

OFFICIAL PROCEEDINGS  
OF THE BOARD OF EDUCATION  
OF THE SPENCERPORT CENTRAL SCHOOL DISTRICT

Date: February 10, 2015  
Spencerport, New York

Members Present: Mr. Bracken, Mr. Gibbardo, Ms. Gillette, Mr. Sweeney, Mr. Zale

Absent: Mr. Oberlin, Ms. Tyler

Others Present: Mr. Milgate, Mr. Crumb, Mr. Zinkiewich, Mr. Wood

The Study Session of the Board of Education of the Spencerport Central School District was called to order at 7:09 p.m. E.D.S.T. by the President, Mr. Sweeney, in the Board of Education Conference Room in the Administration Building.

1. **PLEDGE TO THE FLAG**

The Board of Education members and the audience recited the Pledge of Allegiance to the United States Flag.

2. **APPROVAL OF AGENDA**

A motion was made by Mr. Bracken and seconded by Mr. Gibbardo that the Board approve the Study Session agenda.

Vote of the Board: Yes: 5

Yes: 5

No: 0

3. **PRIVILEGE OF THE FLOOR**

None

4. **CONSENT AGENDA**

Old Business

4.1 Approval of the minutes of the Board of Education meeting of January 27, 2015.

A motion was made by Mr. Bracken and seconded by Mr. Zale to approve the consent agenda as presented.

Vote of the Board: Yes: 5

Yes: 5

No: 0

## **5. BOARD OF EDUCATION**

### **5.1 President's Report and Communication**

None

### **5.2 Board of Education Members' Reports**

Mr. Gibbardo shared that he attended the legislative breakfast and that he also attended the Polar Plunge with Munn students and teachers.

Mr. Bracken inquired about the NYSSBA lobby efforts and how they were promoting the efforts to attend. It was shared that the MCSBA typically coordinates a bus for this and Mr. Sweeney shared that it was a good experience when he attended.

Ms. Gillette shared that she will be attending an upcoming meeting regarding a potential new course offering at the high school for information technology and she looks forward to that meeting. She also had a question about "Schools to Watch" and noted that there is a conference in June and wanted to know if our district is attending. Mr. Zinkewich shared that the district is exploring this opportunity.

## **6. SUPERINTENDENT'S REPORT**

### **6.1 Improving Instructional Practice**

Mr. Zinkewich shared that part of the STLE grant is addressing professional development. We pursued a partnership with the University of Rochester on a project called "Focus on Best Practice." He introduced Dr. Susan Meier who provided a presentation to the board members on the work we have accomplished with her guidance. She shared with the board members some of the history in educational research including effective schools research and meta-analysis. Her goal was to have the board learn about the work of the Spencerport leaders (administrators and team/teacher leaders) with her support and to understand how research will help guide their work in the future. She noted that in the leadership academy, they reviewed concepts like learning targets, assessments, feedback, deliberate practice, level of challenge, and reflection and collaboration.

Board members participated in an activity with Dr. Meier and were required to provide feedback that she ended up collecting. Mr. Zale asked a question about the district's plans with this work and this led to a discussion about instructional expectations based on the strategies that were presented to the board. Mr. Zinkewich shared that to date all K-5 team leaders have participated in this work and have met with Dr. Meier each quarter. The teacher leaders at Cosgrove work with Dr. Meier each month and middle school teachers received this information during the October Superintendent's Conference Day. Finally, high school teacher leaders also meet with Dr. Meier during their monthly meetings and have deepened their understanding of her work. As an example, two high school math teachers have developed explicit learning targets for each lesson for the new Algebra 2 course that will be implemented in September. They met with Dr. Meier to review their work and she was extremely pleased with the targets that they established. The plan is to shift teacher focus from listing objectives for each class to identifying explicit learning targets for students to acquire. This is sound practice and reflects the research that Dr. Meier provided to the Board of Education.

NOTE: Ms. Tyler entered the meeting at 7:40 p.m.

#### 6.2 Instructional Grant Updates

Mr. Zinkewich provided an update of the Spencerport School District's involvement in competitive grants including the STLE D, STLE 2 and Teaching is the Core. He shared how these grants have afforded us opportunities like ELA and Math curriculum, instruction and assessment work with our teachers. Curriculum development with technical subjects, academic performance for At-Risk students and professional development are additional areas of support that these grants have provided us with the necessary resources to successfully implement these programs. In some cases software was purchased with these funds to help support the initiatives as well. He also noted that these grants have allowed us to hire teachers as math specialists to support our work with the Common Core Learning Standards in grades 6-12. One of these grants has resulted in a partnership with the Greece Central School District that has revolved around professional development for our teacher leaders and supporting them as we think about the potential career ladders in our district. Leadership development has been the focus with this grant. A final grant that targets assessments is the "Teaching is the Core" grant. This includes assessment development with Common Formative Assessments, Benchmark Assessments, Unit Assessments and Summative Assessments. The goal with this is to refine the way we approach the development and use of assessments. This grant will afford us to develop some resident experts that will work with a design team to help improve our assessments.

#### 6.3 Budget Update

Rick Wood provided board members with an overview of our status in early February with our budget development process. He shared that the process this year seems to be going along a little slower with not having certain information to complete the picture. A question was raised about the Governor's projections and how we are moving forward without having a clear picture. Mr. Wood noted that we would probably run a few different scenarios to be prepared for different situations. He noted that with some of the missing information, it will be difficult to formulate the tax cap and determining where we will be as a district. In general, he noted that we are getting closer but until we have more detailed information from the state, the estimates will not be as solid as we would like them. Ms. Gillette questioned the portion of the summary that referenced charter school payments and enrollment. Mr. Wood noted that we are currently at five students enrolled in the charter school programs compared to only one last year which adds over \$30,000 to the budget. Mr. Crumb noted at the next board meeting we would provide a mid-point check on our budget development process.

#### 6.4 Reserve Re-allocation Plan

Mr. Wood reviewed the current status of the District reserves and how they have been used over the last few years as well as the strategic plan moving forward for the next three (3) to five (5) years. His presentation provided board members with a summary of the purpose and governance of the use of reserves and how they are funded through fund balance. He noted that as board members, it is important that they understand and are familiar with the long-range planning and making sure tax payers' interests are being met. A summary of the goals of reserve funds and the importance of reviewing them annually as part of a plan was important as well. Mr. Wood then defined the various reserve funds we currently utilize and provided details on each of these reserve accounts. With each account he shared our history for usage as well. It was noted that replenishing the reserves is an important part of the process and an activity that needs to be completed each year. Mr. Wood provided a recommendation to dissolve the Insurance Reserve and reallocate those funds into four other reserves. Discussion followed regarding the abolishment of the Insurance Reserve and what our plans would be if there should be a need to support a situation where litigation led to the district being responsible.

There was a discussion about the amount of reserves we maintain and what the perspective is on this. Mr. Crumb shared that the comptrollers audit conducted a number of years ago helped Spencerport to strategically plan for the use of reserves on an annual basis. He further explained that the use of reserves is like a pendulum. A question was raised about the estimated decrease of approximately 18% and what has been our average amount of reduction. With the exclusion of one year due to the community approved use of the capital reserve, Mr. Wood shared this is consistent with prior years. Ms. Gillette shared thoughts about identifying what our annual targets or benchmarks are.

The second part of this presentation and conversation dealt with the options of funding the district's portion of the Monroe 2 Orleans BOCES Capital Project. Specifically, why not use the liquidation of the Insurance Reserve to fund the first year of our portion of the BOCES Capital Project? Mr. Wood said he would have additional conversation with our external auditor and provide further feedback at the next meeting.

Mr. Crumb noted that our next step would be to provide motions for the board to make at the next meeting.

Vote of the Board: Yes: 6

Yes: 6

No: 0

7. **MEETING EVALUATION**

None

8. **EXECUTIVE SESSION**

A motion was made by Mr. Bracken and seconded by Ms. Gillette to move into Executive Session for the purpose of discussing personnel.

Vote of the Board: Yes: 6

Yes: 6

No: 0

Mr. Sweeney moved us out of Executive Session and back into Regular Session at 9:51 p.m.

9. **ADJOURN**

Motion was made by Mr. Bracken and seconded by Mr. Gibbardo to adjourn the meeting at 9:52 p.m.

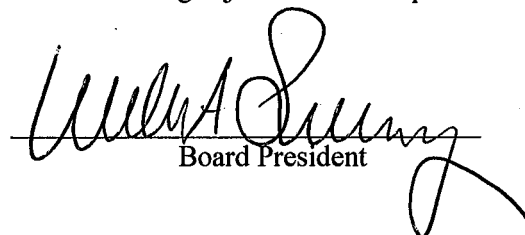
Vote of the Board: Yes: 6

Yes: 6

No: 0

As there was no further business, Mr. Sweeney declared the meeting adjourned at 9:52 p.m.

  
District Clerk

  
Board President