

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Approved Minutes of the Organizational and Regular Meeting of July 12, 2018  
Intermediate School Auditorium  
953 High Street  
Victor, New York 14564**

**CALL TO ORDER** District Clerk Maureen Goodberlet called the meeting to order at 5:37 PM.

**Members Present** Karen Ballard, Tim DeLucia (arrived at 5:45 PM), Kristin Elliott, Debbie Palumbo-Sanders, Mike Vistocco, Mike Young

**Member Absent** Christopher Parks

**OATH OF OFFICE**

***D. Santiago-Marullo***

District Clerk Maureen Goodberlet administered the Oath of Office to Superintendent of Schools Dawn Santiago-Marullo. The Oath of Office was signed by Dr. Santiago-Marullo. *Mrs. Goodberlet said she administered the Oath of Office to newly elected Board members Karen Ballard and Michael Vistocco earlier in July.*

**ENTER EXECUTIVE  
SESSION**

A motion was made by D. Palumbo-Sanders, seconded by K. Elliott, to enter executive session at 5:40 PM to discuss collective negotiations. The motion was carried. 5 yes 0 no

**REGULAR SESSION**

A motion was made by T. DeLucia, seconded by D. Palumbo-Sanders, to return to regular session at 6:59 PM. The motion was carried. 6 yes 0 no.

**ELECTION OF  
OFFICERS *President***

The District Clerk called for nominations for Board of Education President. Mike Young nominated Debbie Palumbo-Sanders for President.

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

Mrs. Palumbo-Sanders was declared Board President for the 2018-19 school year.

***Vice President*** The District Clerk called for nominations for Board of Education Vice President.

Karen Ballard nominated Kristin Elliott for Vice President.

The District Clerk asked if there were any other nominations for Board of Education Vice President.

Mike Vistocco nominated Tim DeLucia for Vice President.

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The District Clerk asked if there was any discussion. Mrs. Elliott said she wanted to clarify the role of the Board of Education. She said the Board of Education is working together in mentorship, guidance and counsel. She said the Board is working together for a common goal and a common good. There are so many skills and different backgrounds and experiences. Mrs. Elliott said we all have something to give and we all have something to learn. She said I think there has been a conversation in learning more about various roles of the Board and to provide the opportunity to grow. Mrs. Elliott said she is a lifelong learner and sometimes you just have to jump in the pool to swim. She said she is doing her best to learn and we are all here for each other.

There being no further nominations, the District Clerk asked for a roll call vote for the nomination of Kristin Elliott for Vice President.

Debbie Palumbo Sanders – no, Karen Ballard – yes, Tim DeLucia – no, Kristin Elliott – yes, Mike Vistocco – no, Mike Young – no.

The vote was not carried 2 yes 4 no

The District Clerk asked for a roll call vote for the nomination of Tim DeLucia for Vice President.

Debbie Palumbo-Sanders – yes, Karen Ballard – abstained, Tim DeLucia – yes, Kristin Elliott – abstained, Mike Vistocco – yes, Mike Young – yes.

The vote was carried 4 yes 0 no 2 – abstentions (K. Ballard, K. Elliott)

Mr. DeLucia was declared Vice President for the 2018-19 school year.

*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. DeLucia, seconded by M. Young, to approve the agenda for the meeting.

Mrs. Palumbo-Sanders asked to amend the agenda to include item 6J, to establish the membership of an Advocacy Sub-Committee of the Board in July. Mrs. Palumbo-Sanders said at this time the legislators are in their home offices and we can tap into New York State School Boards Association and Monroe County School Boards Association if we need them.

T. DeLucia made a motion, seconded by M. Young, to amend the agenda and add 6J to include the establishment of an Advocacy Sub-Committee.

The motion was carried. 6 yes 0 no.

M. Vistocco made a motion, seconded by T. DeLucia, to amend the consent agenda and pull out item 5C, Personnel Agenda, to be voted on as a separate item. The motion was carried. 6 yes 0 no.

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A motion was made by T. DeLucia, seconded by M. Vistocco, to approve the amended agenda. The motion was carried. 6 yes 0 no.

