

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Approved Minutes of Special Meeting of March 23, 2017
Early Childhood School Boardroom
953 High Street
Victor, New York 14564

CALL TO ORDER President Deborah Palumbo-Sanders called the meeting to order at 5:34 PM.

Members Present Karen Ballard, Tim DeLucia, Kristin Elliott, Gary Gilbert, Debbie Palumbo-Sanders, Trisha Turner (arrived at 6:07 PM), Mike Young (arrived at 6:08 PM)

EXECUTIVE SESSION A motion was made by K. Ballard, seconded by K. Elliott, to enter executive session at 5:34 PM to discuss the employment history of specific individuals. The motion was carried. 5 yes 0 no

REGULAR SESSION A motion was made by G. Gilbert, seconded by M. Young, to return to regular session at 7:10 PM. The motion was carried. 7 yes 0 no

APPROVE AGENDA A motion was made by K. Ballard, seconded by G. Gilbert, to approve the agenda for the meeting. The motion was carried. 7 yes 0 no

PUBLIC PARTICIPATION None at this time.

CONSENT ITEMS

A motion was made by T. DeLucia, seconded by T. Turner, to approve, upon recommendation of the Superintendent, the following consent items:

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

<u>Instructional</u>	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Athletics:				
Boys Tennis	Modified Assistant	Andrew Reddout	5	2

Non-Instructional
Appointments:

The promotional appointment of **Melissa Sandore**, from Substitute School Bus Driver to Regular School Bus Driver, effective February 13, 2017, at an annual rate of \$12,501.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

The temporary promotional appointment of **Deana McAuliffe**, from Part Time Teacher Aide to Full Time Teacher Aide, starting February 27, 2017 and ending June 23, 2017, at an hourly rate of \$10.24.

2017-2018 SCHOOL YEAR CALENDAR Calendar for 2017-2018 school year as submitted.

RESOLUTION FOR SCHOOL BUS PURCHASES

RESOLVED, that, upon recommendation of the Superintendent, the Bus Purchase Proposition for the May 16, 2017 vote be approved as submitted, for a total sum not to exceed \$847,000, subject to approval by the qualified voters of the District at the Annual Vote and Election on May 16, 2017.

ANNUAL VOTE AND ELECTION LEGAL NOTICE

Approve the legal notice for the May 2, 2017 public hearing on the budget and the May 16, 2017 annual vote and election of Board members as submitted.

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

2017-2018 STAFFING BUDGET PRESENTATION

Dr. Santiago introduced Director of Human Resources Jim Haugh who talked about specific building structures. Mr. Haugh said his presentation will transition into a prioritized list. Once the final state aid numbers are received the District can work down the prioritized list. The elementary staffing will remain consistent K-6. There will be some staffing shifts between the buildings due to the shift in enrollment. Mr. Haugh said in all three buildings class averages will be going down again this year. For the Early Childhood School staffing there is a proposal that a section of Kindergarten be kept in the budget. It is important to see how the incoming Kindergarten numbers will turn out. There will be the addition of a special education teacher. A school counselor position will be added and this position will be split between the Early Education Center and the Primary School. There was a lot of discussion on whether to hire a social worker or a school counselor for this position as a lot of their work does overlap. Based on current enrollment projections one elementary teacher will be moved from the Early Childhood School to the Primary School. Building class size average for the Early Childhood School will be 20.5 for K-1. The Primary School will receive the other half of the school counselor position from the Early Childhood School. The Primary School will be up two elementary sections. One position will be transferred from the Early Childhood School and the other from the Intermediate School.

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

2017-2018 STAFFING BUDGET PRESENTATION Continued

Mrs. Palumbo-Sanders said I assume there is classroom space in the Primary School for the two additional sections? Mr. Haugh indicated there is. The building class size average for the Primary School is 21.05. Last year two positions were added to the Intermediate Building Pupil Personal Services department, one was in the form of a budget addition and the other was in the form of a grant. The positions that were added last year still have to be paid for so both positions have been added to the budget this year. Due to enrollment one staffing position will be transferred to the Primary School. The building class size average for grades 4-6 will be 21.43. The Junior High School will be adding a school psychologist. A few years back, due to significant budget cuts, support staff was cut. This year we are looking to add a half-time person for clerical support. An assistant principal will be added to the Senior High School as there are over 1400 students. There is a sliding scale of positions the District will attempt to reach based upon final state aid figures as well as notice of successful grant money. The positions are as follows .5 full-time equivalent (FTE) Junior High typist, .4 FTE facility and transportation office support, 1.0 FTE lifeguard, 1.0 FTE cleaner, 1.0 Academic Intervention Service teacher shared between the Primary School and the Early Childhood School, 1.0 FTE Junior High teacher in either foreign language or science, .6 FTE facility and transportation office support, 1.0 FTE school counselor shared between the Primary School and the Early Childhood School, 1.0 FTE cleaner, .2 FTE teacher center. Mrs. Elliott said so you have prioritized the order in which things come back. If only a percentage of the grant money comes back will you tap a portion of the list? She said it looks as though you are trying to bring back more of those pieces that were cut earlier. Mr. Haugh said yes, it becomes a dollar figure. Mrs. Palumbo-Sanders said in 2015-2016 there were about 80 children added in Kindergarten. Were there any staff added at that time? Dr. Santiago-Marullo said she did not know exactly but she can check. She said there was a time when the District couldn't add anything because of the significant budget cuts. In Kindergarten there is such variability. In the past the projections for Kindergarten were exact but since the recession the numbers have not been so accurate. Mr. DeLucia said it seems like at one point there was a trend where people were holding back on sending their children to Kindergarten.

2017-2018 REVENUE PROJECTIONS

Business Official, Mike Vistocco provided the Board of Education with revenue tax rate projections and state aid information. To recap, the proposed budget is \$66,011,896 or a 1.4% increase. Mr. Vistocco went over the revenue plan. We are still waiting on the final state aid number from the Governor and hoping it will increase by more than \$400,000. The Payment in Lieu of Taxes (PILOT) line includes locations such as the FedEx Building in Farmington and Constellation Brands. Interest and earnings is based on the projection we will make on our investments. We are trying to

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

2017-2018 REVENUE PROJECTIONS Continued

reduce the use of reserve funds by \$50,000. The other sources category includes items such as the income for renting for our buildings and admissions for events. The big increase in this category is related to the tuition for LifePrep@Naz. The District is charging \$20,000 per student and actually making money. The fund balance has been consistent over the last several years. The tax levy is the tax cap maximum. We are projecting to go to the maximum without exceeding the tax cap. Mrs. Palumbo-Sanders asked, for the interest and earnings what all are you garnering? Mr. Vistocco said that is on the general fund money. Mrs. Palumbo-Sanders said, so each reserve fund that earns interest that money goes back into that fund? Mr. Vistocco indicated it does. Mr. Gilbert said so we don't consider reserve funds revenue. Mr. Vistocco said that is correct. He then went over the tax rate history. He said whatever we estimate we always come in lower. We are looking at a 0% tax rate increase at this time and it will probably come in lower than that. The true tax rate right now is \$16.32 per thousand. Dr. Young asked how we compare to other Districts in the area. Mr. Vistocco said we are the lowest. Dr. Young said, because we are at such a low tax rate and because of the tax cap the increase we can make every year is smaller incrementally. Mr. Vistocco said yes because it is based on our levy. Dr. Santiago-Marullo said she has recommended not going over the tax cap because we did it last year and the vote was close. By not exceeding the cap this year it allows us to do it again when we need to do it and hopefully the community will see that. Mrs. Elliott said we have grown so much and have become so much more competitive. How is it that we start uber performing with an under budget. At some point you have to pay for this great programming. We all love it. We all like when our teams do well and at some point the community should want to pay for it. Other communities to the east of us have no business to increase the revenue so their tax rate is higher. Mr. Vistocco then went over the reserve funds. Employee Benefit Reserve pays for employee benefits due to retirement. Liability Reserve covers property loss and liability. Tax Certiorari Reserve is in case a business goes to court and they have a major assessment reduction. The District then has to refund taxes. Workers Compensation Reserve pays for compensation benefits for workers compensation claims. Dr. Young said so we are self-insured. Mr. Vistocco said yes, we are in a consortium. The Unemployment Reserve covers unemployment claims. At the end of this year we are projected to have \$3.4 million in reserves. If we keep on the same track and don't put any money in reserves and don't use any money out of reserves we can go out to the year 2030. The Capital Reserve fund is voted on by the community. In 2011 the voters approved to establish a capital reserve fund to pay the costs of various additional future capital improvements in and for the District. The probable term of the fund would not exceed ten years from the date of its establishment and the ultimate principal amount will total \$6,000,000 plus interest earnings. Mrs. Elliott said if there is a surplus and you put it in reserves how do you decide

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

2017-2018 REVENUE PROJECTIONS Continued

which one to put it in and is there one that is more restricted. Mr. Vistocco said the Capital Reserve Funds have to be voted on by the voters. The others the Board would have to vote on. The recommendation would come from the Superintendent and Business Official. Dr. Santiago-Marullo said she would recommend the money going into the Capital Reserve Fund to help with the next project. Dr. Young said so when we say we are going to use \$289,681 from reserves that is placed in the budget. If we get to the point where we don't use it could that be interpreted as extra revenue? Dr. Santiago-Marullo said it could be misinterpreted that way if you don't have a lot of expertise in finances. Mr. Vistocco discussed the loss in foundation aid from the state. Currently the District is short \$7.2 million for the 2016-2017 school year. Mrs. Elliott said this just seems unconscionable. Mr. Vistocco said the Governor is looking to do away with the formula. Dr. Santiago-Marullo said the assembly agreed to look at a four year plan. Mrs. Elliott said in the process of recovery our District has continued to grow. Dr. Young said this is a blind spot in the recovery program. Mr. DeLucia said on the other hand, because we are continually having discussions with our representatives they hear our concerns and our legislators have tossed grants our way to help. They are helping us and answer our needs. Mrs. Elliott said thank you to those who are having those discussions. Mrs. Palumbo-Sanders said it's important to remember the \$70 million was never there so it's not that they took it from us. It was just never there. Dr. Young said the positive thing to remember is you look at the number and then look at the positive things that are still going taking place on campus. Mrs. Palumbo-Sanders said there is outstanding staffing and outstanding financing. Dr. Santiago-Marullo said both houses have made education important and have given the schools more money. Mr. Gilbert said, it's safe to say that moving forward we will look at a new formula so we get a bigger piece of the pie. We will never get the \$70 million but we will get something to try to address some of the growth. Mr. Vistocco then went over the sales tax distribution in Monroe county. Mrs. Elliott asked, way back in history what made Ontario County make that decision not to share sales tax? Mrs. Ballard said she can't understand why there hasn't been a movement by the parents or the schools to change this. Dr. Santiago-Marullo said if the county has to give up \$1 million to the schools they will raise taxes.

PUBLIC COMMENT

None at this time.

UPCOMING EVENTS Advocacy

Mrs. Palumbo-Sanders reminded the Board of Education she sent an e-mail out regarding Senate Bill S4563, which relates to allowing certain school districts and BOCES to establish a retirement contribution reserve fund for the purposes of the NYS teachers' retirement system. She said it can't be real high but it would be very valuable if we would support it.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

Advocacy Continued

Mr. DeLucia informed the Board that the Advocacy Subcommittee met (Mr. DeLucia, Mr. Gilbert and Mrs. Goodberlet) and would like to propose three or four things to do around advocacy. The first item is to compose a letter to the editor on behalf of the Board of Education and the Superintendent thanking the legislators for their support and showing appreciation for what they have done. Mrs. Goodberlet will be possibly generating letters on a weekly or bi-weekly basis that talks about the issues in Victor and letting the legislators know we appreciate their help. This would create a formal communication on an ongoing basis. The subcommittee also talked about creating formal Board resolutions to be approved at Board meetings. We also talked about a collateral piece, a leave behind document that says who we are and has pictures of the Board members on it. This document could be a living document based on what the issues are for Victor at the time. Mr. DeLucia said if you look at the New York State School Boards (NYSSBA) e-mails there are links to our legislators that help you respond to pressing issues. Superintendent Santiago-Marullo talked about the advocacy page on the website. She has been working with Liz Welch in Community Relations on letters community members can send to our legislators.

**Wayne-Finger Lakes
BOCES Board of
Education Nominees**

No Board members were interested in running for the W-FL BOCES Board at this time.

**Next Regular Board
Meeting**

The next regular Board meeting will be held on Thursday, April 13, 2017 at 7:15 PM in the Early Childhood School Boardroom.

**Wayne-Finger Lakes
BOCES Budget Vote and
Election**

A special Board of Education meeting will be held on Wednesday, April 26, 2017 at 6:30 AM in the Intermediate School Conference Room to vote on the BOCES administrative budget and election of Board members.

ADJOURN

A motion was made by M. Young, seconded by K. Ballard, to adjourn the meeting at 8:39 PM. The motion was carried. 7 yes 0 no

Respectively submitted,

Maureen A. Goodberlet
District Clerk