

**Board of Education Meeting, Tuesday, September 22, 2020**

Generated by Rhonda Schaefer, District Clerk

**Members present**

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

**Members absent**

Jeff Klein

**Meeting called to order at 7:09 PM**

## 1. Meeting Called to Order

Action, Procedural: A. Call to Order

Procedural: B. Account for Absences

## 2. Approval of Agenda

Action: A. Approve Tonight's Agenda

Motion to approve the agenda as presented.

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, 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 Gary Stottler.

Final Resolution: Motion Approved

Yea: Joe Alati, Carol Bellavia, David Francis, Caralyn Ross, Gary Stottler, Stephanie Templeton, 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 Gary Stottler.

Final Resolution: Motion Approved

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

Action (Consent): C. Personnel Appointments

Motion to approve all items of the Consensus Agenda

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, Dave Ghidui

Action (Consent): D. CSE &amp; CPSE Recommendations

Motion to approve all items of the Consensus Agenda

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, Dave Ghidui

## 4. Board President's Remarks

Discussion, Information: A. Board President's Remarks

## 5. Superintendent's Report

Discussion, Information: A. Announcements - Update on Start of Athletics

Superintendent Mancuso provided his report for the 9/22 meeting, duly kept a part of the BoardDocs packet.

Congratulations to Ryan Dailor and Michael Sanza as qualifiers for the national merit scholarship!

The superintendent highlighted some of the multiple facets involved with the reopening of schools during a pandemic. Highlights included, but were not limited to the following:

- Health & Safety checks;
- Cleaning and disinfecting;
- Staffing issues;

- Ongoing updates to the District website as changes are occurring on a daily basis. Face mask policies and reminders continue to see updates;
- Live teaching with nearly existing software, portable equipment, training;
- Teachers have jumped on board;
- Technology team has been unbelievable;
- Thought Exchange has been released and responses are coming in to be analyzed with 5,000 stars and counting;
- ASI for Curriculum and Instruction, Dr. Renee Williams, along with Director of PPS, Lindsay Ali spoke about the daily SEL data. Staff have been complete troopers. Conversations with administrators during these times have revealed worries and weaknesses along with accomplishments;
- Lima Primary Principal, Allison Cimmerer spoke about some of the struggles as well as some of the amazing accomplishments. Learning curves are many. SEL check-ins are outstanding and gaining meaningful information. Team support. Learning, changing and pivoting every day;
- Manor Intermediate Principal, Jeanine Lupisella spoke about her excitement to be back to school. Kids are doing great. Impressed with mask wearing and adjustment to the new norms. Have had to do a lot of shifting. Technology specialists. Special area teachers are tackling more areas but are remarkable in the way that they are accepting the challenges. A bit more comfort with See-Saw and Schoology now that teachers are using on a regular basis. 30-60 minutes per day taking temperatures which allows more of an opportunity to interact and get to know students. Class time and para-time is somewhat diminished by eating in the classrooms. As a sidenote, students actually excelled in many ways during COVID. Hybrid classes are challenging and are a big learning curve. Teachers are working super hard to make it all work. No extra room for meetings or circumstances due to the need to spread out. Scheduled recesses resulting in 1-2x per week versus daily. Dismissal and arrival has come a long way and are right on target at this point;
- Middle School Principal, Shawn Williams shared that students in attendance are doing very well, adjusting and glad to be back. Teachers are making adjustments and doing their best. Sixth grade pods have impacted middle school scheduling and have pushed band and chorus out for grade 6 students. Eating in classrooms has been challenging. Some adjustments may still be needed;
- High School Principal, David Roth provided updates on the high school, stating that most things are going well. Mindful about reminding students to utilize Schoology and reminding students to remain ready to go remote as needed. Counselors are checking in with students regularly with SEL guidelines. Mr. Roth is doing the same with staff. Much appreciated by all. Improvements continue day by day. 98% in attendance. Students enjoy being in attendance. 80% of students are completing health survey, however approx. 20% are not and require follow up for temp checks. Dismissal has been going well with staggered timing. Music program is continuing to brainstorm opportunities according to guidelines and social distancing protocols;
- HS Assistant Principal, Scott Hassall echoed Mr. Roth's sentiments. Teachers and students alike are impressive, and the preparation over the summer to make it function as "planned"; and
- PD Director, Holly Sidebottom reported that teachers are doing an outstanding job. Attempting to anticipate needs in advance. Offered a lot of PD ahead of time, dozens of differentiated sessions, required and optional. Tremendous amount of opportunities. Never enough time to meet all the needs, but have continued to get into classrooms. Focusing on secondary classrooms and problem-solve, helping wherever needed and helps to see where needs are. Teachers are tweaking and learning every day. Launched on-demand webinars. 67 webinars can be accessed 24/7 with ongoing communications to get teachers used to going there for PD. Teachers appreciate choice and differentiated opportunities. Rob and Nick are, as always, sharing with their colleagues. They are among many others. October 9 Staff Development - 15 different sessions available, all are optional - very relevant. Assessing and retaining integrity, cultural shifts, etc.

Board President, Carol Bellavia thanked all for moving mountains - tremendous job!

C - Kudos and thanks to all! Q - Who are grade 1, 2, 3, 4 full remote teachers? A - Grade K, Savannah Buschang; Grade 1, Maggie Boyer; Grade 2, Stephanie Bennett; Grade 3, Breanne Allen; Grade 4, Dan Michalski; Grade 5, Hoa Tran and Stephanie Kuhn

Many other positive comments from board members.

Q - Professional Development Credits - are these tracked? A- Yes, tracking of who has watched is occurring and being tracked.

Q - How will PD work? A - Multiple opportunities for relevant PD. Many more opportunities to come this year.

Q - Which teacher has remote learners in 6th grade? A - Not just one at this time, however discussions continue about this. Flex, as needed was the original thought. This has not been decided just yet. Pod placements were decided based on student needs. Then the decisions came in about which students would be attending in person, and which would be remote. This continues to be considered and changes may be ahead.

Athletic Director, Brian Donohue presented an Update on the Start of Athletics, thanking all for their continued support. He extended compliments to his Health and PE teachers. Core-curriculum is movement and exposure to students. Facilities staff have been outstanding with all the changes. Parent meeting is tomorrow night. General program guidelines will be shared regarding low to moderate risk and contact. March 1 sports are higher risk and will all pend regional infection results. With the start of the athletic season on Sept. 28, hybrid learners will require personal transportation. Flexibility and rotational training will occur. Screening will be required, the same that is required now. Remote learners this will be new, but it is an easy-to-use system. Rules are in place for a reason. Supervision and lanyards with numbered passes will be documented (2-to each student). The same will be true for visiting teams. All guidelines will be followed. Spectators will be required to wear masks. Masking policy for athletes. Must be work on sidelines and during aerobic activity by DOH guidelines.

Q - Will there be flexibility for transportation limitations? A - Yes, however this will be on a case by case basis so that no-one takes advantage of it. Practices will take place on Saturdays.

C - Questions regarding the difficulties to handling health screening. A - COVID-19 health screening with dashboard assists by showing who completed and who did not. This will be conducted the same way for athletics so that follow-ups may occur before any play may be conducted.

Q - Are all games and meets be on Saturdays and Sundays? A - Some will be on the weekdays. Certain sports are designated to a specific day of the week. Another effort will be to have JV away when Varsity is home.

Q - How will swimming work? A - Masks can be removed when in the pool. Will be required to have it on everywhere else.

Q - Is the lanyard permit system for cross-country as well? A - League is still meeting about this. Public and County parks are continuing to meet about this from a management perspective. A - Will cross-country stagger-start? A- It is recommended.

Q - Sport friendly masks? A - Still in search.

Q - Fall 2 season - will there be overlap? A - Yes, some overlap, which is not abnormal. Q - How does this impact try-outs? A - Allowing time for this (3-day time frame). Fall 1 and Fall 2 season students will be allowed to play in both.

Board Members expressed appreciation for the updates and look forward to ongoing reports.

Superintendent Mancuso presented some additional updates via powerpoint presentation- all slides are duly maintained as part of the BoardDocs packet. Updates included but were not limited to:

- Data - COVID-19 Updates;
- Expecting new guidance this week regarding who should be tested based on symptoms;
- In-School, Hybrid and Full Remote expectations during any closures due to infection;
- Previewed tonight's proposed action items.

Q - Can anyone get tested? A - From what we understand, county criteria must be met and this appears to be due to PPE and testing materials. Tests can be conducted by purchase and sent out for a multiple day return.

Discussion, Information: B. Update on Proposed Action Items

Discussion, Information: C. Presentations

#### 6. Board of Education - Action Items

Action: A. Monthly Treasurer's Report

Audit Committee Chairperson, Gary Stottler reported that the committee reviewed the report in full with the District Treasurer, earlier this evening. Discussion included but was not limited to:

- School Lunch and cash flow;
- 20% state-aid withholding (seen in last year's budget).

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

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, Dave Ghidui

Action: B. Report of Basic Financial Statements and Corrective Action Plan, Year Ending June 30, 2020

Audit Committee Chairperson Gary Stottler, reported that all annual financial reports establish that the District operates fully in accordance with accounting laws. Mengal, Metzger and Barr's Tom Zuber reviewed the details with the audit committee. The firm is very pleased and continues to compliment the District's handling of reserves and overall handling of finances as usual, but especially in the face of the pandemic. The District remains in very good standings.

Q - What about the cyber-security assessment? A - Expecting reports from the state and the audit they completed. These will be merged with the audit from the state. The Bonadio's group will share the results when they are released.

Q - ERS rates are anticipated to be highest ever, based on estimations. A - Auditors are comfortable with the planning on the District's behalf and will continue to watch and plan for this accordingly. There are many tiers based on when employment was started. On average, HF-L's costs have slowed based on these changes. This is on the radar and will continue to be watched. It is a legally required contribution and can create uncertainty so it is always monitored.

Motion to approve the Report of Basic Financial Statements and Corrective Action Plan, Year Ending June 30, 2020, 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, Dave Ghidui

Action: C. Third Review/Approval - Board of Education Code of Ethics 2020-21

Governance Committee Chairperson, Amy West, reported that the Governance Committee has worked collaboratively to more clearly define the "no surprise rule" in the revised edition, presented this evening.

Members were in agreement that the revised document is just as aspirational as the former, with the "no surprises" language. All were reminded that a Code of Ethics is required by law. Mrs. West reminded members of their work on board governance as part of their summer retreat with MCSBA to create this document, and also understand that it is important to refer to best practice models regularly.

C - There were further language recommendations however, committee chairperson West recommended the board move forward with approval this evening and work continuously in an ongoing manner. The board also agreed to keep Code of Ethics as the title.

Governance Committee member Ghidui extended special thanks to Mrs. West for her commitment to governance work and the extra time spent not only with him, but with the committee to gain clarity.

Motion to approve the Board of Education Code of Ethics 2020-21, as presented.

Motion by Amy West, second by Stephanie Templeton.

Final Resolution: Motion Approved

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

Action: D. Second Review/Approval - Erie I Quarterly Policy Recommendations  
Motion to approve the Erie I Quarterly Policy Recommendations, as presented.

Motion by Caralyn Ross, second by Amy West.

Final Resolution: Motion Approved

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

Action: E. Electricity Bid Results for 2020-21 School Year

Dr. Capron clarified that the District continues to take advantage of daily market rates on electricity and generation points via infrastructure.

Motion to approve the Electricity Bid Results for the 2020-21 School Year, as presented.

Motion by Joe Alati, second by David Francis.

Final Resolution: Motion Approved

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

## 7. Board President's Update

Discussion, Information: A. Update on COVID related District expenses

Dr. Capron reported on District expenses related to COVID-19, with the top line of expenses for salary and benefits. Many major expenses, including all of the plastic shields, dividers, barriers, cleaning solutions, sanitizers, etc. He noted that some technology expenses are state-aidable. The District has applied for FEMA money in response to the pandemic. The state is limiting this, but further guidance is anticipated.

District Clerk, Rhonda Schaefer provided a summary and clarification on expenses related to the mail-in budget vote mandated by the state in response to the COVID emergency.

President Bellavia spoke about budget season and the many moving parts, suggesting a possible Saturday morning session to discuss budgetary considerations and ongoing costs. Further information to follow.

Discussion, Information: B. Board President's Update

President Bellavia solicited interest in attendance to NYSSBA's Annual Convention (Oct. 20-31, 2020), which is an all-virtual event this year due to the pandemic. The following members expressed interest in attending. District Clerk Schaefer will register those interested.

Dave Ghidiu - Full Conference (Also volunteered to serve as the District's Delegate at the Business Meeting regarding resolutions)

Amy West - Full Conference

Gary Stottler - Full Conference

David Francis - Full Conference

Caralyn Ross - Pre-Convention Law Conference only

Remaining members were encouraged to notify Mrs. Schaefer prior to October 15, 2020 of their interest to attend any or all portions of the virtual conference.

## 8. Board of Education - Review Only Items

Discussion, Information: A. First Review Board of Education Goals 2020-21

Governance Committee Chairperson, Amy West, indicated that the draft goals document presented is a rough framework. She reminded members that this work is typically conducted during the summer retreat but with the unusual school year, the committee recently drafted the enclosed document for consideration.

C - Two goals is manageable given the circumstances. HF-L Board Twitter feed was discussed as a possible communication on behalf of the board - to keep the public informed of some of the work they do. Superintendent Mancuso reminded the board that board policy 3110 maintains that the superintendent is the main spokesperson on behalf of the board, and submissions would be required to come through his office.

Following an exchange of ideas, it was decided that a few revisions would be made and a final version would be sent to the Board Clerk Schaefer for placement in the BoardDocs Library.

Discussion, Information: B. NYSSBA Membership

Board members decided unanimously that they would like to proceed with the cancellation of their NYSSBA membership for next year.

Discussion, Information: C. Update on Committee Meetings

District Safety Committee - G. Stottler, J. Alati and D. Francis attended the latest meeting. Transportation Director, Bill Harvey discussed transportation issues related to 2.5 capital project work. He provided updates on high school traffic flow improvements. Drills during COVID are underway. Some buildings, such as the Middle School, are using videos to assist students. Some system-compatibility issues are still being worked out. Meetings were scheduled staggered opposite weeks from Board of Education meetings this year. Health and safety culture items were also addressed.

Legislative Committee - C. Ross attended the latest meeting. Regents will be coming to our region in November and MCSBA's Legislative Committee will be collecting discussion topics.

Committee priorities thus far include - Mandates, such as COVID information and reporting. Mrs. Ross extended a reminder that position papers are maintained on the District website. There are also white papers on school choice.

Q - Discussion regarding Churchville-Chili CSD's unemployment claims. A - Dr. Capron reported that HF-L has had employees who felt they lost income and registered for UI and are presently negotiating. HF-L provides letters of credible assurance for 10-month employees which allows denial of these benefits.

MCSBA Board Leadership Meeting - C. Bellavia attended on Day-2. Very proud to be from HF-L at this meeting. Significant differences were words used to express how comprehensive our plans are in comparison to some other Districts.

#### 9. Questions from the Audience

Discussion, Information: A. Questions from the Audience - Click for contact information

Community Member, Danny Bassette shared his thoughts on emotions of fear in response to the pandemic. He also suggested that at this time, the Honeoye Falls Village is still planning to have a parade.

#### 10. Adjournment

Action: A. Motion to Adjourn the Meeting

Motion by Amy West, second by Caralyn Ross.

Final Resolution: Motion Approved

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