### **ORGANIZATIONAL ITEMS**

A motion was made by M. Vistocco, seconded by T. DeLucia, to approve upon recommendation of the Superintendent, the following organizational items for the 2018-2019 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 Susan Reed as Claims Auditor;

### **APPOINTMENT OF OTHER POSITIONS**

<i>School Physician</i>	Appointment of Dr. Robert J. Tuite as school physician and medical director, 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 Joseph Dougherty 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 Julie Branieki, Jennifer Check, Anne Clark, Leah Daniels-Farren, Dorothy DiAngelo, Brian Gee, Melissa Goho, Carrie Goodell, Kirra Guard, Katherine Guyton, Tara Hopson, Kathy Horvath, Leah Kedley, Hannah Knight, Jessica Maier, Michele Maloney, Kathryn Mandile, Melanie McGuire, Scott Miller, Veronica Puglisi, Amy Shannon, Brian Siesto, Kristin Swann, Kevin Swartz, David Thering, Stacey Thibodeau, Amanda Tripp, Tim Trott, Dr. Robert Tuite, Cindy Whitcomb, Timothy 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 Melissa Goho, Leah Kedley, Michele Maloney, John Ryan, Veronica Puglisi, Amy Shannon, Kristin Swann and David Thering 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 Assistant Superintendent for Business.

**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 2018-19 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 August 2018 Board meeting will be held on Thursday, August 16, 2018 and the January 2019 Board meeting will be held on Thursday, January 17, 2019. The Board of Education work sessions will be scheduled for the fourth Thursday of the month as necessary;

***Organizational Meeting*** Designation of Thursday, July 11, 2019, as the date of the organizational meeting for the 2019-20 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 Assistant Superintendent for Business to certify the payroll;

***Student Services*** Authorization for the Superintendent, or designee, and Board President or Vice

***Contracts*** 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 Assistant Superintendent for Business 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)	\$2,500.00	Athletic Director
	School Lunch Fund (start-up cash)	\$175.00	Director of Food Service

**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: Assistant Superintendent for Business, District Treasurer  
Payroll Account: Assistant Superintendent for Business, District Treasurer  
Extra-Curricular Account: Treasurer-Extra Classroom Activities Account, Assistant Superintendent for Business, District Treasurer;

**Professional Organizations** Authorization for the Board of Education and District Members to participate in professional organizations;  
**Indemnification** 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 Assistant Superintendent for Business 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 2018-2019 school year;

**Investment of Funds** Authorization of the Superintendent and the Assistant Superintendent for Business 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 Assistant Superintendent for Personnel, or (alternate) Assistant Superintendent for Business 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 2018-2019 school year;
- Substitute Rates** Establishment of the following substitute rates:

<u>Position</u>	<u>2018-2019</u>
Aide Substitute	\$10.40 per hour (\$11.10 per hour 12/30/18)
Accompanist	\$50.00 per hour (2 hour maximum)
Auto (Bus) Mechanic Substitute	\$17.59 per hour
Bus Driver Substitute	\$14.00 per hour
Bus Monitor Substitute	\$10.40 per hour (\$11.10 per hour 12/30/18)
Cleaner Substitute	\$11.15 per hour
Clerk/Secretary Substitute	\$12.60 per hour
Driver Education Teacher	\$38.25 per hour
Driver Education Coordinator	\$500.00 per session (3 sessions total)
Food Service Helper Substitute	\$10.40 per hour (\$11.10 per hour 12/30/18)
Food Service Laborer Substitute	\$11.30 per hour
Groundskeeper Substitute	\$11.60 per hour
Life Guard (Junior Per Diem Status)	\$11.40 per hour
Life Guard (Senior Per Diem Status)	\$14.15 per hour
Messenger Substitute	\$11.80 per hour
Nurse Substitute	\$133.00 per day
Pool Supervisor	\$16.83 per hour
Summer Grounds Helper	\$10.40 per hour (\$11.10 per hour 12/30/18)
Student Worker	\$10.40 per hour (\$11.10 per hour 12/30/18)
Teacher (Per diem) NYSTRS Retiree	\$130.00 per day
Teacher (Per diem) Certified Substitute	\$105.00 per day
Teacher (Per diem) Uncertified Substitute	\$95.00 per day
Teacher (Short-term Substitute)	\$198.00-\$208.00 per day
Traffic Support	\$12.15 per hour
Translator (Temporary Assignment)	\$39.75 per hour

- Policies** Review of all Board of Education policies
- Policy Review** Review policies including Investments (6240), Purchasing (6700), Code of Conduct (5300), and Parent and Family Engagement (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

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**APPR Lead** Authorization of the Annual Professional performance Review (APPR)  
**Evaluators** Principal/Teacher Lead Evaluator Resolutions.  
**Civil Service** Civil Service Standard Work Hours Resolution; BE IT RESOLVED, that the Victor  
**Standard** Central School District hereby establishes standard work days for its employees and  
**Work Hours** will report days worked to the New York State and Local Employees' Retirement  
System based on the time keeping system.  
A motion to approve the foregoing appointments and authorizations was carried.  
6 yes 0 no (*end of organizational items*)

**PUBLIC  
PARTICIPATION**

None at this time.

**CONSENT ITEMS**

A motion was made by M. Young, seconded by K. Elliott to approve, upon recommendation of the Superintendent, the following consent items:

**MINUTES**

Minutes of the Special Board Meeting on June 13, 2018, the Regular Meeting of June 14, 2018 and the Victor Farmington Library Vote on June 21, 2018;  
The minutes from the regular meeting of June 14, 2018 will be approved with one correction, removing T. Turner from attendance and adding C. Parks.

**FINANCIAL  
STATEMENTS**

Treasurer's Report for the month ending May 31, 2018;

**CSE/CPSE  
RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of March 12, 13, 15, 20, 21, 22, 23, 26, 27, 29, 2018, April 10, 11, 12, 17, 18, 19, 20, 23, 25, 27, 30, 2018, May 2, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 22, 29, 30, 2018, June 1, 4, 5, 6, 11, 12, 13, 14, 15, 18, 19, 20, 21, 22, 25, 27, 2018, and July 3, 12, 2018 and from the Committee on Preschool Special Education from the meetings of June 5, 12, 14, 22, 2018;

**BOARD MEMBER  
COMMITTEE  
MEETINGS**

Board members to attend standing committee meetings;

**DONATIONS**

The following donations:

- \$1000.00 from PTSA to the Early Childhood School to support a first grade field trip to the Seneca Park Zoo;
- \$1,970.00 from PTSA to the Intermediate School to support a fourth grade field trip to Ganondagan;
- \$1,103.21 from PTSA to the Primary School to support a second grade field trip to the Rochester Airport;

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- \$1,383.50 from PTSA to the Primary School to support a multiage/third grade field trip to Foodlink;
- \$526.96 from PTSA to the Intermediate School to support transportation for a fourth grade field trip;
- \$884.26 from PTSA to the Early Childhood School to support transportation for a field trip;
- \$12,645 from the Merry-Go-Round Playhouse Arts Access Program to the Victor Central School District in support of the Merry-Go-Round Playhouse Program;

Mrs. Elliott thanked PTSA for their ongoing support. She said it is invaluable said we could not put forth the best programs we do without their support.

Mrs. Ballard asked for clarification on the Merry-Go-Round Theatre Program.

### **SURPLUS**

Declared the following as surplus:

- Hewlett Packard LaserJet 1320n Printers with VCS tag #s 02050, 02052, 02415, 02943;
- Hewlett Packard PB6470 Laptop with VCS tag # 013406;
- Hewlett Packard 3125 Notebooks with VCS tag #s 013477, 013478, 013479, 013487, 013493, 013500, 013501, 013502, 013504, 013506, 013507, 013508, 013510, 013513, 013516, 013517, 013525, 013526, 013527, 013529, 013531, 013535, 013537, 013570, 013571, 013572, 013574, 013576, 013704, 013724, 013730;
- Mac MBPro Laptops with VCS tag #s 013057, 013073, 013081, 013085, 013417, 013430, 013431, 013433, 013434, 013435, 013436, 013437, 013438, 013439, 013440, 013441, 013443, 013444, 013445, 013446, 013447, 013448, 013449, 013450, 013451, 013452, 013453, 013454, 013458, 013459, 013460, 013461, 013462, 013463, 013464, 013465, 013469, 013471, 013644;
- Apple iPads with VCS tag #s F00427, 013419, 013420, 013424, 013427, 013593, 013673, 013675, 013678, 013683, 013686, 013692, 013694, 013695, 013731;
- iMac Laptops with VCS tag #s 013116, 013117, 013118, 013119, 013120, 013122, 013123, 013578, 013579, 013580, 013581, 013583, 013584, 013585, 013587, 013588, 013589, 013600, 013601, 013602, 013603, 013604, 013605, 013606, 013607, 013608, 013609, 013610, 013611, 013612, 013613, 013614, 013615, 013616, 013617, 013618, 013655; 013656, 014206, 014207, 014208, 014209;
- iMac27 Laptops with VCS tag #s 013089, 013090, 013091, 013092, 013093, 013094, 013095, 013096, 013097, 013098, 013100, 013101, 013102, 013103, 013104, 013105, 013106, 013107, 013109, 013110, 013111, 013112,



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- Chromebook HP11 with VCS tag # 289809;
- Mac minis with VCS tag #s 013087, 013088;
- NEC VT585 Projectors with VCS tag #s 010024, 010076;
- Toshiba Unifi45 Projector with VCS tag # 012065;
- 6” Woodworking Jointer with VCS tag # 02939;

**BID AWARDS**

Physical Education and Athletic Supplies and Equipment Partial Bids awarded to Adasports, Adpro Sports, All Volleyball, BSN Sports, Century Cardio Kickboxing, Jim Dalberth Sporting Goods, Dewey Gardens, Direct Sports, Empire Lanes, Fromouth, Gopher Sports, Granger, Inline Warehouse, Korney Boards, Longstreth Sports, M\_F, Medco, Nasco, Palos Sports, Ravenwood, REI, RIC Proshop, Riddell, School Specialty, Roseland Bowl, Sports Imports, Terrace Gardens, Valenti Sports Worldwide Sports, Worldwide Wrestling Supplies, and Yoga Direct as the lowest bidders meeting bid specifications.

**SCHOOL RESOURCE OFFICER CONTRACT**

The School Resource Officer Contract as submitted for the 2018-2019 school year;

**BUDGET CALENDAR**

Calendar for development of 2019-2020 school year budget as submitted.

**CONFERENCE ATTENDANCE**

The following conferences:

- Tim DeLucia to attend the New York State School Boards Association 2018 Summer Law Conference in Rochester, NY on 7/19/18;
- Kristin Elliott to attend the New York State School Boards Association 2018 Summer Law Conference in Long Island, NY on 7/26/18;
- Tim DeLucia to attend the New York State School Boards Association Annual Convention from 10/24/18 – 10/27/18 in New York, NY;
- Mike Vistocco’s 2018-2019 New York State School Boards Association on-line training for New School Board Members;

**INCREASE BREAKFAST AND LUNCH PRICES**

Increase the school breakfast prices by \$.15, elementary lunch price by \$.15 and secondary lunch price by \$.20 for the 2018-2019 school year;

**VICTOR TEACHERS’ ASSOCIATION AGREEMENT**

The Contractual Agreement between the Superintendent and the Victor Central School District and the Victor Teachers’ Association for July 1, 2018 – June 30, 2021;

The motion to accept the foregoing consent items was carried.  
6 yes 0 no

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A motion was made by M. Young, seconded by T. DeLucia, to approve the following consent item:

**PERSONNEL**

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 probationary appointment of **Erika Eberhardt**, who holds Certification in Mathematics Grades 5-9, to a probationary position as a Mathematics Teacher effective September 1, 2018, at an annual salary of \$49,325 (Step 9M), leading toward tenure in Mathematics.

The probationary appointment of **Tara Hopson**, who holds Certification as a School Psychologist, to a probationary position as a School Psychologist (BOOST Program) effective July 1, 2018, at an annual salary of \$57,534 (Step 9M+9), leading toward tenure as a School Psychologist.

The probationary appointment of **Brittany Rauber**, who holds Certification in Childhood Education Grades 1-6, Students with Disabilities Grades 1-6, Literacy Birth-Grade 6, and Literacy Grades 5-12, to a probationary position as an Elementary Teacher effective September 1, 2018, at an annual salary of \$45,629 (Step 5M+6), leading toward tenure in Elementary Education.

The probationary appointment of **Sara Kutter** who holds Certification in Special Education 7-12, 1-6 and Elementary 1-6, to a probationary position as a Special Education Teacher effective September 1, 2018, at an annual salary of \$45,329 (Step 5M), leading toward tenure in Special Education.

The title change to Assistant Superintendent for Business for **Joseph Dougherty** effective July 1, 2018 pursuant to Personnel Agenda Addendum B from June 14, 2018. The current probationary period will remain unchanged due to the similarities in job function.

**Appointments:**

The appointment of **Tamara Gray Nixon**, Psychologist Intern, effective September 1, 2018, and ending June 30, 2019, at an annual rate of \$15,000.

The re-appointment of **Ronald Felice, Alan Granger, Jamie Coles, Stephen Schreib, Jacob Herendeen, and Andrew Purdie**, as part-time Driver Education Teachers, for the 2018-2019 school year at an hourly rate of \$38.25.

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**Long-Term  
Substitute  
Appointments**

The appointment of **Kelley Ginster**, who holds Certification in Early Childhood Education and Students with Disabilities Birth-Grade 2, Elementary Education and Students with Disabilities 1-6, Literacy Birth-Grade 6 to a long term substitute position as Reading Teacher, effective September 1, 2018, and ending June 30, 2019, at an annual salary of \$42,600 (Step 2M).

The appointment of **Kasey Smith**, whose Certification Childhood Education 1-6 is pending, to a long term substitute position as an Elementary Teacher, effective September 1, 2018, and ending June 30, 2019, at an annual salary of \$39,700 (Step 1B).

The appointment of **Jessica Sapp**, who holds Certification Childhood Education 1-6 and a B-2 Certification pending, to a long term substitute position as an Elementary Teacher, effective September 1, 2018, and ending June 30, 2019, at an annual salary of \$46,075 (Step 6M).

**Leaves of Absence:**

The granting of a discretionary unpaid leave of absence for **Amy Marx**, Elementary Teacher, effective January 7, 2019, and extending to June 30, 2019.

<b>Athletics:</b>	<u><b>Position</b></u>	<u><b>Name</b></u>	<u><b>Level</b></u>	<u><b>Years</b></u>
Cross Country	Varsity Assistant	Erika Eberhardt	5	4

**Co-Curriculars:  
Elementary  
Curriculum  
Leadership:**

Grade 4 Coordinator Matthew Schosek

**Benefits:**

Benefits for non-affiliated District Office Managerial Staff members as described in the Managerial Staff Handbook as submitted.

Benefits for non-affiliated District Office Confidential Staff as described in the Confidential Staff Handbook as submitted.

**Per Diem  
Substitutes:**

<u><b>Candidate</b></u>	<u><b>Area of Certification</b></u>
Anniken Molinari	Elementary
Kathleen Weinmann	Elementary, Special Education

**Non-Instructional**

**Appointments:**

The appointment of **Margaret Pixley**, Full Time Teacher Aide, effective September 1, 2018, at an hourly rate of \$11.10.

The appointment of **Marion Cleveland**, School Bus Monitor, effective June 18, 2018, at an hourly rate of \$10.40.

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The promotional provisional appointment of **Lori Fuller**, from School Bus Driver to Dispatcher, effective January 27, 2018, at an hourly rate of \$19.92.

The appointment of the following as Teacher Aides in the Extended School Year Program, effective July 9, 2018, and ending August 17, 2018, at their 2018/2019 rate of pay: **Cher Fosco, Valerie Kokkinis, Elizabeth Mulhern, and Jena Tambe**

The appointment of the following as Teacher Aides in the Extended School Year Program, effective July 9, 2018, and ending August 17, 2018, at the rate of \$10.40 hourly: **Veronica Chappell and Jordan Dilcher**

**Resignations:** The resignation of **Verna Nepa**, Typist, effective August 31, 2018.

The resignation of **Angela Poppenberg**, Teacher Aide, effective June 30, 2018.

<b>Per Diem and Substitute Positions:</b>	<b><u>Candidate</u></b>	<b><u>Position</u></b>
	Elizabeth Mulhern	Teacher Aide
	Robert Clements	Cleaner
	Lynne Davis	Teacher Aide
	Taylor Hudson	Teacher Aide

The motion to accept the foregoing consent item was carried noting there will be a correction made to the spelling of Alexandra TePoel's name in the Confidential Staff Handbook.

5 yes 1 no (M. Vistocco) *(end of consent items)*

**CAMPUS NEWS** VCS administrators summarized campus news and events.

**CONSTRUCTION UPDATE** Superintendent Santiago-Marullo introduced Assistant Superintendent for Business Joe Dougherty, Director of Health Physical Education and Athletics Duey Weimer, George Spinaris from Campus Construction and Dave Phelps from SWBR Architects who provided a construction update. Mr. Spinaris discussed the capital project. He talked about the approved referendum of \$25,000,000. Out of that \$4,000,000 is for the energy performance contract, \$3,255,000 is the incidental budget, \$1,140,000 is the construction contingency budget, \$15,729,969 is construction contracts and there is \$875,031 in available funds due to bid results. He then provided a construction contingency budget update. The adjusted construction contingency budget is \$2,015,031. The approved change order total is \$1,390. The remaining contingency budget is \$2,013,641.

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### CONSTRUCTION UPDATE Continue

Mr. Spinaris then went over the project status. The project is about 2% complete. At the Early Childhood School site work continues. A temporary road to the District Office was installed and temporary signage was put in place. The main access to the campus has been closed. Back stops, light poles and bases, trees and topsoil have been removed in preparation for new work. Asphalt milling has taken place and a staging area has been placed at the new addition. Inside the Early Childhood School minor abatement work for access to the new addition has taken place. Temporary partitions have been put up and minor steel, roof work and survey work has taken place. At the Primary School sidewalks and curbs have been removed. Inside abatement work, including removal of flooring and corridor ceilings have taken place. Overhead pipe work installation during a second shift will be taking place the end of July. Roof patching work continues. At the Intermediate School sidewalks and curbs are being removed. A staging area behind the gym has been setup. Inside the Intermediate School abatement work continues including removal of minor pipe insulation. Corridor ceilings have been demolished. Interior temporary petitions have been setup. The gym area has been demolished. The roofing staging area has been setup with the roofing replacement commencing the end of July. At the Junior/Senior High School the roofing staging area has been setup and roofing work has commenced. Inside the Junior/Senior High School abatement work in the locker rooms is complete. Demolition work has commenced in preparation of the new occupational and physical therapy area with construction starting mid-July. Two large boilers and associated piping are being removed and new boilers will be installed. Dr. Young asked for clarification on the change orders. Mrs. Elliott said she didn't know the campus access road by the Early Childhood School was blocked until she got right to it. She said there is no warning on High Street that the road is now closed. She asked if there needs to be signage that the exit ahead is closed. She said the signage for the District Office isn't dark enough and if you're trying to find the District Office at night you might not see it. It needs to be bigger and darker. Mrs. Elliott said she loves the fact the campus is under construction. The signage just needs to be bold and welcoming. Mrs. Palumbo-Sanders said the access to the District Office is pretty narrow. She said she is assuming emergency vehicles can get around. Mr. Spinaris said yes there is enough room. Mr. DeLucia asked if a the one-way street by the Primary School will be widened. Mr. Spinaris said yes it will be widened. It will also be moved, it's just a matter of when.

Dr. Santiago-Marullo talked about the referendum to re-appropriate funds for the construction project. She said with the available funds from the bids the turf needs to be replaced. The turf was not in the initial scope of the project so it has to be brought to the voters to add it to the scope and

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### CONSTRUCTION UPDATE Continued

use existing funds. Mrs. Elliott said it is very important the community is made aware where the monies are coming from and the good work of the team on campus that allowed the District to have the surplus monies. This allows us to look at something that is preventative as we are fast approaching safety issues. If the turf is deemed unsafe it could affect athletics, physical education and the marching band and then have a trickledown effect to everyone on campus. Communication on this project is so critical. Mrs. Elliott said she would like to see some drafts and avenues of how it will be communicated. Superintendent Santiago-Marullo said a hard copy of the publication will be sent to all homes. We have done this before. Mrs. Elliott asked if there is time to pull off a vote. District Clerk Maureen Goodberlet said there is time for the vote. If the Board elects to do so the revised SEQRA will be approved tonight along with the referendum. The vote will take place on September 18<sup>th</sup> in the Primary School gymnasium with the community forum on September 4<sup>th</sup> in the Intermediate School Auditorium and voter registration on September 11<sup>th</sup> in the District Office Conference Room. Mrs. Elliott said if the vote is in September and it is approved what is the turnaround time? Mr. Phelps said that SWBR Architects are preparing the documents and the State Education Department is running on a 1-3 week turnaround. Mr. Phelps said he does not see that changing by September. The goal would be to have the turf completed after the fall season is over. Mrs. Elliott said so you don't have to worry about the freezing weather. Mr. Phelps said no. Mr. Vistocco asked how long it would take to install. Mr. Phelps said 2-3 weeks. This would consist of removing the rubber surface and peeling the carpet back and then fixing whatever deviations were caused from pulling it off and then just replacing the carpet and rubber turf. Mrs. Elliott said we would have to clarify that imminent safety is not an issue. Director of Health, Physical Education and Athletics Duey Weimer provided information on the Gmax testing that will be completed on the turf field Friday, July 13<sup>th</sup>. The Gmax testing is an impact test. The last Gmax rating was at 160. When the rating gets to 200 the field had to be condemned. Mr. Weimer said the new turf that is being looked at will last longer and is safer. The current turf is safe for the fall season. Dr. Young said so there are no turf safety concerns for the fall. Mr. Weimer said there are not. Mrs. Elliott asked if there are physical education classes scheduled to be on the field during the installation. Mr. Weimer said there were no plans to use the field during that time for physical education classes. With the Intermediate School gym being offline the Senior High School will be going to Pinnacle and the Intermediate School will be going to the Senior High School. Dr. Young asked about the security of the Primary School during the vote in September. Mrs. Goodberlet said she will work with PTSA to have individuals posted at both the front and rear entrance of the Primary School.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**SUPERINTENDENT  
TO APPROVE  
CHANGE ORDERS**

A motion was made by M. Young, seconded by K. Elliott, to approve the following resolution:

**NOW THEREFORE BE IT RESOLVED** that the Board of Education, authorizes the Superintendent of Schools to approve change orders up to \$50,000 for the Capital Expansion Project.

The motion was carried. 6 yes 0 no

**REVISED STATE  
ENVIRONMENTAL  
QUALITY REVIEW  
(SEQRA) FOR THE  
CAPITAL PROJECT**

A motion was made by M. Vistocco, seconded by T. DeLucia to approve the following SEQRA:

**WHEREAS**, the Victor Central School District (the “District”) Board of Education has considered the impacts to the environment of following Scope of Work to be completed:

Athletic turf field replacement and related site  
work as determined by the Project Architect.

**WHEREAS**, the Board has reviewed the scope of the project and has further received and considered the advice of SWBR, Project Architect, with respect to the potential for environmental impacts resulting from the proposed action; and

**WHEREAS**, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c), now therefore;

**BE IT RESOLVED**, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

The motion was carried. 6 yes 0 no

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**CAPITAL PROJECT  
REFERENDUM**

A motion was made by T. DeLucia, seconded by M. Young, to adopt the attached resolution of the Victor Central School District, New York, calling a special District Meeting to authorize the expenditure of moneys for school purposes and the levy of a tax therefor as submitted.  
The motion was carried. 6 yes 0 no

**NEW VICTOR  
CENTRAL SCHOOL  
DISTRICT WEBSITE**

Dr. Santiago-Marullo introduced Director of Computer Services Dave Henderson and Sherri Lasky from Community Relations who provided an update on the new Victor Central School District website. Mr. Henderson said the District's current website is using technology that is going away shortly. The current website will go dark at some point in the future and is not American Disabilities Act (ADA) compliant. With the new website the District is trying to address all of these things. Mr. Henderson said last summer he and Mrs. Lasky spoke with four different companies and picked a company called Finalsity. Mr. Henderson and Mrs. Lasky set up a schedule of meetings with any groups on campus who had content on the website. He and Mrs. Lasky have been busy moving content over from the old website to the new website. They then went through the pages on the new website for the Board. Mrs. Elliott raised a concern regarding the pictures of staff with their names on the website. She said it raises a safety concern. When you bring up the page the same individuals would be brought up at the top every time. Can one more layer be built in so there is a screen that comes up as a home page? She asked if there is a governance on how the staff is presented. Do you have to list the staff and their names? Mr. Henderson said he was asked by the Board of Education to include the staff photos and their names. Mrs. Elliott said there is a sensitivity to making names and faces too accessible without having to look for it. Mr. Henderson said if you are looking for someone you only have to type in their name and their photo and name are brought right up. Mr. DeLucia asked, in the search element if you typed in an "A" would you get anyone with the last name that begins with the "A". Mr. Henderson said yes that is how it would work. Dr. Young asked if the teachers and staff have to sign-off to have their pictures up. Mr. Henderson said that is a great question and he will look into it. Mr. DeLucia asked to see what would be ADA compliant. Mr. Henderson said for example if there is a video it should be closed captioned. If a picture is put on the web site and there is a stop where an "alt tag" can be attached to the picture. If you hover over the picture it will read it to you. Mrs. Elliott asked if ADA compliance is for just the District website or for teacher classroom pages as well. Mr. Henderson said it is for teachers as well. Dr. Young asked when the website goes live. Mr. Henderson said the end of July. Mrs. Ballard asked if there is a section so when Dawn tweets something it will update it. Mr. Henderson said yes there is.



**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**REAL PROPERTY  
TAX LAW SECTION  
487 RESOLUTION**

A motion was made by K. Ballard, seconded by T. DeLucia, to adopt the following resolution:

**Solar, Wind, or Farm Waste Energy Systems, Micro-hydroelectric Energy Systems, Fuel Cell Electric Generating Systems, Micro-combined Heat and Power Generating Equipment Systems, Electric Energy Storage Equipment or Electric Energy Storage Systems**

**WHEREAS**, the following Resolution was adopted by the Board of Education of the Victor Central School District at its meeting on July 12, 2018;

**NOW, THEREFORE**, it was resolved that the tax exemption made available by Section 487 of the Real Property Tax Law shall not be applicable within the boundaries of the Victor Central School District with respect to any solar, wind, or farm waste energy systems, micro-hydroelectric energy systems, fuel cell electric generating systems, micro-combined heat and power generating equipment systems, electric energy storage equipment or electric energy storage systems constructed subsequent to the date of this Resolution.

The motion was carried. 6 yes 0 no

**FIELD TRIP  
REQUESTS**

A motion was made by M. Vistocco, seconded by M. Young, to approve the following field trips:

- Varsity Hockey to Fort Covington, NY and Massena, NY from 1/11/19 – 1/12/19;
- Senior Class Trip to New York City from 3/21/19 – 3/23/19;

The motion was carried. 6 yes 0 no

**POLICY REVIEW  
Rescind**

A motion was made by T. DeLucia, seconded by K. Ballard, to rescind the following policy:

- Student Health Services; Policy 5420  
(Replaced this policy with the same policy including the new health certificate requirement that was also approved in March, 2018)

The motion was carried. 6 yes 0 no

**Second and Final  
Reading**

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

- Purchasing; Policy 6700

The motion was carried. 6 yes 0 no

**First Reading**

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

- “Charging” School Meals and Prohibition Against Shaming; Policy 8505
- Student Personal Expression; Policy 5225

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**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. Dr. Parks was not in attendance will sign upon his return.

**ADVOCACY SUB-COMMITTEE** After discussion by the Board of Education, Tim DeLucia and Mike Vistocco agreed to sit on the Advocacy Sub-Committee.

Other committee assignments will be filled at the August 16, 2018 Board meeting.

**MEETING REPORTS** None at this time.

**PUBLIC COMMENT** None at this time.

**UPCOMING EVENTS**

**Next Board Meeting** The next regular Board Meeting will be held on Thursday, August 16, 2018 at 7:15 PM in the Intermediate School Auditorium.

**New Teacher Orientation** New Teacher Orientation will be held on Monday, August 20, 2018 from 8:00 - 8:30 AM in the Primary School Auditorium.

**Opening Day for Staff** Superintendent's Conference Day (opening day for staff) is on Tuesday, August 28, 2018. Opening comments will take place from 8:00 – 9:00 AM in the JH/SH Performing Arts Center.

**EXECUTIVE SESSION** A motion was made by M. Young, seconded by K. Ballard, to enter executive session at 8:59 PM to discuss the employment history of a specific individual. The motion was carried. 6 yes 0 no

**REGULAR SESSION** A motion was made by T. DeLucia, seconded by M. Young, to return to regular session at 10:03 PM. The motion was carried. 6 yes 0 no

**ADJOURN** A motion was made by T. DeLucia, seconded by M. Vistocco, to adjourn the meeting at 10:04 PM. The motion was carried. 6 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk