

**Board of Education, Regular Meeting**  
**Thursday, February 15th, 2024**

**CALL TO ORDER:**

A regular meeting of the Board of Education was held in the High School Library and was called to order by Board President Hannah Murray at 6:30 p.m., with the following additional board members present: Hope VanScoy, Kate Davenport, Nate Brace, Raymond Parmarter, Gregory Houck, and Brent Doane, as well as Superintendent Brent Suddaby, Elementary School Principal Peter Ahart, Assistant Superintendent of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols, Director of Instructional Technology Matt Gelder, School Business Official Christine Pierce, and Board Clerk Kathryn Hinkle.

The Pledge of Allegiance was said to begin regular session.

**TST BOCES BUDGET PRESENTATION:**

David Parsons, Assistant Superintendent of Administrative Services at TST BOCES, presented the 2024-2025 TST BOCES Budget proposal to the Board.

School Business Official Christine Pierce exited regular session at 7:01 p.m.

**CSE/CPSE REPORTS ACCEPTED:**

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

**MINUTES APPROVED:**

Greggory Houck made a motion, seconded by Hope VanScoy, to approve the minutes of the Regular Meeting held on January 18th, 2024, as presented. The motion carried unanimously, with Raymond Parmarter and Brent Doane abstaining.

**TREASURER'S REPORT ACCEPTED:**

A motion was made by Nate Brace, seconded by Brent Doane, to accept the Treasurer's report for January 2024, as presented. The motion carried unanimously.

**BUDGET TRANSFERS ACCEPTED:**

A motion was made by Brent Doane, seconded by Kate Davenport, to accept the Budget Transfers report for February 2024, as presented. The motion carried unanimously.

**WARRANTS ACCEPTED:**

A motion was made by Nate Brace, seconded by Raymond Parmarter, to accept the following warrants for January 2024, as presented: General Fund #19, Federal Fund #7, School Lunch Fund #7, and Capital Fund #7. The motion carried unanimously.

**RECOGNITION OF VISITORS:**

Board President Hannah Murray acknowledged the visitors present: Jessica Spaccio, Neil Farley, Linda Padgett, and Lisa Budinger.

Linda Padgett updated the Board on recent events at TST BOCES. Recently, 44 Career & Technical Education students attended a Career & Skills event at Morrisville. The Triple E event held by the Heavy Equipment program in January went well. TST BOCES recently held a recognition ceremony for new and renewing board-certified teachers. TST BOCES has the brochure out for the search for a new District Superintendent. They will host the "Get on the Bus" presentation on March 9<sup>th</sup> from 9:00 a.m.-11:30 a.m. Mrs. Padgett, Hope VanScoy, and Gregory Houck attended the legislative meeting with Dr. Rick Timbs.

Jessica Spaccio informed the Board what the PTSA has been and will be doing. They hosted a STEM night at the Elementary School on February 9<sup>th</sup>. They will have a popcorn fundraiser for the high school students, which will raise funds for John Hancock Day and the post-prom party at the Boys & Girls Club. They will be hosting a Vendor Fair on March 9<sup>th</sup> in the High School gym. They will be hosting a March Mental Health Game Night and a Sports Gear Swap event.

Lisa Budinger was present to listen and had no comments at this time.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

### **CONSENT AGENDA:**

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

#### **Resignations & Retirements:**

Accepted the resignation from **Stephen Lindridge** for retirement purposes as a Jr/Sr High School Technology Teacher, effective August 19th, 2024, with regret.

Accepted the resignation from **Clifford Pierce** for retirement purposes as an Elementary School Teacher (Fifth Grade) effective October 7th, 2024, with regret.

Accepted the resignation from **Jill Quigley-Knorr** for retirement purposes as an Elementary Reading Teacher effective June 30th, 2024, with regret.

Accepted the resignation from **Teresa (Cain) Lawson** for retirement purposes as a Speech Teacher, effective June 30th, 2024, with regret.

#### **Recommended Appointments:**

Approved the appointment of **Nicholas Benjamin\*** as a Full-Time (12-months) Buildings & Grounds Maintenance Worker effective February 20th, 2024, with salary and benefits in accordance with the 2023-2024 Candor Employees Unit contract.

Approved the appointment of *Extra-Curricular Activities* for the 2023-2024 school year, with salaries in accordance with the 2023-2024 Extra-Curricular Pay Schedule:

1. **Robert Mateo** - Modified Baseball Coach
2. **Volunteers:**
  - **Jason Banks** – Golf
  - **Ricky Neild** - Baseball

Approved the appointment of *Substitute Teachers* for the 2023-2024 school year, with salaries in accordance with the 2023-2024 Substitute Teacher Pay Schedule:

1. **Nicole Toton:** NYS Certification Early Childhood Ed & Childhood Education (EL & HS)

Approved the appointment of *Non-Instructional Substitutes* for the 2023-2024 school year, with salaries in accordance with the 2023-2024 Non-Instructional Substitute Pay Schedule:

1. **Nicholas Thomas\***- Substitute Bus Monitor  
- Substitute Teacher Aide (Elem)
2. **Erin Vaow** - Substitute Bus Monitor
3. **Gabriel Meigs\*** - Substitute Food Service Worker

Approved the appointment of **Erin Vaow** as a Full-Time Bus Monitor effective February 16, 2024, with a salary of \$15.23 per hour, with benefits, in accordance with the 2023-2024 Candor Employees Unit contract.

Approved the appointment of **Nicholas Thomas** as a Part-Time Bus Monitor effective February 16, 2024, with a salary of \$15.23 per hour for hours worked, no benefits, in accordance with the 2023-2024 Candor Employees Unit contract.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

### **Bid Acceptance (Bus/Golf Cart/Tractor):**

The District Clerk received the following sealed bids by 2:00 p.m. on February 2nd, 2024, and were opened by District Clerk Kathlyn Hinkle and Payroll & Benefits Clerk Taylor Green.

a. ***2020 Chevrolet Micro Bird Bus:***

One bid received:

- Matt Szurek/Don Brown Bus Sales: \$38,050.00

The Board accepted the highest bid of \$38,050.00 from Matt Szurek of Don Brown Bus Sales.

b. ***Turf 2 Golf Cart:***

Three bids received:

- Matthew Hoyt: \$555.00
- Chad Deming: \$176.00
- Buddie Oakes: \$538.96

The Board accepted the highest bid of \$555.00 from Matthew Hoyt.

c. ***855 John Deere Tractor:***

Four bids received:

- Chad Deming: \$331.00
- Richie Winchester: \$200.00
- Robert Kellogg: \$600.00
- Buddie Oakes: \$323.84

The Board accepted the highest bid of \$600.00 from Robert Kellogg.

The motion for all consent agenda items was carried unanimously.

### **Additional Resignations:**

A motion was made by Raymond Parmarter, seconded by Nate Brace, to approve the following personnel items:

Accepted the resignation from ***Shealynn Bensley*** as a Full-Time Teaching Assistant effective January 19th, 2024.

Accepted the resignation from ***Kelly Hall*** as a Full-Time Bus Monitor effective January 31st, 2024, with regret.

The motion carried six ayes and zero nays, with Gregory Houck abstaining.

Hope VanScoy asked about how to get the Thought Exchange information out to the community. The group discussed various ways to get the word out.

### **Administrator Reports:**

#### **Jr/Sr High School Principal Wayne Aman's report to the Board.**

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

Mr. Aman informed the Board of the attendance rate at the 20-week marking period. He stated that It is well-documented that student attendance in schools has been negatively affected by the pandemic. Candor is no exception. Before the pandemic, Candor High School's student daily attendance average was typically around 95%. Last year, the average daily attendance was 93%. Understanding that students need to be in school to be academically successful, the Student Support Team (SST) has been focusing on attendance as a point of emphasis. They have been sending home attendance letters, talking with students, calling parents, and setting up meetings to help get students to school. Last year, at 20 weeks, the student attendance percentage was 92.99%. This year, Mr. Aman is pleased to report that, as of 20 weeks, the student attendance percentage is 93.97%.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

A one percent increase may not seem like a lot of progress, but this equals 259 fewer overall absences this year than last year. Mr. Aman appreciates the SST's effort and families' assistance in working together to support student attendance.

Mr. Aman stated that the high school students have completed the midterm exams. By allowing the modified midterm schedule, they could successfully administer the ELA Regents exam to all juniors and a few other students who needed various Regents exam retakes. The midterm exam schedule also allowed teachers extended time to administer, score, and analyze rigorous midterm exams to help identify gaps in learning and reinforce/modify instruction. Mr. Aman is pleased to share that the junior class performed remarkably well on their ELA Regents exam. Out of the 48 juniors who completed the exam, 17 students (35%) scored in the mastery level (85 or higher), 31 students (64%) met the NYS aspirational measure (75 or higher), and 41 students (85%) met the proficiency standard (65 or higher). The English teachers credit much of the student success in allowing the juniors to prepare exclusively for one Regents exam in January rather than waiting until June when they would have to prepare for multiple Regents exams.

Mr. Aman updated the Board on the Remote Instruction Day. Students who did not take the ELA Regents exam were provided remote instruction on January 23rd. Attendance was surprisingly high (95%), and most students were able to access the Google Meet and online assignments without issue. Most of the challenges pertained to taking attendance and students not knowing their scheduled class times (many listen for the bell). These things can be fixed in the future if needed.

Mr. Aman stated that on February 8<sup>th</sup>, six students and Stephen Lindridge were presented the President's Volunteer Service Award for their contributions to building prosthetic leg parts for Latin Americans who have suffered from the loss of a limb. This project was funded through a Harbor Freight Grant. Congressman Molinaro, Assemblyman Friend, and Senator O'Mara were in attendance.

Mr. Aman informed the Board that the 67th National Honor Society Induction Ceremony will be held on March 7<sup>th</sup> at 6:30 p.m. in the high school auditorium. There are 17 new inductees into the Fannie Sackett Smith chapter.

### **Elementary Principal Peter Ahart summarized his report to the Board.**

Mr. Ahart provided the Board with historical data for Reading and Math from Fall 2021 through Winter 2024 using the iReady program.

Mr. Ahart stated that the elementary school staff has recognized that additional mental health support is necessary to meet the needs of students and their families. Tioga County has numerous resources to support schools. Mr. Ahart and School Social Worker Merrick Volpe will meet with the Deputy Commissioner at Tioga County and each department that provides programs and support for county schools. They have only accessed a few programs that they are aware of, but that is the tip of the iceberg when it comes to the variety of resources available to schools through the county. This meeting is to educate them on the programs' availability and the population they best serve. The goal of this meeting is to provide options to families and students, allowing greater flexibility for the District's mental health staff to support students whose mental health needs impact their learning during the instructional school day. They met with them three or four years ago, but much has changed. Mr. Ahart stated that the 3<sup>rd</sup> – 6<sup>th</sup>-grade teachers are providing their students with the opportunity to experience and navigate online Computer Based Testing in preparation for the state test. The data they reviewed from previous state assessments suggests a lack of stamina, resulting in lower achievement at the end of the items and with critical response items. Additionally, the vocabulary and terminology used in current curriculums differ from the questions outlined on the state test. Providing multiple opportunities for students to practice Computer Based Testing will support students in being prepared for the state assessments.

The test dates for the Spring of 2024 are as follows:

Grades 5-8 ELA, April 16th & 17th

Grades 3-4 ELA, April 18th & 19th

Grades 5-8 Math, April 30th & May 1st

Grades 3-4 Math, May 2nd & 3rd

Grades 5 & 8 Science, May 14<sup>th</sup>

Mr. Ahart informed the Board that he has received a few calls from families asking when letters go home about current classroom illnesses. Mr. Ahart stated that he does not send a letter home to the entire school when one student is sick. But he will send one home to the families in a classroom if a child has been diagnosed with an illness by a physician or the Elementary School Nurse, Esther Woods, RN.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

Mr. Ahart spoke of the new Coyote Connections 5<sup>th</sup> and 6<sup>th</sup> grade group provides for student services. They will be helping to support the Candor Closet that will be opening up above the Candor Food Pantry. They will be hosting a clothing drive.

Mr. Ahart informed the Board that they will have a Math March Madness night on March 13<sup>th</sup> in the Elementary Multi-Purpose Room. The PTSA will be helping with this event.

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

Mr. Gelder stated that the remote learning day successfully achieved its intended goals. The High School staff experienced a higher attendance rate than anticipated, with only a few minor connection issues at the beginning of the day. Teachers and students connected at the beginning of each class to check in and ensure that students knew the work they needed to complete. While everyone agrees that remote learning is less effective than in-person instruction, it is reassuring to learn that, in an emergency preventing students and staff from being in school, they are prepared to make the best of a challenging situation. While this was a success in the Jr/Sr High School, the limited number of Chromebooks going home daily in the Elementary School would pose a challenge to practicing a remote learning day in that building. Mr. Gelder has plans for how remote learning could be accomplished; however, it does not make sense to practice this with students in the Elementary School.

Mr. Gelder informed the Board that in adherence to best practices, he has developed processes for the approval of digital access to electronic systems and an offboarding checklist. Establishing a formalized process for granting access to electronic systems and resources will provide an auditable log of individuals authorized to access particular systems, whether student data in SchoolTool or access to security cameras. While approval was always confirmed with supervisors, this digital workflow will ensure there is a record of who has access to what systems. In tandem with onboarding, a more formalized offboarding process will ensure that employees leaving the District have all of their connections to digital resources disabled.

Mr. Gelder provided the Board with information about the website traffic this year compared to last year. Each day, there have been between 56 and 200 individuals visiting the site, with some spikes. In addition to the website, the District has a mobile app, which mirrors News, Live Feed, Events, Cafeteria Menu, Athletics, and the Staff Directory. The app has been downloaded 755 times (501 iPhone, 254 Android). The number of users appears consistent, but they are visiting fewer website pages. It is good to know that this public face of the District continues to receive attention. Mr. Gelder thanked Kathy Hinkle and Kate Atkins for ensuring the website information is up-to-date and accurate.

### **Athletic Director/Director of Transportation Holly Carling's report to the Board.**

Mrs. Carling was not present for the meeting. A summary of her written report to the Board is as follows.

Mrs. Carling provided the Board with a list of Winter Scholar Athletes.

Mrs. Carling listed a Winter wrap up for post-season play:

Jak Smith took 3<sup>rd</sup> place in Class B Wrestling. Wrestling Division II Sectionals were held at the Binghamton Arena on Saturday, February 10<sup>th</sup>. The Bowling IAC Championship was held at Valley Bowling on Saturday, February 10<sup>th</sup>. The Boys Bowling Section IV Class Tournament will be held at Midway Lanes on Friday, February 16<sup>th</sup>, from 3:00 p.m. to 6:00 p.m. The Girls Bowling Section IV Class Tournament will be held at Midway Lanes on Saturday, February 17<sup>th</sup>, from 9:00 a.m. to Noon. The Girls Bowling State Qualifier will be held at Valley Bowling on Friday, February 23<sup>rd</sup> at 9:00 a.m. The Boys Bowling State Qualifier will be held at Valley on Saturday, February 24<sup>th</sup> at 9:00 a.m. The JV Boys Basketball Championship game was held on Tuesday, February 13<sup>th</sup>, at Candor Schools. The Girls Basketball IAC Small School Playoffs were held on Wednesday, February 14<sup>th</sup>, at Spencer-VanEtten. The Varsity Boys Basketball IAC Overall Championship game will be held on Friday, February 16<sup>th</sup>, at 7:30 p.m. Mrs. Carling provided the Board with an update on the Transportation department, as submitted by Katie Anderson. The warm weather has been nice for transportation as the drivers have been able to have the bus wash open more than normal for this time of year. This makes it nice for the drivers as they can keep their windows and doors clean without getting out the hose. They are constantly stressing to the drivers the importance of seeing out all their windows and doors clearly, and they are wonderful at taking this task seriously.

Ms. Anderson stated that all of the bus fleet has tablets installed. Most drivers have been trained and are using the tablets daily. They are working on training the last few drivers and hope to be done by the end of March. They will be completely functional by summer and using the tablets to their fullest potential by September of 2024. The drivers that have switched to tablets, for the most part, are really enjoying them.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

For the bus garage office staff, it is nice to have everything in one place and to be able to see who is on the bus and who is not. It also allows them to track the buses live.

The transportation department has been lucky to have another new driver walk through doors. Bob White came to Candor from the state of Maine. He was already licensed with a CDL B and a passenger and school bus endorsement. He had about a week of training with him, teaching him the laws and regulations for NYS before they could send him on his own.

### **Assistant Superintendent of Curriculum, Instruction, and Pupil Services Kimberleigh Nichols summarized her report to the Board.**

Mrs. Nichols updated the Board on the NYS Literacy Initiative - The Science of Reading Literacy Briefs. The new literacy briefs may be used to strengthen knowledge of evidence-based literacy practices in PK-12 education.

For more details, links to each brief, as well as presentation slides and webinar recordings can be found at <https://www.nysed.gov/curriculum-instruction/literacy-briefs>. The roadmap and overview were shared at faculty meetings in both buildings, and information is being highlighted at various regional network meetings at TST BOCES. The administrative team reviewed the literacy briefs in the meeting held on February 15<sup>th</sup>.

Mrs. Nichols stated that Special Education program planning for the 2024-2025 school year has begun, and the department will look at the continuum of services to be offered for the upcoming school year. The department will complete a needs assessment of the continuum of services and begin planning for any changes that may need to be made. Mrs. Nichols thanked Amanda French, Sara Loomis, Lisa Hale, and Abby Holmes for taking on even more responsibility during the last month when she had to be out of the office. Mrs. Nichols also thanked the special education department teachers and related service providers. They prepare daily instruction and serve as case managers (i.e., ongoing parent communication, IEP document creation and progress monitoring, and CSE meeting presentations) for the students on their caseload, which is a primary function of their professional role.

Mrs. Nichols provided the Board with an update on the District priorities.

### **School Business Official Christine Pierce's report to the Board.**

Mrs. Pierce was not present for this portion of the meeting. A summary of her written report to the Board is as follows.

Mrs. Pierce informed the Board that the Business Department received the executive budget state aid projections on January 21<sup>st</sup>. The proposal shows Candor's expected total aid increase to be over 8%, with a foundation aid increase of 2.93%. The department knows that the total number is inaccurate and BOCES, building, and transportation aid are not complete data sets. They are working with Fiscal Advisors and the DCMO BOCES STAC coordinator to project more accurate budget numbers. They have also reached out to Senator O'Mara's office, as his office has calculated a slight reduction, not an increase in state aid for Candor in 2024-2025.

Last year, the District saw a decrease in foundation aid from the executive to the legislative budget, and they want to be proactive in planning for this potential as well.

Mrs. Pierce stated that she is currently working on a lot of required State and Federal reporting for the District. The Civil Rights Data Collection is done with the help of the District's CNYRIC Data Coordinator, Jenny Cocco. The District is required to report data from the 2021-2022 school year that includes a variety of information, including student enrollment and student access to educational programs and services, most of which is disaggregated by race or ethnicity, sex, English learner, and disability.

The ESSA Annual Reporting is an annual report that collects progress on expenditure data for each of the ARP/ESSER grant allocations. This includes allowable use categories and progress toward the required minimum set-asides for Learning Loss. Mrs. Pierce is currently working on the 2022-2023 reporting.

Mrs. Pierce is also working on the ESSA Desk Review. Each year, districts are selected for review of the Title Funded Program expenditures. Candor Schools is one of 83 districts required to complete this year's desk review. This is very similar to the ESSA targeted monitoring conducted in the Fall for the ARP/ESSER grants but on a much smaller scale. Indicators include parent and family engagement, financial accountability, programmatic compliance, policy, and documentation.

## **REGULAR MEETING, FEBRUARY 15TH, 2024**

### **Superintendent Brent Suddaby summarized his report to the Board.**

Mr. Suddaby gave the Board a Capital projects update. On February 13<sup>th</sup>, Jim Wintermute, Christine Pierce, and Mr. Suddaby met with Mike James of King & King, and Sean Dollaway and Rob Sherman of C&S Companies. The project to replace the roofs and track is on track for approval in mid-April. Using The Interlocal Purchasing System (TIPS), they received proposals for the roofing work for pre-approved contractors. The proposals received are favorable. As soon as State Ed approves the project, the District will enter into a contract, and construction will begin as planned this summer.

A new set of railing on the outside auditorium stairs arrived and again the welds and workmanship were not acceptable. King & King and Bolands are working to resolve this issue.

The 2023-2024 Outlay Project for Septic Tank Replacement is waiting for State Ed approval.

Mr. Suddaby updated the Board on the Strategic Planning process. On February 2<sup>nd</sup>, he sent a Thought Exchange survey to the community, which will stay up until the end of this month. Currently, there is a small number of responses. The District is continuing to promote the importance of community/stakeholder participation. Mr. Suddaby feels he cannot overstate the need to gather community feedback to inform strategic priorities before developing a District Strategic Plan. Although state and federal governments are mandating more and more public education, there will still be some local control. Plans for the future of Candor schools need to be designed to serve the Candor community. It is imperative to get broad participation to develop a plan that will have a strong level of community involvement and support. Without community participation, the plan will not be nearly as effective.

A work session with the Board of Education and the Administrative team is scheduled for Tuesday, March 5<sup>th</sup>, at 5:00 p.m. in the District Office. The first meeting with the larger Strategic Planning Committee is on Wednesday, April 10<sup>th</sup>. The Strategic Planning Committee will consist of the Board of Education, the administrative team, members of the Candor Faculty Association, members of the Candor Employees Unit, and community members.

### **Board Comments:**

Raymond Parmarter expressed his appreciation to the administrators and the Board for their support during the loss of his sister. He announced he will not run for another term; he is stepping down from the Board.

Greggory Houck congratulated Jak Smith on placing 3<sup>rd</sup> Place for Class B Wrestling. He congratulated Stephen Lindridge and the students who received the awards for their work on the prosthesis legs.

Brent Doane congratulated the Boys and Girls basketball teams for going to the championships at TC3.

Hannah Murray stated that STEM night was very nice, and she liked how Joe Husband set it up. She thanked the faculty members who will be retiring for the years of service.

### **Recognition of Visitors:**

President Hannah Murray recognized the visitors present at this time. Neil Farley stated that he will email the faculty regarding the Thought Exchange and express how important it is for them to submit their thoughts and ideas.

Mr. Farley acknowledged the retirements that were on the consent agenda for acceptance.

Linda Padgett listed the CTE Students of the Month. She informed the Board that Spectrum One is interested in interviewing the Orbital Welding program at TST BOCES.

Jessica Spaccio confirmed they will be teaming up with the Elementary School to host the Math March Madness night. They will provide cupcakes for Dr. Suess Day. They have also purchased all the students' glasses for the solar eclipse.

### **Adjournment:**

Board President Hannah Murray announced the regular session of the meeting adjourned at 8:27 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board