Dougherty, the SVEC athletics leadership team (*Holly Carling, Beth Ebel-Ruocco - SVE AD, Wayne Aman, Missy Jewell - SVE HS Principal, Barbara Case - SVE Superintendent and Mr. Suddaby*) met to follow-up on the shared athletics teams. Highlights of this meeting include:

- Review of student-centered goals of merged sports teams
- Successes and difficulties
- Actions steps to improve programs
- Draft policy development
- Benefits and obstacles of having one shared Athletic Director (this merits more study, and a proposal will be developed to present to both Boards)

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Mr. Suddaby informed the Board that the summer school teachers and Principal, Sara Loomis, did an outstanding job again this year. He visited each of the classes at least once and saw instruction that was engaging. The students were active and happily participating. This year's program was structured a little differently than last year's. The administration is gathering feedback and data to assess the program's effectiveness and plan for next year. They will have a more detailed report for the Board with comparison data at the September or October meeting.

Mrs. Nichols added that at the administrative retreat, they also set up topics for the monthly administrative meetings. They will discuss the Emergency Response Plan in October.

Board Comments:

Hope VanScoy stated that the funds from the "round-up" program at the Candor Dollar General are now being distributed to the Candor School District.

Nate Brace thanked Sara Loomis for a great summer school program. He wished the administrators good luck with opening day.

Greggory Houck asked if the Board could join the faculty and staff for lunch on the Superintendent's Conference Day on September 6th.

Recognition of Visitors:

Vice-President Nate Brace acknowledged the visitors present at this time. Jessica Spaccio asked if having an aide on each bus would be good. Mrs. Carling stated that there are currently aides on buses for specific students, but the transportation department would love to have an aide per bus in the future.

Adjournment:

Vice-President Brace announced the regular session adjourned at 8:10 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board