

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

Date: June 9, 2015  
Spencerport, New York

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

Absent: Mr. Sweeney, Mr. Oberlin

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 7:15 p.m. E.D.S.T. by the Vice President, Ms. Gillette, 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: 5

Yes: 5

No: 0

3. **BOARD RECOGNITION**

Spring Athletes

Mr. Crumb introduced Mr. John Pelin, Director of Athletics. He recognized the team and the players for their championships. Mr. Moon, golf coach, introduced seven members of the golf team and noted their MCPSAC Western Division II Championship accomplishments. Mr. Pelin presented the championship plaque and the blue banner that is placed in the East Gymnasium at the high school.

Next, Mr. Pelin recognized the girls' lacrosse team for their accomplishments as a NYS Scholar Athletic team and for winning the MCPSAC Division III Championship.

The boys' varsity track team also was recognized for winning the MCPSAC Division III Championship. Coach Marasco introduced members of the track team and spoke of their accomplishments. They were also presented with the championship plaque and banner. Darcy

DeAngelis was recognized by Mr. Pelin as she received Section V Class A Triple Jump Champion and Section V Yen Timing Scholarship Recipient.

Mr. Pelin noted the success of our unified sports basketball program. He also shared our participation rate met optimum numbers of goals; 85% of varsity teams had a team GPA over 90%, four (4) teams won sportsmanship awards, three (3) coaches were Coach of the Year and each varsity team performed a volunteer community service project. He also thanked the Board of Education for their support and Ms. Tyler and Mr. Oberlin for their time on the board and presented them with a "lifetime" pass at last week's Athletic Banquet. Mr. Pelin noted that the theme for next year's sports program is "Own the Moment."

Denise Schweers

Mr. Crumb noted the 25 years of service that Ms. Schweers provided as the advisor for the Odyssey of the Mind program. He personally thanked her for her leadership and provided Ms. Schweers with a plaque to recognize her dedication to the Odyssey of the Mind program. Ms. Gillette thanked Ms. Schweers as well and noted the diversity of the learning in the program and how well it hits so many interests.

Jody Siegle

Mr. Crumb introduced Ms. Siegle, president of the Monroe County School Boards Association. He recognized her efforts in this role and her leadership, vision and advocacy for our school district and all students in Monroe County. Ms. Siegle noted the support in her role that the school districts provide and thanked our school district and Board of Education for that. Mr. Crumb presented Ms. Siegle with a certificate of appreciation for all of her support and commitment. Ms. Gillette noted Ms. Siegle's many years of support and her time as a school board member as well. Mr. Zale noted his appreciation of working with Ms. Siegle.

4. **PRIVILEGE OF THE FLOOR**

There were no requests.

5. **CONSENT AGENDA**

Old Business

5.1 Approval of the minutes of the Board of Education meeting from May 26, 2015.

5.2 New Business

5.21 Adopt Code of Conduct and S.A.V.E. Plan Revisions - Attachments

5.22 Professional Development Annual Report

Ms. McCarthy submitted an annual report with eight goals outlined in the Professional Development Plan for the 2014-2015 school year. The Professional Development Plan establishes goals for programs and services in the area of professional development. These professional development goals align with our Strategic Plan and are developed as a result of analyzing student achievement data and eliciting feedback from the Curriculum and Staff Development Council and the Professional Development Committee regarding training needs of teachers, administrators, teaching assistants and teacher aides.

The first order of business this year for the Professional Development Committee was to review the five-year Professional Development Plan for 2013-2018 using the Framework for Professional Development provided by the New York State Education Department in compliance with 100.2(dd) General School Requirements: Professional Development Plan.

**District Action:** Completed. The Spencerport Professional Development Plan 2013-2018 was reviewed and refined and will be reviewed and updated yearly by the Professional Development Committee.

In response to the IDEA requirement, the Professional Development Committee conducted a needs assessment with teachers, paraprofessionals and teaching assistants to determine training needs. The results of the needs assessment indicated that the training offered is meeting district need but there continues to be a need for more job-embedded professional development to help increase the likelihood of transfer into daily instructional practices by teachers.

**District Action:** The 21<sup>st</sup> Century Technology Team supported teachers as they worked in classrooms to model specific instructional technology sites and applications with students. Each training began with professional development for teachers. Teachers had the support of mentor teachers throughout the process. Instructional technology in the classrooms will continue to be a focus for the Instructional Technology Team as well as for the Professional Development Committee as they pursue continued opportunities to seamlessly integrate instructional technology into workshop offerings.

The majority of our standards-based professional development was centered in the area of literacy and numeracy. Common Core Standards in ELA and Math continues to be an area where we expand our staff development offerings to meet the needs of our buildings' literacy and numeracy goals.

**District Action:** We offered two book studies to delve into the rigors of the Common Core Standards for interested teachers to engage in professional discourse, strengthen their literacy skills and develop interesting and engaging lessons aligned to the Common Core Standards. The response to this offering remains overwhelmingly positive and we will continue to offer these types of sessions in the 2015-2016 school year. Additionally, sessions were provided on math learning styles and additional offerings are being planned for 2015-2016 in both ELA and Math to strengthen Common Core Standards knowledge and application.

The Professional Development Committee was charged with reviewing and revising the New Teacher Mentoring Handbooks in accordance with revised NYSED Mentoring Guidelines, December 2010.

**District Action:** The Professional Development Committee reviewed the NYSED Mentoring Guidelines and revised the New Teacher Mentor Handbooks for Spencerport Central School District in alignment with the NYSED Mentor Regulations. The New Teacher Mentor Handbooks provide a consistent mentoring experience for new teachers K-12. The handbooks will be revisited in 2015-2016 for further revisions and/or refinements.

Lastly, the greatest increase in training opportunities continues to be in the area of instructional technology. With our 21<sup>st</sup> Century pilot group we continue to learn and investigate the opportunities for optimal integration of technology and 21<sup>st</sup> Century skills. Our BOCES2 Instructional Specialist and Director of Technology collaborated to provide trainings in Office

365 and Flipped Learning. Ms. McCarthy fully anticipates this trend to continue as the BOCES2 Instructional Technology Specialist, 21<sup>st</sup> Century Technology Team and Enrichment Specialists continue to work to integrate technology and STEM activities into our curriculum, computer labs and daily instructional practices.

#### Action Requested of the Board of Education

In May, the Professional Development Committee convened for their final meeting for the 2014-2015 school year and at this time the committee planned ahead for the 2015-2016 school year. The first order of business for the Director of Learning and Professional Development will be to continue to study entry points for 21<sup>st</sup> Century skills as we work to provide professional development opportunities for staff that transfer to the application level and further increase student achievement in the district. The Director of Learning and Professional Development will continue to collaborate with Directors and principals to integrate instructional technology, STEM and 21<sup>st</sup> Century skills into the 2013-2018 Professional Development Plan.

The major focus of the Professional Development Committee for 2015-2016 will be to study opportunities for more job-embedded professional development as well as areas of support for Wonders Reading Program K-2 and Math Expressions K-5. Our goal is to assure transfer of skills and instructional strategies throughout the learning day to maximize the learning potential for each student in Spencerport.

#### 5.23 School-to-Career Annual Report

##### **HIGHLIGHTS OF 2014-2015**

The Council:

- A brief history of the School-To-Career (STC) Advisory Council was provided. Five members from the original committee are still current members.
- Mrs. Somers, Mr. O'Connor and the STC Advisory Council discussed the following goals/objectives at our quarterly meetings for 2014-2015:

What can we do as a school to ensure our students are Career Ready?

- National statistics regarding employment and workforce projections were looked at
- The video by Kevin Fleming "Success in The New Economy" was shown. After the video there was a discussion on what we can do to make our students career ready.
- It was pointed out that students need to be aware that you may have to relocate for a job.
- College isn't the answer for everyone.
- Too much emphasis on school ratings and test scores.
- If a student has a passion and a skill they should work hard at doing it well. Stress that this will pay off.
- Teach students to present themselves well.

**Current Programs and Students' Post-Secondary Enrollments:**

- Presented PowerPoint demonstrating some of our current statistics on Post-Secondary Enrollments.

**Align Knowledge, Skills and Abilities to College/Career Plan:**

- Information was shared on career plan supports by grade level
- Information was shared on career readiness support for all students and parents
- Listed below are websites our students use in addition to Naviance

- ❖ Career Cruising - <http://public.careercruising.com/us/en>
- ❖ Career Zone - [www.careerzone.ny.gov/views/careerzone/index.jsf](http://www.careerzone.ny.gov/views/careerzone/index.jsf)

**Review MCC Career Action Plan:**

- MCC Co-op Coordinator Andrew shared with the committee the Career Action Plan Checklist that MCC is currently using for their students. Could a version of this checklist possibly be used here at the high as a tool to help our students stay on track?
- This has been in place at MCC for one year.
- It is presented to students during orientation.
- Stephanie Campbell, our student representative, shared with the committee her experiences in the past three years on how she has gotten information about college and careers. She shared that she felt that she was one of the few students that knows what they want to do when they leave high school but that most of her friends are still undecided.

**Began discussion on a college and career ready worksheet:**

- Dan Milgate created a possible check list and a point system that the committee will take a look at during the June meeting.
- A discussion will also be regarding if this should be a graduation requirement?

**Scholarship Fundraising:**

Money raised goes towards a scholarship at the end of the year. Mrs. Somers approached the Spencerport Chamber of Commerce regarding the scholarship as well as an overview of the School to Career Program. STC Scholarship brochures with donor information were distributed. These same brochures were also given to each employer in their packet that is distributed by Mrs. Somers when she meets individually with each supervisor.

**Career Day:**

Tuesday, March 3. The Career and College Readiness Night that was scheduled for March 3<sup>rd</sup> was canceled due to the weather.

**Scholarship Committee:**

2015 one scholarship: \$1,000.00. The 2015 applications were handed out in February. Nancy Bodhorn and Deborah Somers volunteered to be members of the 2015 scholarship review subcommittee. In April the committee met to decide the recipient.

**Partnership Breakfast:**

Friday, May 1, 2015 in the East Cafeteria. Scholarship winner, Danielle Mulley, announced at the breakfast. Gates Chief of Police, James VanBroderode, was guest speaker relating his experiences. He shared with the audience the importance of professional image as well as his personal educational career path and how it led him to the position he currently holds. He also stressed the importance of pursuing a career of personal interest.

#### DECA

Marketing Program; 19 students attended Regionals @ MCC. Nine students placed in their event and qualified for DECA States. Two of those students placed 5th in New York State in their event, and therefore qualified for the DECA International Career Development Conference in Orlando, Florida. This was the 5th year out of 9 that we have had students qualify for the International Career Development Conference.

#### FIRST Robotics:

Eighteen mentors, 62 students in FIRST RC; 52 students attended Pittsburgh Regional, Semi Finalist and Quality Award Winner; 60 students attended the Finger Lakes Regional - Champions at Finger Lakes, Engineering Inspiration Award Winner and Woodie Flowers Award Winner; 52 students attended the World Championship in St. Louis, Newton Division Finalist. Spencerport FIRST Robotics Advisor Joe Gallina received the Woodie Flowers Award recognizing mentors who lead, inspire and empower using excellent communication skills.

#### 5.24 Chemical Hygiene and Lab Safety Plan

The District's Chemical Hygiene & Lab Safety Plan was last approved in June 2014. Again this past year, Mrs. Linda Howell, Coordinator of Student Information Services and our district's Lab Safety trainer, led the effort to draft revisions and improvements to the plan and prepare necessary documentation.

Mrs. Howell continues to work diligently to review New York State law on Chemical Safety and Chemical Hygiene Plans. The teachers in the Science, Technology, Art, and Family and Consumer Sciences departments have provided input to this plan through an extensive review of the document as part of the Annual Lab Safety Re-training. Linda Howell has reviewed the plan with Mr. Zinkiewich and Mr. Drake, Chemical Hygiene Officer. All suggestions and input have been incorporated.

#### Implementation

- Facilities - Secondary Level (6-12)
  - Overall comments – no recommendations for changes, section looked good
  - Personal Equipment Usage and General Information [revised in 2014-15]
  - Changes in spacing between headings and text were made to keep consistency between sections as recommended by teacher reviewer (p. 27-28).
  - Added photo of fire blanket to keep consistent with other sections per recommendation (p. 28).
  - Safety in Technology: Rocketry [revised in 2014-15]
  - Changed wording regarding rocket launcher wearing safety eye protection. Text originally was, 'may want' and has been changed to 'is' to wear eye protection (p. 40).
  - Table of Contents title
  - Original title was 'Chemical Hygiene Plan'. This has been changed to 'Chemical Hygiene and Lab Safety Plan' in order to be consistent with title of the document.

**Added**

- Safety in Art Section:
  - A general statement under “Safety in Art” to reflect the use of safety goggles by students as determined by the art teacher. An example given is when students are using wire cutters. This was a recommendation made by a high school art teacher (p.35).
- How to Read a Safety Data Sheet Section:
  - New link to a database website from U.S. Department of Health and Human Services. The website contains a searchable Household Products Database (p.13)

**Links to Websites**

- All links found in the CHLSP have been checked and dated. These dates have been highlighted.

The Chemical Hygiene & Lab Safety Plan is the foundation for the required yearly lab safety training for teachers in Science, Technology, Art, and Family and Consumer Sciences. The Curriculum committees in these areas also work to incorporate specific learning objectives related to Lab Safety and Chemical Hygiene into curriculum and instruction.

**Summary**

The Chemical Hygiene & Lab Safety Plan must be reviewed and approved by the Board of Education annually with input from the teachers and from our professional organizations.

Mr. Zinkewich recommend this plan for Board of Education approval. Once approved, all revisions will be finalize.

5.25 CPSE/CSE Membership 2015-2016

The following names are being submitted for approval as members of the CPSE/CSE for the 2015-2016 school year.

District LEA Representatives:

Deserie Richmond  
Andrea Pascuzzi  
Anna Sapienza  
Mike Canny  
Monica Macaluso  
Andrea Campo  
Carol Robinson  
Ned Dale  
Sean McCabe  
Kristen Paolini  
Jason Smith  
Beth Bellinger  
Tracy Wegman  
Richard Platt  
Christie Altobelli  
Tina Brien  
Elizabeth Wade  
Kimberly Patton

District Physician

District Appointed Physician

Psychologists

Jason Smith  
Beth Bellinger  
Christie Altobelli  
Tina Brien  
Elizabeth Wade  
Kimberly Patton  
Richard Platt

Steven Lysenko

Special Education Teacher:

To be determined, based upon student.

General Education Teacher

To be determined, based upon student

To be determined, based upon student

5.26 Impartial Hearing Officers 2015- 2016

The rotational list of Impartial Hearing Officers certified by the New York State Education Department will be used. The list currently includes:

Joan Alexander  
Lynn Almeleh  
Stuart Bauchner  
Robert Briglio  
Paul Bumbalo  
Ellen Cutler-Igoe  
MaryAnne Dimeo  
Lana Flame  
George Kandilakis

Martin Kehoe  
Michael Lazan  
James McKeever  
Jerome Schad  
Craig Tessler  
Aaron Turetsky  
James Walsh  
Mindy Wolman

5.27 Bernabi Playground

The District received a donation of playground equipment from the Bernabi Parents Association in May 2015. The majority of installation was done by volunteers on May 30, 2015. The facilities department poured concrete and spread mulch the following week, and the playground expansion opened for play this Friday, June 5, 2015.

The equipment is valued at \$18,886.44

Mr. Wood recommend the Board of Education approve the donation and acknowledge the installation of the equipment that occurred on May 30, 2015 and the following week.

A motion was made by Mr. Bracken and seconded by Mr. Gibbardo that the Board approve the Consent Agenda.

Vote of the Board: 5

Yes: 5

No: 0

6. **BOARD OF EDUCATION**

6.1 Vice President's Report and Communication

Ms. Gillette noted that there is a Technology Advisory Committee on June 10, 2015 if any board members can attend because she is unable to.



## 6.2 Board of Education Members' Reports

Mr. Bracken noted that he attended the baseball banquet and that it was a nice event. Ms. Tyler shared she has been attending year end awards assemblies and concerts and that the events have been great. Ms. Gillette shared that this Friday is the Urban Suburban Gala. Mr. Gibbardo shared that he attended the MCSBA meeting, the athletics banquet, the middle school awards assembly and has been volunteering with the Bernabi playground installation.

## 6.3 Student Participation at Board of Education Meetings

Mr. Crumb led a discussion on the concept of different ways to review this discussion and opportunities for student involvement. Mr. Bracken noted that he is interested in representation that is balanced and that having 1-2 students representing others may not be enough. Mr. Zale shared that he thought the high school student council is a good representation. Mr. Zinkiewich shared that he has had conversations with the high school principal and it may depend on the topic when considering who is representing the students. He further suggested that it may be a process where we request students based on the topics. Ms. Tyler questioned if this would be in addition to having some regular participants. Ms. Gillette asked about the concept of continuity and Mr. Crumb also referenced this by noting that because there are so many students it would be easy to recruit students. Another concept was to set up questions for students to be prepared to respond to when our board meetings are at the schools. It was shared that this was sort of like a "privilege of the floor" for students with an opportunity for discussion. Ms. Gillette noted that she sees more of a balance in this idea and approach but also likes the idea of having a committee of "two (2)" students. Mr. Crumb summarized by having two (2) high school students who will present a report to the board once a month. In addition, topics will be identified for students from each of the schools to report on. Mr. Crumb will provide the board with a summary of the ideas.

## 7. SUPERINTENDENT'S REPORT

### 7.1 Presentation of Screening Tools

The district researched and investigated a series of screening tools throughout the past few years including STAR, AIMSweb, and most recently i-Ready and FAST. The purpose was to explore reading and math screenings tools, determine the impact, and make a recommendation about which program best meets our needs.

The program i-Ready provides diagnostic screening as follows:

- Adaptive assessment given (three) 3 times per year
- Will be used as common formative assessments
- Identifies student's strengths' and individual needs
- Gives tools to differentiate instruction
- Measures all students on the same scale
- Shows student growth and progress through the year

The program provides reports that are clear, concise, actionable and easy to use. Teachers immediately know what students can do and what the next steps are for instruction. These reports will be invaluable during data days and RtI days.

Instructional component are as follows:

- Automatic placement into online lessons based on results of the diagnostic assessment
- Differentiated instruction for every student

- Student profile report with action plans
- Online lessons enhance the rigor on student's center activities
- Other districts using i-Ready have similar technology configurations
- Ideal first step prior to going to 1:1

Progress monitoring occurs automatically within the program on a district selected schedule. When students log on, the online instruction stops and students complete a short progress monitoring assessment.

Mr. Bracken inquired about the efforts to stay current with these technologies and who is responsible for this. Mr. Zinkiewich shared how the company that owns i-Ready has been a good partner and will provide updates. Mr. Bracken further inquired about the amount of professional development needed for this change and if we move on to other products how it would impact professional development. Mr. Zinkiewich shared that this product was piloted by the teachers and they were very supportive of the product and the professional development that accompanies it. It was discussed that some of our other programs and products will be eliminated as a result. Mr. Zale noted that he was impressed with the specific design of this program for students. Ms. Gillette shared that this is a shift in our world and the use of software and analytics. Mr. Crumb shared that the on-line component will reduce the amount of grading time for teachers. Mr. Bracken suggested that with this type of commitment it would be nice to see a transition of our expenses from textbooks and other supplies as a result. There was discussion on students with disabilities and how this personalized experience will benefit these students. There was also discussion on the amount of testing that this program will require and what impact it would have.

7.2: APPR Plan for Teachers and Principals

Mr. Zinkiewich provided an overview of the APPR Plan for the Board of Education for their approval.

Mr. Crumb shared that the board needs to approve the plan along with the STA.

A motion was made by Mr. Gibbardo and seconded by Mr. Bracken to approve the APPR Plan as presented.

Vote of the Board: 5

Yes: 5  
No: 0

8. MEETING EVALUATION

The meeting was well timed.

9. EXECUTIVE SESSION

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

Vote of the Board: 5

Yes: 5

No: 0

Ms. Gillette moved the board out of Executive Session at 10:13 p.m.

10. **ADJOURN**

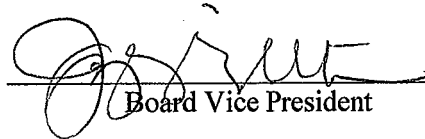
Motion was made by Mr. Bracken and seconded by Mr. Zale to adjourn the meeting at 10:14 p.m.

Vote of the Board: 5

Yes: 5  
No: 0

As there was no further business, Ms. Gillette declared the meeting adjourned at 10:14 p.m.

  
\_\_\_\_\_  
District Clerk

  
\_\_\_\_\_  
Board Vice President

THIS PAGE LEFT BLANK INTENTIONALLY