

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**Approved Minutes of the Regular Meeting of September 13, 2018
Intermediate School Auditorium
953 High Street
Victor, New York 14564**

- CALL TO ORDER** President Deborah Palumbo-Sanders called the meeting to order at 5:45 PM.
- Members Present** Karen Ballard, Tim DeLucia, Kristin Elliott, Debbie Palumbo-Sanders, Christopher Parks (arrived at 5:50 PM), Mike Vistocco, Mike Young
- ENTER EXECUTIVE SESSION** A motion was made by T. DeLucia, seconded by K. Elliott, to enter executive session at 5:45 PM to discuss the employment history of specific individuals. The motion was carried. 6 yes 0 no
- M. Young left at 5:53 PM and returned at 5:55 PM.
- REGULAR SESSION** A motion was made by C. Parks, seconded by M. Vistocco, to return to regular session at 7:15 PM. The motion was carried. 7 yes 0 no
- APPROVE AGENDA** A motion was made by K. Ballard, seconded by K. Elliott, to approve the agenda for the meeting. The motion was carried. 7 yes 0 no
- PRESENTATIONS/ RECOGNITIONS** Victor Chamber of Commerce Board of Directors President Brad Pearson and Jodell Raymond, Victor Chamber of Commerce Executive Director, presented Superintendent Santiago-Marullo with a plaque for her six years of service on the Victor Chamber of Commerce Board. Mr. Pearson said she did a fabulous job connecting the school with the community.
- PUBLIC PARTICIPATION** Jean Jones, a Victor resident, parent, and teacher aide in the Primary School raised concerns regarding the physical condition of the building and her concern for the health and safety of staff and students.
- Victor Teachers' Association (VTA) President Mike Modleski publically thanked the administrators for the really great start to the school year despite the difficulty. He said he asked teachers to give the District some time before they raise any concerns. He then welcomed Mr. Vistocco to the Board of Education on behalf of VTA. He thanked Superintendent Santiago-Marullo, Mr. Haugh and Harris Beach on respectful negotiations. He said Victor continues to model that unions and districts can work together.
- CONSENT ITEMS**
Motion by M. Vistocco, seconded by C. Parks, to approve upon recommendation of the Superintendent the following consent items:
- MINUTES** Minutes of the special meeting of August 14, 2018 and the regular meeting of August 16, 2018;
- FINANCIAL STATEMENTS** Treasurer's Report for the month ending July 31, 2018;

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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

**Part Time
Appointments:**

The appointment of **Bethany Bowe**, who holds Certification in Physical Education, to a part-time (.4fte) position as a Physical Education Teacher effective September 1, 2018, and ending June 30, 2019, at an annual salary of \$17,230 (Step 2M).

**Long Term
Substitute
Appointments:**

The appointment of **Michelle Amadio**, whose has Certifications in PreK, Kindergarten, and Grades 1-6 and Reading, to a long term substitute position as an Elementary Teacher, effective September 1, 2018, and ending June 30, 2019, at an annual salary of \$47,514 (Step 7M).

**Probationary
Appointments:**

The probationary appointment of **Tyler Roberts**, who holds Certification in Social Studies Grades 7-12, to a probationary position as a Social Studies Teacher effective October 9, 2018, at an annual salary of \$50,375 (Step 9M+12), leading toward tenure in Social Studies.

Leaves of Absence:

Pursuant to the Uniformed Services Employment and Reemployment Rights Act (USERRA), the granting of unpaid military leave of absence for **Steven Metzger**, Science Teacher, beginning September 1, 2018, and extending to June 30, 2019.

The granting of a discretionary leave of absence for **Elizabeth Nicholson**, Speech/Language Teacher, effective January 7, 2019, and extending to June 30, 2019.

Resignations:

The resignation of **Kristin Panko**, LTS Elementary Teacher, effective August 27, 2018.

Co-Curriculars:

Chairpersons and Coordinators

**Secondary Dept.
Leadership**

Bilingual Ed. & World Views 6-12
Chairperson

Anne Stekl

Clubs and Advisors

Name

Group

Jr. High Yearbook Co- Advisor

Sue Ibrisimovic

3

Jr. High Yearbook Co- Advisor

Michele Loffredo

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Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Swim-Girls	Varsity Volunteer	Alexandra Senglaub	0	0

**Non-Instructional
Appointments:**

The appointment of **William Joslyn**, Cleaner, effective August 28, 2018, at an hourly rate of \$11.38.

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

The appointment of **Sallieann Orlando-Cataldi**, Long Term Substitute Full Time Teacher Aide, effective September 1, 2018, at an hourly rate of \$11.10.

The appointment of **Terrence Smith**, Cleaner, effective September 4, 2018, at an hourly rate of \$11.38.

The appointment of **Michelle Burgio**, Part Time Teacher Aide, effective September 1, 2018, at an hourly rate of \$11.10.

The appointment of **Carlyn Strahs**, Typist, effective August 22, 2018, at an hourly rate of \$12.86.

The appointment of **Chrissie Venturo**, Part Time Typist, effective August 27, 2018, at an hourly rate of \$12.86.

The appointment of **Jennifer Nguyen**, Nutritionist, effective August 28, 2018, at an hourly rate of \$18.75.

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

The appointment of **Susan Stephens**, Part Time Teacher Aide, effective September 1, 2018.

The appointment of **Sharon Kingdon**, Part Time Teacher Aide, effective September 1, 2018.

The appointment of **Shana Mundorff**, Part Time Teacher Aide, effective September 1, 2018.

The appointment of **Brian Johnson**, Cleaner, effective September 5, 2018.

The appointment of **Patrick Fairchild**, Part Time Food Service Laborer, effective September 1, 2018.

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The appointment of **Jomary Gomez**, Food Service Helper, effective September 1, 2018.

The appointment of **Choen Johnston**, Part Time Teacher Aide, effective September 6, 2018, at an hourly salary of \$11.10.

The appointment of **Nicole Snyder**, Teacher Aide Part Time, effective September 4, 2018, at an hourly rate of \$11.40, upon ending her Teacher Aide Full Time position, effective September 3, 2018.

The promotional appointment of **Nicole Burger**, from Part Time Teacher Aide to Full Time Teacher Aide, effective September 4, 2018, at an hourly rate of \$11.99.

The appointment of **Nathan Barnes**, Cleaner, effective September 5, 2018, at an hourly rate of \$11.38.

The appointment of **D Star Balliet**, School Bus Monitor, effective September 6, 2018, at an hourly rate of \$11.10.

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

The appointment of **Colleen Bailey**, Typist, effective September 10, 2018, at an hourly rate of \$12.86.

The appointment of **Jonathan Ellersick**, Cleaner, effective September 10, 2018, at an hourly rate of \$11.38.

The appointment of **Alesha Morales**, Full Time Teacher Aide, effective September 17, 2018, at an hourly rate of \$11.10.

The appointment of **John Borsa**, from Substitute School Bus Driver to Full Time School Bus Driver, effective September 4, 2018, at an annual salary of \$13,049.

The appointment of **David Avery**, from Substitute School Bus Driver to Full Time School Bus Driver, effective September 4, 2018, at an annual salary of \$13,049.

The appointment of **Richard Engert**, from Substitute School Bus Driver to Full Time School Bus Driver, effective September 4, 2018, at an annual salary of \$13,049.

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Resignations: The resignation of **Kimberly Darling**, School Bus Driver, effective August 28, 2018.

The resignation of **Emma Wade**, Full Time Teacher Aide, effective August 31, 2018.

The resignation of **Melissa Sandore**, School Bus Driver, effective August 20, 2018.

The resignation of **Heather Johnson**, Teacher Aide, effective August 27, 2018.

The resignation of **Kimberly Austin**, Full Time Teacher Aide, effective August 10, 2018.

The resignation of **Walter Gill**, School Bus Driver, effective September 3, 2018.

**Per Diem and
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Tiffany VanDemark	Teacher Aide
Earl Pringle	School Bus Driver
Emily Reed	Teacher Aide
Allison Carlson	Teacher Aide
Richard Crowley	Traffic Support

**CSE/CPSE
RECOMMENDATIONS** Recommendations of the Committee on Special Education from the meetings of August 3, 6, 9, 13, 14, 15, 16, 17, 20, 23, 24, 30, 2018, and September 5, 6, 7, 10, 11, 12, 13, 2018 and from the Committee on Preschool Special Education from the meeting of August 8, 14, 2018, and September 1, 4, 5, 2018;

**BOARD MEMBER
COMMITTEE
MEETINGS** Board members to attend standing committee meetings;

**ELECTION
INSPECTORS** Election inspectors for the 2018 Capital Project Turf Referendum being held on September 18, 2018, as submitted;

**ENERGY
PERFORMANCE
CONTRACT BOND
RESOLUTION,
LEASE
AGREEMENT** The Energy Performance Contract Bond Resolution, Lease Agreement as submitted;

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CONFERENCE ATTENDANCE

The following conferences:

- Tim DeLucia to attend the Monroe County School Boards Association Fall Law Conference on 9/27/18 in Rochester, NY;
- K. Ballard, T. DeLucia and D. Palumbo-Sanders to attend the New York State School Boards Association Board Officers Academy on 9/28/18 in Rochester, NY;

SURPLUS

The following items as surplus:

- Panasonic Projector PT-L701U with VCS tag #03253;
- Apple Mac Mini's with VCS tag #s 013307, 013308;
- Promise Pegasus R4's with VCS tag #s 013309, 013310;

DONATIONS

The following donations:

- iPad Air from an anonymous donor to Adrienne Dahlstrom's classroom;
- Trombone with a hard case, music stand and assorted sheet music valued at \$50.00 to the Victor Central School District from Craig and Cynthia Urciuoli;

Dr. Young thanked the anonymous donor and Mr. and Mrs. Urciuoli for their donations.

CURRICULUM

The following curriculum:

- 8th Grade Science
- 8th Grade Technology

Mrs. Palumbo-Sanders thanked the teachers who worked diligently on the curriculum. She said it's an important foundation for the whole District to follow.

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

CAMPUS NEWS

VCS administrators summarized campus news and events at this time.

CONSTRUCTION UPDATE

Superintendent Santiago-Marullo introduced Director of Facilities Chris Marshall, George Spinaris from Campus Construction and Dave Phelps from SWBR Architects who provided a construction update. Mr. Marshall talked about the project status. At the Early Childhood School the installation of light pole conduit, bases and wiring, granite curbs, asphalt binder, top coat and striping has taken place. Sidewalks have also been installed. The south entry area roadwork has been completed. Landscaping has been put in place along with pavers at the flag pole area. Steel installation and detailing for the new addition has taken place. Roof planking and prep work for roofing has been installed. Structural steel stud work and masonry installation continues to be done. Mr. Marshall

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CONSTRUCTION UPDATE Continued

said the Early Childhood School parking lot was a huge success in getting all of the buses in there.

Mr. DeLucia left the meeting at 8:17 PM

At the Primary school paving is taking place. Inside, ceiling tiles in the middle corridors and new Energy Performance Contract lighting is also being installed in the middle corridor. Main and branch lines for the new heating system is being installed. Mr. Marshall said the floors and some of the ceilings are not all installed because the boiler system is a huge project. When installing the branch piping they are welding. When they finish welding they will start installing the flooring and the rest of the ceilings. Mrs. Ballard asked when the welding will be done. Mr. Spinaris said it will be mid to late October and then they will start the flooring. Mrs. Ballard asked if the flooring was just the hallways or the classrooms too. Mr. Marshall said just the hallways. Mrs. Ballard said she thought there would be extra money and the classrooms could be done as well. Superintendent Santiago-Marullo said that will be looked into. Mrs. Ballard said she was on that committee and it was said flooring and ceiling. It was never specified hallways or classrooms. Mrs. Elliott said to Mr. Marshall that he mentioned the flooring in the bathrooms. Mr. Marshall said the flooring in the bathrooms is alright it the toilet partitions and faucets. Mrs. Elliott said to address the cleanliness concern she assumes there is a custodial staff that works to clean the building. Mr. Marshall said there are three fulltime cleaners in the Primary School. He said he was not aware of the issues that were brought to the table tonight. Dr. Parks said to the concern that was mentioned with the flooring. What is the process to verify the quality of the flooring in the classrooms? The flooring may vary from fine to I wouldn't even want to walk on it. Dr. Parks said he trusts the Superintendent's comment of going through each classroom and prioritizing. What does that look like? Mr. Marshall said we all agree that carpeting is not the right flooring for the classrooms. They are all about the same age so we have to do a room by room walk through and look at the wear and tear. Mr. Marshall said he feels approximately \$350,000 would do the classrooms. Dr. Santiago-Marullo said because of how the hallway floors have turned out underneath Mr. Marshall has targeted some savings. She said there is some savings with the bidding and the District is looking at other priorities such as the telephone system. She said carpets are important, however if the phones go down the District is in trouble. She said she knows the carpets are vacuumed every night. Dr. Parks said we are going to be looking at potentially spending some of the extra money on the classroom carpet? Mr. Marshall said yes. Dr. Parks said so the bathroom fixtures are in good shape. Mr. Marshall said yes. Dr. Parks said so should we be looking at the bathrooms with regards to the smells? Mr. Marshall said

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that is already being looked into. He said this just happened this week. The plumber is on it. Dr. Parks said is Capital Reserve an issue? Mr. Vistocco said the District would know within 6-8 months exactly how much money would be available. The history is we always have had money left over to do the project, we just have to wait and see. Dr. Parks said does the cost end up being greater when we go back after the capital project. Mr. Marshall said no. Mrs. Ballard asked how much longer before the lighting is completed. Mr. Marshall said there is approximately 10-11 more months left and the classrooms will also have the LED lighting.

Mr. DeLucia returned to the meeting at 8:24 PM.

Mr. Marshall said exterior work at the Intermediate School has been completed. Inside the Intermediate School the gym footings, foundation walls, masonry work, masonry conduit/lintel and under slab mechanical, engineering and plumbing work is taking place. Sanitary line and tie in is being installed and roofing replacement work and punch out items are being completed. Mrs. Elliott asked if the Intermediate School gym will be one or two basketball court regulation size. She also asked what the bleacher seating holds. Mr. Phelps said the gym will be one basketball court regulation size. It will be able to be divided into four teaching stages with the bleachers being on the hall side. He said he was not sure of the bleacher seating but he would check. Dr. Parks asked with the glass at the top, which way does the building face when the sun is coming up? Mr. Phelps said all of the glass is frosted, which will allow daylight and not the glare. The punched windows have a film on them. Mr. Vistocco said he thought there was an emblem or logo on the outside blue of the building. Superintendent Santiago-Marullo said she suggested the District didn't do that as it was facing the back of the campus and was an extra expense. She said a logo can certainly be put on the floor in the gym. She offered to get a rendering of the logo on the floor if the Board wanted to see it. Mr. Marshall said at the Junior/Senior High School the tennis court work has commenced along with the long jump track work. Inside the building the Occupational and Physical Therapy room has been framed in and drywall is being installed. The mechanical, engineering and plumbing work has been roughed in. Gas piping for the new boilers has been installed. Sump crock installation and concrete floor patch work is taking place. Air handler installation in the Media Center along with associated piping is being worked on. Mrs. Palumbo-Sanders asked for clarification on where the flag pole was going to go at the Early Childhood School. Mrs. Ballard asked when the parking lot lighting will be installed. Mr. Spinaris said the lighting will be in by the end of October.

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SPECIAL EDUCATION END OF THE YEAR REPORT

Melanie McGuire, Director of Special Programs and Compliance, provided the end of the year report for special education. Mrs. McGuire went over the thirteen classification designations. She said it was a busy summer with over 50 students on campus in multiple classrooms working toward their Individualized Education Program (IEP) goals. She then talked about the classification designations for the 2017-2018 school year. She said this data is pulled from Beds data. There are 18 more students classified than the previous year for ages 5-21. This does not include preschool students. Students are classified primarily in the areas of autism, intellectual disability, other health impairment and multiple disabilities. She then went over the graduation rate for students with disabilities. Students receiving a Regents Diploma or a Local Diploma was 47%, which was six students receiving a Regents diploma and two receiving a local diploma. The students receiving a Skills and Achievement Commencement Credential Diploma was 18%, which was three students. Students who are still enrolled, as they are eligible for services through age 21, is 25%, or four students. This past school year two students dropped out in their junior year within the cohort. Mrs. McGuire then went on to discuss the least restrictive environment data. She said when looking at all of the students classified, the state wants to know how many students are in a general education setting for 80% or more of their day. She said the state target is 59% and Victor's is 68%. The state target for students who are in a general education setting for less than 40% of the day is 20% and Victor's is 19%. The state target for students who are in a separate setting is 5.6% and Victor's is 2%. Mrs. McGuire said she is keeping an eye on the less than 40% of the day target. Dr. Parks said when you say keeping an eye on the less than 40% of the day target what does that look like? Mrs. McGuire said every year the state pulls data and it's the District's responsibility to make sure the targets are met. She said while she is cognizant of the targets it's important to make sure the students get what they need. She said it's important to be aware and thoughtful in the recommendations for what the students need. Mrs. McGuire said the 2018-2019 focus is to complete the Special Education Program Review and fully implement Together Including Every Student (TIES) Program.

BUDGET PROCESS

Joe Dougherty, Assistant Superintendent for Business proposed a new budget building calendar. He said the key factors on building a budget are when the information becomes available to the District. He looked at what the District has done in the past as well as worked with Dr. Santiago-Marullo to look at the three concentrated meetings in March and spread it out over a five month period. Mr. Dougherty said starting in November he can talk about the current year budget status and budget history. He said he could also share what a rollover budget would look like. Rollover meaning taking the current budget and taking into effect the contractual agreements.

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BUDGET PROCESS Continued

In December enrollment projections could be reported. Discussion can also take place on what the debt service will look like for the next year. The Per Pupil Allowance (PPA) can be discussed. This is the certain dollar amount per student per building that goes into the building's budget codes. In January a budget report can be presented on benefit rates and analysis, this is health and retirement and would be a projection. Building leader and director supply and equipment requests can also be presented. In February Mr. Haugh, Assistant Superintendent for Personnel, can provide a preliminary report on personnel needs and recommendations. An initial revenue projection, including the property tax cap can also be presented. March can be broken down into two meetings with one being the instructional pupil personnel services reports, including BOCES and textbooks as well as director's budgets and part two of the revenue projections. The thought on this process is to eliminate one of the meetings in March but expand the process over the course of five months. Dr. Parks thanked Mr. Dougherty for the response to what the Board discussed the previous month. Dr. Young said so the initial meetings would be workshops? Mr. Dougherty said no, they would be presentations during the Board meetings, 10-15 minute presentations. Mrs. Elliott said the proposal from the high school or any building to introduce a new program, how early in the process does that come? Is that something where you start conversations with leadership early on? Dr. Santiago-Marullo said conversations about those things happen throughout the year. She said when the Board sees the report they would see the preliminary requests. Mrs. Elliott said she is hearing open dialogue of parents in the District on how early they have to start those conversations. Mrs. Palumbo-Sanders said at the end of April last school year a gentlemen from Honeoye-Falls Lima did a presentation on the increased percentage of students they had with disabilities when the foundation aid was frozen and how districts no longer receive some additional assistance. She said it is a reminder that when developing a budget we need to have a good cushion for any students that come into the District with additional needs.

FIELD TRIP REQUEST

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

- Victor Marching Blue Devils to Newark, DE from 10/19/18 – 10/21/18 to participate in the Bands of America Regional Championship;

The motion was carried. 7 yes 0 no

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**MEETING REPORTS
Monroe County School
Boards Association
(MCSBA) Committee
Reports**

Mrs. Ballard asked if the official letter went out to MCSBA requesting to be a full member. Mrs. Palumbo-Sanders said it was signed this evening and will be mailed tomorrow.

**Standing Committee
Updates**

Dr. Parks said that the Athletic Hall of Fame Committee was celebrating the induction of five members this evening. The inductees are Billy Bowe Class of 1982, Marsha Loopman Carey Class of 1989, Trevor Dupont Class of 2003, Jeff Emrich Class of 1997, and Tom Mandara Teacher/Coach.

Advocacy

Mrs. Palumbo-Sanders reminded the Board that she was asked to sign, on behalf of the Board of Education, a letter to the Governor asking him to update the cap on BOCES district superintendent salaries. Mr. DeLucia said he would support this letter. Mrs. Elliott said it puts this position in a competitive position. Ultimately we collaborate with them and have a great relationship with them. The Board agreed to sign the letter.

Mrs. Palumbo-Sanders said she had the opportunity to visit with Senator Gillibrand's staffer to help advocate with three other school board members from Monroe County. She said the staffer was eager to learn more about schools. New York State School Board's Association organized this meeting. The staffer explained she wasn't aware of some of the limitations the Districts had.

Dr. Parks said, Danny Kaye once said the most valuable resource a country can have is it's children. He said we did not thank the teachers, nurses, the staff, those who are serving the most valuable resource. Thank you to everyone.

PUBLIC COMMENT

None at this time.

**UPCOMING EVENTS
Capital Project Turf
Referendum**

The Capital Project Turf Referendum will be held on Tuesday, September 18, 2018 from Noon – 8:00 PM in the Primary School Gymnasium.

Next Board Meeting

The next regular Board meeting will take place on Thursday, October 11, 2018 at 7:15 PM in the Intermediate School Auditorium.

EXECUTIVE SESSION

A motion was made by C. Parks, seconded by M. Young, to enter executive session at 8:46 PM to discuss the employment history of a specific individual. The motion was carried. 7 yes 0 no

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Mr. DeLucia left the meeting at 10:00 PM

Mr. DeLucia returned to the meeting at 10:07 PM

Mrs. Palumbo-Sanders left the meeting at 10:35 PM.

REGULAR SESSION

A motion was made by M. Young, seconded by C. Parks, to return to regular session at 10:45 PM. The motion was carried. 6 yes 0 no

ADJOURN

A motion was made by M. Young, seconded by C. Parks, to adjourn the meeting at 10:45 PM. The motion was carried. 6 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk