

Board of Education, Regular Meeting
Thursday, December 16, 2021

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 Raymond Parmarter at 6:27 p.m., with the following additional board members present: Brent Doane, Michael Blake, Josh Soper, Nate Brace, and Kate Davenport, as well as Superintendent Brent Suddaby

ADJOURN TO EXECUTIVE SESSION:

At 6:27 p.m., a motion was made by Kate Davenport, seconded by Josh Soper, to adjourn to executive session to discuss a particular personnel matter. All board members listed above were present, as well as Superintendent Suddaby. At 6:30 p.m., Director of Special Education Angela Holmes, as well as Jr/Sr High School Principal Wayne Aman, entered executive session to present their reports to the Board. Mr. Aman exited executive session at 6:34 p.m. Mrs. Holmes exited executive session at 6:40 p.m.

RETURN TO REGULAR SESSION:

At 7:08 p.m., Nate Brace made a motion, seconded by Josh Soper, to return to regular session. The motion carried unanimously. All board members listed above were present, as well as Superintendent Brent Suddaby, Elementary School Principal Katie Volpicelli, Director of Curriculum and Instruction Kimberleigh Nichols, Director of Special Education Angela Holmes, Asst. Elementary Principal/Athletic Director Peter Ahart, School Business Official Sydney Wade, and Board Clerk Kathlyn Hinkle.

The Pledge of Allegiance was said to begin the regular session.

NEW WEBSITE PRESENTATION:

Ben Taylor presented a draft version of the new Candor School District website. The District plans to launch the website in January 2022.

CSE/CPSE REPORT APPROVED:

A motion was made by Josh Soper, seconded by Kate Davenport, to approve the CSE/CPSE report, as presented. The motion carried unanimously.

MINUTES APPROVED:

A motion was made by Michael Blake, seconded by Nate Brace to approve the minutes of the Regular Meeting held on November 18, 2021, as presented. The motion carried unanimously.

A motion was made by Nate Brace, seconded by Brent Doane to approve the minutes of the Special Meeting held on December 1, 2021, as presented. The motion carried unanimously.

School Business Official Sydney Wade presented her report to the Board.

Mrs. Wade stated that this month's packet includes the Budget Transfers and expenditure reports for November for the Board's review.

Mrs. Wade informed the Board that the PreK Grant for \$233,246 has been approved.

Mrs. Wade stated that the District is underway with the bond for the bus purchase. The bonds will be sold on December 21, 2021, and funding will be received on January 5, 2022. The buses were delivered on December 16, 2021.

Mrs. Wade informed the Board that the District is eligible to refund (refinance) the 2011 bonds. The savings from refunding is anticipated at 2%, which is \$21,000. The savings is considered net of costs to refinance (bond counsel and fiscal advisor). The fiscal advisor has said this is the benchmark of savings they like to see. If the District waits until next year to refund, the savings are reduced as bond financing rates are anticipated to increase. Also, the longer the District waits, the less bond money there is to refinance, and the lower the savings.

Mrs. Wade stated that all fire and safety inspections are completed, and both schools have passed (HS passed under re-inspection). The District has received new letters of occupancy for all District buildings.

Mrs. Wade informed the Board that the Grounds Department is plowing the main campus this year except for heavy snow. The District will utilize Robinson's for help plowing when there is heavy snow. The District has contracted Pleasant View Landscape to plow and salt the Bus Garage.

TREASURER'S REPORT ACCEPTED:

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

APPROPRIATION TRANSFERS ACCEPTED:

A motion was made by Michael Blake, seconded by Nate Brace to accept the Appropriation Transfers reports for November, as presented. The motion carried unanimously.

WARRANTS ACCEPTED:

A motion was made by Michael Blake, seconded by Kate Davenport, to accept the following Warrants for November 2021, as presented: General Fund #25, Federal Fund #12, and School Lunch Fund #13. The motion carried unanimously.

RECOGNITION OF VISITORS:

Vice-President Parmarter acknowledged the visitors present, Sara Loomis and Ben Taylor. No comments were made at this time.

CONSIDERATIONS:

A motion was made by Josh Soper, seconded by Brent Doane, to accept the Board Policy Manual, as presented, with a few amendments discussed during executive session. The new Policy Manual contains the required and recommended policies governing school districts in New York State. This Policy Manual supersedes and replaces the Policy Manual adopted by the District in 1996 in its entirety.

Director of Technology Instruction Matt Gelder entered the meeting at 7:31 p.m.

CONSENT AGENDA:

Upon the recommendation of Superintendent Suddaby, a motion was made by Michael Blake, seconded by Kate Davenport, to approve the following personnel items, pending fingerprint-supported criminal history background checks, where applicable*:

Recommended Appointments:

Approved the appointment of *Substitute Teachers* for the 2021-2022 school year, with salary and benefits in accordance with the 2021-2022 Substitute Teacher Salary Schedule.

1. **Vanessa Doane:** Certified ELA 7-12 (EL & HS)
2. **Ashton Teribury:** Communications (70 credit hours) (EL Only)
3. **James Mead*:** BA Communications/Geography (EL & HS)
4. **Beth Blomberg:** BS Chemical Engineering (EL Only)

Approved the appointment of *Non-Instructional Substitutes* for the 2021-2022 school year, with salary and benefits in accordance with the 2021-2022 Non-Instructional Salary Schedule.

1. **Michael Kirk** - Bus Monitor (retroactive to November 18, 2021)
2. **Joseph Oppen** - Bus Monitor (retroactive to November 18, 2021)
3. **Ashton Teribury** - Teacher Aide

Donation Acceptance

Accepted the donation of CAT40 Tool holders from *Route 38 Engine Machine Shop, Newark Valley, N.Y.*, to the District's Machine Tool Technology Program. The value of this donation is \$443.00 (Four-Hundred, Forty-Three Dollars and Zero Cents).

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Acceptance of Candor Employees Unit Contract

Approved of the necessary funds to execute the Candor Central School Employees Unit Contract for 2020-2021, 2021-2022, and 2022-2023, as presented.

Tenure Appointment:

Granted tenure to **Sheila Bowman**, Elementary Teacher, effective January 11, 2022.

Field Trip Approval:

Approved of a two-day field trip for ten students from the Winners Circle Program to the Factory Five plant in Wareham, Massachusetts on January 28th & 29th. The trip will be chaperoned by Pius Kayiira.

Revised Bus Driver List 2021-2022

Approved the revised Bus Driver List for 2021-2022, as presented.

Sale/Disposal of 2003 Ford F350 Truck

Approved of the disposal of the District's 2003 Ford F350 Truck, as it is no longer useful for the District. A legal notice will go in the local newspaper requesting bids for the purchase of the truck; the truck will be awarded to the highest bidder.

Abolishment of Full-Time Teacher Aide Positions

Approved the abolishment of two Full-Time Teacher Aide positions with the following resolution:

"RESOLVED, that two Full-Time Teacher Aide positions be abolished, effective January 21, 2022, due to the fact that these positions require significantly more instruction than is typically done by a teacher aide."

The following employees' positions will be abolished: **Shealynn Bensley** and **Mark Burrell**.

Creation of Full-Time Teaching Assistant Positions

Approved creating two Teacher Assistant positions. One will be for the Candor Alternate School program, and the other for the Jr/Sr High School PLATO program. These two positions require more instruction than is typically done by a teacher aide.

Creation of Full-Time School Resource Officer

Approved creating a School Resource Officer position. This position would be specifically for **Craig Bennett** and would be a title change only.

Non-Instructional Substitute Salary Schedule 2021-2022

Approved of the Non-Instructional Substitute Salary Schedule, as presented, effective December 17, 2021.

Retirement

Accepted the retirement resignation of **Brenda Quick** as a Full-Time Food Service Worker, effective December 28, 2021, with regret.

Donation Acceptance

Accepted the donation of nine Meraki MR 56 access points from the Trumansburg Central School District. The value of this donation is \$13,000.00.

The motion carried unanimously for all consent agenda items.

Administrator Reports:

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

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

Mr. Aman informed the Board that he met with Ms. Hanson, Executive Director of Cornell Cooperative Extension (CCE), on December 2. She had many colleagues present to discuss the various ways CCE can partner with schools and communities. They also started preliminary discussions regarding developing agricultural programs for Candor High School / Tioga County students. Ms. Hanson will be sending Mr. Aman the various agricultural sectors CCE believes can provide guidance and support, and Mr. Aman will survey the students to determine which of these areas are of the most interest to students. Once this process is complete, they will meet again to narrow the focus and continue discussions regarding this.

Mr. Aman stated that the Math Department completed administering the iReady assessment to the Algebra students on November 19 and have met multiple times as a department since then to analyze results and develop an action plan for remediation.

Elementary Principal Katie Volpicelli summarized her report to the Board.

Mrs. Volpicelli spoke of the December Early Release Day. The focus was on ELA Curriculum work and what strategies have been implemented to help students be successful with the new curriculum. The Elementary team organized a vertical conversation for PreK- 6th-grade teachers to share strategies they have used to implement the new curriculums. Teachers shared and discussed helpful strategies and hints connected to vocabulary strategies, accessing higher-level text, additional curriculum resources, and assessment and grading practices.

Mrs. Volpicelli asked Peter Ahart, Assistant Elementary Principal, to present information regarding a Math Committee. During the last two Early Release Days, fact fluency has been a prominent theme that the committee chose to focus on. After working towards a shared definition of fluency, the group decided to explore ways to address fluency gaps. The Elementary team took advantage of an opportunity to pilot a program called First in Math in grades 2-6. First in Math focuses on fluency progression and tracks student progress. The Elementary team began the pilot on November 29, and they look forward to reviewing the data to help determine the next steps. Mr. Ahart thanked Matt Gelder and Ben Taylor for helping to get the technology for the program up and running.

Mrs. Volpicelli informed the Board that she and Kimberleigh Nichols held a Family Curriculum Night on December 7. They invited families to attend an informational session to learn about the new ELA programs, Superkids and Side By Side. They also provided a brief overview of iReady. Mrs. Volpicelli hoped the event would be better attended, but they only had 12 people attend. However, many great questions were asked, and valuable conversations were had.

Mrs. Volpicelli stated that the first marking period ended on December 3. As report cards were issued, the Elementary team reminded parents that students continue to work towards grade-level standards and are addressing learning gaps on a daily basis. Parents also received iReady Diagnostic reports from September. The Elementary team will be giving assessments again in January to compare data.

Mrs. Volpicelli informed the Board that the Elementary School continues to contend with daily quarantine. The quarantine numbers are the highest they have been yet this year. Keeping up with instruction while students are out has been an added challenge for teachers, but they manage to accommodate students while they have to be out of school and catch them up on missed work when they return.

Board Member Nate Brace commented that he appreciated Mrs. Volpicelli's efforts for the Curriculum Night as well as the Scholastic Book Fair. He attended both events.

Assistant Elementary Principal/Athletic Director Peter Ahart summarized his report to the Board.

Mr. Ahart informed the Board that he has received a lot of feedback regarding masks on indoor athletes already from other districts, the community, and viewers watching the games on YouTube. Much of the feedback has been critical, very little has been positive. Mr. Ahart has attended numerous practices and games and said he sees coaches doing a great job reminding athletes, even stopping practice to make a point of reminding the kids to "pull their mask up!" He credits players for wearing their masks to the best of their ability under intense physical activity. He has seen volleyball players sacrifice points as they are more worried about pulling their mask up than diving after a ball, basketball players attempting to pull their mask up as they drive to the basket, wrestlers adjusting their masks to fit correctly with their headgear as they are in and out of precarious positions on the mat; the notion that the student-athletes and coaches are not doing their part is not accurate.

There is certainly room for improvement, and the department will continue to strive for improvement. In an effort to ensure athletes do their best with masks, they will continue to remind athletes of the importance of wearing masks appropriately. The department will continue to model proper mask-wearing, they will respond to any concerns regarding improper mask-wearing during a contest, and they will have multiple types of masks to fit individual comfort levels. The department values mask-wearing and understands its impact on the health and safety of the students.

Mr. Ahart informed the Board the Athletic Trainer from Lourdes trainer Aaron Litman, will be leaving on January 15. Mr. Ahart wishes Mr. Litman well in his future career endeavors. He has been instrumental in injury prevention. Mr. Litman will be transitioning the new trainer, Seth Spicer, starting later in the month. A few of Mr. Litman's areas of focus with Seth Spicer during this transition will be the concussion protocol, emergency action planning, getting to know the athletes and their current injuries, as well as coordinating efforts between the new trainer and strength and conditioning coach to provide continued preventative support for the athletes.

Mr. Ahart updated the Board on the weight room project. The new equipment should be done by Christmas break. Jessy Williams is working diligently to get the remainder of the equipment put together and installed.

Mr. Ahart stated that the District has had numerous athletes and coaches receive noteworthy awards. The list can be found on the Tioga County Sports Report website (www.tiogacountysportsreport.com).

Mr. Ahart informed the Board that the District needs a Modified Wrestling Coach and a Modified Girls Basketball Coach.

Director of Special Education Angela Holmes summarized her report to the Board.

Mrs. Holmes stated that she did not have any further information for the Board, only what was discussed during executive session.

Director of Curriculum and Instruction Kimberleigh Nichols presented her report to the Board.

Mrs. Nichols spoke of Professional Learning and the December Early Release Day. The Elementary grade level teachers discussed and shared instructional strategies they have found to be most effective. Interdisciplinary teams for grades sixth through twelfth analyzed student texts to determine possible student engagement and comprehension barriers. Text analysis focused on the following guiding questions: What problems do you think students would have with understanding this text? What skills are students missing that would interfere with their understanding of the text? Each team identified a learner-centered problem that we will continue to examine during our January ERD work. JH/SH departments, elementary curriculum committees, and the district Student Support Team (SST) also had time to meet for focused work pertinent to their area.

Mrs. Nichols informed the Board of the TST BOCES Regional Network meetings. She recognized the following teachers for representing Candor at regional network meetings: Jessica Martone, Karlie Both, Meredith Roessner (ELA); Ashley Applegarth, Amy Snell (Math); Kerra Schermerhorn, Kevin Jester (SS); Sheila Bowman, Rebecca Aman (Science); Katie Spatola, Mike Swartz (PE); Ben Taylor (World Languages and Computer Science); Matt Gelder (Computer Science); Wendy Bruttomesso, Neil Farley (Library Sciences), Jonna Smith-Duffy (Art); and, Gary Holmes (Music). Each regional network meets virtually three or four times throughout the year from 3:00 - 4:30 p.m. Each representative is tasked with sharing instructional practices, regional initiatives, and state updates with their grade level or department peers and administrators. Mrs. Nichols thanked these District representatives for taking on this leadership role.

Director of Instructional Technology Matthew Gelder presented his report to the Board.

Mr. Gelder thanked Ben Taylor for presenting the new district website to the Board and for all of his work in helping to create it. He stated that Kate Atkins has also made great contributions.

Mr. Gelder informed the Board of the Digital Equity Survey. He stated that the disparity of access to computers and high-speed internet at home has been highlighted over the past few years as virtual learning became a more integral part of everyday teaching practices. In the past, NYSED has asked school districts to report the numbers of students with access to devices and lack of access to adequate internet at home. Beginning this year and moving forward, the state is requiring districts to keep track of the types of devices individual students have and what type of internet service they have at home. To this end, Mr. Gelder sent out a survey to all families in November to collect this individualized data, and he is working to develop a system to regularly collect this information as students change residences or move into the District.

Mr. Gelder provided the results of our initial survey:

- Data was submitted for 293 students PK-12
- Number of students with no internet access at home: 2 students
- Students with insufficient internet to complete activities at home: 9% (27 students from 18 families)
- The primary barriers to sufficient and reliable internet: Cost 9% (27 students), Availability 10% (29 students)

Mr. Gelder has reached out via email to the families with insufficient internet to see if the District can do anything to help increase their access. He encourages any family that struggles with internet access for their students to email or call him at mgelder@candorcs.org or 607-228-2890. Mr. Gelder added that he is hoping to be able to use SchoolTool to collect data in the near future.

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 informed the Board of the School Bus Driver Instructor Training. Due to COVID, the 4th and 5th days were postponed. Mrs. Carling and Katie Anderson both attended December 14th & 15th in Syracuse to finish out the training. They are both grateful for this opportunity. They will have a post assignment to complete and after that, will, hopefully, be certified to do all of the bus driver training. In January, they will take the 19A course to be fully certified. Once these are both completed, they will be able to opt out of the BOCES COSER that supports Training, Testing, and 19A supervision as they will both have the certifications.

Mrs. Carling stated that she is pleased to say that the transportation department is training two drivers right now who both are only interested in subbing, but that helps tremendously. She also has one monitor who is studying for the passenger and school bus endorsements to drive a van when needed. She will also be held responsible for all training and requirements under SBDI and 19A regulations. In addition, she has a monitor who is studying to get her CDL permit as she is interested in driving a bus. Mrs. Carling is pleased to have all four working to join the transportation team as drivers.

Mrs. Carling stated that with Gail Darrow's resignation coming up at the end of this month, she has two substitutes who have said they are interested in covering the route until they are able to fill the position on a full-time basis.

Mrs. Carling informed the Board of the new Entry Level Driver Training. Supposedly there is a drive to recruit new bus drivers. They are implementing a new process starting in February that will require Entry Level Driver Training before a driver can get their CDL permit. There are at least 30 topics to be covered along with a written test. Topics include everything for CDL A (tractor-trailer drivers), including jackknifing, which is not applicable to driving a bus.

Mrs. Carling stated that she and Rob Truss are pleased to have plowing taken care of for this season. Pleasant View Landscape (PVL) won the bid for plowing the bus lot this year. The District is saving a considerable amount of money for each time it is needed. PVL plans to arrive early to beat the drivers so it is completed prior to their arrival when possible. In the past, it was difficult as the department would need to call for backup when Bern Smith was unable to get to the bus garage, and even though transportation is the first staff in, they were the last ones being plowed out, which sometimes made things tricky.

Network Administrator's Log for November 2021 was submitted

Superintendent Brent Suddaby summarized his report to the Board.

Mr. Suddaby stated that the schools are continuing to operate well as the District effectively deals with COVID-related issues. The health offices have expanded their ability to provide rapid tests for COVID at school, and the weekly testing of unvaccinated faculty or staff is still going smoothly. The COVID positive rate in the District is currently only at approximately 1%.

Mr. Suddaby informed the Board that the District has partnered with Tioga County Public Health to host vaccine clinics at Candor Elementary School on December 18 and January 8. Obviously, these clinics will provide a convenient location for parents who choose to have their children vaccinated. Additionally, adults who are ready to get a third booster shot or adults who have not yet been vaccinated can also take advantage of the clinic.

Mr. Suddaby stated that the District has been able to have spectators at sporting events, and students who gravitate to the performing arts are having concerts and shows this year.

Mr. Suddaby stated that the Administrative Team is working extremely well together. They have developed and agreed on more systematic procedures for recruiting and hiring. Everyone has been involved in collecting and analyzing current student achievement data. The team will develop the next wave of instructional programs to address learning loss based on the District's data. Mr. Suddaby informed the Board that the District is looking very closely at programming wants and needs for the 2022-2023 school year and keeping a keen eye on budgeting news as it comes out of Albany. Mr. Suddaby thanked Ben Taylor for the website presentation.

Board Comments:

Michael Blake loved the website presentation and stated that the new website has come so far in such a short time.

Recognition of Visitors:

Vice-President Parmarter recognized the visitors present at this time, Ben Taylor and Sara Loomis. Mr. Taylor thanked everyone for the feedback on the new website. He informed the Board that he has finished his administrative program and thanked Matt Gelder for being such an asset.

Adjournment:

Vice-President Parmarter announced the meeting adjourned at 8:24 p.m.

Respectfully submitted,

Kathlyn M. Hinkle, Clerk of the Board