

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Approved Minutes of the Regular Meeting of February 14, 2019  
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 (arrived at 5:41 PM), Kristin Elliott, Debbie Palumbo-Sanders, Christopher Parks, and Mike Vistocco
- Members Absent** Mike Young
- ENTER EXECUTIVE SESSION** A motion was made by C. Parks, seconded by M. Vistocco, 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 C. Parks, seconded by M. Vistocco, to return to regular session at 7:08 PM. The motion was carried. 6 yes 0 no
- K. Elliott left the meeting at 7:08 PM.
- APPROVE AGENDA** A motion was made by T. DeLucia, seconded by C Parks, to approve the revised agenda. The motion was carried. 5 yes 0 no
- RECOGNITIONS** None at this time
- PUBLIC PARTICIPATION** PTSA President Cindy Riley and PTSA member Marianne Bennett spoke about the upcoming Harlem Wizards vs. the Victor Vortex event on Tuesday, February 26, 2019. They provided the names of the staff who will be participating. The Wizards will be going to the Intermediate School and Junior High School during lunches that day to show off their talents.
- CONSENT ITEMS**
- A motion was made by M. Vistocco, seconded by C. Parks, to approve, upon recommendation of the Superintendent, the following consent items:
- MINUTES** Minutes of the regular meeting of January 17, 2019 and the special meetings of January 30, 2019 and February 4, 2019;
- FINANCIAL STATEMENTS** Treasurer’s Report for the month ending December 31, 2018;

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**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 probationary appointment of **Kaitlyn Cooper**, who holds Certifications in Students with Disabilities Grades 1-6 and Childhood Education Grande 1-6, to a probationary position as a Special Education Teacher effective February 11, 2019, at a prorated annual salary of \$43,400 (Step 1M+6), leading toward tenure in Special Education.

**Long Term  
Substitute  
Appointments:**

The appointment of **Robert Nestrick**, who has Certification in PreK-Grade 6, to a long term substitute position as an Elementary Teacher, effective January 25, 2019, and ending June 30, 2019, at a prorated annual salary of \$49,975 (Step 9M+6).

The appointment of **Chad Dominic**, who has Certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as a Special Education Teacher, effective February 4, 2019, and ending June 30, 2019, at a prorated annual salary of \$40,000 (Step 1B).

The appointment of **Erin Maloney**, who has pending Certification in Visual Arts, to a long term substitute position as a .8 FTE Art Teacher, effective February 11, 2019, and ending June 30, 2019, at a prorated annual salary of \$32,000 (Step 1B).

The appointment of **Deagan Voorheis**, who has pending certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as an Elementary Teacher, effective February 11, 2019, and ending June 30, 2019, at a prorated annual salary of \$40,000 (Step 1B).

**Resignations:**

The resignation, due to retirement, of **Margaret Daly**, Mathematics Teacher, effective June 30, 2019.

The resignation, due to retirement, of **Karen Dellert**, Elementary Teacher, effective June 30, 2019.

The resignation, due to retirement, of **Nancy Standinger**, Elementary Teacher, effective June 30, 2019.

The resignation, due to retirement, of **Dan Osborn**, Elementary Teacher, effective June 30, 2020.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

The resignation of **Eric Pasho**, Special Education Teacher, effective February 8, 2019.

The resignation of **Beth Angus**, Long Term Substitute Science Teacher, effective February 15, 2019.

The resignation, due to retirement, of **Peter Fleckenstein**, Technology Teacher, effective June 30, 2019.

The resignation, due to retirement, of **Susan Fischer**, Reading Teacher, effective February 28, 2019.

The resignation of **Carol Shufelt**, Teacher Substitute, effective February 6, 2019.

<b>Athletics:</b>	<b><u>Position</u></b>	<b><u>Name</u></b>	<b><u>Level</u></b>	<b><u>Years</u></b>
<b>Baseball</b>	Head Varsity	Sean Rucker	2	24
	Varsity Assistant	Mike Ferreri	5	19
	JV Assistant	Joe Kurnath	5	8
	Modified Assistant	Pat Lawley	6	23
	Modified Assistant	Tim Clapp	6	13
	Non-Paid Volunteer	Jameson Ricigliano	-	11
<b>Golf</b>	Head Varsity	Trevor Sousa	4	11
	JV Assistant	Chris Wuest	5	10
<b>Lacrosse - Boys</b>	Head Varsity	Jim Andre	2	24
	Varsity Assistant	Mark Foeder	5	23
	JV Assistant	Bryan Lischerelli	5	25
	Modified Assistant	Kevin Geno	6	9
	Modified Assistant	Dan Stone	6	19
	Non-Paid Volunteer	Mark Cain	-	8
	Non-Paid Volunteer	Tony Pezzimenti	-	12
	Non-Paid Volunteer	Bill Kirnie	-	20
<b>Lacrosse – Girls</b>	Head Varsity	Niki Frunzi	2	10
	Varsity Assistant	Jennifer Haggerty	5	3
	Modified Assistant	Jamie Smith	6	11
	<b>Softball</b>	Head Varsity	Shelly Collins	2
Varsity Assistant		Denise Dillman	5	20
JV Assistant		Amanda Morehouse	5	8
Modified A Assistant		Gina Potenza	6	8
Modified B Assistant		Tim DiSanto	6	12
Non-Paid Volunteer		David Prong	-	6
Non-Paid Volunteer		Jessica Palmer	-	7
<b>Tennis – Boys</b>		Head Varsity	Krystina Barnum	3
	JV Assistant	Steve Cronmiller	5	19
	Modified Assistant	Jeff Pistritto	6	2

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

<b>Track – Boys</b>	Head Varsity	Ross Hunkovic	2	9
	JV Assistant	Jerry O’Dell	5	35
	Modified Assistant	Matt Bauerlein	6	33
<b>Track – Girls</b>	Head Varsity	Austin Donroe	2	2
	JV Assistant	Erika Eberhardt	5	7
	Modified Asssistant	Chris Levy	6	20
	Assistant	Leigha Tilton	5	4
	Non-Paid Volunteer	Kathleen Goodberlet	-	6

<b>Per Diem Substitutes:</b>	<u><b>Candidate</b></u>	<u><b>Area of Certification</b></u>
	Carly Acquilano	Uncertified
	Gary Simon	Uncertified
	Kayla Freeden	Uncertified
	Hunter Gowans	Uncertified
	Elizabeth Pierce	Uncertified
	Ellen Osborn	Elementary/Special Education
	Brittany Hood	Uncertified
	Emma Loree-Findeis	Uncertified
	Devin Barrett	Uncertified
	Marni Lewis	Social Studies

**Non-Instructional**

- Appointments:** The appointment of **Barbara Williams**, Part Time Food Service Helper, effective January 28, 2019, at an hourly rate of \$11.10.
- The appointment of **Griselle Cardona-Hernandez**, Cleaner, effective February 7, 2019, at an hourly rate of \$11.38.
- The appointment of **Kyle Miller**, Groundskeeper, effective January 20, 2019, at an hourly rate of \$12.08.
- The appointment of **Jose Ruiz Dominguez**, Cleaner, effective February 4, 2019, at an hourly rate of \$11.38.
- The appointment of **Norman Minnamon**, Cleaner, effective February 4, 2019, at an hourly rate of \$11.38.
- The appointment of **Jonathan Ellersick**, Working Supervisor, effective February 4, 2019, at an hourly rate of \$14.75 (plus an additional hourly stipend of \$2.50).
- The appointment of **Jeffrey Ellis**, from Substitute School Bus Driver to Full Time School Bus Driver, effective February 4, 2019, at an annual rate of \$13,049.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Resignations:** The resignation of **Kathryn Powell**, Full Time Teacher Aide, effective January 30, 2019.

The resignation of **Adria Posman**, Food Service Helper, effective February 15, 2019.

**Leaves of Absence:** The granting of a leave of absence for **Jonathan Ellersick**, Cleaner, effective February 4, 2019, due to an appointment as Working Supervisor.

**Per Diem and  
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Kenneth Sitterley	School Bus Driver
Kerry Tassone	Teacher Aide
Rylee TePoel	Laborer
Cynthia Zahn	Teacher Aide
Cecelia Capezzuto	School Bus Driver
Kim Girard	Food Service Helper

**CSE/CPSE  
RECOMMENDATIONS** Recommendations of the Committee on Special Education from the meetings of December 10, 19, 21, 2018, January 7, 9, 10, 11, 14, 15, 16, 17, 18, 22, 23, 24, 25, 28, 29, 30, 2019 and February 4, 5, 6, 7, 8, 11, 12, 13, 14, 2019 and from the Committee on Preschool Special Education from the meetings of January 22, 23, 2019 and February 5, 2019;

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

**SURPLUS** The following are declared as surplus:

- Epson Scanner with VCS tag #013698;
- Hewlett Packard Desktop Computers with VCS tag #s 013365, 013367, 013370, 013372;
- Toshiba Projector with VCS tag #012070;
- NEC Projector with VCS tag #010060;
- Hegner Multimax – 3 scroll saw with VCS tag #03427;

**DONATIONS** The following donations:

- \$400.00 from PTSA to the Primary School to support an author visit;
- \$125.00 from an anonymous donor to the Primary School in support of professional development for teachers;

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

- \$1000.00 from Fidelity Charitable Trust – The Breth Charitable Fund to the Junior High School in support of the Junior high Quidditch Club;

Dr. Parks thanked PTSA, the anonymous donor and the Breth Charitable Fund for their generosity to the District, students and staff. Mrs. Palumbo-Sanders said the donations are greatly appreciated.

**VISUAL AND  
PERFORMING ARTS  
HALL OF FAME BY-  
LAWS**

The Visual and Performing Arts Hall of Fame By-laws as submitted;

**GRADUATES OF  
DISTINCTION BY-  
LAWS**

The Graduates of Distinction By-laws as submitted;

**CONFERENCE  
ATTENDANCE**

Kristin Elliott to attend the 2019 Superintendent Evaluation Workshop in Rochester, NY on 3/22/19;

**CPSE/CSE  
COMMITTEE**

Appoint Sheila McCarthy as a member of the Committee on Special Education and the Committee on Preschool Special Education for the 2018-2019 school year;

**2019-2020 SCHOOL  
YEAR CALENDAR**

Approve the calendar for the 2019-2020 school year as submitted;

**TRANSFER FROM  
REPAIR RESERVE TO  
CAPITAL RESERVE**

Approve the transfer of the \$1,000.00 balance in the Repair Reserve to the Capital Reserve.

**SUPERINTENDENT  
SEARCH  
CONSULTANT**

Appoint School Leadership, LLC as the Superintendent Search Consultant and allow Deborah Palumbo-Sanders, as Board of Education President, sign the agreement on behalf of the Board of Education.

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

**CAMPUS NEWS**

VCS administrators summarized campus news and events at this time.

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **CONSTRUCTION UPDATE**

Board President Debbie Palumbo-Sanders introduced Director of Facilities Chris Marshall, George Spinaris from Campus Construction and Dave Phelps from SWBR Architects who provided a construction update. Mr. Spinaris went over the 2017 Capital Improvement 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, \$979,288 is the adjusted construction contingency budget, there is an approved change order total of \$254,737 so the remaining contingency budget is \$724,551. The construction project is approximately 67% complete. He then provided a project status update. At the Early Childhood School they are still waiting on four backordered decorative light poles. For the new addition drywall finishes, ceramic tile in the restrooms, floor preparation and priming and painting work is taking place. Casework has been installed. Mechanical, engineering and plumbing rough-in work is being finished. At the Primary School all of the site work has been completed. The balance of the ceiling grid and flooring is to be completed in the summer of 2019. Replacing the flooring in the classrooms is ongoing. At the Intermediate School the exterior work has been completed for now. There will be additional site work behind the new gymnasium in the spring of 2019. For the new gymnasium the interior concrete masonry unit walls are being installed. Electrical conduit installation is taking place in conjunction with masonry wall installation. Brick work on the north, south and east elevations is taking place. A temporary roof has been provided to continue interior work below. The permanent roof will be installed in the spring. The mezzanine air handler is being installed and related duct work is taking place. Temporary heat has been provided in the mezzanine area. A fire protection panel will be installed in the main office with the transfer from the old system to the new to take place during the April recess. At the Junior/Senior High School the tennis court and long jump track work have been completed with the finish coat to be completed in the spring of 2019. In the Media Center drywall finishes, priming and painting walls is continuing. The installation of ceiling grid and LED lighting is also taking place. A column and beam replacement will take place over February break, after which the casework will then be installed. At the bus garage a new fiber optic line has been installed and all interior work has been completed.

### **PROPOSED 2020 CAPITAL IMPROVEMENT PROJECT**

Dave Phelps from SWBR Architects said he was asked to come to the Board meeting to present a preliminary schedule for the proposed 2020 Capital Project. He said this project is purely preliminary at this point.

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **PROPOSED 2020 CAPITAL IMPROVEMENT PROJECT Continued**

Mr. Phelps went over the proposed pre- referendum schedule. In January the previous potential scope list from 2015 was updated. Meetings with District leadership will take place on February 26, 2019 and March 12, 2019. Shared Decision Making Committees will be developed on February 28, 2019. Shared Decision Making Committee meetings will take place on March 19, 2019, April 9 and 30, 2019. At the May 9<sup>th</sup> Board meeting the Board of Education will receive their first presentation with the final list of potential scope items. There will also be a possible SEQRA resolution at the same meeting depending on the scope of the project. The Board of Education will receive their second presentation at the June 13, 2019 meeting and then a third presentation if needed at the July 11, 2019 meeting. The Board's final presentation will take place at the August 8, 2019 meeting. Also at the August 8<sup>th</sup> meeting the SEQRA Determination Resolution and the Proposition Resolution will be approved. Mr. Phelps said this process is the same as the last project. He said assuming a vote would work in October, 2019 they would be looking at October 8, 2019 as the potential vote date. The project would then be designed between October 2019 and July 2020 with State Education Department (SED) submission in July 2020. These dates may vary based on the final scope, SED review times and material availability. The project will be bid in November 2020 with construction starting the winter of 2021. Mrs. Palumbo-Sanders asked Mr. Spinaris from Campus Construction and Director of Facilities Mr. Marshall if they have a feeling when the current project will be done. When will the grass be growing? Mr. Marshall said it looks like the majority of the current construction work will be complete by the end of summer, weather permitting. Mr. Vistocco said he knows it seems crazy that you have to start now planning for the next capital project when you won't put a shovel in the ground until 2020-2021. By 2020 and 2021 infrastructure will have to be adjusted. Mrs. Palumb-Sanders said in the current capital project we were only able to tackle about 1/3 of the scope. Dr. Santiago-Marullo said there was \$70 million in the scope some were needs and some were wants. Mr. Marshall said meetings will be set-up with District leadership to find out what the current needs are. Mrs. Palumbo-Sanders asked if they will see the prior listing. Mr. Marshall said yes they will. Dr. Parks said to Mr. Vistocco's point, it is prudent to get going so we can take our time and do not have to rush. He asked what the level of the Board is with the Shared Decision Making Committee. Dr. Santiago-Marullo said the Board will choose a couple of members to sit on the Capital Project Committee. Dr. Parks asked



## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **PROPOSED 2020 CAPITAL IMPROVEMENT PROJECT Continued**

if that is part of the Campus Improvement Committee. Dr. Santiago-Marullo said the Campus Improvement Committee is a different committee and is not part of the Capital Project Committee. Mrs. Palumbo-Sanders asked Mr. Dougherty, Assistant Superintendent for Business if our current Capital Reserve is at a similar level for the proposed project as it was for the current capital project at this phase of the planning. Mr. Dougherty said if things go well it should be by the time of the vote. The last time about \$2.7 million was used and right now there is about \$2.3 million available. Dr. Santiago-Marullo said the ideal would be to have more in the reserves than that. The goal would be to maximize the reserve. Mrs. Palumbo-Sanders said the Governor is proposing to group the expense aids. Could that have impact for state aid? Dr. Santiago-Marullo said anything could have an impact. She said the reason the Governor is proposing this is so they do not have to pay out as much expense aid money as he has had to in the past. She said she does not feel the legislators will support the decision because they know how painful that will be to the districts. The Board of Education agreed to move forward with the proposed 2020 Capital Project.

### **ANIMAL THERAPY**

Board President Debbie Palumbo-Sanders introduced Associate Superintendent of Educational Services Kristin Swann who presented on Animal Therapy. Mrs. Swann said a few months ago the Board asked for a presentation on animal therapy and animal assisted activities. She said in reality the animal-human bond is unique interaction. The presentation will focus on what is animal therapy in a school setting and what the pros and cons are. How is animal therapy used in our region and what are the possible options for Victor Central Schools. People use the terms associated with animal therapy interchangeably. Service animals are trained to perform a specific function, or to do a job, that his or her owner can't perform on their own due to a physical, intellectual, or emotional disability. They are specifically trained to provide assistance beyond comfort or soothing benefits. They are covered by the Americans with Disabilities Act and they may fly or live with the owner, even if a "no pets" policy is in place. An emotional support animal is a companion animal (not necessarily a work animal) that provides therapeutic benefits to a person with a medically diagnosed disability. Emotional support animals do not have to be trained for their role, but medical documentation is required in order to receive this designation.

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **ANIMAL THERAPY Continued**

This animal is not covered by the Americans with Disabilities Act. They may fly or live with the owner, even if a “no pets” policy is in place. A therapy animal is a companion animal that provides support and comfort to many people. This animal is not covered by the Americans with Disabilities Act and they may not fly or live with the owner, even if a “no pets” policy is in place. Animal Assisted Therapy is a formal therapy in which the animal is used to assist in improving the welfare of an individual or group. Animal assisted activities are informal methods that involve volunteers sharing their pets with others in which the animal acts like a “social lubricant” or a distraction to bring about positive results. Mrs. Swann said often when we think of animals on a school campus we think of animal assisted activities. She said in putting together this report most individuals report significant benefits of animal assisted activities but what does research say? In looking at the International Journal of Environment Research and Public Health published results from a meta-analysis in July 2017 the review found that most studies reported benefits to animal assisted activities. However, most of the studies also suggested that their findings needed to be interpreted with caution. The studies varied greatly in methods, design, intervention types, measurement, sample size and exposure to the animal. Therefore outcome results usually need to be interpreted with caution. It is hard to make a conclusion statement of the impact on cognition and learning. There is no direct evidence that animals can promote learning in humans, but the presence of a dog in an educational setting seems to support motivation, concentration, relaxation, and a reduction of stress. In 69 original studies benefits were in the area of social attention, interpersonal interactions, mood, and stress-related parameters such as degrees in cortisol, heart rate, and blood pressure. The benefit to animal assisted activities falls under the area of social emotional and physical wellness. Mrs. Swann then talked about local districts currently utilizing therapy dogs. She sent out a survey to each district. For the districts utilizing therapy dogs 80% said it was generated by a staff member who had a dog and wanted to bring their dog on campus. There was not a student need or a district need. Mrs. Swann said when she asked how they were measuring for impact she was informed by every district that they are not formally measuring the impact. Mrs. Swann talked about Matia Finn-Stevenson, a research scientist at Yale University who developed the social and emotional learning model that is the basis for the Mutt-i-grees Curriculum.

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### ANIMAL THERAPY Continued

This is Pre-K – 12 Social-Emotional Learning Curriculum based on the human-animal bond. The goals are to encourage awareness of shelter pets and enhance children’s social and emotional competencies. In 2017 in New York City a Pilot Program was started where educators adopt a dog from a local shelter and bring it to school to improve school climate. They used the Mutt-i-gree Curriculum. In 2018 the program grew from seven schools to thirty campuses. The purpose was to contribute to their social and emotional learning initiatives. Mrs. Swann said the question is do we need therapy animals on-site? What is our goal for this particular program? Do we need animal assisted activities? In November of this school year the Administrative Cabinet did some research around social emotional initiatives. She said they had the opportunity to think about what are our students struggling with. Mrs. Swann said they looked at data from the 2017 Youth Risk Behavior Survey, with an 80% response rate, which is a random sample of public high school students. Under violence and bullying 14% of high school students carried a weapon, 10% reported being forced to engage in a sexual activity, 19% were electronically bullied in the past year, and 23% sent a nude or semi-nude picture or video of themselves or someone else. Under trauma 66% of high school students reported experiencing trauma, 28% felt so sad and hopeless almost every day for two or more weeks, and 7% attempted suicide in the past year. Under drug use 20% used an e-cigarette in the past month, 42% drank or engaged in binge drinking this month, and 33% have used illegal drugs including heroin. We have to look at how we meet the needs of students. In November the administrative cabinet talked about all of the strategies and the professional development and responses. The conversation really focused around are our efforts coordinated, efficient, effective, and are we working toward a common goal. We are trying to identify our vision, mission and teaching plan. Mrs. Swann said about a week ago we talked about what we need to do to move forward. What is the District strategic goal around social and emotional? Mrs. Swann said quite frankly how are we going to utilize our regional supports? We should always begin with a goal. What are the District’s strategic goals around Social Emotional Learning and how might animal assisted activities support these goals? What Social Emotional Learning program(s) might help us reach our goals? How do we plan for sustainability? Our buildings are large systems and it creates a challenge because we have thousands of kids in our buildings. What is it that all community members should know and be able to do around this work? How will we create something that has a long reaching impact?

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### ANIMAL THERAPY Continued

As we move forward we need to identify those things. If we deem it important, what organizational structures need to be put in place? What financial structures are needed to support the initiatives? Mrs. Swann said in summary although we recognize that there may be a place for therapy animals and animal assisted activities, we don't think we are ready to engage in another strategy because we haven't clearly identified our vision and mission yet. We need to focus on data and need time to develop clarity on how we want to meet this need and develop a strategic plan. Dr. Parks said so you indicated there were improvements in motivation. Do the statistics from Monroe County say what age groups were involved? Mrs. Swann said grades 9-12. Dr. Parks said he was surprised the districts currently using therapy dogs are not measuring how they are working, however they have not stopped using them. Mrs. Swann said she thinks it is another strategy and an attempt to attach something to a significant need. She said she thinks that the human-animal bond is so strong and of course having the animals in the building brings a positive response. Mrs. Swann said the administrative cabinet is not at that place. She said we are at the place that we need to create a vision and a strategic plan. Dr. Parks said with the conversation on the topic is there anything the Board can help with, with the strategy? Mrs. Swann said from her opinion teachers and administrators have to have a clear vision and strategic plan. They have to work collectively on that. They have to think about what our students need as well as what our teachers need. Mrs. Swann said we have got to start partnering with regional and community resources. Mrs. Ballard asked, what are the cons of having a pet assisted program? Mrs. Swann said without a plan it just becomes another strategic goal. Mrs. Ballard said she respectfully disagrees. She said she thinks it would be a wonderful asset to one if not many of the buildings. She said when we set a social emotional goal what is the timeframe? Mrs. Ballard said I thought we had a vision? Mrs. Swann said we are not making an impact at the student level. With everything on the administrators and teachers plates where does something new like this fit in? Pal-Mac's program started with someone who had a therapy dog and wanted to bring it into school. There was no student need. Dr. Parks said so his questions would go back to what is that next step if the District has a void of strategy? He said it is curious to him that everyone else has not abandoned it. You can look at it as there is some value and that's what many of our neighboring districts are recognizing. How do we help the administrative cabinet develop what

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **ANIMAL THERAPY Continued**

the strategy is? If it wasn't working or wasn't having a positive impact they would have stopped. Superintendent Santiago-Marullo said the administrative cabinet discussed this and what they are saying is not at this time. She said what I am hearing the Board say is yes at this time. Dr. Parks said that is not what he is saying. He said what he is hearing is there is a void of strategy and frustration of developing it. What can we do because there is a next step? Mrs. Swann said when you start thinking about the strategic plan, vision and mission you need to measure what your need is. We have to learn from the school districts down the road to see what the need is and then how to develop our plan. We have a finite amount resources. We want to be really specific on what to do to improve our need. Mr. Vistocco said so I guess the bottom line is the administrative cabinet is not in favor of it? Mrs. Swann said yes, that is what she is saying. They have discussed it and the need to develop the vision and mission around the strategic plan. We need to have clarity around what we are doing for the whole community. Dr. Santiago-Marullo said that work has started throughout all of the Wayne-Finger Lakes schools. Mrs. Ballard said so what is the timeline on finding the strategic plan and vision? Mrs. Swann said the work she is doing is learning what other school districts are doing. Learning about assessments. She said she thinks there is a more collective decision on the strategic plan. Mrs. Palumbo-Sanders said the initiative you are describing is based on the release of the social emotional curriculum from the State Education Department? Mrs. Swann said yes it is. Our children are encountering trauma and stress at much higher levels than we ever did.

### **COMPUTER SERVICES DISTRICT GOALS UPDATE**

Board President Mrs. Palumbo-Sanders introduced the Director of Computer Services Dave Henderson who provided a District Goals update. He talked about website improvements including making corrections and additions to the staff directory, transitioning from Listserv to eNotify, purchasing and using SiteImprove, clubs and enrichment sections being added to the Junior High, adding additional links to the parents and students section, adding a Pre-K section and Parent Handbook to the Early Childhood School, building out the alumni, music, art and theater sections, adding a fax number page, and adding the Code of Conduct to the students section. Mr. Henderson then talked about the new IP based phone system being installed District-wide. Two complete walkthroughs of all of the space on campus were used to identify existing phones and extensions. The final counts for phones, wall mount plates, and other ancillary hardware and software has been determined. New phone extensions have been determined.

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **COMPUTER SERVICES DISTRICT GOALS UPDATE Continued**

Training will take place for administrators, secretaries, librarians, nurses, and other key personnel on April 10<sup>th</sup> and 11<sup>th</sup>. The new system will go live during April break. Mrs. Palumbo-Sanders asked if there will be an option for teachers to dial outside. Mr. Henderson said yes. Mrs. Palumbo-Sanders asked how we will prevent students from picking up the phone and dialing long distance. Mr. Henderson said you cannot dial long distance from classrooms. Dr. Parks said as far as building safety and security are all of the phones able to dial into the PA system if there is an emergency? Mr. Henderson said he does not believe that the new phone system will allow this to happen. Dr. Santiago-Marullo talked about the District rolling out Navigate Prepared shortly and the capability of that program from cell phones. Mr. DeLucia said so each phone on campus will have a voicemail built in? Mr. Henderson said yes, each extension. Mr. DeLucia asked if staff will have remote access to the voicemail. Mr. Henderson said yes and every voicemail left will also be dumped into the individuals e-mail.

### **FOOD SERVICE DISTRICT GOALS UPDATE**

Mrs. Palumbo-Sanders introduced the Director of Food Service, Alix TePoel who provided a District Goals update. She talked about the department promoting the development of programs and services, which encourage the health and wellness of students and staff. Food Service's School Dietitian has been teaching classes in regards to sports nutrition to school athletes and coaches. A food item list is in the development stage, which will be presented to students, coaches and booster clubs. Ms. TePoel said the Food Service Department is working with the Transportation Department and the Junior High School principal to promote the breakfast program. The idea is to try and develop a feasible plan which would allow students a second chance to receive breakfast. There is a possibility of implementing a study hall breakfast in the morning. The Food Services Dietetic Intern surveyed the students in the Junior High to assess their preferences for breakfast choices. Based upon the survey results the Food Service Department has implemented some of their menu ideas such as breakfast pizza and croissant breakfast sandwiches to hopefully increase the participation rate. Dr. Santiago-Marullo commended Ms. TePoel for having dietetic interns work on special projects to help make the food service program grow. Mr. Vistocco commended Ms. TePoel on the Internal Audit that took place and the great job she is doing.

## **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

### **HEALTH, PHYSICAL EDUCATION, AND ATHLETICS DISTRICT GOALS UPDATE**

Mrs. Palumbo-Sanders introduced the Director of Health, Physical Education and Athletics Duey Weimer who provided a District Goals update. Mr. Weimer talked about promoting the social, emotional and physical development of every student. He said he continues to work with Student Leaders on the Sportsmanship Committee to promote positive student interaction at interscholastic athletic events. Mr. Weimer said he continues to work closely with building administration regarding student and spectator sportsmanship at Victor events. The introduction of consistent sportsmanship messages at all home high school contests via the use of Neptune GameTime has taken place prior to and during contests. There has only been one disqualification from a team member (modified or varsity) for the entire year to this point. Dr. Parks asked if the disqualification was a student. Mr. Weimer said yes it was a student. Dr. Parks asked if there have been any parents removed from events this year. Mr. Weimer said not this winter there were a couple in the fall. He then talked about focusing on updating and developing a K-12 mental health curriculum as per the New York State mandates. He has reviewed the New York State Department of Education Guidance Document with the Health Education Department. A comparison of current curriculum and practices with the guidance document has taken place. Mr. Weimer said he is working with the K-6 teacher leader on methods of implementation and instruction. In reviewing strategy three, Mr. Weimer said he has met with all individual health and physical education teachers to review the department's best practices and goals for the year. Every staff member has had a formal pre-observation and post-observation meeting along with informal walk-through conversations. There is a consistent message of "Safe, Worthwhile and Fun" during all post-observations. The health, physical education and athletics' staff has been and will continue to be dedicated to building positive relationships with students and athletes. The theme "Culture Wins" will focus on those relationships. Palumbo-Sanders asked Mr. Weimer how many staff directors report to him. He said he has approximately 60 head coaches and 22 health and physical education teachers. Mr. Weimer said one of the things he started was having the head coaches complete the observations on all of their assistants.

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### BUDGET UPDATE

Board President Debbie Palumbo-Sanders introduced Assistant Superintendent for Business Joe Dougherty who provided a budget update. He said he will be sharing preliminary personnel needs and recommendations as well as initial revenue projections, the property tax cap and the Governor's state aid run. He said before he starts with the budget update he wanted to circle back on the 2020 construction project. He said people may ask why we are starting to look at a new project and that hinges on the debt service schedule. He said we will have a drop off and when you have a drop off that is when you want to add another capital project. When you have a level debt schedule it is a component of the tax cap. Mr. Dougherty then went over the preliminary staffing levels and requests for the 2019-2020 budget. He said the information received from the building administrators is that the total number of sections will most likely be unchanged. There will be transferring of sectioning amongst grade levels and buildings. Class size averages appear to be slightly lower. Potential additions in staff could include academic intervention specialists, special education, programming 9-12, administration and pupil personnel services as well as facilities staff. Mr. Dougherty said they will be vetting the positions before the final Board meeting presentation. Mrs. Ballard asked what additions are going to be made to administration and pupil personal services. Mr. Dougherty said at this time he would rather not specify as there are more positions requested than we can afford. He then went over the revenue projections which include 63% in tax levy, 31% in state aid, 4% in payment in lieu of taxes, 1% in reserves, 1% in fund balance and 1% in other sources. The main sources are the tax levy and state aid. There are six formulas that that account for more than 95% of the state aid. State aid to districts include foundation, building, transportation, BOCES aids, and public and private access aids for special education. Formula computations can be based on foundation aid formula, expense based which includes aid used in transportation, building, BOCES and special education as well as per pupil instructional material aids. Mr. Dougherty said the foundation aid in the Governor's run is the most important number to look at. This year the increase is .3% or \$39,784. Most of the other districts in Wayne-Finger Lakes BOCES received around 2%. It was just Victor and Canandiagua who received a very low percentage. The rest of the aid is expense based driven. The building aid increased 36% or \$1,452,672 because we have a debt to pay. Transportation aid increased 5% or \$166,906. Mr. DeLucia asked if we know why we received such a small amount of foundation aid because the formula is still frozen based on the previous number of students versus the current number of students. Dr. Santiago-Marullo said she is not sure why, however she along with the Superintendents from



# VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

## **BUDGET UPDATE Continued**

Canandaigua, Pittsford and Webster are going to meet with Governor Cuomo's Rochester representative to try and understand. She said Victor profiles very differently and there isn't even a pattern. She said it is known that the Governor has shifted money to the poorer districts. Mr. Dougherty said the Governor's run is generally lower. He said on February 4<sup>th</sup> Governor Cuomo warned, the State is in a \$2.4 billion fiscal deficit and he is looking to cut aid to school districts. Mr. Dougherty went over the history of the foundation aid. He said there was a period of time Victor went through enrollment growth with no increase in foundation aid because the formula was frozen in 2009. Then in 2012-2013 the tax cap was imposed on school districts, which limits the tax levy, when our District was growing. He said the tax cap formula has been calculated and is a 3.63% increase of \$1,587, 220 over the current year's budget. The foundation aid increase is .3% or \$39,784. Payment in lieu of taxes is an increase of \$53,293. There is an interest earning increase of \$95,000. Additional revenue considerations or cost savings include a decrease in the Teacher Retirement System rate from 10.62% to 8.86% for a direct cost savings of \$400,000. The health rate increase on copay plans is budgeted at 3% instead of the initial guidance of 8-10%. Early calculations show this percentage increase will most likely be offset by the cost avoidance of enrollment into the High Deductible Healthcare Plan. Dr. Parks thanked Superintendent Santiago-Marullo for getting with the other districts so there is a joint conversation regarding foundation aid and not going to bat for ourselves.

## **APPROVE TRIPS**

A motion was made by T. DeLucia, seconded by C. Parks, to approve the following trips:

- DECA to Rochester, NY to participate in the DECA new york State Career Conference from 3/6/19 – 3/8/19;
- DECA to Orlando, FL to participate in the DECA International Career Development Conference from 4/27/19 – 5/1/19;
- Varsity Softball to Malta, NY from 4/19/19 – 4/20/19 to participate in a tournament;

The motion was carried. 5 yes 0 no

## **POLICY REVIEW Second and Final Reading**

A motion was made by C. Parks, seconded by M. Vistocco, to approve the following policy:

- School Attorney; Policy 2270

The motion was carried. 5 yes 0 no

## **Second Reading**

The following policy was brought to the Board as a second reading:

- Declassification of Students with Disabilities; Policy 4321.9

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**POLICY REVIEW  
First Reading**

The following policies were brought to the Board as a first reading:

- Graduation Requirements; Policy 4770
- Alcohol and Drug Testing of Bus Drivers; Policy 8414.5

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

Mrs. Palumbo-Sanders said that she, along with Mrs. Elliott and Dr. Santiago-Marullo, attended the Monroe County School Boards Association Legislative Breakfast on Saturday, February 2<sup>nd</sup>.

**Standing Committee  
Updates**

Dr. Parks said he attended the Visual and Performing Arts Hall of Fame meeting. He said it is an exciting group to work with and exciting to look at the rich nominees in the District.

**Miscellaneous  
Information**

Mrs. Palumbo-Sanders attended the Robotics Open House.

**PUBLIC COMMENT**

None at this time.

**UPCOMING EVENTS  
Special Board Meeting**

A Special Budget Board Meeting will be held on Thursday, March 7, 2019 at 7:15 PM in the Early Childhood School Boardroom.

**Regular Board Meeting**

The next Regular Board Meeting will take place on Wednesday, March 13, 2019 at 7:15 PM in the Early Childhood School Boardroom.

**Special Board Meeting**

If needed, there will be a Special Budget Board Meeting held on Thursday, March 21, 2019 at 7:15 PM in the Early Childhood School Boardroom.

**ADJOURN**

A motion was made by C. Parks, seconded by M. Vistocco, to adjourn the meeting at 9:50 PM. The motion was carried. 5 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk