

**ROCHESTER BOARD OF
EDUCATION**
Business Meeting
September 25, 2018

Board Members in Attendance: President Van Henri White, Vice President Willa Powell, Commissioner Melanie Funchess, Commissioner Elizabeth Hallmark, Commissioner Beatriz LeBron, and Commissioner Natalie Sheppard.

Board Members Excused: Commissioner Cynthia Elliott

Administration and Board Officers in Attendance: Superintendent Barbara Deane-Williams, EPO Superintendent Shaun Nelms, Distinguished Educator Jaime Aquino, and District Clerk Shanai Lee.

President White convened the meeting at 6:40 p.m.

- I. The Pledge of Allegiance was led by Adam Bieron and a young audience member.
- II. **Acceptance of Minutes:**
Motion to accept the minutes of the August 23rd Business Meeting, September 13th Academy of Health Sciences Charter School Hearing, September 13th Boys to Men Charter School Hearing, seconded by Vice President Powell. Motion carries 5-0 with Commissioner Elliott, and Commissioner Sheppard absent.
- III. **Speakers Addressing an Agenda Item:** No speakers present.
- IV. **Speakers Not Addressing an Agenda Item:** Parent Mary Lupien spoke about the value of Montessori instruction and programming. Parents Dina Giovanelli and Matthew Bain spoke about the leadership of the Montessori School No. 53 and the communication of recent changes to the school's programming. Parent Walida Monroe-Sims spoke in favor of instructional practices of Montessori School No. 53 noting that is currently implementing the Montessori framework in a traditional public school setting.

President White introduced Student Representative Malik Jaff who delivered a report introducing himself and speaking about the upcoming meeting with the Student Leadership Congress (SLC) scheduled for September 26, 2018 at 3:30 p.m.

Mr. Jaff noted that the agenda for the meeting will include recruitment for the SLC, upcoming appointments for this school year such as The Race Summits and RCSD Student Summits, and proposed field trips. He stated that as a part of the group's recruitment efforts, members from this year's SLC developed fliers and brochures to be used for recruitment in the upcoming year. The goal is to have at least one student representative on the SLC from each District high school. Mr. Jaff concluded, by stating that a new logo, to appear on all of our student recruitment documents for the SLC, will be shared during a coming meeting.

Commissioner Sheppard arrived at 6:55 p.m.

Superintendents Reports: In her presentation, Superintendent Deane-Williams presented on enrollment, attendance, projected August 2018 graduation rate, receivership, and facilities modernization. She stated that the District's current student enrollment is 26,313, representing an increase of approximately 300 students. In addressing attendance, she noted that the September average daily attendance is 87.2% with the attendance rates School of the Arts High School and Montessori Academy of Rochester School No. 53 exceeding 90%. Superintendent Deane-Williams commended summer graduates and noted that the preliminary August graduation rate for the 2014 cohort is 59.3%. She highlighted some of the additional supports offered to students including weekly 2-hour reviews with intervention teams with concise plans and intervention strategies. In discussing accountability measures, Superintendent Deane-Williams reported that the District would receive final determination of schools subject to receivership by November 28, 2018. Superintendent Deane-Williams also highlighted the recent modernization of various District facilities. She concluded her remarks by congratulating Annmarie Lehner, Chief Information Technology Officer for her appointment to Microsoft's K12 Advisory Board and Nydia Padilla-Rodriguez, Director of Strategic Partnerships for being recognized.

Commissioner LeBron requested clarification on the current graduation rate. She requested that the graduation rate be disaggregated, without the consideration of the graduation rate of East High School. President White stated that the Board should recognize that all schools should be considered in the calculation of the graduation rate of the District. Commissioner LeBron concurred and asked that the data be provided to the Board.

Vice President Powell requested clarification of the District's programming response for the Montessori School No. 53. Superintendent Deane-Williams stated that will address concerns regarding the school's programming with the school principal and Chief of Schools. Commissioner LeBron requested clarification on the actual enrollment of the Montessori School No. 53. Commissioner Funchess requested the school's enrollment, by grade, for the past 3 years.

Dr. Nelms introduced members of East's instructional staff who presented the Curriculum Storage System. The presentation detailed the curriculum used by East Lower and Upper Schools, noting the live system is available to all District staff. During the presentation, it was noted that key components of the system include: curriculum adapting, adopting, creating; instruction inquiry, evidence-based practices; continuous professional learning; expanded teacher leadership; academic support model; long-term significant relationships with key consultants; and foundation of learning principles. The presentation concluded with a live demonstration of modules in art, science, and social studies.

President White spoke about Board's goal, during the inception of the East EPO arrangement with the University of Rochester, to create an incubator of success to influence the instructional and operational practices of the District as a whole. He asked if the curriculum could be adapted by schools to meet the student populations of individual programs. Commissioner Hallmark commended Dr. Nelms and his team, commenting on the collaborative approach of the system.

Commissioner Sheppard asked how the work of Director of African and African American Studies, Jason Willis, is being utilized to influence curriculum throughout the District. Dr. Nelms stated that he has not yet met with Dr. Willis, but welcomes the opportunity to do so. Superintendent Deane-Williams commented on the system, noting that the Dr. Willis is working closely with the District's instructional directors to build culturally relevant coursework.

Commissioner LeBron requested a presentation by Dr. Willis detailing how he is working with the District's instructional directors.

V. Board Reports:

Audit Committee

Chair Beatriz LeBron: The Audit Committee met on Tuesday, September 18, 2018. Members of the Board, Superintendent Deane-Williams, and Dr. Aquino met with the Auditor General to review the results from the 2018 Risk Assessment and the Proposed Audit Plan.

The Committee discussed the District's culture, leadership, accountability, school operations, supervision, and student achievement. The Committee did not have an opportunity to finish discussing the results of the Risk Assessment or the Audit Plan. A meeting will be scheduled in October to finish reviewing the Risk Assessment and Audit Plan for the 2018/2019 year. At that meeting, the Committee will also receive an update on the annual financial audit.

Finance Committee

Chair Willa Powell: The Finance Committee convened on Thursday, September 20, 2018 to review and discuss East EPO's August financial report, the District's August financial report and the 2017-18 Annual Elementary Activity Accounts and Student Activity Funds Report. During the meeting, the Committee considered Resolution Nos. 2018-19: 247 and 248, 270 and 271, 274 through 306, and 308. The Finance Committee recommends approval of the District's August 2018 Financial Report, the East EPO's August 2018 Financial Report, and the 2017-18 Annual Elementary Activity Accounts and Student Activity Funds Report. Motion to accept the reports was made by Vice President Powell, seconded by Commissioner Hallmark. Motion carries 6-0 with Commissioner Elliott absent.

The Finance Committee reviewed and recommends approval of the following resolutions, these resolutions are advanced to the Board with recommendation: Resolutions No. 2018-19: 270 and 271 for Human Capital Initiatives, Resolutions No. 2018-19: 247 and 248 for East EPO; Resolution No. 2018-19: 274 for Procurement and Supply, Resolutions No. 2018-19: 275- 300 for Educational Facilities; and Resolutions No. 2018-19: 304-306 and 308 in the Other category.

Human Capital Initiatives Resolution No. 2018-19: 270, a late submission, was verbally presented to the committee. This Resolution details an equity adjustment to the salary for certain persons within the job title of Senior Director/ Director of Human Capital Initiatives, which could be accomplished by a reallocation of existing funds within the 2018-19 Budget for the Department of Human Capital Initiatives. Following the verbal presentation, the Finance Committee has advanced Resolution No. 2018-19: 270 to the Board with recommendation.

Finally, the September Finance Committee featured a discussion on the NYS School Funding Transparency Report, as presented by CFO Everton Sewell. “Beginning with the 2018-19 school year, Education Law §3614...requires school districts to “annually submit to the commissioner [of the State Education Department] and the director of the budget ... a detailed statement of the total funding allocation for each school in the district for the upcoming school budget year” in a “form developed by the director of the budget, in consultation with the commissioner [of the State Education Department].” This form, “seeks to capture school districts’ ...rationales for school-level funding from State, local and federal sources”. CFO Sewell’s presentation exhibited this allocation of funds within the Rochester School District and also provided a comparison of the centralized costs between 4 of the Big 5 Districts (RCSD, Yonkers, Buffalo and Syracuse).

The next meeting of the Committee is scheduled for October 16, 2018.

Excellence in Student Achievement Committee

Chair Natalie Sheppard: The Excellence in Student Achievement Committee met on Tuesday, September 4th, to discuss developing a district-wide calendar of sports, athletic, and extracurricular activities to make this information accessible in one central location and to highlight these programs in the District. Currently, a website (www.RCAC.org) contains a calendar of sports and athletic events for each RCSD school, but focuses primarily on Interscholastic programs for students in grades 7-12. The schedule of sports and athletic events is developed by the Athletic Director in each school, and the calendar on the website is updated accordingly. Every athletic program in the City of Rochester is represented on this website, but community-based events are on a different website.

Carlos Cotto and Carlos Garcia plan to collaborate to:

- Determine the best way to present and integrate schedules for other types of extracurricular activities, such as concerts and plays;
- Incorporate the master calendar into the smart phone application; and
- Upload the master calendar of activities onto the District website.

The Excellence in Student Achievement Committee looks forward to hearing more about the progress of this initiative in upcoming meetings.

In addition, Committee members received very preliminary projections, regarding the August graduation rate. Overall, it appears that the 4-year graduation rate for the 2014 cohort has increased slightly, compared to the rate for the 2013 cohort, and the majority of RCSD secondary schools appear to have had a few slight increases in graduation rates from last year. The graduation rate also seems to have increased for each student subgroup in the 2014 cohort, indicating that improvements have been made across the board.

However, approximately one-third of English-language learners and students with disabilities in the 2014 cohort are still enrolled, indicating that more time and support is needed for these students to attain the requirements necessary to graduate. Although considerable work remains to be done in terms of student achievement and progress toward graduation, the dropout rate for the 2014 cohort was the lowest it has been for several years. In short, the initial preliminary results appear encouraging, but a great deal of progress has to be made to

improve outcomes for students.

The presentation of preliminary August graduation rate projections led to discussion of equity concerns in the distribution of English-language learners and students with disabilities among RCSD schools. Equity was also discussed in terms of student placement and resource allocation.

Committee members also engaged in a frank conversation about holding staff accountable for implementing and monitoring the impact of interventions to improve student achievement. Superintendent Deane-Williams emphasized the importance of “right-sizing” schools to allow provision of personalized instruction and supports, to enable students to succeed.

Members of the Excellence in Student Achievement Committee will continue to monitor student academic progress, interventions and supports throughout the year.

The next meeting of the Committee is scheduled for Tuesday, October 9, 2018; following the Board Governance Committee Meeting.

Community and Intergovernmental Relations Committee (CIGR)

Chair Cynthia Elliott: On Thursday, September 25th, 2018 the Community & Intergovernmental Relations Committee convened as a meeting of the Whole, to receive the School Climate Advisory Committee’s (SCAC) recommendations on improving school climate in the Rochester City School District. The Committee also considered whether to present the proposed changes to the Parent & Family Engagement Policy at the fall community forum and discussed additional updates for the upcoming event.

The CIGR Committee meeting began with a discussion of the Parent & Family Engagement Policy as was forwarded by the Board Policy Committee. The policy was recently updated to include required changes from the New York State School Board Association (NYSBBA) and is now ready for public comment. Given that the CIGR Committee will be hosting a public forum in October, it was requested that this policy be added to the event agenda. During the Committee’s discussion of this proposal, concerns were raised as to whether the regulation is truly ready to be released. Concerns were also raised regarding whether timing will allow for the inclusion of the policy on the forum agenda, as the event will also feature discussions on the District’s Code of Conduct and Student Attendance. The CIGR Committee subsequently decided to include the policy, pending Executive cabinet’s review of the document and detailed planning of the forum agenda.

Following the discussion of the policy inclusion, the Committee received other general updates on the planning of the forum, which is scheduled to be held on Saturday, October 20th, at 11:00-2:00pm. The event will no longer be held at #58 School, and will instead be hosted at the Montessori Academy School # 53. As previously noted, this event will allow parents, students, and community members to engage and converse with the Board and District staff on topics of concern. The CIGR Committee is working closely with the Offices of Parent Engagement, Communications and Counseling to ensure a comprehensively planned event. Food and childcare will be provided.

The final item on the September CIGR agenda was the highly anticipated presentation of recommendations from the School Climate Advisory Committee (SCAC). The School Climate

Advisory Committee (SCAC) was formed through the establishment of Board Resolution No. 2016-17: 854. This resolution charged the group with providing recommendations for improving school climate in the Rochester City School District within a year of formulation. In addressing this charge, the Committee formed three subcommittees with different focuses: (1) partnerships in support of the whole child; (2) the needs of the whole child in relation to school atmosphere; and (3) accountability methods to track school climate efforts in support of the whole child. The CIGR Committee received recommendations from each of these subcommittees as well as recommendations for improving the District's Code of Conduct. At the counsel of Dr. Jaime Aquino, Distinguished Educator, District Administration was charged in the meeting with developing an implementation plan for the School Climate Committee's recommendations. Additionally, District Administration was also charged with providing the Board with a cost analysis of each of the recommendations so that an informed decision can be made regarding implementation. The Code of Conduct specific recommendations will be forwarded to the Board Policy Committee for further review.

The next CIGR Meeting will be meeting of the Whole, on October 11, 2018.

Policy Committee

Chair Melanie Funchess: On Wednesday, September 19th, the Policy Committee met to review the feedback obtained from the Principals' Cabinet meeting, regarding proposed changes to the Visitors to Schools Policy (1240). The Principals suggested modifying the policy to state that administrative staff will escort parents to their child's classroom when a classroom visit has been requested, and 24-hour notice is encouraged for scheduling parent meetings with teachers. The 24-hour notice is needed because of the time that the meeting would take the teacher out of the classroom.

The Superintendent and I plan to meet with Dr. Adam Urbanski, to discuss options for gathering feedback about the proposed policy changes from teachers. The Policy Committee plans to review the feedback obtained from all stakeholders (parents, principals and teachers) in the October meeting.

In considering the proposed Alternative and Homebound Instruction Policy (4327), members of the Policy Committee requested data pertaining to student outcomes for each of the RCSD alternative programs. Dr. Giamartino presented the following data for four alternative programs (NorthSTAR, All City High School, Rochester International Academy, and Young Mothers & Interim Health Academy):

- Enrollment in each program over the last three years;
- Percentage of students in each program who are English-language learners or who have disabilities for each of the last three years;
- Average daily attendance in each program over the last three years;
- Dropout rates for students in each program for each of the last three years;
- Per pupil costs for each program for the last three years.

Additional detail has been requested, as well as data, for other District alternative programs (e.g. LyncX, Big Picture, New Beginnings).

Superintendent regulations are to be developed to establish timeframes for providing alternative instruction to students, particularly when a student has been removed from the

classroom, placed in ISS, or put on short-term suspension. The regulations will also stipulate the data to be collected for monitoring and reporting on provision of alternative instruction to students (quarterly). Three proposed policies were approved by the Policy Committee, and have been advanced to the Board in this evening's meeting as Information Items:

- New proposed Student Harassment and Bullying Prevention and Intervention Policy (0115), which pertains to the requirements under the NYS Dignity for All Students Act (DASA). Although the District has a policy prohibiting discrimination against students and employees, that policy covers discrimination specifically against individuals in protected classes (e.g. based on race, ethnicity, religion, gender, etc.). The proposed Student Harassment and Bullying Prevention and Intervention Policy applies to all students and addresses preventive practices, training for staff and students, and pro-social activities to encourage building relationships within the school community. The proposed policy also reinforces the provisions in the Code of Conduct regarding reliance on interventions based on restorative justice.
- New proposed Teaching of Controversial Issues Policy (4360) provides guidelines to ensure that controversial issues are presented in a fair and impartial manner, and that various viewpoints are represented. The proposed policy defines controversial issues as having political, social or economic significance and presented within curricular guidelines. Students are to be given "relevant and credible information" related to the issue in an atmosphere that is free from bias or prejudice. Students must also be given the opportunity to develop and express their own opinions on the issue without any repercussions from teachers or the school.
- Proposed revision of the Sexual Harassment Policy (0110) to specify the various groups covered under this policy (e.g. students, staff, contractors, interns, anyone doing business with the District). A new section was added to address preventive efforts and ongoing training to be provided to each of the groups covered under the policy. This section also includes information about additional recourse available to anyone affected by sexual harassment (e.g. filing grievance with the NYS Human Rights Division, federal Equal Employment Opportunity Commission, reporting to Law Enforcement).

Discussion Items:

- New proposed High School to Higher Education Institutions Policy (4095) to require school counselors to prepare a college and career plan for each student by the end of 9th grade.
- Proposed revision to the Board Bylaws (2300) to reinstate the Board's Human Resources Committee.

Consideration for Adoption:

- Proposed Student Health Services Policy (5420): expands on existing policy, Students with Serious and/or Life-Threatening Medical Conditions Policy (5420) to address the health screenings required for enrollment in school, administering medication to students, notifying parents in emergency and non-emergency situations, and dealing with communicable diseases. (Resolution No. 2018-19: 310)
- Proposed revision of Gifts to District Officers and Employees Policy (1810): includes a section with guidelines regarding gifts to the District or to a particular school. (Resolution No. 2018-19: 312)
- New proposed Wandering and Elopement Policy (4240): provides guidelines and directs

the Superintendent to establish procedures for school staff in supervising students on school grounds, particularly during transition times (e.g. arrival, dismissal). All school-based staff are to receive training on this policy and related procedures before the first day that students arrive at school at the beginning of each school year. Special attention and monitoring is to be provided for students with a history of wandering (i.e. one incident in the current or prior school year). All staff members are to be made aware of these students and the particular circumstances that may “trigger” their wandering or elopement. (Resolution No. 2018-19: 311)

- New proposed Indemnification Policy (6300): clarifies that NYS Public Officers Law applies in protecting District employees, officers, or volunteers from personal liability in the performance of their work responsibilities. (Resolution No. 2018-19: 313)

In addition, the Policy Committee is exploring opportunities for obtaining parents’ input regarding proposed changes to the Parent & Family Engagement Policy (1900).

Committee members also received the recommendations of the School Climate Advisory Committee for amending the Code of Conduct (1400), which will be reviewed and discussed in detail in the October meeting.

The next meeting of the Committee is scheduled for October 16, 2018, following the Finance Committee Meeting.

Board Governance Committee

Chair Elizabeth Hallmark: The Board’s Governance Committee has not met since the last Business Meeting. The next meeting of the Committee is scheduled for November 20, 2018 at 5:30 p.m.

President’s Report

Board President Van Henri White: President White spoke about recent outreach activities and his participation at ribbon-cuttings for recently modernized facilities throughout the District. He recognized the efforts of the many stakeholders involved in the modernization efforts including the members of the Rochester Joint Schools Construction Board, the District’s Educational Facilities team, our District’s staff, the many engineering firms and contractors who were engaged on the projects, and students and families of the District.

VI. Resolutions

2018-19: 232-248: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner LeBron. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 249-261: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 262: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner Funchess. Adopted 5-1 with Commissioner Sheppard dissenting and Commissioner Elliott absent.

2018-19: 263-269: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 270-271: Motion to adopt was made by Vice President Powell. Seconded by Commissioner Hallmark. Adopted 4-2 with Commissioner LeBron and Commissioner Sheppard dissenting and Commissioner Elliott absent.

2018-19: 272-273: Motion to adopt was made by Commissioner Hallmark. Seconded by Vice President Powell. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 274: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 275-302: Motion to adopt was made by Commissioner LeBron. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 303-323: Motion to adopt was made by Commissioner Hallmark. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

2018-19: 324-326: Motion to adopt was made by Commissioner LeBron. Seconded by Commissioner Funchess. Adopted 6-0 with Commissioner Elliott absent.

VII. Unfinished Business: None.

VIII. New Business:

The following policies were presented as Information Items for presentation to the full Board: Student Harassment and Bullying Prevention and Intervention Policy, the Teaching of Controversial Issues Policy, and the Sexual Harassment Policy.

The following policies were presented as Discussion Items for presentation to the full Board: the High School to Higher Education Institutions Policy and the Board Bylaws Policy.

Motion to enter into executive session to discuss matters related to the employment of particular persons and other matters with the General Counsel was made by Commissioner Funchess and seconded by Commissioner Hallmark at 8:46 p.m. Motion carries 6-0 with Commissioner Elliott absent.

Motion to reconvene into open session made by Vice President Powell and seconded by Commissioner LeBron at 10:07 p.m. Motion carries 6-0 with Commissioner Elliott absent.

IX. Motion to adjourn made by Commissioner Funchess at 10:17 p.m. Seconded by Vice President Powell. Motion carries 6-0 with Commissioner Elliott absent.