

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**Approved Minutes of the Organizational and Regular Meeting of July 14, 2016
Early Childhood School Boardroom
953 High Street
Victor, New York 14564**

CALL TO ORDER District Clerk Maureen Goodberlet called the meeting to order at 6:30 PM.

Members Present Karen Ballard, Tim DeLucia, Kristin Elliott, Gary Gilbert,
Debbie Palumbo-Sanders, Trisha Turner

Members Absent Mike Young

OATH OF OFFICE

D. Santiago-Marullo

T. DeLucia

K. Elliott

District Clerk Maureen Goodberlet administered the Oath of Office to Superintendent of Schools Dawn Santiago-Marullo, re-elected Board member Tim DeLucia and newly elected Board member Kristin Elliott. *Mrs. Goodberlet said she administered the Oath of Office to re-elected Board member Dr. Young on July 12th due to his inability to attend the Board meeting. The Oath of Office was signed by Dr. Santiago-Marullo, Mr. DeLucia, and Mrs. Elliott.*

**ENTER EXECUTIVE
SESSION**

A motion was made by K. Ballard, seconded by T. Turner, to enter executive session at 6:35 PM to discuss collective negotiations. The motion was carried. 6 yes 0 no

REGULAR SESSION

A motion was made by K. Ballard, seconded by G. Gilbert, to return to regular session at 7:30 PM. The motion was carried 6 yes 0 no.

**ELECTION OF
OFFICERS *President***

The clerk called for nominations for Board of Education President. Tim DeLucia nominated Debbie Palumbo-Sanders for President. The nomination was seconded by Gary Gilbert.

The clerk asked if there were any other nominations for Board of Education President. There being no further nominations, the District Clerk called the vote. The vote was carried 5 yes 0 no 1 abstention (D. Palumbo-Sanders)

Mrs. Palumbo-Sanders was declared Board President for the 2016-17 school year.

Vice President The clerk called for nominations for Board of Education Vice President. Trisha Turner nominated Tim DeLucia for Vice President. The nomination was seconded by Karen Ballard.

The clerk asked if there were any other nominations for Board of Education Vice President. There being no further nominations, the District Clerk called the vote. The vote was carried 6 yes 0 no 0 abstentions

Mr. DeLucia was declared Vice President for the 2016-17 school year.

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*The Oath of Office was signed by Mrs. Palumbo-Sanders and Mr. DeLucia.
Board President Palumbo-Sanders took the chair.*

APPROVE AGENDA

A motion was made by T. Turner, seconded by K. Elliott to approve the agenda for the meeting. The motion was carried. 6 yes 0 no

ORGANIZATIONAL ITEMS

A motion was made by T. DeLucia, seconded by T. Turner, to approve upon recommendation of the Superintendent, the following organizational items for the 2016-2017 school year:

APPOINTMENT OF DISTRICT OFFICERS

<i>District Clerk</i>	Appointment of Maureen A. Goodberlet as Clerk of the Board of Education
<i>District Treasurer</i>	Appointment of Lynne Lubaszewski as District Treasurer;
<i>Tax Collector</i>	Appointment of Nicole Ritz as Tax Collector;
<i>Claims Auditor</i>	Appointment of Chrissie Venturo as Claims Auditor;

APPOINTMENT OF OTHER POSITIONS

<i>School Physician</i>	Appointment of Dr. Cynthia Devore as school physician and medical director, Dr. Carl Devore as school physician, and Barbara Sullivan as nurse practitioner;
<i>School Attorney</i>	Appointment of Harris Beach PLLC, Ferrara Fiorenza PC, and Monroe 2 Orleans BOCES as attorneys;
<i>Attendance Officer</i>	Appointment of Veronica Puglisi as Attendance Officer;
<i>Purchasing Agent</i>	Appointment of Michael Vistocco as Purchasing Agent;
<i>Insurance Consultant</i>	Appointment of R.L. Anderson – Van Horne Agency as Insurance Consultant;
<i>External Auditor</i>	Appointment of Raymond F. Wager, C.P.A., P.C. as External Auditor;
<i>Internal Auditor</i>	Appointment of EFPR Group as Internal Auditor;
<i>Records Access / Management Officer</i>	Appointment of Maureen Goodberlet as Records Access/Management Officer;
<i>LEA Designee</i>	Appointment of Christopher Marshall as Asbestos (LEA) Designee;
<i>Title IX / Section 504 Officer</i>	Appointment of Veronica Puglisi as Title IX/Section 504 Officer;
<i>Committee on Special Education / Preschool Special Education</i>	Appointment of Chris Barnard, Julie Branieki, Jennifer Check, Anne Clark, Leah Daniels-Farren, Danielle Dehm, Dr. Carl Devore, Dr. Cindy Devore, Dorothy DiAngelo, Karin Ellender, Brian Gee, Melissa Goho, Carrie Goodell, Kirra Guard, Kathy Horvath, Hannah Knight, Jessica Maier, Michele Maloney, Katherine McCormick, Kathryn Mandile, Melanie McGuire, Breaca Nellis, Michelle O’Leary, Yvonne O’Shea, Veronica Puglisi, Brian Siesto, Elizabeth Sutton, Kristin Swann, Kevin Swartz, Stacey Thibodeau, Amanda Tripp, Tim Trott, Cindy Whitcomb, Tim Whitcomb, and Tania Zazulak-Angelini as members of the Committee on Special Education and the Committee on Preschool Special Education;

