

**Board of Education Meeting & Workshop, Tuesday, March 26, 2019**

Generated by Rhonda Schaefer, District Clerk

**Members present**

Joe Alati, Carol Bellavia (6:35pm), David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton (7:16pm), Amy West, Larry Young, Dave Ghidui

**Meeting called to order at 6:08 PM**

## 1. Meeting Called to Order

Procedural: A. Call to Order

Procedural: B. Account for Absences

## 2. Approval of Agenda

Action: A. Approval of Agenda

Motion to approve the agenda, as presented.

Motion by Gary Stottler, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, David Francis, Caralyn Ross, Gary Stottler, Amy West, Larry Young, Dave Ghidui

## 3. Approval of Consensus Agenda Items

Action (Consent): A. MOTION for Approval of Consensus Agenda Items

Motion to approve all items of the Consensus Agenda

Motion by David Francis, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, David Francis, Caralyn Ross, Gary Stottler, Amy West, Dave Ghidui

Action (Consent), Minutes: B. Board Meeting Minutes

Motion to approve all items of the Consensus Agenda

Motion by David Francis, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, David Francis, Caralyn Ross, Gary Stottler, Amy West, Dave Ghidui

Action (Consent): C. Personnel Appointments

Motion to approve all items of the Consensus Agenda

Motion by David Francis, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, David Francis, Caralyn Ross, Gary Stottler, Amy West, Dave Ghidui

Action (Consent): D. CSE and CPSE Recommendations

Motion to approve all items of the Consensus Agenda

Motion by David Francis, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, David Francis, Caralyn Ross, Gary Stottler, Amy West, Dave Ghidui

## 4. Public Comment

Information: A. Public May Address the Board of Education

## 5. Board President's Remarks

## 6. Student Board Representative's Remarks

**7. Group Workshop - Topic: Schoology**

Discussion, Information, Workshop: A. Group Workshop - Topic: Schoology

Dr. Renee Williams, Nick DiMartino, Rob Sanford, Cindy Gorley, Holly Sidebottom - Presenters  
All materials are duly kept a part of the BoardDocs packet.

Board members were asked to log into Schoology.com as part of the interactive presentation.

Members logged in and followed along for instruction. A tutorial video was played, and members participated in an activity.

Assistant Superintendent for Curriculum and Instruction, Dr. Renee Williams, reminded board members of the timeline and search for an LMS, which started with a librarians discussion in 2015. Dr. Williams outlined the steps taken and how a committee formed to begin researching, reviewing, rating and charting the pros and cons of competing LMS options Edmodo, Moodle and Schoology. Pilot criteria were established by the group. Implementation of the pilot followed after an invitation to participate at a partnership level was extended. Action plans for the pilot plan were developed to ensure that all participants understood the expectations in a slow and steady manner. Surveys were sent to participants throughout the pilot to gather further feedback.

Rob Sanford spoke about and shared an implementation video that was established during the pilot.

C. Bellavia arrived at 6:35 p.m.

Director of PD, Holly Sidebottom provided an update on staff development opportunities and training on Schoology since adopting the tool. In addition, there are bi-monthly opportunities for staff, and 2-hours with consultants from BOCES was provided on a drop-in basis. Also, support in the classroom has been provided as requested, by Rob Sanford, and from administrators. Active users and colleagues are also great resources. Multiple opportunities to meet the needs of staff are being provided on an ongoing basis. Data about who is taking advantage of the program has been gathered. 157 have said it is a relevant tool for them. 96 of those have attended full training by choice. This equates to approximately 61% of staff. Others have attended an introductory session only, and some have not yet. Analytics are provided to a certain degree within the program, but going a step further, usage data is being gathered by entering into each teachers site to see deeper specifics, such as which features are being used, how much time is being spent, etc. Staff are still being invited versus required to use this tool.

Rob Sanford clarified that data was gathered for teachers who have established: Folders, syllabus; homework, links, discussions, assessments, updates.

Training and usage data was logged and provided in the folders for board members to refer to. Board members were invited to provide feedback in areas provided. Presenters circulated to answer questions and elaborate further. The presentation concluded with an invitation to enter into folder 4 to see feedback and testimonial from the BOCES trainer, nonuser teacher feedback, active user teacher feedback, and student feedback.

C - Sounds like those who are embracing are enthusiastic and those are spreading their enthusiasm. A - Comfort levels are becoming teachable moments daily and during department meetings, etc.

Q - Have you thought about tapping stronger users to be Schoology champions in departments? A - That is a great thought, though this is year one and should be established further over time. All staff will be supported.

It was noted that the module will remain open to board members for a period of time to allow time for follow up questions and for further exploration.

Director of Technology, Cindy Gorley, indicated that Schoology is an enterprise version. Information is always stored as it is updated, and backed up nightly. The parent portal has not been opened just yet due to student privacy rights, however, another pilot will begin next week to test the parent portal. Updates to follow. The SchoolTool - Schoology integration has begun to take place, and vendors are working to correct any issues. Most solutions are anticipated to be in place by next Fall. Analytics should also be improving as enhancements are developed.

Q - Searchable features? A - You can search your district and codes to find user groups. This is a great resource.

Dr. Williams highlighted additional training opportunities that will be forthcoming and continued exploration to support all teachers. Finally, feedback would be appreciated in the areas provided about what questions still remain.

S. Templeton arrived at 7:16 p.m.

Q - Are there cost savings? Enhanced delivery? A - One of the biggest cost savings is printing. Another cost savings are health benefits by not sharing hand printed copies, also learning and sharing doesn't stop outside the classroom. This enhanced technology tool for teachers and students, increases efficiencies and enhances preparation for college.

8. Superintendent's Report

Discussion, Information: A. Announcements, Reports and Communication

Discussion, Information: B. Update on Proposed Action Items

Discussion, Information: C. Presentation: PBAC Final Report and Recommendations  
Dr. Capron, Danny Bassette, Brian Hoose, Robert McLean.

Mr. Hoose shared his thoughts on the overall health of the planning process of the District and the PBAC. He proceeded into the PBAC recommendations:

Replacement Cycle  
Professional Development and Training  
One to One Computer Initiative  
Consistently looking for ways to innovate while measuring progress

There was a suggestion to consider asking each principal to tap two people on the shoulder to initiate further participation on the PBAC, and to increase participation across the demographics.

The Board thanked the PBAC for their involvement and commitment to the process and to public education.

Dr. Capron presented his budget presentation which highlighted the following: (All powerpoint slides are duly kept a part of the BoardDocs packet.)

Budget Process  
Appropriation Composition  
Budget Drivers  
Budget Reducers  
Appropriations Budget  
Revenue Composition  
2019 – 2020 Tax Cap Limit  
2019 – 2020 Tax Cap Forecast  
Budgeting of Reserves  
Revenue Drivers  
Debt Service & Building Aid  
Revenue  
Budget Status  
Next Steps to Close the Budget Gap

The State budget is due April 1, therefore, the District should have final figures next week. The Board will be meeting for a Budget Workshop on April 2 to talk about actual numbers and draft proposals that will be voted on for approval at the April 9 meeting.

9. Board of Education New Business - Action Items

Action: A. Monthly Treasurer's Report

Motion to approve the Monthly Treasurer's Report, as presented.

Audit Committee Chairperson, Gary Stottler reported that the committee met earlier in the evening and reviewed the Treasurer's Report and Budget Transfers. The Treasurer reported to the committee on the status of aid payments. Budget Transfers to note were a transfer for Special Education services that were underbudgeted and a transfer to support attendance by board members to the NYSSBA convention. Additionally, the committee agreed that the next area of focus by the Bonadio Group will be a risk assessment on cyber audit.

Motion by Gary Stottler, second by David Francis.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidui

Action: B. Approval of Amendment to 2018-19 School Calendar

Motion to approve the Amendment to 2018-19 School Calendar, as presented.

Motion by David Francis, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidui

Action: C. Intermunicipal Cooperative Agreement regarding Special Education Services - Livonia CSD

Motion to approve the Intermunicipal Cooperative Agreement regarding Special Education Services with Livonia CSD, as presented.

Motion by David Francis, second by Gary Stottler.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidui

Action: D. Service Agreement with Hillside Children's Center for the 2019-20 School Year

It was clarified that these are rates set by the organization that will not be fully known until placements are made during the 2019-20 school year.

Motion to approve the Service Agreement with Hillside Children's Center for the 2019-20 School Year, as presented.

Motion by Gary Stottler, second by Carol Bellavia.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidiu

Action: E. Approval of Legal Notice for School Budget Vote & Public Budget Notice

Motion to approve the Legal Notice for School Budget Vote & Public Budget Notice, as presented.

Motion by Joe Alati, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidiu

Action: F. Approval of Resolution for Intermunicipal Agreement for Monroe One BOCES Capital Project

Motion to approve the Resolution for Intermunicipal Agreement for Monroe One BOCES Capital Project, as presented.

Motion by Joe Alati, second by Gary Stottler.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidiu

Action: G. Approval of Budget Transfers

These were discussed during the Treasurer's Report.

Motion to approve Budget Transfers, as presented.

Motion by Gary Stottler, second by Caralyn Ross.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidiu

10. Board President's Update

11. Board of Education Discussion - Review Only Items

Discussion, Information: A. Budget Transfers

There were no questions. The board may consider raising or lowering the threshold requiring board approval which is set at the reorganizational meeting. Perhaps raising to \$10,000. and more frequent reports. Regardless, it will come to the board for review either way.

Discussion, Information: B. Update on Board Goals

President West opened the table to discussion and comments with regard to each goal.

Goal 1: Community Engagement and Leadership

- BOE President and Vice President are meeting regularly with HFLEA
- Bowling event with board members and staff
- Increased involvement with Booster Clubs and other internal committee meetings (ILC and TLT)
- An ice-cream event in May, will also be scheduled
- Board of Education pages will be reviewed and updated and the board will be a part of the collaborative process. (Two members, Dave Ghidiu & Gary Stottler will sit with the Board Clerk and Director of Technology to further develop the page).

Goal 2: Board Governance

1. Develop Board Code of Ethics by November 2018 - This goal was completed on time
2. Fiscal Management - Fine-tune budget process by October 2018 - Continuing to be established
3. Board Professional Development - Majority of members have completed this goal
  - a. Two events encouraged (Summer retreat plus one other event/workshop – could be NYSSBA convention, any NYSSBA or MCSBA workshop or training, or anything that enhances understanding of school boarding.)
  - b. Mid-Year retreat (January, possibly use off-week from budget process consolidation) - January 29 Board Workshop on Roles and Responsibilities with Monroe County School Board Executive Director
  - c. BoardDocs Training - An April 23 Workshop is scheduled
  - d. Maintain activities calendar, listing upcoming and attended events - The board calendar was established, is used regularly and is well-liked.

There was some difficulty interpreting the priorities list. This will be reviewed following the BoardDocs training on April 23.

### Goal 3: Superintendent – Board Relations

1. Document process for establishing Superintendent's annual goals
2. Clarify process and assessment tool for evaluating long-term goals

With the implementation of the new NYSSBA Superintendent's Evaluation Tool, it has been helpful to have the Superintendent's goals open for review with supporting documentation. This has helped to drive the leadership of meetings and provide alignment to overall goals.

#### Discussion, Information: C. Update on Board Committee Meetings

MCSBA Information Exchange Committee Meeting - Amy West and Renee Williams attended the latest meeting and found that HF-L has already implemented the recommended best practices for restorative relationship building and dignity for all.

District Safety Committee - Board Members were unable to attend. The Director of Facilities reported that one concern discussed at the meeting is students walking in certain areas with the current construction underway.

Labor Relations - Gary Stottler and Bruce Capron attended the latest meeting regarding RASHP updates about plan offerings, Select, Value, and High Deductible plans. Some increase in participation. Cost benefit analysis. More marketing needs to be done to understand benefits and increase participation. Overall, consortium is running about 5% below the regional average for healthcare costs. Still increasing about 7% per year. Rates get set annually. Both spouses can do the catch-up contribution independently.

BOCES Tour - General consensus that the tour was beneficial and appreciation for board member Joe Alati's time as a classroom teacher on that campus. Classroom space and lab space enhancements for certain programs are part of the goals for the upcoming BOCES capital project. It is clear that there are important relationships between the component districts and BOCES. Incredible opportunity to use this resource. There are enhanced tours available to consider for the future if there is interest. It was also noted that their online learning was interesting to see.

ILC Meeting - Stephanie Templeton attended. The committee reviewed what the elements of a plan are.

#### 12. Questions from the Audience Regarding Agenda Items

Discussion, Information: A. Questions from the Audience

#### 13. Adjournment

Action: A. Motion to Adjourn the Meeting at 8:50 p.m.

Motion by Gary Stottler, second by Joe Alati.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, Amy West, Larry Young, Dave Ghidui

#### 14. Next Board of Education Meeting Topics

Information: A. Next Board of Education Meeting Topics