

Victor Central School
Board of Education
PROPOSED AGENDA
Regular Meeting, Thursday, November 14, 2019 –5:30 PM
Early Childhood School Boardroom
953 High Street
Victor, New York 14564

It is expected that, upon opening the meeting, a motion will be made to adjourn to executive session and that the regular meeting will begin at 7:15 PM

✓ = Board Action Expected

1. Meeting Called to Order by President Debbie Palumbo-Sanders

- ✓
- *Motion to enter executive session to discuss the employment history of a specific individual as well as proposed litigation.*
 - A. Moment of Silence**
 - B. Pledge to the Flag**
 - C. Greetings to Visitors**
 - D. Reading of Fire Evacuation Procedure**
(In case of a fire, would everyone please follow the EXIT signs to the outside of the building. Please stay completely clear of the building to provide space for any Fire Department vehicles.)

✓ **2. Approval of the Agenda**

3. Presentations/Recognitions:

- **None at this time**

- 4. Public Participation:** The Board of Education invites you, members of the school community, to feel comfortable in sharing matters of interest or concern that you might have with us. Although the Board's work is open to the public, this is not a meeting with the public. All matters brought to the attention of the Board during the public session may be taken under consideration for future response or action. If you wish to speak, please sign-up at the table where you entered the Boardroom. The Chair will be happy to recognize those of you who wish to speak. When you approach the podium/microphone please identify yourself before presenting your thoughts.
(*Individual comments will be limited to 3 minutes and the total time for this portion of the agenda will be limited to 15 minutes.*)

As a matter of courtesy, we ask that issues related to specific School District personnel or students be brought to the attention of the Superintendent of Schools privately. Thank you for this consideration.

✓ **5. Acceptance of Consent Items (5 min.)**

- A. Minutes of the Regular Board Meeting on October 10, 2019, the Special Board Meeting on October 29, 2019, and the Capital Project Community Forum on November 4, 2019;**
- B. Treasurer's Report for the month ending September 30, 2019 and other related financial reports for the period ending October 31, 2019;**
- C. Personnel Agenda;**
- D. Board Members to attend standing committee meetings;**
- E. Recommendations of the Committee on Special Education from the meetings of September 26, 2019, October 2, 3, 4, 7, 9, 11, 15, 16, 17, 18, 21, 22, 23, 24, 25, 28, 29, 30, 31, 2019, November 4, 5, 6, 7, 12, 13, 14, 2019 and from the Committee on Preschool Special Education from the meetings of October 15, 22, 23, 28, 29, 2019 and November 12, 2019;**

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- F. **Accept the Tax Collectors Report;**
 - G. **Declare the following as surplus:**
 - **Hewlett Packard Chromebook with VCS tag # 310600;**
 - **ETC Projectors with VCS tag #s 010004, 012743, 014287;**
 - **Smart Document Camera with VCS tag # 013153;**
 - **iPad with VCS tag #014835;**
 - H. **Accept the following donations:**
 - **“Hockey Coach Vision.com” a computer based application valued at \$99.00 to Victor Central Schools to support the Varsity Ice Hockey Program;**
 - **A Story and Clark Upright Piano donation from Danielle Pollock to the Victor Central School Music Department valued at \$150.00;**
 - I. **Approve the Election Inspectors for the November 18, 2019 Capital Project Bond Proposition Vote; and**
 - J. **Acceptance of the Extraclassroom Audit Report and Corrective Action Plan for year ended June 30, 2019.**
6. A. **Special Education Review/Berry Report Findings** (*Sheila McCarthy and Julie Bitely; 45 minutes*)
- B. **Approve the following field trip requests:**
- 1. **Senior High Students to France, Spain, Italy April Break 2021;**
 - 2. **FIRST Robotics to Dayton, Ohio from 2/26/20 – 3/1/20 to participate in regional competition;**
 - 3. **Victor Indoor Percussion Ensemble to Northern Kentucky University from 3/20/20 – 3/22/20 to participate in the Winer Guard International Mid East percussion Power Regional;**
 - 4. **Victor Indoor Percussion Ensemble to the University of Dayton from 4/15/20 – 4/19/20 to participate in the Winer Guard International percussion World Championships;**
 - 5. **Grade 9-12 students to Paris and Amsterdam during Spring Break 2021;**
7. **Meeting Reports**
- A. **Monroe County School Boards Association Committee Reports**
 - B. **Standing Committee Updates**
 - C. **New York State School Boards Association (NYSSBA) Membership for January 1, 2020 – December 31, 2020**
8. **Public Comment:** The Board of Education invites you, members of the school community, to feel comfortable in sharing matters of interest or concern that you might have with us. Although the Board’s work is open to the public, this is not a meeting with the public. All matters brought to the attention of the Board during the public session may be taken under consideration for future response or action. If you wish to speak, please sign-up at the table where you entered the Boardroom. The Chair will be happy to recognize those of you who wish to speak. When you approach the podium/microphone please identify yourself before presenting your thoughts.
(*Individual comments will be limited to 3 minutes and the total time for this portion of the agenda will be limited to 15 minutes.*)

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9. Upcoming Events/Meeting Reports

A. Capital Project Vote, Monday, November 18, 2019 from Noon – 8:00 PM in the Primary School Gymnasium

B. Next Regular Board Meeting, Thursday, December 12, 2019

✓ **10. Adjourn**

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Unapproved Minutes of the Regular Meeting of October 10, 2019
Early Childhood School Boardroom
953 High Street
Victor, New York 14564

CALL TO ORDER	President Debbie Palumbo-Sanders called the meeting to order at 5:32 PM.
Members Present	Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Debbie Palumbo-Sanders, Christopher Parks, Mike Vistocco
ENTER EXECUTIVE SESSION	A motion was made by T. DeLucia, seconded by C. Parks, to enter executive session at 5:32 PM to discuss the employment history of specific individuals. The motion was carried. 7 yes 0 no
EXIT EXECUTIVE SESSION/ADJOURN THE MEETING	A motion was made by K. Ballard, seconded by C. Parks, to exit executive session and adjourn the meeting at 6:49 PM. The motion was carried. 7 yes 0 no
REGULAR SESSION	President Debbie Palumbo-Sanders called the meeting to order at 7:18 PM.
APPROVE AGENDA	A motion was made by M. Vistocco, seconded by C. Parks, to approve the agenda. The motion was carried. 7 yes 0 no
PRESENTATIONS/ RECOGNITIONS	Board of Education President Debbie Palumbo-Sanders invited Melissa Goho, Assistant Principal from the Early Childhood School, to the podium. Ms. Goho talked about October being Board of Education recognition month. She thanked the Board members for their service to the Victor Central School District. A video “thank you” from some of the Early Childhood School students was then played for the Board of Education. President Palumbo-Sanders then called Drama Club Advisor and English Teacher Jeremy Hawkinson to the podium. Mr. Hawkinson thanked the Board for their service to the District. He then talked about Drama Club and the upcoming Senior High School Fall Play called <i>Broken Hourglass</i> . Sydney Prescott, Chris Kalen, Ethan Gray, Ali Cook, Jake Knapp and Liz Przepiora performed original skits written by themselves for the Board in honor of Board of Education Appreciation Month.
PUBLIC PARTICIPATION	<p>Jeanne Christman, a parent, talked about the mental health crisis and about how important it is to help be the difference.</p> <p>Ryder Parks, a 4th grade student expressed a concern about a slide that is broken on the playground.</p> <p>Talin Parks, a 5th grade student, expressed a concern about dogs being on campus and leaving dog poop.</p>

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Carol Prescott, from PTSA, handed out magnets with calendar dates and important events.

CONSENT ITEMS

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

MINUTES

Minutes of the Regular Board Meeting on September 12, 2019, and the Special Board Meeting on September 30, 2019;

FINANCIAL STATEMENTS

Treasurer's Report for the month ending August 31, 2019;

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

Long Term Substitute Appointments:

The appointment of **Mark Mazzatti**, who has Certifications in Special Education and School Counselor, to a long term substitute position as a School Counselor, effective October 7, 2019, and ending approximately June 15, 2020, at an annual salary of \$57,808.

The amended appointment of **Kaitlyn O'Brien**, who is certified as an Occupational Therapist, to a long term substitute position as an Occupational Therapist, effective September 1, 2019, and ending June 30, 2020, at an annual salary of \$45,800 (Step 2M+29).

The appointment of **Magdalene Boyer**, who is certified in Childhood Education Grades 1-6, Early Childhood Education Birth-Grade 2, Students with Disabilities Grades 1-6, and Students with Disabilities Birth-Grade 2, to a long term substitute position as an Elementary Teacher, effective November 1, 2019, and ending June 30, 2020, at a prorated annual salary of \$44,800 (Step 3M+6).

Leaves of Absence:

The granting of a maternity leave and subsequent childcare leave of absence for **Meghan Fatzinger**, ELL Teacher, effective approximately February 24, 2020, and extending to June 30, 2020.

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The granting of an extension of childcare leave of absence for **Sarah Wood**, Occupational Therapist, effective January 7, 2020, and extending to June 30, 2020.

Probationary Appointments: The probationary appointment of **Jay Schickling**, who holds Certification as a School District Business Leader and as Business & Marketing Education, to a probationary position as the Assistant Superintendent for Business, effective December 2, 2019, at an annual salary of \$128,500 (prorated), leading toward tenure as the Assistant Superintendent for Business.

Appointments: The amended appointment of **John Zappia**, Consultant/Interim School Business Official, effective November 9, 2019, and ending December 2, 2019.

Amended four-year probationary appointment for **Leah Kedley**, Elementary Assistant Principal, effective August 13, 2017. This amendment is due to administrative error.

Amended four-year probationary appointment for **Amy Shannon**, High School Assistant Principal, effective July 12, 2017. This amendment is due to administrative error.

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Soccer – Boys	Volunteer	Andrew Reddout	-	-
	Volunteer	Zachary Hammond	-	-
Alpine Skiing	Head Varsity	Jen Haggerty	4	20
	Volunteer	Maddy Haggerty	-	-
Basketball – Boys	Head Varsity	Tyler Roberts	1	11
	JV	David Vistocco	4	7
	Modified A	Andy Reddout	4	7
	Modified B	Tim DiSanto	4	29
	Modified B	Tim Clapp	4	13
	Volunteer	Phil Desaw	-	-
	Head Varsity	Blake Smith	1	11
Basketball – Girls	Varsity Assistant	Ashley Zahn	4	1
	JV	Scott Zahn	4	34
	Modified B	Frank Clark	4	25
	Modified B	Denise Dillman	4	10
	Volunteer	Niki Frunzi	-	-
	Head Varsity & Unified	Mark Foeder	4	15
	Volunteer	Jamie LaBrake	-	-
Bowling	Head Varsity	Courtney Tortarella	2	16
	Varsity Assistant	Alex Dayton	4	2
Cheerleading	JV	Dayna Ryan	4	7
	Modified A	Alexa O'Brien	4	3

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Hockey	Head Varsity	Mike Ferreri	1	20
	Varsity Assistant	Trevor Sousa	4	10
	Volunteer	Bryan Kavanaugh	-	-
Swimming – Boys	Head Varsity	Brett Leader	1	11
	Modified B	Gina Potenza	4	8
Track	Head Varsity	Austin Donroe	3	2
	Assistant	Jerry O’Dell	5	36
	Volunteer	Erika Eberhardt	-	-
	Volunteer	Ross Hunkovic	-	-
Wrestling	Head Varsity	Craig Kaper	1	20
	Varsity Assistant	Ian Ammons	4	6
	JV	Tom Mandara	4	28
	Modified B	Stash Merritt	4	21
	Volunteer	Matt Halloran	-	-
Co-Curriculars:	<u>Music</u>	<u>Name</u>	<u>Group</u>	
	Color Guard Winter	Camaryn Sperenza	4	
	Cadet Guard Director	Camaryn Sperenza	1	
	SH Fall Play Assistant	Robert Neill	1	
Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>		
	Lisa Taylor	Uncertified		
	Pamela Sullivan	Administrator		
	Barbara Clifton	Consultant/ Trainer		
	Mary Evans	Uncertified		
	Danielle Loomis	Elementary		
	Gratiane Coxford	Foreign Language		
	Joseph Fastaia	Art		
	Kathryn Smith	School Psychologist		
	Amanda Johnson	School Psychologist		

Non-Instructional

Appointments: The appointment of **Chiara Watts**, Food Service Helper, effective September 23, 2019, at an hourly rate of \$11.80.

The appointment of **Amanda Quail**, Part Time Teacher Aide, effective September 23, 2019, at an hourly rate of \$11.80.

The appointment of **Anita Young**, Part Time Teacher Aide, effective September 30, 2019, at an hourly rate of \$11.80.

The appointment of **Jennifer Postle**, Full Time Teacher Aide, effective September 24, 2019, at an hourly rate of \$11.80.

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The appointment of **Brienna Walden**, Part Time Teacher Aide, effective September 25, 2019, at an hourly rate of \$11.80.

The appointment of **Chelsea Steff**, Part Time Teacher Aide, effective October 7, 2019, at an hourly salary of \$11.80.

The appointment of **Sam Condo**, School Bus Monitor, effective October 15, 2019, at an hourly salary of \$11.80.

The appointment of **Judy Casey-Weld**, Food Service Helper, effective September 30, 2019, at an hourly rate of \$11.80.

The appointment of **Carol Gizzo**, Cleaner, effective October 8, 2019, at an hourly rate of \$12.18.

The appointment of **Lorna Nevil**, Part Time Teacher Aide, effective October 8, 2019, at an hourly rate of \$11.80.

The appointment of **Dominique David**, School Bus Monitor, effective October 21, 2019, at an hourly rate of \$11.80.

Resignations:

The resignation of **Annie Ronalds**, Food Service Helper, effective September 20, 2019.

The resignation of **Sarah Maslyn**, Cleaner, effective September 19, 2019.

The resignation of **Shelly Martin**, Part Time Teacher Aide, effective October 11, 2019.

The resignation of **Jaret Knickerbocker**, School Bus Driver, effective August 27, 2019.

The resignation of **Kadian Baker**, School Bus Monitor, effective August 27, 2019.

The resignation of **Denise Galloway**, School Bus Monitor, effective August 27, 2019.

The resignation of **Catherine Wiseman**, Full Time Teacher Aide, effective October 9, 2019.

Leave of Absence:

The granting of a maternity leave and subsequent childcare leave of absence for **Natalia Lewis**, Teacher Aide, effective August 28, 2019, and extending to approximately October 6, 2019.

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Per Diem and Substitute Positions:	<u>Candidate</u>	<u>Position</u>
	Nancy Stewart	Food Service Helper
	Beth Vetter	Typist
	Olivia Howe	Typist
	Tonya Burns	Teacher Aide
	Laura Barclay	Teacher Aide
	Maximillian Strahs	Teacher Aide
	Elwood Balliet	Traffic Support
	Alisa Padilla	Student Worker
	Erin Callese	Teacher Aide
	Lorraine Tucker	Lifeguard
	Shelly Martin	Teacher Aide
	Mary Evans	Teacher Aide
	Kathryn McCoon	Bus Driver Trainee
	Kadian Baker	School Bus Monitor
	Sherry Robinson	Lifeguard
	Jeffrey Hyland	Bus Driver Trainee
	Kristina Streb	School Nurse

BOARD MEMBER COMMITTEE MEETINGS

Board members to attend standing committee meetings;

CSE/CPSE RECOMMENDATIONS

Recommendations of the Committee on Special Education from the meetings of September 12, 16, 17, 18, 19, 20, 23, 24, 25, 26, 27, 30, 2019, October 1, 2, 3, 4, 7, 8, 9, 10, 2019 and from the Committee on Preschool Special Education from the meeting of September 17, 23, 2019, and October 10, 2019;

SURPLUS

Declare the following as surplus:

- Hewlett Packard LaserJet P2015dn Printers with VCS tag #s 04525, 04988;
- Apple iPads with VCS tag #s 014262, 014263, 014701, 014702;
- Elmos with VCS tag #s 010381, 014336;
- Chromebook HP11s with VCS tag #s 368858;
- Chromeboxes with VCS tag #s 310809, 310810, 310811, 310815, 310816, 310817, 310818, 310820, 310821, 310827;
- Hitachi Projector with VCS tag # 349108;

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

DONATIONS

The following donations:

- Three graphing calculators valued at \$300.00 from Jessica Brumbaugh to the Senior High School Math Department;
- Classroom materials valued at \$659.80 for a project called “Learning Through LEGO Sets!” to Kristina Back’s Kindergarten classroom from DonorsChoose;
- \$500.00 from the Victor Boys Volleyball Booster Club to the Victor Central School District in support of the JV Volleyball Team;

Mrs. Elliott said she is grateful to be able to recognize and thank the incredible generosity of the donations and materials that help to make the school a great school. Thank you!

COMMITTEE ON SPECIAL EDUCATION/ PRESCHOOL SPECIAL EDUCATION

Appoint Mark Mazzatti as a member of the Committee on Special Education/Preschool Special Education for the 2019-2020 school year;

INSTRUCTIONAL MATERIAL REVIEW COMMITTEE

Approve the Instructional Material Review Committee for the 2019-2020 school year as submitted in a memo from Kristin Swann dated 9/30/19;

ADMINISTRATOR SUBSTITUTE RATE

Approve a per diem administrator substitute rate, exclusive of interim agreements, of \$375.00;

EXTERNAL AUDIT AND CORRECTIVE ACTION PLAN AND SINGLE AUDIT

The Victor Central School District External Audit and Corrective Action Plan as well as the Single Audit Report for year ended June 30, 2019;

RESCIND SURPLUS ITEM

Rescind the motion made on September 12, 2019 declaring nineteen 65” round tables as surplus;

CSEA MEMORANDUM OF AGREEMENT

A Memorandum of Agreement with the Victor Central School District CSEA pertaining to mandated physical exams for diabetic drivers as submitted;

CURRICULUM

Approve Grade 2 English Language Arts Reading Units Curriculum as submitted.

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

CAMPUS NEWS

VCS administrators summarized campus news and events.

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3-8 END OF THE YEAR REPORT

Associate Superintendent of Educational Services Kristin Swann, Primary School Principal Jen Check, Intermediate School Principal Kevin Swartz, and Junior High School Principal Brian Gee provided an end of the year report for grades 3-8. Mrs. Swann reminded the public and the Board of Education what the state assessment scores mean. Student achievement is scored on four different levels. Level 1 is not meeting grade level learning standards, level 2 is partially meeting grade level learning standards, level 3 is meeting grade level learning standards and level 4 is excelling in grade level learning standards. This year the opt out rate for the state was at 16%, which is down from 18% in 2018 and 19% in 2017. Victor is right around the state average. The State Education Department (SED) is committed to increasing the use of computerized testing, despite technical glitches with last spring's English Language Arts tests. The requirement for districts to transition to Computer Based Testing (CBT) by 2019-20 is no longer applicable. Currently, SED does not have a deadline when all districts will be required to transition to CBT. Mrs. Swann said this now creates a situation we have to think about.

Mrs. Check talked about the 3rd grade ELA testing in the Primary School. At 3rd grade the students are taking the assessments for the very first time. The information is really a cumulative reflection of PreK-3rd grade work. The statewide mean score is 599 and Victor's mean score is 601, ranked 236 out of 695 districts. Other assessment measures are used to help determine what additional supports students need. Mr. Swartz spoke about the ELA results in the Intermediate School. He said from the 4-6 grade perspective the ELA exam continues to trend as an assessment that is very inconsistent. When looking at grade 4-6 progression, the longer the kids are in the building the better they perform. In 4th grade the statewide mean score is 598 and Victor's mean score is 599, ranked 278 out of 695 districts. Mr. Swartz said without question the 5th grade ELA exam was the most challenging across the state. In 5th grade the statewide mean score is 599 and Victor's mean score is 601, ranked 249 out of 694 districts. Support in both 4th and 5th grade includes weekly Professional Learning Community support, a focus on looking at student work, exit tickets, and pre and post assessment data. Texts have been purchased for book clubs and classroom libraries. The 6th grade progression is heading in the right direction. There has been a nice increase when looking at cohorts. The longer the students are in the building the better teachers get to know them. The statewide mean score is 598 and Victor's mean score is 604, ranked 153 out of 697 districts. Support in 6th grade includes engaging kids in book clubs and expanding classroom

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3-8 END OF THE YEAR REPORT Continued

libraries. Writing curriculum is now being implemented. Mr. Gee said that 7th grade ELA has completed two years of curriculum writing work. The statewide mean score is 599 and Victor's mean score is 606, ranked 103 out of 684 districts. Eighth grade remains consistent. The statewide mean score is 599 and Victor's mean score is 608, ranked 64 out of 685 districts.

When looking at math, Mrs. Check reported that 3rd grade statewide mean score is 600 and Victor's mean score is 604, ranked 174 out of 696 districts. Math Investigations are used as the primary curriculum. The math coach will continue to meet with grade level teams. Mr. Swartz said for grades 5-6 the math test has been much more consistent over the years. The 4th grade statewide mean score is 600 and Victor's mean score is 604, ranked 195 out of 696 districts. The 5th grade statewide mean score is 600 and Victor's mean score is 605, ranked 166 out of 695 districts. The 6th grade mean score is 601 and Victor's mean score is 613, ranked 38 out of 696 districts. When looking at this score it is not just the work of the 6th grade team it is the commitment of the 4th, 5th and 6th grade team working with a common curriculum. Mr. Swartz said he is proud of the way the staff has implemented the curriculum. Mrs. Elliott said she assumes the Intermediate School is doing a standard analysis to see if there are any clusters of weakness. Mr. Swartz said yes. Mrs. Elliott asked if the District grades their own ELA assessments. Mr. Swartz said the District has not done District Based Scoring for the last few years. The District has gone to Regional Scoring. Mrs. Elliott said so the regional model has different graders across the region. Mr. Swartz said yes. Interim Superintendent Ford asked how many benchmarks are used over the course of the year. Mr. Swartz said depending on the standard there could be 1-2 benchmarks or 5-6. Mr. Ford asked if the teachers have felt the benchmarks have been far more valuable than the state tests as it helps to frame the work over the year. Mr. Swartz said no question. Mr. Gee said the University of Rochester work has been very beneficial for 7th grade math. There is formative benchmark work every week or two. The kids transitioning from 6th grade to 7th grade are well prepared. The 7th and 8th grade teachers have been working together to align their programs. The 7th grade statewide mean score is 601 and Victor's mean score is 610, ranked 82 out of 681 districts. The 8th grade statewide mean score is 598 and Victor's mean score is 613, ranked 27 out of 656 districts.

Mr. Swartz talked about the 4th grade science assessment. He said it is a consistent assessment and developmentally appropriate. They continue to see positive results. He said he is excited about shifting the science curriculum to more of the inquiry model that connects with the next generation standards. In 4th grade 91% of the students scored at or above a

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3-8 END OF THE YEAR REPORT Continued

level 3. Mr. Gee said at 8th grade is also looking forward to the shift of the next generation standards. Only 54% of the 8th grade students took the assessment because the others are in accelerated science. Mrs. Elliott asked what percentage of 8th graders are accelerated. Mr. Gee said it is in the high 30% range. Dr. Parks said the thing that he has heard each time is the full grasp and appreciation that these are only numbers.

CAPITAL PROJECT REFERENDUM AMENDMENT

A motion was made by K. Ballard, seconded C. Parks, to adopt a resolution of the Victor Central School District, New York, amending a resolution heretofore adopted on September 30, 2019 regarding the publication of the Notice of a Special District Meeting as submitted.
The motion was carried. 7 yes 0 no

APPROVE TRIPS

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

- SEAS Club to Stowe, VT from 1/10/20 – 1/12/20;
- Varsity Baseball to Myrtle Beach, SC from 4/3/20 – 4/13/20 to participate in The Ripkin Experience;
- Grades 9-12 Art Club to Pittsburgh, PA from 4/24/20 – 4/26/20;
- Varsity Softball to Herkimer, NY from 5/1/20 – 5/3/20 to participate in a tournament;
- Grades 9-12 DECA to Rochester, NY from 2/26/20 – 2/28/20 to participate in the DECA State Conference;
- Grades 9-12 DECA to Nashville, TN from 4/29/20 – 5/3/20 to participate in the DECA National Conference;
- Senior Class of 2020 to New York, NY from 3/26/20 – 3/28/20;

The motion was carried. 7 yes 0 no

POLICY REVIEW Second and Final Reading

A motion was made by K. Elliott, seconded by K. Ballard, to approve the following policies:

- Special Education Personnel; Policy 4321.14
- Districtwide and Statewide Assessments of Students with Disabilities; Policy 4321.7.

The motion was carried. 7 yes 0 no

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

Mr. DeLucia attended the MCSBA Fall Law Conference the morning of September 26th. He said topics included Federal Law and the new New York State discrimination law differences, ESSA transparency requirements, and student safety and protection.

Mrs. Palumbo-Sanders went to the Pittsford Board of Education President's home with other Monroe County School Board Association Presidents. The Director of the new mental health facility at Golisano Children's Hospital was there to make districts aware of their facility

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and what they have to offer.

Standing Committee Updates

Mr. DeLucia attended the BOCES P-Tech ribbon cutting the afternoon of September 26th. He said the programming is amazing and tours were given by students in the program.

Mr. DeLucia attended a Wayne-Finger Lakes BOCES meeting on October 7th.

Mr. DeLucia attended a Red Jacket Board meeting on October 9th on behalf of the Wayne-Finger Lakes BOCES Board. He is BOCES liaison to the Red Jacket Board of Education. At the meeting, he provided information about BOCES.

2019 NYSSBA Proposed Resolutions

Discussion took place around the 2019 NYSSBA Proposed Resolutions for the Annual Business Meeting.

The Board of Education supported the recommendations of the NYSSBA Resolutions Committee other than proposed resolutions 7, 13, 21, 22.

PUBLIC COMMENT

Parent Melissa Fantauzzo thanked the Board of Education for their dedication to the District. She then commended the Athletic Department, specifically Duey Weimer, David Vistocco and Mark Foeder for starting the new Unified Bowling Team. Ms. Fantauzzo made a request to have the Berry Special Education Report made public. She said the number one thing the parents need is transparency.

UPCOMING EVENTS Community Project for the Capital Project Vote

A Community Forum for the Capital Project will take place on Monday, November 4, 2019 at 7:00 PM in the Early Childhood School Boardroom.

Next Board Meeting

The next regular Board meeting will take place on Thursday, November 12, 2019 at 7:15 PM in the Early Childhood School Boardroom.

Capital Project Vote

A Capital Project Vote will take place on Monday, November 18, 2019 from Noon – 8:00 PM in the Primary School Gymnasium.

ADJOURN

A motion was made by C. Parks, seconded by C. Eckhardt, to adjourn the meeting at 9:59 PM. The motion was carried. 7 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**Unapproved Minutes of a Special Meeting of October 29, 2019
District Office Conference Room
953 High Street
Victor, New York 14564**

CALL TO ORDER

President Deborah Palumbo-Sanders called the meeting to order at 6:01 PM.

Members Present

Karen Ballard, Tim DeLucia (arrived at 6:02 PM), Chris Eckhardt, Kristin Elliott, Debbie Palumbo-Sanders, Christopher Parks (arrived at 6:04 PM), Mike Vistocco

APPROVE AGENDA

A motion was made by C. Eckhardt, seconded by K. Ballard, to approve the agenda. The motion was carried. 5 yes 0 no

**ENTER EXECUTIVE
SESSION**

A motion was made by K. Elliott, seconded by M. Vistocco, to enter executive session at 6:02 PM to discuss the employment history and matters leading to the employment of a particular person. The motion was carried. 6 yes 0 no.

**RETURN TO REGULAR
SESSION**

A motion was made by T. DeLucia, seconded by C. Parks, to return to regular session at 9:47 PM. The motion was carried. 7 yes 0 no

ADJOURN

A motion was made by T. DeLucia, seconded by M. Vistocco, to adjourn the meeting at 9:47 PM. The motion was carried. 7 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

Public Hearing on the 2021 Capital Project Bond Proposition

Monday, November 4, 2019

7:00 P.M. – Early Childhood School Boardroom

Board Members Present: Tim DeLucia, Chris Eckhardt, Debbie Palumbo-Sanders,
Christopher Parks (arrived at 7:17 PM) Mike Vistocco

Board Members Absent: Karen Ballard, Kristin Elliott

**PROPOSED
CAPITAL
PROJECT
REVIEW**

Interim Superintendent Dennis Ford welcomed those in attendance. He then introduced a video that was created by Aaron Isaacs to provide more details on the Capital Project. He thanked Board member Karen Ballard for bringing the idea to the forefront, which was based on a video she saw from a neighboring district. After the video was shown, Mr. Ford introduced Director of Facilities Chris Marshall and SWBR Architect Dave Phelps who went over the details of the project. Mr. Marshall and Mr. Phelps answered questions from the audience in attendance.

ADJOURN

The hearing was adjourned at 7:49 P.M.

Respectfully submitted,

Maureen A. Goodberlet
District Clerk

RESOLUTION

TREASURER'S REPORTS

RESOLVED That, upon the recommendation of the Superintendent, the following Treasurer's reports for the month ending September 30, 2019 be accepted.

- I. GENERAL FUND
- II. EXTRACLASS ACTIVITY REPORT
- III. SCHOOL LUNCH FUND
- IV. TRUST & AGENCY FUND
- V. SPECIAL AID FUND
- VI. CAPITAL FUND - SMART SCHOOLS BOND ACT
- VII. CAPITAL FUND - CAMPUS IMPROVEMENT PROJECT


11/7/19

TREASURER'S REPORT

GENERAL FUND

I.

9/1/2019

8,662,592.96

RECEIPTS:

ACCOUNTS RECEIVABLE	48.94
TAXES (INCLUDING LIBRARY TAX)	26,868,828.19
STATE AID	5,109,713.44
INTEREST & PENALTIES ON TAXES	0.00
ADMISSIONS	0.00
IN LIEU OF TAXES	2,365,221.75
INTEREST AND EARNINGS	7,607.84
BUILDING USE	600.00
USE OF BUSES	4,459.22
TUITION	30,000.00
BOCES AID	786,043.00
MISC.	2,482.38
DUE FROM OTHER FUNDS	24,882.75
ENERGY PERFORMANCE INCENTIVES	110,400.35
REFUND PRIOR YEARS EXPENSE	0.00
MONROE CO. SALES TAX	0.00
WAYNE CO. SALES TAX	0.00
MEDICAID	4,398.08

TOTAL RECEIPTS	35,314,685.94
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TOTAL RECEIPTS & BAL.	43,977,278.90
DISBURSEMENTS	6,142,888.36

BAL. ON HAND 9/30/19	37,834,390.54
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BANK RECONCILIATION

BAL./BANK STATEMENT	869,693.72
IN TRANSIT	0.00
BANK ERROR	0.00
LESS CHECKS OUTSTANDING	842,927.84
RETURNED CHECKS	0.00
DEPOSIT IN TRANSIT	0.00

BAL. IN NOW ACCOUNT/CDGA NAT.	26,765.88
BAL. IN CERTIFICATES/MM	37,778,549.82
DEPOSIT IN TRANSIT TAX ACCOUNT	28,024.32
IN TRANSIT FROM TRUST & AGENCY	192.78
IN TRANSIT FROM PAYROLL	416.51
IN TRANSIT RETURNED DIRECT DEPOSIT	441.23

TOTAL BALANCE	9/30/2019	37,834,390.54
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LYNNE LUBASZEWSKI
DISTRICT TREASURER

EXTRACLASS TREASURER'S REPORT

II.

9/30/2019

0.00

ACTIVITIES	BEG. BAL.	RECEIPTS	TOTAL	DISBURSMTS	END. BAL.
CLASS OF 2019	0.00	0.00	0.00	0.00	0.00
CLASS OF 2020	12,360.99	210.00	12,570.99	5,570.82	7,000.17
CLASS OF 2021	2,401.53	0.00	2,401.53	0.00	2,401.53
CLASS OF 2022	2,148.28	0.00	2,148.28	0.00	2,148.28
CLASS OF 2023	0.00	0.00	0.00	0.00	0.00
AQUATIC L.	1,757.94	0.00	1,757.94	30.00	1,727.94
ART CLUB	308.36	0.00	308.36	0.00	308.36
BUSINESS CLUB	2,980.26	0.00	2,980.26	151.48	2,828.78
DRAMA CLUB	12,156.85	0.00	12,156.85	0.00	12,156.85
FRENCH CLUB	7,633.18	0.00	7,633.18	0.00	7,633.18
GO GREEN GARDEN TEAM	96.27	0.00	96.27	0.00	96.27
GLOBAL COMPETENCY	715.74	0.00	715.74	0.00	715.74
INTERNATIONAL CLUB	253.02	0.00	253.02	0.00	253.02
J.H. MUSICAL	22,364.40	15,000.00	37,364.40	2,291.38	35,073.02
J.H. STORE	2,212.65	0.04	2,212.69	0.84	2,211.85
J.H. ST. CO.	3,452.46	0.00	3,452.46	0.00	3,452.46
J.H. YEARBOOK	58.09	1.66	59.75	33.32	26.43
KEYCLUB	2,791.39	0.00	2,791.39	0.00	2,791.39
MANUFACTURING SYSTEMS	0.26	0.00	0.26	0.00	0.26
MEDICAL EXPLORERS	160.75	0.00	160.75	0.00	160.75
MENTORING CLUB	9,943.35	0.00	9,943.35	0.00	9,943.35
N.H.S.	2,246.59	0.00	2,246.59	0.00	2,246.59
OUTDOOR ACTIVITY	136.48	0.00	136.48	0.00	136.48
POSITIVE SCHOOL CLIMATE	6,096.51	3.55	6,100.06	71.16	6,028.90
SALES TAX	0.00	765.38	765.38	765.38	0.00
SEAS	617.00	0.00	617.00	0.00	617.00
S.H. ORCHESTRA	9,825.87	0.00	9,825.87	0.00	9,825.87
SH SCHOOL STORE	3,127.97	1.72	3,129.69	257.20	2,872.49
S.H. ST. CO.	7,161.03	9.29	7,170.32	175.00	6,995.32
SH YEARBOOK	9,500.07	22.93	9,523.00	459.42	9,063.58
SPANISH CLUB	2,419.28	0.00	2,419.28	871.25	1,548.03
TRI-M HONOR SOCIETY	1,287.50	0.00	1,287.50	0.00	1,287.50
VICTOR CARES	7,613.16	778.30	8,391.46	1,166.24	7,225.22
TOTALS	133,827.23	16,792.87	150,620.10	11,843.49	138,776.61
BAL/BANK	142,483.17				
CKS OUT	3,786.89		9/30/2019		138,776.61
INT. NOT POSTED	9.67				
BANK ERROR	0.00				
RETURNED CHECKS	90.00				
IN TRANSIT	0.00				
BAL. 9/30/2019	138,776.61				

Betty Post, Extraclass Treasurer

TREASURER'S REPORT

SCHOOL LUNCH

III.

BALANCE ON HAND 9/1/2019	669,107.07
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RECEIPTS:

ACCOUNTS RECEIVABLE	0.00
A LUNCHES	56,371.00
A BREAKFAST	1,858.50
OTHER SALES	54,209.39
SALES TAX	236.77
INTEREST POSTED	46.60
DUE FROM OTHER FUNDS	0.00
MISC	0.00
STATE AND FEDERAL AID	0.00

TOTAL RECEIPTS	112,722.26
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TOTAL RECEIPTS AND BAL.	781,829.33
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DISBURSEMENTS	66,035.61
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BALANCE ON HAND	9/30/2019	715,793.72
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BANK RECONCILIATION

BAL. PER BANK STATEMENT 9/30/2019 AND CD'S	730,060.54
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IN TRANSIT TO TRUST & AGENCY	15,511.51
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BANK ERROR	0.00
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IN TRANSIT ON LINE PAYMENTS	1,425.00
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RETURNED CHECK	0.00
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OUTSTANDING CHECKS (6509, 6588, 6604, 6614)	180.31
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BALANCE IN SCHOOL LUNCH FUND	715,793.72
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LYNNE LUBASZEWSKI
DISTRICT TREASURER

BALANCE ON HAND 9/01/2019	390,419.05
TOTAL RECEIPTS:	<u>3,737,040.14</u>
TOTAL RECEIPTS AND BAL.	4,127,459.19
DISBURSEMENTS:	<u>3,730,506.79</u>
ENDING BALANCE 9/30/2019	<u><u>396,952.40</u></u>

BANK RECONCILIATION

BAL. PER STATEMENT	TRUST & AGENCY ACCOUNT	557,766.88
P/R INTEREST-CNB		0.54
P/R INTEREST-FIVE STAR		3.68
IN TRANSIT TO GENERAL		192.78
OUTSTANDING CHECKS		169,460.26
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		1,255.94
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		2,572.70
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		1,413.13
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		1,080.66
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		354.74
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT FROM SCHOOL LUNCH		15,511.51
BAL. IN T & A ACCOUNT	9/30/2019	<u><u>396,952.40</u></u>

PAYROLL ACCOUNT...BAL. PER BANK STATEMENTS	41,782.86
LESS INTEREST NOT POSTED	0.54
IN TRANSIT TO GENERAL	416.51
DEPOSIT IN TRANSIT	0.00
BANK ERROR	<u>0.00</u>
BALANCE IN PAYROLL ACCOUNT	<u><u>41,365.81</u></u>

OUTSTANDING CHECKS IN PAYROLL ACCOUNT	<u><u>41,365.81</u></u>
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LYNNE LUBASZEWSKI
DISTRICT TREASURER

TREASURER'S REPORT

SPECIAL AID FUND

V.

BALANCE ON HAND	9/1/2019	361,508.55
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RECEIPTS:

INTEREST	24.39
DUE FROM OTHER FUNDS	0.00
STATE OF NY	180,090.00
MISC.	<u>0.00</u>

TOTAL RECEIPTS	<u>180,114.39</u>
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TOTAL RECEIPTS AND BALANCE	541,622.94
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DISBURSEMENTS	<u>150,441.10</u>
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BAL. ON HAND 9/30/2019	<u><u>391,181.84</u></u>
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BANK RECONCILIATION

<u>BAL./BANK STATEMENT</u>	398,349.95
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OUTSTANDING CHECKS (5643, 5644, 5645, 5646, 5647, 5648, 5649)	7,168.11
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IN TRANSIT	<u>0.00</u>
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BALANCE IN NOW/MM ACCOUNT 9/30/2019	<u><u>391,181.84</u></u>
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LYNNE LUBASZEWSKI
DISTRICT TREASURER

TREASURER'S REPORT

CAPITAL FUND-SMART SCHOOLS BOND ACT

VI.

BALANCE ON HAND	9/1/2019	4.57
RECEIPTS:		
INTEREST	0.00	
AID	0.00	
DUE TO OTHER FUNDS	<u>0.00</u>	
TOTAL RECEIPTS		<u>0.00</u>
TOTAL RECEIPTS AND BALANCE		4.57
DISBURSEMENTS		<u>0.00</u>
BAL. ON HAND 9/30/2019		<u><u>4.57</u></u>

BANK RECONCILIATION

<u>BAL./BANK STATEMENT</u>	4.57
LESS CHECKS OUT	0.00
DEPOSIT IN TRANSIT	<u>0.00</u>
BALANCE IN CHECKING ACCOUNT	4.57
BALANCE IN CERTIFICATES OF DEPOSIT/MONEY MARKET	0.00
IN TRANSIT	<u>0.00</u>
BALANCE IN CAPITAL SMART SCHOOLS BOND ACT 9/30/2019	<u><u>4.57</u></u>

LYNNE LUBASZEWSKI
DISTRICT TREASURER

TREASURER'S REPORT

CAPITAL FUND-CAMPUS IMPROVEMENT PROJECT

VII.

BALANCE ON HAND	9/1/2019	2,819,197.66
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RECEIPTS:

INTEREST	4,555.99
BAN FUNDS & PREMIUM	0.00
DUE TO OTHER FUNDS	<u>0.00</u>

TOTAL RECEIPTS	<u>4,555.99</u>
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TOTAL RECEIPTS AND BALANCE	2,823,753.65
DISBURSEMENTS	<u>720,286.33</u>

BAL. ON HAND 9/30/2019	<u><u>2,103,467.32</u></u>
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BANK RECONCILIATION

<u>BAL./BANK STATEMENT</u>	261,666.33
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LESS CHECKS OUT (2296, 2297, 2299, 2300, 2301, 2302, 2306, 2308)	256,082.15
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DEPOSIT IN TRANSIT	<u>0.00</u>
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BALANCE IN CHECKING ACCOUNT	5,584.18
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BALANCE IN CERTIFICATES OF DEPOSIT/MONEY MARKET	2,097,883.14
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IN TRANSIT	<u>0.00</u>
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BALANCE IN CAPITAL CAMPUS IMPROVEMENT PROJECT 9/30/2019	<u><u>2,103,467.32</u></u>
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LYNNE LUBASZEWSKI
DISTRICT TREASURER

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
1010 Board Of Education							
4 Contractual and Other		5,500.00	0.00	5,500.00	4,245.70	2,800.85	-1,546.55
45 Materials & Supplies		1,700.00	0.00	1,700.00	1,041.70	405.00	253.30
Subtotal of 1010 Board Of Education		7,200.00	0.00	7,200.00	5,287.40	3,205.85	-1,293.25
1040 District Clerk							
16 Noninstructional Salaries		88,851.00	0.00	88,851.00	28,950.32	56,900.68	3,000.00
Subtotal of 1040 District Clerk		88,851.00	0.00	88,851.00	28,950.32	56,900.68	3,000.00
1060 District Meeting							
4 Contractual and Other		1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
45 Materials & Supplies		3,400.00	0.00	3,400.00	0.00	0.00	3,400.00
Subtotal of 1060 District Meeting		4,600.00	0.00	4,600.00	0.00	0.00	4,600.00
1240 Chief School Administrator							
15 Instructional Salaries		199,999.00	0.00	199,999.00	91,640.99	0.00	108,358.01
4 Contractual and Other		5,800.00	0.00	5,800.00	1,230.56	99.00	4,470.44
45 Materials & Supplies		1,175.00	52.00	1,227.00	221.92	112.76	892.32
Subtotal of 1240 Chief School Administrator		206,974.00	52.00	207,026.00	93,093.47	211.76	113,720.77
1310 Business Administration							
15 Instructional Salaries		130,613.00	0.00	130,613.00	43,244.96	88,969.50	-1,601.46
16 Noninstructional Salaries		75,769.00	0.00	75,769.00	29,929.13	34,132.68	11,707.19
4 Contractual and Other		14,400.00	552.00	14,952.00	7,746.52	4,080.00	3,125.48
45 Materials & Supplies		2,200.00	233.97	2,433.97	440.34	164.19	1,829.44
49 BOCES Services		34,300.00	0.00	34,300.00	13,144.40	14,741.60	6,414.00
Subtotal of 1310 Business Administration		257,282.00	785.97	258,067.97	94,505.35	142,087.97	21,474.65
1320 Auditing							
4 Contractual and Other		33,000.00	11,425.00	44,425.00	0.00	11,425.00	33,000.00
Subtotal of 1320 Auditing		33,000.00	11,425.00	44,425.00	0.00	11,425.00	33,000.00
1325 Treasurer							
16 Noninstructional Salaries		111,083.00	0.00	111,083.00	36,361.04	71,721.96	3,000.00
4 Contractual and Other		500.00	0.00	500.00	0.00	0.00	500.00
45 Materials & Supplies		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
Subtotal of 1325 Treasurer		112,583.00	0.00	112,583.00	36,361.04	71,721.96	4,500.00
1330 Tax Collector							
16 Noninstructional Salaries		9,063.00	0.00	9,063.00	0.00	0.00	9,063.00
4 Contractual and Other		10,000.00	3,110.00	13,110.00	12,192.10	408.00	509.90
45 Materials & Supplies		100.00	0.00	100.00	0.00	0.00	100.00
Subtotal of 1330 Tax Collector		19,163.00	3,110.00	22,273.00	12,192.10	408.00	9,672.90
1420 Legal							
4 Contractual and Other		70,000.00	0.00	70,000.00	31,007.69	0.00	38,992.31
Subtotal of 1420 Legal		70,000.00	0.00	70,000.00	31,007.69	0.00	38,992.31

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
1430 Personnel							
15 Instructional Salaries		156,458.00	0.00	156,458.00	52,277.64	102,305.36	1,875.00
16 Noninstructional Salaries		203,530.00	0.00	203,530.00	65,429.76	106,705.28	31,394.96
4 Contractual and Other		55,000.00	3,228.00	58,228.00	45,436.91	7,692.40	5,098.69
45 Materials & Supplies		1,350.00	0.00	1,350.00	504.20	372.00	473.80
49 BOCES Services		65,500.00	0.00	65,500.00	11,567.00	33,382.74	20,550.26
Subtotal of 1430 Personnel		481,838.00	3,228.00	485,066.00	175,215.51	250,457.78	59,392.71
1480 Public Information and Services							
15 Instructional Salaries		0.00	0.00	0.00	21,886.32	44,705.68	-66,592.00
16 Noninstructional Salaries		46,854.00	0.00	46,854.00	13,656.41	0.00	33,197.59
4 Contractual and Other		20,885.00	1,000.00	21,885.00	10,942.00	5,942.00	5,001.00
45 Materials & Supplies		12,750.00	-1,000.00	11,750.00	2,552.94	548.90	8,648.16
49 BOCES Services		55,000.00	0.00	55,000.00	11,336.80	45,347.20	-1,684.00
Subtotal of 1480 Public Information and Services		135,489.00	0.00	135,489.00	60,374.47	96,543.78	-21,429.25
1620 Operation of Plant							
16 Noninstructional Salaries		1,195,291.00	0.00	1,195,291.00	269,692.33	0.00	925,598.67
4 Contractual and Other		1,018,489.00	1.00	1,018,490.00	169,745.46	0.12	848,744.42
45 Materials & Supplies		138,000.00	32,512.75	170,512.75	99,832.30	49,308.05	21,372.40
49 BOCES Services		35,000.00	0.00	35,000.00	2,900.58	2,343.27	29,756.15
Subtotal of 1620 Operation of Plant		2,386,780.00	32,513.75	2,419,293.75	542,170.67	51,651.44	1,825,471.64
1621 Maintenance of Plant							
16 Noninstructional Salaries		594,491.00	0.00	594,491.00	176,220.12	77,682.64	340,588.24
2 Equipment		40,000.00	279.90	40,279.90	279.90	0.00	40,000.00
4 Contractual and Other		464,500.00	336,240.51	800,740.51	391,029.61	213,166.70	196,544.20
45 Materials & Supplies		250,000.00	20,906.06	270,906.06	86,674.76	96,670.64	87,560.66
49 BOCES Services		28,000.00	0.00	28,000.00	0.00	0.00	28,000.00
Subtotal of 1621 Maintenance of Plant		1,376,991.00	357,426.47	1,734,417.47	654,204.39	387,519.98	692,693.10
1670 Central Printing & Mailing							
4 Contractual and Other		2,500.00	0.00	2,500.00	668.64	729.00	1,102.36
45 Materials & Supplies		53,200.00	0.00	53,200.00	27,880.94	0.00	25,319.06
Subtotal of 1670 Central Printing & Mailing		55,700.00	0.00	55,700.00	28,549.58	729.00	26,421.42
1680 Central Data Processing							
49 BOCES Services		450,000.00	0.00	450,000.00	115,082.92	206,678.62	128,238.46
Subtotal of 1680 Central Data Processing		450,000.00	0.00	450,000.00	115,082.92	206,678.62	128,238.46
1910 Unallocated Insurance							
4 Contractual and Other		225,964.00	0.00	225,964.00	0.00	0.00	225,964.00
Subtotal of 1910 Unallocated Insurance		225,964.00	0.00	225,964.00	0.00	0.00	225,964.00
1920 School Association Dues							
4 Contractual and Other		22,865.00	0.00	22,865.00	10,314.21	0.00	12,550.79

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
Subtotal of 1920 School Association Dues		22,865.00	0.00	22,865.00	10,314.21	0.00	12,550.79
1981 BOCES Administrative Costs							
49 BOCES Services		698,856.00	0.00	698,856.00	143,071.40	572,285.60	-16,501.00
Subtotal of 1981 BOCES Administrative Costs		698,856.00	0.00	698,856.00	143,071.40	572,285.60	-16,501.00
1989 Unclassified							
4 Contractual and Other		0.00	0.00	0.00	23,894.01	15,990.50	-39,884.51
Subtotal of 1989 Unclassified		0.00	0.00	0.00	23,894.01	15,990.50	-39,884.51
2010 Curriculum Devel and Suprvsn							
15 Instructional Salaries		373,947.00	0.00	373,947.00	156,300.19	181,431.32	36,215.49
16 Noninstructional Salaries		89,107.00	0.00	89,107.00	28,212.64	28,121.36	32,773.00
4 Contractual and Other		29,085.00	2,155.88	31,240.88	8,922.59	5,415.88	16,902.41
45 Materials & Supplies		4,700.00	5,798.04	10,498.04	6,591.52	0.00	3,906.52
49 BOCES Services		40,000.00	-30,000.00	10,000.00	4,759.91	22,918.36	-17,678.27
Subtotal of 2010 Curriculum Devel and Suprvsn		536,839.00	-22,046.08	514,792.92	204,786.85	237,886.92	72,119.15
2020 Supervision-Regular School							
15 Instructional Salaries		1,388,945.00	0.00	1,388,945.00	465,367.80	917,402.20	6,175.00
16 Noninstructional Salaries		411,531.00	0.00	411,531.00	98,806.87	0.00	312,724.13
2 Equipment		245.00	0.00	245.00	0.00	0.00	245.00
4 Contractual and Other		11,300.00	3,792.69	15,092.69	2,840.30	4,313.16	7,939.23
45 Materials & Supplies		10,700.00	2,988.40	13,688.40	5,339.61	398.35	7,950.44
Subtotal of 2020 Supervision-Regular School		1,822,721.00	6,781.09	1,829,502.09	572,354.58	922,113.71	335,033.80
2060 Research, Planning & Evaluation							
4 Contractual and Other		2,800.00	0.00	2,800.00	0.00	0.00	2,800.00
45 Materials & Supplies		500.00	0.00	500.00	0.00	0.00	500.00
Subtotal of 2060 Research, Planning & Evaluation		3,300.00	0.00	3,300.00	0.00	0.00	3,300.00
2070 Inservice Training-Instruction							
4 Contractual and Other		5,200.00	0.00	5,200.00	310.00	0.00	4,890.00
45 Materials & Supplies		700.00	0.00	700.00	0.00	0.00	700.00
Subtotal of 2070 Inservice Training-Instruction		5,900.00	0.00	5,900.00	310.00	0.00	5,590.00
2110 Teaching-Regular School							
10 Teacher Salaries, Pre-K		31,966.00	0.00	31,966.00	5,708.12	28,539.88	-2,282.00
11 Teacher Salaries, 1/2 K		934,357.00	0.00	934,357.00	158,457.22	712,020.28	63,879.50
12 Teacher Salaries, K-6		9,583,319.00	0.00	9,583,319.00	1,751,545.01	7,814,540.64	17,233.35
13 Teacher Salaries, 7-12		9,294,231.00	-5,611.00	9,288,620.00	1,705,779.18	7,510,787.74	72,053.08
14 Substitute Tchr Salaries		540,000.00	0.00	540,000.00	104,075.39	0.00	435,924.61
16 Noninstructional Salaries		1,180,095.00	0.00	1,180,095.00	201,209.30	282,599.58	696,286.12
2 Equipment		43,000.00	-475.00	42,525.00	5,854.12	3,043.95	33,626.93
4 Contractual and Other		64,459.00	18,756.99	83,215.99	28,140.50	8,432.73	46,642.76
45 Materials & Supplies		350,541.00	62,799.54	413,340.54	229,788.99	40,777.38	142,774.17
473 Payment to Charter School		32,000.00	3,008.78	35,008.78	14,334.80	11,673.98	9,000.00

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
48 Textbooks		118,835.00	3,154.35	121,989.35	58,793.08	6,188.01	57,008.26
49 BOCES Services		424,233.00	18,950.00	443,183.00	64,856.55	283,480.75	94,845.70
Subtotal of 2110 Teaching-Regular School		22,597,036.00	100,583.66	22,697,619.66	4,328,542.26	16,702,084.92	1,666,992.48
2250 Prg For Sdnts w/Disabil-Med Elgble							
15 Instructional Salaries		2,343,323.00	0.00	2,343,323.00	450,278.04	2,031,848.96	-138,804.00
16 Noninstructional Salaries		1,961,691.00	0.00	1,961,691.00	382,772.01	1,331,991.05	246,927.94
4 Contractual and Other		161,000.00	1,449.00	162,449.00	3,157.00	2,200.00	157,092.00
45 Materials & Supplies		7,250.00	1,197.00	8,447.00	5,281.63	546.31	2,619.06
471 Tuition Pd To NYS Pub Sch		520,000.00	69,485.14	589,485.14	102,936.70	264,684.40	221,864.04
49 BOCES Services		2,635,000.00	0.00	2,635,000.00	397,321.00	2,236,164.94	1,514.06
Subtotal of 2250 Prg For Sdnts w/Disabil-Med Elgble		7,628,264.00	72,131.14	7,700,395.14	1,341,746.38	5,867,435.66	491,213.10
2280 Occupational Education(Grades 9-12)							
49 BOCES Services		640,325.00	0.00	640,325.00	127,321.60	509,286.40	3,717.00
Subtotal of 2280 Occupational Education(Grades 9-12)		640,325.00	0.00	640,325.00	127,321.60	509,286.40	3,717.00
2330 Teaching-Special Schools							
4 Contractual and Other		2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
45 Materials & Supplies		500.00	0.00	500.00	0.00	0.00	500.00
Subtotal of 2330 Teaching-Special Schools		2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
2610 School Library & AV							
15 Instructional Salaries		331,762.00	0.00	331,762.00	58,209.04	275,731.96	-2,179.00
16 Noninstructional Salaries		105,745.00	0.00	105,745.00	20,874.58	77,271.04	7,599.38
4 Contractual and Other		1,700.00	-600.00	1,100.00	0.00	0.00	1,100.00
45 Materials & Supplies		17,120.00	-2,550.00	14,570.00	6,605.10	2,542.72	5,422.18
46 Sch. Library AV Loan Prog		53,250.00	3,165.14	56,415.14	17,643.39	22,452.14	16,319.61
Subtotal of 2610 School Library & AV		509,577.00	15.14	509,592.14	103,332.11	377,997.86	28,262.17
2620 Educational Television							
4 Contractual and Other		19,000.00	0.00	19,000.00	0.00	0.00	19,000.00
45 Materials & Supplies		3,000.00	3,457.19	6,457.19	3,362.56	94.50	3,000.13
Subtotal of 2620 Educational Television		22,000.00	3,457.19	25,457.19	3,362.56	94.50	22,000.13
2630 Computer Assisted Instruction							
16 Noninstructional Salaries		226,934.00	0.00	226,934.00	59,770.01	0.00	167,163.99
22 State Aided Comp Hardware		142,234.00	0.00	142,234.00	11,587.66	4,195.80	126,450.54
4 Contractual and Other		81,146.00	1,435.00	82,581.00	42,636.71	12,784.11	27,160.18
45 Materials & Supplies		62,000.00	314.99	62,314.99	5,418.48	1,870.26	55,026.25
46 Sch. Library AV Loan Prog		21,700.00	0.00	21,700.00	9,733.84	2,517.00	9,449.16
49 BOCES Services		496,380.00	0.00	496,380.00	298,112.23	234,782.43	-36,514.66
Subtotal of 2630 Computer Assisted Instruction		1,030,394.00	1,749.99	1,032,143.99	427,258.93	256,149.60	348,735.46
2810 Guidance-Regular School							
15 Instructional Salaries		973,775.00	0.00	973,775.00	241,360.24	725,871.73	6,543.03
16 Noninstructional Salaries		126,267.00	0.00	126,267.00	28,943.08	0.00	97,323.92

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
4 Contractual and Other		1,400.00	0.00	1,400.00	0.00	0.00	1,400.00
45 Materials & Supplies		1,400.00	0.00	1,400.00	1,068.70	128.96	202.34
Subtotal of 2810 Guidance-Regular School		1,102,842.00	0.00	1,102,842.00	271,372.02	726,000.69	105,469.29
2815 Health Svcs-Regular School							
16 Noninstructional Salaries		331,078.00	0.00	331,078.00	72,880.48	260,117.00	-1,919.48
2 Equipment		500.00	0.00	500.00	0.00	0.00	500.00
4 Contractual and Other		146,771.00	6,582.00	153,353.00	46,150.34	79,640.06	27,562.60
45 Materials & Supplies		25,233.00	0.00	25,233.00	7,657.79	1,424.20	16,151.01
Subtotal of 2815 Health Svcs-Regular School		503,582.00	6,582.00	510,164.00	126,688.61	341,181.26	42,294.13
2820 Psychological Svcs-Reg Schl							
15 Instructional Salaries		840,762.00	0.00	840,762.00	203,214.15	649,773.47	-12,225.62
4 Contractual and Other		1,200.00	0.00	1,200.00	0.00	0.00	1,200.00
45 Materials & Supplies		1,200.00	0.00	1,200.00	314.00	0.00	886.00
Subtotal of 2820 Psychological Svcs-Reg Schl		843,162.00	0.00	843,162.00	203,528.15	649,773.47	-10,139.62
2830 Pupil Personnel Svcs-Special Schools							
15 Instructional Salaries		320,182.00	0.00	320,182.00	92,410.56	137,737.36	90,034.08
16 Noninstructional Salaries		120,661.00	0.00	120,661.00	38,866.23	31,809.96	49,984.81
4 Contractual and Other		110,800.00	39,959.69	150,759.69	40,309.32	99,736.00	10,714.37
45 Materials & Supplies		500.00	3,517.27	4,017.27	3,701.57	75.60	240.10
Subtotal of 2830 Pupil Personnel Svcs-Special Schools		552,143.00	43,476.96	595,619.96	175,287.68	269,358.92	150,973.36
2850 Co-Curricular Activ-Reg Schl							
15 Instructional Salaries		378,705.00	0.00	378,705.00	90,073.93	279,538.25	9,092.82
4 Contractual and Other		31,165.00	11,860.24	43,025.24	11,980.24	0.00	31,045.00
45 Materials & Supplies		16,952.00	6,285.48	23,237.48	6,990.94	384.24	15,862.30
Subtotal of 2850 Co-Curricular Activ-Reg Schl		426,822.00	18,145.72	444,967.72	109,045.11	279,922.49	56,000.12
2855 Interscholastic Athletics-Reg Schl							
15 Instructional Salaries		690,099.00	0.00	690,099.00	225,527.40	53,482.47	411,089.13
2 Equipment		2,000.00	0.00	2,000.00	1,987.44	0.00	12.56
4 Contractual and Other		259,500.00	-9,289.96	250,210.04	79,624.80	96,060.00	74,525.24
45 Materials & Supplies		59,000.00	919.18	59,919.18	13,915.57	32,534.23	13,469.38
49 BOCES Services		0.00	11,309.00	11,309.00	2,008.50	9,300.00	0.50
Subtotal of 2855 Interscholastic Athletics-Reg Schl		1,010,599.00	2,938.22	1,013,537.22	323,063.71	191,376.70	499,096.81
5510 District Transportation Services							
16 Noninstructional Salaries		1,987,943.00	0.00	1,987,943.00	545,519.18	1,164,817.54	277,606.28
2 Equipment		6,414.00	0.00	6,414.00	1,098.29	1,462.05	3,853.66
4 Contractual and Other		192,000.00	26,727.31	218,727.31	108,839.47	18,800.22	91,087.62
45 Materials & Supplies		557,400.00	4,429.32	561,829.32	109,645.29	61,205.07	390,978.96
49 BOCES Services		200.00	0.00	200.00	0.00	0.00	200.00
Subtotal of 5510 District Transportation Services		2,743,957.00	31,156.63	2,775,113.63	765,102.23	1,246,284.88	763,726.52
5530 Garage Building							

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
16 Noninstructional Salaries		8,500.00	0.00	8,500.00	1,214.98	0.00	7,285.02
4 Contractual and Other		57,500.00	583.00	58,083.00	5,441.83	176.71	52,464.46
Subtotal of 5530 Garage Building		66,000.00	583.00	66,583.00	6,656.81	176.71	59,749.48
5581 Transportation from Boces							
49 BOCES Services		18,940.00	0.00	18,940.00	3,200.00	12,800.00	2,940.00
Subtotal of 5581 Transportation from Boces		18,940.00	0.00	18,940.00	3,200.00	12,800.00	2,940.00
7140 Recreation							
4 Contractual and Other		11,000.00	0.00	11,000.00	2,397.93	0.00	8,602.07
Subtotal of 7140 Recreation		11,000.00	0.00	11,000.00	2,397.93	0.00	8,602.07
7310 Youth Program							
15 Instructional Salaries		0.00	0.00	0.00	-12,336.00	0.00	12,336.00
Subtotal of 7310 Youth Program		0.00	0.00	0.00	-12,336.00	0.00	12,336.00
9010 State Retirement							
8 Employee Benefits		1,256,971.00	0.00	1,256,971.00	249,846.49	450,383.47	556,741.04
Subtotal of 9010 State Retirement		1,256,971.00	0.00	1,256,971.00	249,846.49	450,383.47	556,741.04
9020 Teachers' Retirement							
8 Employee Benefits		2,554,917.00	0.00	2,554,917.00	525,358.39	1,965,724.57	63,834.04
Subtotal of 9020 Teachers' Retirement		2,554,917.00	0.00	2,554,917.00	525,358.39	1,965,724.57	63,834.04
9030 Social Security							
8 Employee Benefits		2,858,430.00	0.00	2,858,430.00	623,334.73	2,011,305.87	223,789.40
Subtotal of 9030 Social Security		2,858,430.00	0.00	2,858,430.00	623,334.73	2,011,305.87	223,789.40
9040 Workers' Compensation							
8 Employee Benefits		357,054.00	0.00	357,054.00	0.00	0.00	357,054.00
Subtotal of 9040 Workers' Compensation		357,054.00	0.00	357,054.00	0.00	0.00	357,054.00
9045 Life Insurance							
8 Employee Benefits		17,500.00	0.00	17,500.00	4,334.02	0.00	13,165.98
Subtotal of 9045 Life Insurance		17,500.00	0.00	17,500.00	4,334.02	0.00	13,165.98
9050 Unemployment Insurance							
8 Employee Benefits		15,000.00	0.00	15,000.00	3,329.52	0.00	11,670.48
Subtotal of 9050 Unemployment Insurance		15,000.00	0.00	15,000.00	3,329.52	0.00	11,670.48
9055 Disability Insurance							
8 Employee Benefits		30,000.00	0.00	30,000.00	7,154.26	0.00	22,845.74
Subtotal of 9055 Disability Insurance		30,000.00	0.00	30,000.00	7,154.26	0.00	22,845.74
9060 Hospital, Medical, Dental Insurance							
8 Employee Benefits		10,217,795.00	0.00	10,217,795.00	3,075,821.52	134,750.00	7,007,223.48
Subtotal of 9060 Hospital, Medical, Dental Insurance		10,217,795.00	0.00	10,217,795.00	3,075,821.52	134,750.00	7,007,223.48
9711 Serial Bonds-School Construction							
6 Principal		3,629,932.00	-224,932.00	3,405,000.00	0.00	3,405,000.00	0.00
7 Interest		1,176,109.00	-106,809.00	1,069,300.00	0.00	1,069,300.00	0.00

Victor Central School District

Budget Status Report As Of: 10/31/2019

Fiscal Year: 2020

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
Subtotal of 9711 Serial Bonds-School Construction		4,806,041.00	-331,741.00	4,474,300.00	0.00	4,474,300.00	0.00
9731 Bond Antic Notes-School Construction							
6 Principal		1,445,000.00	0.00	1,445,000.00	0.00	0.00	1,445,000.00
7 Interest		549,000.00	0.00	549,000.00	0.00	0.00	549,000.00
Subtotal of 9731 Bond Antic Notes-School Construction		1,994,000.00	0.00	1,994,000.00	0.00	0.00	1,994,000.00
9732 Bond Antic Notes-Bus Purchases							
6 Principal		781,452.00	0.00	781,452.00	781,452.00	0.00	0.00
7 Interest		53,404.00	0.00	53,404.00	53,404.43	0.00	-0.43
Subtotal of 9732 Bond Antic Notes-Bus Purchases		834,856.00	0.00	834,856.00	834,856.43	0.00	-0.43
9770 Revenue Anticipation Notes							
7 Interest		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
Subtotal of 9770 Revenue Anticipation Notes		3,000.00	0.00	3,000.00	0.00	0.00	3,000.00
9785 Install Purch Debt-State Aided Hardware							
6 Principal		0.00	224,932.00	224,932.00	224,932.00	0.00	0.00
7 Interest		0.00	106,809.00	106,809.00	106,808.97	0.00	0.03
Subtotal of 9785 Install Purch Debt-State Aided Hardware		0.00	331,741.00	331,741.00	331,740.97	0.00	0.03
9901 Transfer to Other Funds							
95 Transfer-Special Aid Fund		75,000.00	0.00	75,000.00	0.00	0.00	75,000.00
Subtotal of 9901 Transfer to Other Funds		75,000.00	0.00	75,000.00	0.00	0.00	75,000.00
Total GENERAL FUND		73,732,603.00	674,095.85	74,406,698.85	16,793,072.38	39,494,206.52	18,119,419.95

Victor Central School District
Revenue Status Report As Of: 10/31/2019
Fiscal Year: 2020
Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
1001.000		Real Property Taxes	42,633,007.00	268,830.77	42,901,837.77	42,894,093.57	7,744.20	
1081.000		Other Pmts in Lieu of Tax	2,642,451.00	0.00	2,642,451.00	2,543,900.65	98,550.35	
1085.000		STAR Reimbursement	3,287,452.00	-268,830.77	3,018,621.23	3,020,360.58		1,739.35
1090.000		Int. & Penal. on Real Pro	45,000.00	0.00	45,000.00	15,450.21	29,549.79	
1120.000		Nonprop. Tax Distrib. By	73,000.00	0.00	73,000.00	73,000.00		
1310.000		Day Sch. Tuit-Res. Nonvet P	60,000.00	-60,000.00	0.00	0.00		
1410.000		Admissions (from Individu	1,000.00	0.00	1,000.00	124.00	876.00	
2230.000		Day School Tuit-Oth Dist. NYS	0.00	60,000.00	60,000.00	40,000.00	20,000.00	
2401.000		Interest and Earnings	1,000.00	0.00	1,000.00	193.27	806.73	
2401.100		Interest -MM/CD	249,000.00	0.00	249,000.00	58,837.83	190,162.17	
2401.200		Interest Capital Reserve A	0.00	0.00	0.00	7,495.74		7,495.74
2410.000		Rental of Real Property, I	12,500.00	0.00	12,500.00	1,543.61	10,956.39	
2440.000		Rental of Buses	12,000.00	0.00	12,000.00	9,929.84	2,070.16	
2690.000		Other Compensation for Lo	1,000.00	0.00	1,000.00	276.69	723.31	
2701.000		BOCES Svs Approved for Ai	71,667.00	0.00	71,667.00	0.00	71,667.00	
2703.000		Refund PY Exp-Other-Not Trans	36,000.00	0.00	36,000.00	8,510.33	27,489.67	
2770.000		Other Unclassified Rev.(S	21,733.00	0.00	21,733.00	151,156.16		129,423.16
3101.000		Basic Formula Aid-Gen Aid	15,695,001.00	0.00	15,695,001.00	2,099,113.83	13,595,887.17	
3102.000		Lottery Aid (Sect 3609a E	4,689,515.00	0.00	4,689,515.00	4,743,524.23		54,009.23
3102.100		VLT Lottery Aid	861,101.00	0.00	861,101.00	215,515.31	645,585.69	
3102.200		COMMERCIAL GAMING GRANT	142,692.00	0.00	142,692.00	0.00	142,692.00	
3103.000		BOCES Aid (Sect 3609a Ed	1,581,949.00	0.00	1,581,949.00	786,043.00	795,906.00	
3260.000		Textbook Aid (Incl Txtbk/	260,552.00	0.00	260,552.00	67,035.00	193,517.00	
3262.000		Computer Software Aid	64,639.00	0.00	64,639.00	0.00	64,639.00	
3262.100		Hardware Aid	67,875.00	0.00	67,875.00	0.00	67,875.00	
3263.000		Library A/V Loan Program	26,969.00	0.00	26,969.00	0.00	26,969.00	
3289.000		Other State Aid	0.00	0.00	0.00	17,440.68		17,440.68
4601.000		Medic.Ass't-Sch Age-Sch Yr Pro	46,500.00	0.00	46,500.00	11,854.56	34,645.44	
5031.000		Interfund Transfers(Not D.Serv	320,000.00	0.00	320,000.00	0.00	320,000.00	
5050.000		Interfund Trans. for Debt	300,000.00	0.00	300,000.00	0.00	300,000.00	
Total GENERAL FUND			73,203,603.00	0.00	73,203,603.00	56,765,399.09	16,648,312.07	210,108.16

* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.

These are estimates to balance the budget

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Personnel Agenda, November 14, 2019

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

Appointments:	The appointment of Robert S. Goodell , Driver Education Teacher, effective October 16, 2019, at an hourly rate of \$38.25.
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Leaves of Absence:	The granting of a maternity leave and subsequent childcare leave of absence for Maura Rovinsky , Elementary Teacher, effective approximately February 24, 2020, and extending to June 30, 2020.
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Deceased:	The passing of Scott Zahn , Teacher Substitute and Girls Basketball JV Coach, October 11, 2019.
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Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>
	Zachary Simmons	Uncertified
	Liudmyla Polotai	Uncertified
	Holly Boisvert	Uncertified
	Suzanne Burst	Elementary
	Jillian Paris	Social Studies/Special Education
	Kristin Wood	Uncertified
	Yvonne Trobe	Uncertified
	Gwen Smith	Uncertified
	Nicole Bevington	Uncertified

Non-Instructional

Appointments:	The appointment of Rebecca Meise , from Part Time Teacher Aide to Full Time Teacher Aide, effective August 28, 2019, at an hourly rate of \$12.68.
	The appointment of Marcia Gardner , School Bus Monitor, effective October 21, 2019, at an hourly rate of \$11.80.
	The appointment of Verna VanDyke , School Bus Monitor, effective October 22, 2019, at an hourly rate of \$11.80.

	The promotional appointment of Lindsay Karl , from Full Time Lifeguard to Full Time Water Safety Specialist, effective October 16, 2019, at an hourly rate of \$17.81.
	The appointment of Olivia Howe , Part Time Typist, effective October 28, 2019, at an hourly rate of \$14.06.
	The appointment of Robert Sponenburg , from School Bus Driver Trainee to Full Time School Bus Driver, effective October 21,2019, at an annual rate of \$13,595.
	The appointment of Mona Khan , Part Time Teacher Aide, effective October 28, 2019, at an hourly rate of \$11.80.
	The appointment of Nicole Sargent , Part Time Teacher Aide, effective November 4, 2019, at an hourly rate of \$11.80.
	The appointment of Eugenia Karras , Food Service Helper, effective November 4, 2019, at an hourly rate of \$11.80.

Per Diem and Substitute Positions:	<u>Candidate</u>	<u>Position</u>
	Jeffrey Hyland	School Bus Monitor
	Savanna Klee	Teacher Aide
	Kathryn McCoon	School Bus Monitor
	Yvonne Trobe	Teacher Aide
	Stephan Bonzo	Teacher Aide
	Natalie Petroske	Teacher Aide

**Victor Central School
Annual Vote
November 18, 2019
Election Inspectors**

Chairperson: **Nancy Mancuso**
Chief Inspector: **Carrie Fagan**

Inspectors

	Machine 1		Machine 2		Machine 3		Machine 4	
12:00 PM	Terri Dorscheid	Maggie Hoag	Marge Adams	Fay Marie Gardner	Nancy Benton	Marlene Downey	Rita Messersmith	Carol Callari
1:00 PM	Noon – 8:00 PM	12:00 – 2:30 PM	Noon – 8:00 PM	Noon – 5:00 PM	Noon – 8:00 PM	Noon – 8:00 PM	Noon – 8:00 PM	Noon – 5:00 PM
2:00 PM		↓						
3:00 PM		Carrie Fagan 2:30 – 8:00 PM						
4:00 PM				↓				↓
5:00 PM				Linda Tice 5:00 – 8:00 PM				Katie Lew 5:00 – 8:00 PM
6:00 PM								
7:00 PM								
8:00 PM	↓	↓	↓	↓	↓	↓	↓	↓

VICTOR CENTRAL SCHOOL DISTRICT

**EXTRACLASSROOM ACTIVITY FUNDS
FINANCIAL REPORT**

For Year Ended June 30, 2019

Raymond F. Wager, CPA, P.C.

A Division of Mengel Metzger Barr & Co., LLP
Certified Public Accountants

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MENGEL METZGER BARR & CO. LLP

RAYMOND F. WAGER, CPA, P.C. DIVISION

INDEPENDENT AUDITORS' REPORT

To the Board of Education
Victor Central School District, New York

We have audited the accompanying statement of cash receipts and disbursements of the Extraclassroom Activity Funds of the Victor Central School District for the year ended June 30, 2019 and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the cash basis of accounting described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on this financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Qualified Opinion

Internal accounting controls are limited over the cash receipts from the point of collection to the time of submission to the Central Treasurer. Accordingly, it was impracticable to extend our audit of such receipts beyond the amounts recorded.

Qualified Opinion

In our opinion, except for the possible effects of the matter discussed in the basis for qualified opinion paragraph, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts and disbursements of the Extraclassroom Activity Funds of Victor Central School District for the year ended June 30, 2019, in accordance with the cash basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. This financial statement is prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to that matter.

Raymond F. Wager CPA

Rochester, New York
November 5, 2019

VICTOR CENTRAL SCHOOL DISTRICT

EXTRACLASSROOM ACTIVITY FUNDS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

For Year Ended June 30, 2019

	Cash Balance		Disburse-	Cash Balance
	<u>July 1, 2018</u>	<u>Receipts</u>	<u>ments</u>	<u>June 30, 2019</u>
Class of 2018	\$ 11,689	\$ 31	\$ 11,720	\$ -
Class of 2019	10,080	23,035	33,115	-
Class of 2020	2,935	32,782	26,031	9,686
Class of 2021	1,645	2,212	1,455	2,402
Class of 2022	-	2,993	845	2,148
Art Club	129	539	360	308
Aquatic	1,238	2,189	1,692	1,735
Business Club	3,555	59,178	59,753	2,980
Drama Club	19,709	18,870	26,422	12,157
French Club	8,882	24,245	25,494	7,633
Garden Team	99	-	3	96
Global Competency	254	5,646	5,184	716
International Club	331	-	78	253
Junior High Musical	17,278	14,945	9,859	22,364
Junior High Store	2,493	428	708	2,213
Junior High Student Council	5,049	6,227	9,143	2,133
Junior High Yearbook	101	1,682	705	1,078
Key Club	2,054	11,121	10,384	2,791
Subtotal	\$ 87,521	\$ 206,123	\$ 222,951	\$ 70,693

	Cash Balance		Disburse-	Cash Balance
	<u>July 1, 2018</u>	<u>Receipts</u>	<u>ments</u>	<u>June 30, 2019</u>
CarryOver Total	\$ 87,521	\$ 206,123	\$ 222,951	\$ 70,693
Medical Explorers	153	30	22	161
Mentoring Club	14,013	1,802	11,060	4,755
NHS	3,306	1,428	2,497	2,237
Outdoor Activity	932	555	1,351	136
Positive Climate	-	11,095	4,998	6,097
Sales Tax	-	5,722	5,722	-
SEAS	1,459	15,125	15,967	617
Senior High Orchestra	12,773	3,738	6,685	9,826
Senior High Student Council	7,842	4,020	4,721	7,141
Senior High School Store	639	3,852	1,363	3,128
Spanish Club	668	2,311	560	2,419
Tri-M Honor Society	1,338	-	50	1,288
Victor Cares	7,149	9,722	8,258	8,613
Yearbook	11,572	20	8,677	2,915
TOTAL	<u>\$ 149,365</u>	<u>\$ 265,543</u>	<u>\$ 294,882</u>	<u>\$ 120,026</u>

(See accompanying notes to financial statement)

VICTOR CENTRAL SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUNDS
NOTES TO FINANCIAL STATEMENT

June 30, 2019

(Note 1) Accounting Policy:

The transactions of the Extraclassroom Activity Funds are considered part of the reporting entity of the Victor Central School District. Consequently, the cash balances are included in the financial statements of the School District as part of the Trust and Agency Fund.

The accounts of the Extraclassroom Activity Funds of the Victor Central School District are maintained on a cash basis, and the statement of cash receipts and disbursements reflects only cash received and disbursed. Therefore, receivables and payables, inventories, long-lived assets, and accrued income and expenses, which would be recognized under generally accepted accounting principles, and which may be material in amount, are not recognized in the accompanying financial statement.

(Note 2) Cash and Cash Equivalents:

Cash and cash equivalents is comprised of one checking account. The balance in this account is fully covered by FDIC Insurance.

(Note 3) Related Party Transactions:

The extraclassroom fund did business with a company owned by an employee of the District. During the 2018-19 fiscal year, \$6,874 was spent with this vendor.

(Note 4) Subsequent Events:

Our examination disclosed disbursements relating to the 2018-19 fiscal year which were not transacted and recorded until the 2019-20 fiscal year as follows:

<u>School</u>	<u>Activity</u>	<u>Disbursements</u>
High School	SH Yearbook	\$ 1,020
Total		<u>\$ 1,020</u>

If this amount had been recorded prior to year end, the effect would have been a reduction of the total cash in the amount of \$1,020 at June 30, 2019.

VICTOR CENTRAL SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUNDS
AUDITORS' FINDINGS AND EVALUATION

We have examined the statement of cash receipts and disbursements of the Victor Central School District's Extraclassroom Activity Funds for the year ended June 30, 2019. As part of our examination, we made a study and evaluation of the system of internal accounting control to the extent we deemed necessary to render our opinion.

There are inherent limitations in considering the potential effectiveness of any system of internal accounting control. Human errors, mistakes of judgment and misunderstanding of instructions limit the effectiveness of any control system.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control that we consider to be material weaknesses, as defined above.

Current Year Deficiencies in Internal Control:

Receipts –

Our examination revealed one instance in the Business Club, one instance in the Victor Cares Club, and one instance in the Senior High Student Council in which receipts were not deposited in the timely manner.

In an effort to improve internal control over receipts, we recommend every effort continue to be made to deposit receipts on a more timely basis.

Awards–

During the course of our examination, we noted one instance in the Senior High Yearbook and two instances in the Senior High Student Council where the clubs sponsored awards, however, there were no meeting minutes indicating that a majority of club members agreed to sponsor the award.

We recommend clubs who wish sponsor awards should maintain club minutes indicating a majority of club members approved sponsoring the award.

Prior Year Recommendations:

We are pleased to report that the following prior year recommendations have been implemented to our satisfaction:

1. The gift card purchases examined during our testing had club minutes to support the purchase and signatures of the individuals receiving the gift cards.
2. There were no raffles held during the 2018-19 fiscal year.
3. Separate ledgers appeared to be maintained by the Student Treasurers during the 2018-19 fiscal year.
4. Payments to individuals appeared to be supported by club minutes authorizing the services performed and the amount to be paid.

*

*

*

We wish to express our appreciation to all client personnel for the courtesies extended to us during the course of our examination.

Raymond J. Wager CPA

Rochester, New York
November 5, 2019

**Victor Central School District
Victor, NY 14564**

Corrective Action Plan – Extraclass Account Audit Report 2019

Receipts

All club advisors will receive an email reiterating the importance of timeliness between event dates and money processing. Timeliness of deposits will also be emphasized at the mid-year meeting with advisors.

Individual meetings with advisors of the Business Club, Victor Cares Club and Senior High Student Council will be held to discuss concerns regarding specific large fundraising events and the delay in processing of monies. We will create improvement plans for these events in the 19-20 school year.

Responsible for Action: Betty Post, Central Treasurer / Carrie Goodell, Assistant Principal
Estimated Completion: Immediate with Ongoing Monitoring

Awards

All club advisors will receive an email reminding clubs that any payment orders that request monies for award designation must be accompanied by minutes approving the transaction. This process will also be emphasized at the mid-year meeting with advisors.

Individual meetings with advisors of Senior High Student Council and Senior High Yearbook will be held to address this issue.

Responsible for Action: Betty Post, Central Treasurer / Carrie Goodell, Assistant Principal
Estimated Completion: Immediate with Ongoing Monitoring

VICTOR CENTRAL SCHOOL DISTRICT
Field Trip Request Form

Instructions:

Complete and submit to your building principal three weeks in advance*.

*** Extended trips, out of state, out of country, and/or overnight trip forms must be forwarded to the Superintendent a minimum of one week prior to a scheduled Board of Education meeting AND six months prior to the proposed trip..**

Teacher(s) Initiating Request: Anne Stekl School: S.H.

Course/ Grade Level of students/club for trip: Senior High Students

Check appropriate type of field trip:

☐

required curricular trip

☐

non-required co-curricular

☒

extra curricular

Logistics of Trip

Destination (include exact address): France, Spain, Italy

Estimated Number of Students: 25-30 Round Trip Mileage: 6000

Departure: Date April break Time 2021 Return: Date _____ Time _____

Estimated Number of Chaperones: _____ Teachers: 3-4 Parents: _____ Other: _____
Names of Chaperones will be submitted to the Building Principal for approval prior to the trip.

Type of Transportation: bus, plane, train

Arrangement for meals (if necessary): All included except for lunches

Cost:

Estimated Cost Per Student: \$4075 (plus lunches, Passport fee, travel insurance)

Event Fee: _____ Meals: _____ Total: _____

Travel: _____ Other: _____

If fundraising is involved, please describe: Niagara Chocolates (Holiday ~ 2x and Spring ~ 2x)

Curricular/Instructional Plan

Instructional Objectives: Be specific, include outcomes and how you will measure what standards and district curriculum goals it meets.

learning more about the history, geography, culture and language of 3 countries.

Activities

Preparation: How will the student be prepared for the trip as an instructional activity:

Pre-trip meetings.

On trip: What instructional activities will occur on the trip?

Tours of historic sites by European tour guides.

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?

N/A.

Provisions for Continuity of School Work

What instructional provisions have been made to help participants keep up with other classes that they will miss?

Meetings during Activity Period for students to do school work.

What specific instructional plans have been made for the any student missing the field trip?

N/A

CO-CURRICULAR AND/ EXTRA-CURRICULAR OVERVIEW SHEET
(to be completed by the Lead Teacher for this field trip)

Itinerary (for overnight or extended trips, please attach detailed summary of specifics)

- see attached -

Will you be requesting this trip again next year?

YES ☐

NO ☒

1. What does this field trip accomplish that an in-school activity could not?

Visiting places of historic and cultural interest
and speaking either Spanish or French in an authentic
setting.

2. What pre-field trip activities are you planning to do to complement the field trip?


Traveler meetings to teach vocabulary & history of the 3
countries being visited.

Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the period of this field trip.

Coverage needed based on

2020 - 2021 School vacation calendar.

TO BE COMPLETED BY THE BUILDING PRINCIPAL


Principal's Signature

10/28/19
Date

Approved ☒

Not Approved ☐


Associate Superintendent's Signature

10-29-19
Date

*K. Swann - approved
10/29/19*

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OCT 29 2019
Victor Central School
Assoc. Superintendent's Office

VICTOR CENTRAL SCHOOL DISTRICT
Field Trip Request Form

Instructions:

Complete and submit to your building principal three weeks in advance*.

*** Extended trips, out of state, out of country, and/or overnight trip forms must be forwarded to the Superintendent a minimum of one week prior to a scheduled Board of Education meeting AND six months prior to the proposed trip..**

Teacher(s) Initiating Request: Peter Fleckenstein School: Victor Senior High

Course/ Grade Level of students/club for trip: 9th - 12th - FIRST Robotics

Check appropriate type of field trip:

 required curricular trip non-required co-curricular X extra curricular

Logistics of Trip

Destination (include exact address): Wright State University, Dayton, Ohio

Estimated Number of Students: 50 Round Trip Mileage: 1,000

Departure: Date 2-28-2020 Time 10:45 am Return: Date 3-1-2020 Time 2:00 am

Have both the District and building calendars been checked for conflicts, etc. ☒ yes ☐ no

Estimated Number of Chaperones: Teachers: 1 Parents: 1 Other: 3

Names of Chaperones will be submitted to the Building Principal for approval prior to the trip.

Type of Transportation: Coach Bus

Arrangement for meals (if necessary): Breakfast at hotel. Pre-ordered lunches at venue or walk to local restaurants. Evening meals at local restaurants.

Cost:

Estimated Cost Per Student:

Event Fee:	<u>\$0</u>	Meals:	<u>\$100</u>	Total:	<u>\$350</u>
Travel:	<u>\$200</u>	Other:	<u>\$50</u>		

If fundraising is involved, please describe: bottle/can recycling

Curricular/Instructional Plan

Instructional Objectives: Be specific, include outcomes and how you will measure what standards and district curriculum goals it meets.

Students will develop team skills as they work within their own team and with other teams on their alliances. Students can also interact with other teams to gain mechanical skills as well as business strategies.

Activities

Preparation: How will the student be prepared for the trip as an instructional activity:

Six weeks of design, programming and robot construction. Students will be utilizing skills and knowledge gained from their technology classes (programming, CAD, manufacturing) and business classes as well as time spent working with the team during the pre-season and build season.

On trip: What instructional activities will occur on the trip?

Interfacing with other teams to discuss their design/manufacturing process to gain knowledge that can be brought back to our own team. Discussions about fund raising and business structure with teams from 7 other states plus local New York teams.

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?

Discuss our robot design and strategy and focus on areas that could be improved for future competitions. Determine if team members need any additional skills or training.

Provisions for Continuity of School Work

What instructional provisions have been made to help participants keep up with other classes that they will miss?

Students will be instructed to contact their teachers prior to departure in order to gather their assignments. Students are expected to work on homework during the evenings.

What specific instructional plans have been made for the any student missing the field trip?

Field trip is optional. Students who do not go on the trip should plan to meet with their respective sub-team leader(s) upon return to see if any adjustments are needed on the robot prior to the next competition.

Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the period of this field trip.

None - Teacher is retired.

TO BE COMPLETED BY THE BUILDING PRINCIPAL

Approved ☒ Not Approved ☐
Principal's Signature

10/30/19
Date

Approved ☒ Not Approved ☐
Director of Transportation's Signature

10-31-19
Date

Approved ☒ Not Approved ☐
Assistant Superintendent's Signature
Assoc. Superintendent

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OCT 31 2019
Victor Central School
Assoc. Superintendent's Office

**CO-CURRICULAR AND/ EXTRA-CURRICULAR OVERVIEW SHEET
(to be completed by the Lead Teacher for this field trip)**

Itinerary (for overnight or extended trips, please attach detailed summary of specifics)

See attached

Will you be requesting this trip again next year? ☒ YES ☐ NO

1.What does this field trip accomplish that an in-school activity could not?

Opportunity to work alongside other teams from different states.

Team Building - Students can show their enthusiasm and support for their team and others.

Time Management - They can learn how to operate under stressful conditions as they work
to prepare their robot for a match.

Students can also get exposure to a college campus.

2. What pre-field trip activities are you planning to do to complement the field trip?

Six weeks of design and construction of a robot. Students will be working with professional engineers and other mentors to take the robot from design through prototyping to a fully functional robot that can perform the game tasks on a competition field. Students from the business teams will have the opportunity to promote FIRST and STEM to sponsors throughout the community.

Date

In case of Emergency:

Special Transportation Request
Please complete in triplicate

Destination: _____ Date of Request _____

Name of Group _____

Name of person supervising on the bus: _____

Has this field trip been previously approved under the Filed Trip Regulation? YES ☐ NO ☐

Requisitions for special transportation during school hours or other than school hours must be in the hands of the Transportation Department **at least two weeks prior to the trip.**

Date of trip: _____

Place of Departure: _____

Load Time: _____ Leave Time: _____
(Please allow 10 minutes to load)

Hour at which you wish to **reach** your destination: _____

Hour at which you wish to **leave** your destination: _____

Anticipated time of return:

Estimated Mileage RT: _____ Number of Students: _____

Age group: _____ Number of Attending Adults: _____

Would you like the bus to stay with the group, or may it return at a different time?

Special arrangement, instructions or comments:

Teacher Signature

Principal Signature

Transportation Department Use:

Date Received: _____ Number of Buses: _____

Approval: _____

Curricular/Instructional Plan

Instructional Objectives: Be specific, include outcomes and how you will measure what standards and district curriculum goals it meets.

Activities

Preparation: How will the student be prepared for the trip as an instructional activity:

Our rehearsals, performances, competitions, and evaluations will all prepare students for these events.

On trip: What instructional activities will occur on the trip?

We will continue to develop performance skills while on the trip. Many other life skills will be developed through these experiences as well.

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?

We will take the evaluative feedback and information from the national-level judges, and consider and apply it as we work toward the remainder of our performance season.

Provisions for Continuity of School Work

What instructional provisions have been made to help participants keep up with other classes that they will miss?

Participating students will be required to bring a form to all teachers whose classes will be missed, in order to get work assignments in advance of the trip. Our members tend to be conscientious students, but we will be having mandatory study times while on the trip.

What specific instructional plans have been made for the any student missing the field trip?

None

Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the period of this field trip.

None

TO BE COMPLETED BY THE BUILDING PRINCIPAL

Approved ☒


Not Approved ☐


Principal's Signature


Date

Approved ☒

Not Approved ☐


Director of Transportation's Signature


Date

Approved ☒

Not Approved ☐


Associate Superintendent's Signature

RECEIVED

OCT 28 2019

Victor Central School
Assoc. Superintendent's Office

If fundraising is involved, please describe: This trip will be supported by multiple fundraisers

Curricular/Instructional Plan

Instructional Objectives: Be specific, include outcomes and how you will measure what standards and district curriculum goals it meets.

Activities

Preparation: How will the student be prepared for the trip as an instructional activity:

Our rehearsals, performances, competitions, and evaluations will all prepare students for these events.

On trip: What instructional activities will occur on the trip?

We will continue to develop performance skills while on the trip. Many other life skills will be developed through these experiences as well.

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?

We will take the evaluative feedback and information from the national-level judges, and consider and apply it as we work toward the remainder of our performance season.

Provisions for Continuity of School Work

What instructional provisions have been made to help participants keep up with other classes that they will miss?

Participating students will be required to bring a form to all teachers whose classes will be missed, in order to get work assignments in advance of the trip. Our members tend to be conscientious students, but we will be having mandatory study times while on the trip.

What specific instructional plans have been made for the any student missing the field trip?

None

Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the period of this field trip.

None

TO BE COMPLETED BY THE BUILDING PRINCIPAL

Approved ☒


Not Approved ☐


Principal's Signature

10/24/19
Date

Approved ☒

Not Approved ☐


Director of Transportation's Signature

10-25-19
Date

Approved ☒

Not Approved ☐

 10/29/19
Associate Superintendent's Signature

RECEIVED

OCT 28 2019

Victor Central School
Assoc. Superintendent's Office
Date

VICTOR CENTRAL SCHOOL DISTRICT

Field Trip Request Form

Instructions:

Complete and submit to your building principal three weeks in advance*.

* Extended trips, out of state, out of country, and/or overnight trip forms must be forwarded to the Superintendent a minimum of one week prior to a scheduled Board of Education meeting AND six months prior to the proposed trip..

Teacher(s) Initiating Request: Andy Reddout School: Senior High School

Course/ Grade Level of students/club for trip: 9-12

Check appropriate type of field trip:

 required curricular trip non-required co-curricular x extra curricular

Logistics of Trip

Destination (include exact address): Paris to Amsterdam

Estimated Number of Students: ~25 Round Trip Mileage: See attached

Departure: Date Feb. Break 2021 Time 6:30am Return: Date Feb. Break 2021 Time 10:30pm

Have both the District and building calendars been checked for conflicts, etc. ☐ yes ☒ no

Estimated Number of Chaperones: 2 Teachers: 2 Parents: Other:

Names of Chaperones will be submitted to the Building Principal for approval prior to the trip.
Dave Denner and myself

Type of Transportation: Private bus to Toronto. RT Flight to Europe

Arrangement for meals (if necessary): All meals covered except lunches

Cost:

Estimated Cost Per Student: \$3,595 (see below)

Event Fee: Meals: \$100 Total: 3,863.30

Travel: Other: 168.30 insurance

If fundraising is involved, please describe:

\$3,595 with 12 students

\$3,495 with 16 students

\$3,370 with 18 students

Curricular/Instructional Plan

Instructional Objectives: Be specific, include outcomes and how you will measure what standards and district curriculum goals it meets.

Art instruction will be provided by Dave Denner and myself. Possibility of other artists from Urban Sketchers to meet us and take us plein air sketching.

Activities

Preparation: How will the student be prepared for the trip as an instructional activity:

We will be preparing a few months in advance covering techniques, tools and other media as well as practicing before our trip!

On trip: What instructional activities will occur on the trip?

We will partake in daily drawing assignments, critiques, and on-site demonstrations. We will have plenty of drawing time in some of the best museums/galleries in the world!

Follow-Up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?

Art displayed in the art hall--complete with reflections.

Provisions for Continuity of School Work

What instructional provisions have been made to help participants keep up with other classes that they will miss?

The trip will take place over break. We will miss that Friday (either the whole day or half) for travel time.

What specific instructional plans have been made for the any student missing the field trip?

-NONE-


Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the period of this field trip.

The Friday before break we will leave either at noon or in the morning--
depending on travel situations. Dave and I would need a sub for that whole
day or half. We will know more as our travel dates get set.

TO BE COMPLETED BY THE BUILDING PRINCIPAL

Approved ☒

Not Approved ☐


Principal's Signature

10/29/19
Date

Approved ☒

Not Approved ☐


Director of Transportation's Signature

10-29-19
Date

Approved ☒

Not Approved ☐


Associate Superintendent's Signature

RECEIVED

OCT 30 2019

Victor Central School
Assoc. Superintendent's Office
Date

CO-CURRICULAR AND/ EXTRA-CURRICULAR OVERVIEW SHEET
(to be completed by the Lead Teacher for this field trip)

Itinerary (for overnight or extended trips, please attach detailed summary of specifics)

****See attached****

Will you be requesting this trip again next year? ☐ YES ☐ NO

1.What does this field trip accomplish that an in-school activity could not?

- A real-world drawing experience with a world-wide focus.
- Drawing and painting "en plein air" in European cities as well as museums and galleries.

2. What pre-field trip activities are you planning to do to complement the field trip?

****See attached****

Victor to Toronto (bus)- 173 miles
Toronto to Paris (flight)- 3,741 miles
Paris to Amsterdam (train)-317 miles
Amsterdam to Toronto (flight)- 3,721 Miles
Toronto to Victor (bus)-173 miles

8,125 miles