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- Treasurer – Extra Classroom Activities Account*** Appointment of Betty Post as Treasurer – Extra Classroom Activities Account;
- Dignity Act Coordinators*** Appointment of Chris Barnard, Danny Dehm, Melissa Goho, Carrie Goodell, Michele Maloney, John Ryan, Veronica Puglisi, and Kristin Swann as Dignity Act Coordinators;
- Designated Educational Official*** Appointment of John Ryan as the Designated Education Official;

BONDING OF PERSONNEL

\$100,000 coverage endorsement from a blanket bond for each employee
\$1 million policy for District Treasurer, Tax Collector, and Claims Auditor
\$500,000 coverage from faithful performance bonds for Accounts Payable Clerk, Payroll Clerk, and School Business Administrator

DESIGNATIONS

- Banks*** BE IT RESOLVED, that any commercial bank and/or trust company, including but not limited to Canandaigua National Bank, Five Star Bank, Genesee Regional Bank and JP Morgan Chase having offices in New York State or any bank participating in the Insured Cash Sweep (ICS) or Certificate of Deposit Account Registry Services (CDARS) programs be and hereby are designated as the official depositories for the School District funds during the school year 2016-17 and that the maximum amount which may be kept on deposit in any one bank shall not exceed the District’s annual general fund budget.
- Official Newspaper*** Designation of *The Daily Messenger* as official newspaper of the District;
- Board of Education Meeting Dates*** Designation of the second Thursday of each month at 7:15 P.M. as the regular meeting time for the Board of Education with the following exception; the November 2016 Board meeting will be held on Wednesday, November 9, 2016. The Board of Education work sessions will be scheduled for the fourth Thursday of the month as necessary;
- Organizational Meeting*** Designation of Thursday, July 13, 2017, as the date of the organizational meeting for the 2017-18 school year;
- Mileage Reimbursement*** Establishment, pursuant to Section 2118 of the Education Law, of the mileage reimbursement rate for employees at an amount equal to the Internal Revenue Service rate.

AUTHORIZATIONS

- Payroll Certification*** Authorization for the School Business Administrator to certify the payroll;
- Student Services Contracts*** Authorization for the Superintendent, or designee, and Board President or Vice President to sign contracts for student services (such as health), and tuition contracts;
- Conference Attendance*** Authorization for the Superintendent or her designee to approve attendance of instructional and non-instructional staff at conferences;

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Authorization for the School Business Administrator to establish the following Petty Cash Accounts:

<i>Petty Cash</i>	<u>Account</u>	<u>Amount</u>	<u>Custodian</u>
	Senior High School	\$50.00	Senior High Principal
	Junior High School	50.00	Junior High Principal
	Intermediate School	50.00	Intermediate School Principal
	Primary School	50.00	Primary School Principal
	Early Childhood School	50.00	Early Childhood Principal
	District Office	50.00	School Business Administrator
	Transportation Office	50.00	Director of Transportation
	Event Admissions (competition start-up cash)	1,500.00	Athletic Director
	School Lunch Fund (start-up cash)	175.00	School Lunch Director

Check Signers Authorization for the following individuals to sign checks on behalf of the School District for the accounts designated:
General and School Lunch, Special Aid, Capital Funds: School Business Administrator, District Treasurer
Payroll Account: School Business Administrator, District Treasurer
Extra-Curricular Account: Treasurer-Extra Classroom Activities Account, School Business Administrator, District Treasurer;

Professional Organizations Indemnification Authorization for the Board of Education and District Members to participate in professional organizations;
 Authorize School District employee and officer indemnification under Public Officer’s Law §18;

District-owned Cell Phones Authorization for the technology department, night custodian, director of transportation and substitute caller to have District-owned cell phones;

Hearing Officer Appointment Authorization for the President or Vice President of the Board of Education to independently appoint an Impartial Hearing Officer as necessary for any impartial hearing regarding the placement of a special education student;

Budget Transfers Authorization for the Superintendent or her designee to make all necessary budget transfers in accordance with Section 170.2 (1) of the Commissioner’s Regulations and Board Policy 6150;

OTHER ITEMS

Wire Transfers Authorization for the School Business Administrator and District Treasurer to execute wire transfers of District funds;

Employment of Staff Members Authorization for the Superintendent to employ staff members pending Board approval at its next regular meeting;

BOCES Bids Authorization for the District to participate in all BOCES Cooperative Bids for the 2016-2017 school year;

Investment of Funds Authorization of the Superintendent and the School Business Administrator or District Treasurer to jointly confer, and then invest - if deemed appropriate - such portions of the District money available for time deposit accounts, certificates of deposit, short term government securities, or other investments permitted by law;

Grants Authorization of the Superintendent to apply for State and Federal Grants in Aid;

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- Board Conference Attendance** Authorization for Board of Education members to attend conferences, conventions and workshops with expenses paid by the School District;
- Consultant Services** Authorization for the Superintendent to purchase consultant and professional services;
- Civil Service Reports** Authorization for the Director of Human Resources, or (alternate) School Business Administrator to sign Civil Service Reports of Personnel Change;
- Compensation – Election Workers** Establishment of the compensation rate for members of the Board of Registration and for election inspectors and clerks at minimum wage;
- Board of Registration** Appointment of Eleanor Barry and Nancy Mancuso as the Board of Registration for the 2016-2017 school year;
- Substitute Rates** Establishment of the following substitute rates:

<u>Position</u>	<u>2016-2017</u>
Teacher (Per diem) Certified Substitute.	\$92.00 per day
Teacher (Per diem) Uncertified Substitute	\$83.00 per day
Teacher (Short-term Substitute).....	\$189.00-\$199.00 per day
Translator (Temporary Assignment).	\$39.75 per hour
Cleaner Substitute.....	\$10.00 per hour
Clerk/Secretary Substitute.....	\$10.95 per hour
Aide Substitute.....	\$9.75 per hour
Auto (Bus) Mechanic.....	\$16.94 per hour
Food Service Helper Substitute.....	\$9.00 per hour
Food Service Laborer Substitute.....	\$10.45 per hour
Bus Driver Substitute.....	\$13.80 per hour
Life Guard (Junior Status).....	\$9.44 per hour
Life Guard (Senior Status).....	\$9.72 per hour
Pool Supervisor.....	\$16.83 per hour
Bus Monitor Substitute.....	\$9.45 per hour
Summer Grounds Helper.....	\$9.69 per hour
Summer Bus Cleaner/Sanitizer.	\$10.40 per hour
Nurse Substitute.....	\$133.00 per day
Student Worker.....	\$9.00 per hour
Driver Education Teacher.....	\$38.25 per hour
Groundskeeper Substitute.....	\$10.55 per hour

- Policies** Review of all Board of Education policies
- Policy Review** Review policies including Investments (6240), Purchasing (6700), Code of Conduct (5300), and Parental Involvement (1900) as required by law
- Attendance Data** Review building-level student attendance data as required under Commissioner’s Regulations section 104.1, and if the data shows a decline in attendance rates, shall review its policy on Attendance (5100)
- Safety Plans** Adopt District-level School Safety Plan and Building-level Safety Plan
- APPR Lead Evaluators** Authorization of the Annual Professional performance Review (APPR) Principal/Teacher Lead Evaluator Resolutions.

Mrs. Elliott asked for clarification on the administration of the petty cash accounts as well as the substitute teacher rates.

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A motion to approve the foregoing appointments and authorizations was carried.
6 yes 0 no (*end of organizational items*)

**PUBLIC
PARTICIPATION**

Julia Alvarez, a parent, raised concerns around bullying.

CONSENT ITEMS

Motion by T. DeLucia, seconded by K. Ballard to approve, upon recommendation of the Superintendent, the following consent items.

MINUTES

Minutes of the regular meeting of June 9, 2016 and the special meeting of June 21, 2016;

**FINANCIAL
STATEMENTS**

Treasurer's Report for the month ending May 31, 2016;

PERSONNEL

The following personnel items:

All appointments on these pages are made in compliance with New York State Education Law relating to criminal history background clearances for new employees. Conditional clearances under that law have been requested for all new employees.

Instructional

**Probationary
Appointments:**

The appointment of **Ashley Fotopoulos**, who holds Initial certifications in English 7-12, English Gr. 5-6 Extension, and Students w/Disabilities Generalist 7-12 and Literacy K-12 (Professional), to a probationary position as a Special Education Teacher effective September 1, 2016, and ending August 31, 2020, at an annual salary of \$43,482 (Step 3M+9) leading towards tenure in Special Education.

The appointment of **Jessica Mangicaro**, who holds Initial certifications in Mathematics 7-12, Mathematics Gr. 5-9, Students w/Disabilities Mathematics 5-9, and Childhood Education Gr. 1-6, to a probationary position as a Mathematics (.6fte) and Special Education (.4fte) Teacher effective September 1, 2016, and ending August 31, 2020, at an annual salary of \$45,626 (Step 6M+9) leading towards tenure in Mathematics and Special Education.

The appointment of **Shawna Spriggs**, who holds a Professional Certification in Childhood Education 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2016, and ending August 31, 2019, with Jarema credit for one year Long-Term Substitute, at an annual salary of \$47,513 (Step 7M+21) leading towards tenure in Elementary Education.

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The appointment of **Sara Burke**, who holds Initial Certification as English Language Arts, Gr. 7-12, to a probationary position as an English Teacher, effective September 1, 2016, and ending August 31, 2019, with Jarema credit for one year Long-Term Substitute, at an annual salary of \$43,782 (Step 3M+16) leading towards tenure in English.

The appointment of **Joanna Schoff**, who holds a Permanent Certification as Spanish 7-12, Professional Certification as Spanish 5-9, and ESL Certification Pending, to a probationary position as full time English Language Learners Teacher, effective September 1, 2016, and ending August 31, 2018, at an annual salary of \$52,350 (Step 11M), leading toward tenure in English as a Second Language (ESL).

The appointment of **Tara Harradine**, who holds Professional certifications in Biology 7-12, Biology Gr. 5-6 Extension, and General Science Gr. 7-12 Extension, to a probationary position as a Science Teacher effective September 1, 2016, and ending August 31, 2019, at an annual salary of \$50,450 (Step 9M+26) leading towards tenure in Science.

The appointment of **Timothy Caughlin**, who holds Initial Certification Pending in English Gr. 5-12, to a probationary position as a English Teacher effective September 1, 2016, and ending August 31, 2020, at an annual salary of \$42,800 (Step 1M+27) leading towards tenure in English.

The transfer appointment of **Katherine Raby**, who holds Professional certifications in Literacy B-6 and Childhood Education Gr. 1-6, to a probationary position as a Reading Teacher effective July 1, 2016, and ending August 31, 2019 leading towards tenure in Reading.

The appointment of **LeeAnn Shattuck**, who holds a Permanent Certification as Nursery, Kindergarten & Grades 1-6, and a Professional Certification in Students w/Disabilities (Grades 1-6), to a probationary position as an Elementary Teacher, effective September 1, 2016, and ending August 31, 2019, at Step 8M+4 (\$47,900) leading to tenure in Elementary.

The appointment of **Maura Schofield**, who holds an Initial Certification in Childhood Education (1-6), to a probationary position as an Elementary Teacher, effective September 1, 2016, and ending August 31, 2019, with Jarema credit for Long Term Substitute position in 2015/16, at an annual salary of \$48,200 (Step 8M+9), leading toward tenure in Elementary Education.

Part-Time Appointments:

The appointment of **Joan Gilbert-Newton**, who holds a Permanent Certification in Spanish 7-12, to a part-time (.8fte) position as a (.4fte) Foreign Language Teacher and a (.4fte) English Language Learner Teacher, effective July 1, 2016, and ending June 30, 2017.

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**Long Term
Substitute
Appointments:**

The appointment of **Breaca Nellis**, who holds a Professional certification in School Psychologist, to a long term substitute position as a School Psychologist effective July 1, 2016, and ending June 30, 2017, at an annual salary of \$58,963 (Step 9M+39), including Counselor's Index.

The appointment of **Maire Welling**, who holds an Initial Certification in Childhood Education (1-6), to a long term substitute position as an Elementary Teacher, effective July 1, 2016, and ending June 30, 2017, at an annual salary of \$43,000 (Step 2M+18).

The appointment of **Krista Cooper**, who holds an Initial Certification as Childhood Education Grades 1-6, to a long-term substitute position as an Elementary Teacher, effective July 1, 2016, and ending June 30, 2017, at Step 9M+9 (\$49,550).

The appointment of **Kristen Spadin**, who holds an Initial Certification in Childhood Education (1-6) and Students w/Disabilities (1-6), to a long term substitute position as an Elementary Teacher, effective July 1, 2016, and ending June 30, 2017, at a pro-rated annual salary of \$42,700 (Step 2M+17).

The appointment of **Morgan Strutt**, who holds an Initial Certification in Childhood Education (1-6) and Students w/Disabilities (1-6), to a long term substitute position as an Elementary Teacher, effective July 1, 2016, and ending June 30, 2017, at an annual salary of \$41,200 (Step 2B+28).

The appointment of **Gina Bessing**, who holds Initial Certifications as Childhood Education (Birth-Gr.2 and Gr.1-6), Students With Disabilities (Birth-Gr. 2 and Gr. 1-6) to a long-term substitute position as an Elementary Teacher, effective July 1, 2016, and ending June 30, 2017, at an annual salary of \$41,332 (Step 3B+9).

The appointment of **Heidi Searing-Post**, who holds a Permanent Certification as Nursery, Kindergarten & Grade 1-6, to a long-term substitute position as an Elementary Teacher, effective September 1, 2016, and ending June 30, 2017, at an annual salary of \$50,775 (Step 10M+3).

The appointment of **Mary Gilbert**, who holds Initial Certifications in Biology 7-12 and General Science 7-12 Extension, to a long term substitute position as a Science Teacher, effective September 1, 2016, and ending June 30, 2017, at an annual salary of \$42,100 (Step 2M).

Leave of Absence: The granting of an extension of a Childcare Leave of Absence for **Tenny Stoutenburg**, Science Teacher, effective September 1, 2016 and ending June 30, 2017.

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The granting of a Discretionary Leave of Absence for **Karen Caraway**,
School Psychologist, effective September 1, 2016 and ending June 30, 2017.

Resignations: The resignation of **Melissa Perkowski**, Reading Teacher, effective June 30, 2016.

The resignation of **Melissa Mandurano**, Registered Professional Nurse, effective June 28, 2016.

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years Coaching in VCS</u>
Soccer - Girls	Assistant Modified	Kathryn Potter	6	1
Cross Country	Assistant Modified	Chris Levy (resigned)		
Cross Country	Assistant	Ross Hunkovic	5	2

2016/2017 Fall Volunteer Coaches

Rachel Wade	Cheerleading
Jim Haugh	Football
Amy Coron	Soccer – Girls
Chelsea Mandrino	Soccer – Girls
Brian Kinsman	Volleyball – Boys
Kate Fenton	Volleyball – Boys
Candi Werkmeister	Volleyball – Girls
Freeman Fessler	Volleyball – Girls
Nikson Sivongsa	Volleyball - Girls

Co: Curricular: Chairperson And Coordinators 2016/2017

To rescind the appointment of Nathan Wolf, as the Career Occupational Studies Coordinator made in error on June 13, 2016.

Chairperson And Coordinators 2016/2017

Career Occupational Studies Coordinator Connie Bertucci

Clubs and Advisors 2016/2017

<u>First Name</u>	<u>Last Name</u>	<u>Group</u>	<u>Position</u>
Kathy	Weinmann	1	Big Time Friends Co-Advisor
Cathy	White	1	Big Time Friends Co-Advisor
Dave	Denner	1	Art Club Advisor
Dave	Denner	2	Senior High Yearbook Assistant
Heather	Page	3	Student Council Advisor - Sr. High

Elementary Curriculum Leadership

Math Coordinator (Primary)	Holly Knox
Math Coordinator (Intermediate)	Natalie Sonnevile

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Appointments: The re-appointment of **Ronald Felice, Alan Granger, Jamie Coles, Stephen Schreib and Andrew Purdie**, as part-time Driver Education Teachers, effective 2016/2017 school year at \$38.25/hourly.

Non-Instructional

Appointments: The appointment of **Timothy O'Mara Kilmer**, Student Worker, effective June 14, 2016, and ending June 30, 2016, at \$9.00/hourly.

The appointment of **Sarah Lasky**, Senior Lifeguard, effective June 20, 2016, at an hourly rate of \$9.53.

The re-appointment of **Chuck Callari** as Records Clerk Part-Time effective July 1, 2016 at \$17.26 hourly.

The re-appointment of **Susan Reed** as Computer Services Typist Part-Time effective July 1, 2016 at \$16.75 hourly. Susan remains on an unpaid LOA until December 31, 2016.

The re-appointment of **Susan Reed** as School Auditor, effective July 1, 2016 at \$5,665 annually, pro-rated due to her leave of absence extending to December 31, 2016.

The re-appointment of **Sherri Lasky** as Continuing Education Instructor Part-Time effective July 1, 2016 at \$26.21 hourly.

The appointment of **Alexandra TePoel**, as School Lunch Director, effective August 1, 2016, at an annual salary of \$69,500.

Resignations: The resignation, due to retirement, of **Frank Hendershot**, School Cleaner, effective July 31, 2016.

The resignation of **Kristy Gomez**, Teacher Aide Part-Time, effective May 18, 2016.

The resignation of **Amanda Johnson**, Food Service Helper, effective June 30, 2016.

The resignation of **Mary Hoffman**, Teacher Aide Part-Time, effective June 30, 2016.

The resignation of **Stephanie Alread**, Teacher Aide Part-Time, effective June 30, 2016.

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The resignation of **Olga Jane Meiser**, Teacher Aide Part-Time, effective June 30, 2016.

The resignation of **Matthew Hudson**, Teacher Aide Part-Time, effective June 30, 2016.

The resignation of **Stephanie Osekowski**, Teacher Aide, effective June 30, 2016.

**Substitute
Appointments:**

<u>Name</u>	<u>Area</u>
Melissa Moore	Teacher Aide
Vanessa Cooper	Teacher Aide
Ariana Soller	Teacher Aide
Shane Clement	Auto Mechanic
Melissa Sandore	School Bus Driver
Chris Ventura	Auditor
Olga Jane Meiser	Teacher Aide

**CSE/CPSE
RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of March 7, 8, 14, 16, 18, 2016, April 8, 11, 15, 19, 20, 21, 25, 26, 27, 29, 2016, May 2, 3, 4, 9, 10, 11, 12, 15, 16, 17, 19, 20, 25, 26, 27, 31, 2016, June 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 17, 20, 21, 22, 23, 27, 28, 29, 30, 2016 and from the Committee on Preschool Special Education from the meetings of May 10, 17, 24, 2016 and June 7, 14, 22, 2016;

**BOARD MEMBER
COMMITTEE
MEETINGS**

Board members to attend standing committee meetings;

DONATIONS

The following donations:

- Trumpet valued at \$500.00 from Dr. Jim Soltys to the Victor Central School District;
- Trombone valued at \$700.00 from Dr. Jim Soltys to the Victor Central School District;

SURPLUS

The following items as surplus:

- Comb Binding Machine with VCS tag #02717;
- MacBook Laptops with VCS tag #s 012112, 012277, 012278, 012280, 012282, 012361, 012362, 012363, 012365, 014713, 014714;
- Lenovo Laptop with VCS tag #s F00220, 011169, 011201, 011203, 011207, 011236, 011247;
- Smart Airliner Tablet with VCS tag #010438;
- Hewlett Packard LaserJet printer with VCS tag #011681;

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- SURPLUS Continued**
- R61 Laptops with VCS tag #s 010178, 010186, 010482, 010483, 010485, 010486, 010487, 010488, 010489, 010490, 010491, 010492, 010493, 010494, 010495, 010496, 010497, 010498, 010499, 010500, 010501, 010502, 010503, 010504, 010624, 010625, 010626, 010627, 010628, 010629, 010630, 010631, 010653, 010668, 010688, 010689, 010690, 010691, 010692, 010693, 010696, 010697, 010707, 010708, 010709, 010710, 010711, 010756, 010757, 010758, 010759, 010761, 010762, 010764, 010765, 010766, 010767, 010768, 010769, 010799, 010800, 010804, 010809;
 - DC7800 Desktops with VCS tag #s 04487, 04488, 04546, 04551, 04555, 04557, 04563, 04566, 04973, 010117, 010118, 010124, 010133, 010156, 010191, 010377, 010464, 010572, 011357;
 - DC7900 Desktops with VCS tag #s 011071, 011079, 011081, 011099, 011105, 011162, 011166, 011639, 011641, 011686, 011702, 011708, 011754;

BID AWARDS Physical Education and Athletic Supplies and Equipment Bids awarded to ADA Tennis, Adpro Sports, BSN Sports, Passons, Jim Dalberth Sporting Goods, Eastern Mountain Sports, Flaghouse, G-Sports Wrestling, Gopher Sports, Kiefer Swim Products, Korney Boards, Longstreth Sports, Medco, MFAC, Mountain Gear, Nasco, Nealon Tennis, Rebel Athletics, Riddell, Thomas Creek, Toth's Sports, Valenti Sports, Wolverine, and Worldwide Sports;

**NYS
COMPTROLLERS
AUDIT CORRECTIVE
ACTION PLAN** The Corrective Action Plan for the New York State Audit as submitted;

**EXTRACLASS
ACCOUNTS** The following creation, re-designation or consolidation of ExtraClass Accounts:

- Creation of a Go Green Garden Team ExtraClass Account;
- Re-designation of the JH Choral ExtraClass Account as the JH Musical ExtraClass Account;
- Consolidate the Drama Club ExtraClass Account and the SH Musical ExtraClass Account into one account identified as the Drama Club ExtraClass Account;

**CONFERENCE
ATTENDANCE** Board members Karen Ballard, Tim DeLucia, Gary Gilbert, and Debbie Palumbo-Sanders to attend the New York State Boards Association Annual Convention in Buffalo, NY from 10/27/16 – 10/29/16;

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

REVISED 2016-2017 SCHOOL YEAR CALENDAR

Revised calendar for 2016-2017 school year.

The motion to accept the foregoing consent items was carried.
6 yes 0 no *(end of consent items)*

CAMPUS NEWS

VCS administrators summarized campus news and events.

CAPITAL PROJECT PRESENTATION

Dr. Santiago-Marullo introduced Director of Facilities Chris Marshall, Mark Maddalina and Dave Phelps from SWBR Architects and Ben Maslona from Fiscal Advisors and Marketing who presented the proposed capital project. Mr. Phelps talked about the work that has been taking place over the past year. Beginning in March through June 2015 SWBR Architects, M/E Engineering and Appel Osborne completed a state mandated Building Condition Survey across the campus. In July 2015 SRF Engineering was brought in to conduct a campus wide traffic study. From September through October 2015 the design team met with District Administration to determine the needs of the District. A Capital Project Planning Committee was created. The make-up of the committee included 2 community members, 2 CSEA staff members, 5 parent representatives, 5 VTA members, 2 Board of Education Members, 2 Senior High School students, principals and directors of the Victor Central School District, the architect, engineer, and construction manager. The first meeting of the committee took place on February 23, 2016 which dealt with introductions, expectations and goal setting. On March 16, 2016 the second meeting took place where the committee held brainstorming sessions. April 19, 2016 was the third meeting where there was an assessment of committee concerns. The fourth meeting was held on May 24, 2016 where the committee was presented with a potential project scope. Mr. Maddalina talked about the traffic study. They looked at peak intervals for analysis, existing traffic volume data and actual observations. The south entrance has a real problem with traffic during peak hours. At the Early Childhood School only several buses are able to load and offload near the bays at the entrance. This causes buses that are waiting to load and offload to spill over toward the High Street entrance. The objective of the renovation is to allow more buses to load and offload near the building and alleviate queueing. The proposed scope replaces the existing roadway and parking lot with a new design that increases total passenger vehicle parking and bus parking. The new bus parking layout provides 51 parking stalls. A single loaded drop off lane is provided on the eastern portion of the parking lot with back-in diagonal parking. A new sidewalk will be constructed along the west side of the Primary School's parking lot. Additional proposed renovation at the Early Childhood School includes the expansion of the occupational and physical therapy space, renovate and expand the nurses office, replace the heating unit in the kitchen, and replace the rooftop unit to provide additional ventilation. A first floor classroom

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CAPITAL PROJECT PRESENTATION Continued

addition will be constructed over the ground floor preschool wing. This will be a mirror of the ground floor addition and provide five extra classrooms and two other toilet rooms. There will also be an adult toilet room added to the second floor. Due to the addition at the Early Childhood School the State Education Department mandates that the fire alarm and smoke detection system be upgraded to meet code. The proposed cost of the Early Childhood School project is \$6,477,757, which includes the traffic modifications.

Most of the proposed work for the Primary School is coming out of the building condition survey. Ceiling tiles need to be replaced as well as flooring and toilet partitions. Building wide replacements and upgrades include boiler replacement to convert the entire building to a hot water system, replacing six heat recovery roof top units and upgrading heating system controls. Exterior site work includes storm system upgrades, parking lot asphalt repairs and sidewalk replacement in half of the bus loop (the other half will be in the Intermediate School budget). The Primary School will also need roof repair and replacement at various small locations. The proposed cost for the Primary School project is \$4,881,000.

The proposed project scope for the Intermediate School includes corridor ceiling tile replacement, replacing the hot water storage tank, roof replacement and the expansion and rotation of the gymnasium, which provides for a much needed fourth teaching station. There will be a new storage area and a new full size ensemble classroom. On the second floor ceiling tiles will be replaced. Due to the large addition to the Intermediate School the fire alarm and emergency lighting systems will have to be brought up to code. In the exterior scope storm water system components will be repaired and replaced. Sidewalk and curbing will be replaced in the other half of the bus loop. The projected cost for the Intermediate School is \$5,509,388.

The Junior/Senior High School proposed scope includes the replacement of hot water heaters and two boilers and the addition of retractable electrical cords as well as electrical outlets in a Senior High art room. There is a proposal to add air conditioning to the musical instrument storage space to prevent damage during the hot and humid temperatures. The unused locker room space will be transferred into occupational and physical therapy space. The Senior High nurse's office will be renovated and expanded. The second floor of the Junior/Senior High media center will be renovated to expand the Junior High library. At the Senior High there are a number of roofs that need to be replaced. Building wide air handling equipment and mechanical pumps need to be replaced. There needs to be an expansion of the emergency lighting system. On the exterior asphalt repairs need to be made (non-traffic study related) and the campus retention pond outlets need to be repaired. There is a proposal to add three tennis courts to expand teaching stations. The proposed cost for the Junior/Senior High School project is \$3,902,266.

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CAPITAL PROJECT PRESENTATION Continued

The proposed scope of work for the Transportation Department includes an acoustical ceiling tile system, flooring replacement, repair window lintels, wash bay floor drain, and the damaged underground fiber optic line between the bus garage and the storage building. The Transportation Department total proposed cost is \$162,501.

At the Transportation Storage Building an oil/water separator will be added and electrical grounding will be repaired for a total cost of approximately \$67,088.

The total cost of the capital project is \$21,000,000. Dr. Santiago-Marullo informed the Board that at \$21,000,000 they are proposing no tax increase to complete the project.

Mr. Marshall talked about a potential Energy Performance Project, an LED lighting replacement project throughout the campus. The estimated cost is \$4,000,000. The project will reduce lighting consumption by 50-70% and eliminate the day to day bulb replacement. This would be paid for by Energy Savings, a one-time grant, along with state aid. If this project is brought to a vote there would be an additional 10% in state aid provided. Mr. Marshall said this project would run parallel to the capital project. Mrs. Elliott asked if this type of lighting has been approved by the Department of Health. Dr. Santiago-Marullo said the District has been working with the school physicians and there is no health risk.

Mr. Maslona from Fiscal Advisors and Marketing said their job for the capital project is two-fold. First they evaluate the scope and determine whether it is aidable. The second is to determine what the debt is to the District. He then discussed the financials. The total project is \$21,000,000 and after looking at the aidability of the project, the scope is about 98% aidable. He talked about the source of funding. \$2,700,000 will come from capital reserves, \$2,400,000 will come from debt service reserve and \$15,900,000 will come from state aid. There will be no impact to taxpayers.

Mr. Phelps talked about the next steps. At the August 11th Board meeting, if the Board feels ready, the Board of Education will vote on the proposed scope and will schedule the referendum vote. In September 2016 community forum(s) will take place. There will be a possible referendum vote in October 2016. From October 2016 to Spring 2017 the project is designed and submitted to the State Education Department (SED). SED will review the plan from Spring 2017 to Winter 2017. During the Winter of 2017 the project will be bid. Construction will start Spring of 2018 and be completed by Winter 2019.

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G. Gilbert left at 9:30 PM and returned at 9:32 PM

ACCEPTABLE USE POLICY PRESENTATION

Dr. Santiago-Marullo introduced Director of Computer Services Dave Henderson who presented on the Acceptable Use Policy. Mr. Henderson talked about integrating part of the Acceptable Use of Computers and the Internet Policy into the Code of Conduct. He worked with Ms. Puglisi who took the Code of Conduct back to District Council. District Council agreed to support the recommendation and it was vetted by District's legal counsel. Mr. Henderson said back about 15-20 years ago every school district wrote an Acceptable Use Policy with basically the dos and don'ts regarding the use of technology and along with that came the Acceptable Use Agreement. Mr. Henderson said he is proposing to roll part of the Acceptable Use of Computers and the Internet Policy into the Code of Conduct. The Code of Conduct talks about the dos and don'ts and the consequences so it makes sense to put the two documents together. This will also help streamline the process as there is a huge amount of paperwork that goes along with the getting students to sign the Acceptable Use Agreement prior to being able to use the internet. With this change, when new students are registered for school they will immediately be given access to the internet. Staff members, however, will still have to sign an Acceptable use Agreement. Mr. Henderson said several districts in the area have gone this route.

APPROVE TRIPS

A motion was made by T. Turner, seconded by K. Ballard, to approve the following trip:

- 8th Grade French Students to Quebec City, Canada from 5/25/17 – 5/28/17;

The motion was carried. 6 yes 0 no

POLICY REVIEW First Reading

The following policies were brought to the Board of Education as a first read:

- Code of Conduct; Policy 5300
- Acceptable Use of Computers and the Internet; Policy 4526
- Board Organizational Meeting; Policy 2210

CODE OF ETHICS

Board members received policy 2160, School District Officer and Employee Code of Ethics. Each Board of Education member reviewed and signed the policy.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**HUB PROPERTIES
TAX CERTIORARI**

A motion was made by G. Gilbert, seconded by T. Turner, to approve the following resolution:

WHEREAS, Hub Properties Trust filed a tax certiorari petition against the Assessor for the Town of Perinton challenging the assessment of its properties located in the Town of Perinton on Sully’s Trail, Pittsford-Victor Road, and Woodcliff Drive for the 2015 assessment year; and

WHEREAS, Hub Properties Trust failed to serve the Victor Central School District with a copy of the tax certiorari petition as required by law; and

WHEREAS, Hub Properties Trust and the Town of Perinton agreed to a settlement of the tax certiorari proceeding which reduced the assessment of certain properties located within the Victor Central School District; and

WHEREAS, the Victor Central School District had no knowledge of the tax certiorari proceeding or settlement prior to the New York Supreme Court’s Order of such settlement; and

WHEREAS, the Victor Central School District is harmed by the settlement and Order; and

WHEREAS, the Board of Education of the Victor Central School District seeks to vacate the settlement and Order of the Court, dismiss the tax certiorari petition for failure to serve the School District as required by law, and restore the original assessment.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education of the Victor Central School District hereby authorizes its legal counsel to commence a legal action(s) to vacate the settlement and Order in the Hub Properties Trust tax certiorari proceeding; to dismiss the petition filed by Hub Properties Trust; to restore the assessment for the Hub Properties Trust properties to the pre-petition value; and for such other and further relief and a court deems just and proper.
2. This Resolution shall take effect immediately.

Dr. Santiago-Marullo informed the Board they she recently became aware that a tax certiorari was filed on the Sully’s Trail and Woodcliffe Drive and Hub Properties never notified the School District. Recently the Town of Perinton notified the District that there will be a drop in the assessment by \$7.5 million. Having discussed this information with Joe Shields, District’s legal counsel, he said the District should in fact try to vacate the order because we were never notified of the tax certiorari. Dr. Santiago-Marullo told the Board that tax certioraris happen every year, but they happen in a timely manner and the District is made aware of the situations. She said if the Board is interested in approving the resolution the District will work with legal counsel to put off this drop in assessment.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**HUB PROPERTIES
TAX CERTIORARI
Continued**

She said it will probably not change the judge's mind but delay it for a year so we can plan for it. Mr. Gilbert agreed. He said it is a wise move. It was dropped on our plate and we were not notified in a timely manner. Mrs. Elliott said the very fact that the other school district involved was informed and we were not is not right. She said we have an opportunity to be fiscally responsible.

The motion to approve the foregoing resolution was carried. 6 yes 0 no

MEETING REPORTS

Mr. DeLucia attended the Wayne-Finger Lakes BOCES Board Meeting on July 5th. Dr. O.J. Sahler was appointed as President and Mike Ellis as Vice President. This was their organizational meeting. Mr. DeLucia said they talked about doing something at their Board meeting to recognize Mike Nozzolio, possibly in September. Other Boards of Education may be invited. There will be more information to follow in the coming weeks.

Mrs. Ballard provided an update on the District-wide Safety Committee Meeting she attended as the Board of Education representative.

Mrs. Elliott attended the Four County School Boards Association Get Acquainted Meeting for new Board members. She said it was delightful to get to know some of the other Board members in the surrounding districts. She said she felt welcome and was pleased to have received the invitation. She will be heading to Buffalo tomorrow for the NYSSBA New Board Member training.

PUBLIC COMMENT

None at this time.

UPCOMING EVENTS

Next Board Meeting

The next Board meeting will be held on Thursday, August 11, 2016 at 7:15 PM in the Early Childhood School Boardroom.

**New Teacher
Orientation**

New Teacher Orientation will be held on Monday, August 22, 2016 from 8:00 - 8:30 AM in the Early Childhood School Boardroom.

Opening Day for Staff

Superintendent's Conference Day (opening day for staff) will take place on Tuesday, August 30, 2016 from 8:00 – 9:00 AM in the JH/SH Arts Center.

**VICTOR CENTRAL SCHOOL
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**ENTER EXECUTIVE
SESSION**

A motion was made by K. Ballard, seconded by T. Turner, to enter executive session at 10:04 PM to discuss the employment history of a specific individual. The motion was carried. 6 yes 0 no

**REGULAR SESSION
AND ADJOURN**

A motion was made by K. Ballard, seconded by T. Turner, to return to regular session and adjourn the meeting at 10:39 PM.
The motion was carried. 6 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk