

Victor Central School  
Board of Education  
PROPOSED AGENDA  
Regular Meeting, Thursday, August 13, 2020 – 5:45 PM  
Virtual Meeting Via YouTube Live

*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 via YouTube Live at the following link:*

[https://youtu.be/-otRH\\_tFuzM](https://youtu.be/-otRH_tFuzM)

✓ = Board Action Expected

1. Meeting Called to Order by President Kristin Elliott
  - ✓ • Motion to enter executive session to discuss the employment history of a particular individual
  - ✓ • Motion to return to regular session
  - 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. Thank you!)
- ✓ 2. Approval of Agenda
3. Superintendent's Update
4. Presentations/Recognitions:  
None at this time
5. Public Participation: Due to the virtual meeting, there will be no live public participation. Please feel free to email any thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org). The Board will receive all thoughts and comments submitted.
- ✓ 6. Acceptance of Consent Items (5 min.)
  - A. Minutes of the regular meeting of July 9, 2020 and the special meetings of July 20, 2020 and August 4, 2020;
  - B. Treasurer's Report for the month ending June 30, 2020;
  - C. Personnel Agenda;
  - D. Board Members to attend standing committee meetings;
  - E. Recommendations of the Committee on Special Education from the meetings of February 12, 13, 2020, March 3, 10, 11, 12, 2020, April 14, 23, 27, 2020, May 5, 11, 12, 18, 19, 20, 21, 22, 26, 27, 28, 29, 2020, June 1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 15, 16, 17, 18, 2020, July 14, 16, 17, 21, 22, 2020, August 5, 6, 7, 10, 11, 12, 13, 2020 and from the Committee on Preschool Special Education from the meetings of July 14, 21, 2020 and August 4, 2020;

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- F. Approve School District Tax Rate for 2020-2021;
- G. Approve Victor Farmington Library Tax Rate for 2020-2021;
- H. Appointment of Richard Stutzman as Purchasing Agent;
- I. \$500,000 bonding coverage from faithful performance bonds for Accounts Payable Clerk, Payroll Clerk, Assistant Superintendent for Business/Interim Assistant Superintendent for Finance;
- J. Authorization for the Assistant Superintendent for Business/Interim Assistant Superintendent for Finance to certify the payroll;
- K. Authorization for the Assistant Superintendent for Business/Interim Assistant Superintendent for Finance to establish the following Petty Cash Accounts:
- | Account                                       | Amount    | Custodian  |
|---|-----------|--|
| Senior High School.....                       | \$50.00.. | Senior High Principal  |
| Junior High School.....                       | \$50.00.. | Junior High Principal  |
| Intermediate School.....                      | \$50.00.. | Intermediate School Principal  |
| Primary School.....                           | \$50.00.. | Primary School Principal   |
| Early Childhood School.....                   | \$50.00.. | Early Childhood School Principal   |
| District Office.....                          | \$50.00.. | Assistant Superintendent for Business/Interim Assistant Superintendent for Finance |
| Transportation Office.....                    | \$50.00.. | Director of Transportation   |
| Event Admissions(competition start-up cash).. | \$2500.00 |  |
- L. Authorization for the following individuals to sign checks on behalf of the School District for the accounts designated:
- **General and School Lunch, Special Aid, Capital Funds:** Assistant Superintendent for Business/Interim Assistant Superintendent for Finance, District Treasurer, Deputy District Treasurer;
  - **Payroll Account:** Assistant Superintendent for Business/Interim Assistant Superintendent for Finance, District Treasurer, Deputy District Treasurer;
  - **Extra-Curricular Account:** Treasurer-Extra Classroom Activities Account, Assistant Superintendent for Business/Assistant Superintendent for Finance, District Treasurer, Deputy District Treasurer, and Senior High School Guidance Secretary;
- M. Authorization for the Assistant Superintendent for Business/Interim Assistant Superintendent for Finance, District Treasurer or Deputy District Treasurer to execute wire transfers of District funds;
- N. Authorization of the Superintendent and the Assistant Superintendent for Business/Interim Assistant Superintendent for Finance, District Treasurer or Deputy District Treasurer to jointly confer, and then invest – if deemed appropriate – such portions of the District money available for time deposit accounts, certificates of deposit, short term government securities, or other investments permitted by law;
- O. Authorization for Assistant Superintendent for Personnel/Interim Assistant Superintendent for Personnel, or (alternate) Assistant Superintendent for Business/Interim Assistant Superintendent for Finance to sign Civil Service Reports of Personnel Change.

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- P. Accept the following donations:**
- \$2,700.97 from Victor Girls Basketball Booster Club to the Victor Central School District to support the purchase of additional uniforms for the Victor Interscholastic Athletic Basketball Girls Modified B Program;
  - \$2,600.00 from Reliant Credit Union to the Senior High School to support student participation in the Budget Challenge Program;
- Q. Appoint the following individuals to the Graduates of Distinction Committee:**
- Dawn Knapp for a term of three years (2020-2021, 2021-2022, 2022-2023);
  - Kay Cotton for a term of three years (2020-2021, 2021-2022, 2022-2023);
- R. Authorize Superintendent to Approve Change Orders Up To \$50,000;**
- S. Approve the School Resource Officer Contract for the 2020-2021 school year;**
- T. Approve the Tax Certiorari Intermunicipal Cooperation Agreement with Ontario County and the Town of Farmington for Filing Index #125397-2019 Buckingham Properties; Filing Index #125296-2019 Saratoga Crossings I LLC, Filing Index #125298-2019 Saratoga Crossings II LLC, Filing Index #125295-2019 Saratoga Crossings III LLC as submitted.**
- U. Approve the Tax Certiorari Intermunicipal Cooperation Agreement with Ontario County and the Town of Victor for Filing Index #125453-2019 GRMI, Inc as Lessor, Filing Index #125451-2019 Widewaters Rt 96 Co LLC, Filing Index #125466-2019 Seritage SRC Finance LLC, Filing Index #125390-2019 BJ's Wholesale Club Inc, Filing Index #125234-2019 Macy's Retail Holdings, Filing Index #125413-2019 Hendler & Associates LLC, Filing Index #125330-2019 Rochester Fairways Owner LLC;**
- V. Declare the following as surplus:**
- Apple iPad Tablets with VCS tag #s 014737, 015913;
  - PB 640 PC Laptops with VCS tag #s 272462, 272476, 272496, 290508, 290519, 290527, 290530, 290534, 290535, 290550, 290551, 290555, 290559, 290562, 290567, 290569, 290578, 290582, 290599, 290602;
- W Approve the amended per diem and substitute rate for Business Office Support to \$15.00 per hour for the 2020-2021 school year.**
- 7. A. Campus News**
- B. Reopening Update**
- General Update (Tim Terranova)
  - Special Education Update (Leanne Gmeindl)
- C. Secondary End of the Year Report (*Kristin Swann*)**
- D. Appoint Board of Education Committees for 2020-2021 (*15 min.*)**

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**8. Meeting Reports**

- 9. Public Comment:** Due to the virtual meeting, there will be no live public participation. Please feel free to email any thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org). The Board will receive all thoughts and comments submitted.

**10. Upcoming Events**

- A. New Teacher Orientation; August 24, 2020 from 8:00 AM – 8:30 AM in the JH/SH Performing Arts Center;**
- B. Superintendent’s Conference Day (Opening Day for Staff) September 1, 2020 from 8:00 AM – 9:00 AM in the JH/SH Performing Arts Center;**
- C. Next Regular Board Meeting September 10, 2020 at 7:15 PM in the Early Childhood School Boardroom;**

✓ **11. Adjourn**

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Unapproved Minutes of the Organizational and Regular Meeting of July 9, 2020  
Virtual Meeting via Zoom**

- CALL TO ORDER** District Clerk Maureen Goodberlet called the meeting to order at 5:32 PM.
- Members Present** Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Christopher Parks, Trisha Turner, Michael Vetter
- ENTER EXECUTIVE SESSION** A motion was made by T. Turner, seconded by C. Eckhardt, to enter executive session at 5:32 PM to discuss the employment history of specific individuals. The motion was carried. 7 yes 0 no
- REGULAR SESSION** A motion was made by T. Turner, seconded by C. Parks, to return to regular session at 7:18 PM. The motion was carried. 7 yes 0 no.
- ELECTION OF OFFICERS** *President* The District Clerk called for nominations for Board of Education President. Chris Eckhardt nominated Christopher Parks for President. Dr. Christopher Parks respectfully declined as he said he does not feel he would be able to give the amount of time necessary to be President.
- The District Clerk asked if there were any other nominations for Board of Education President. Chris Eckhardt nominated Kristin Elliott. There being no other nominations, the District Clerk declared Mrs. Kristin Elliott as Board President for the 2020-2021 school year.
- Vice President* The District Clerk called for nominations for Board of Education Vice President. Trisha Turner nominated Christopher Parks for Vice President. The District Clerk asked if there were any other nominations for Board of Education Vice President. There being no other nominations, the District Clerk declared Dr. Christopher Parks as Vice President for the 2020-2021 school year.
- Mrs. Elliott and Dr. Parks took the Oath of Office. They will sign the oath book next week. Board President Elliott took the chair.*
- APPROVE AGENDA** A motion was made by C. Parks, seconded by T. Turner, to approve the revised meeting agenda. The motion was carried. 7 yes 0 no.
- SUPERINTENENT'S UPDATE** Dr. Terranova welcomed new Board of Education member Michael Vetter and returning Board of Education members Trisha Turner and Christopher Parks. He then talked about the community task force that has been pulled together to discuss reopening school in the fall. The task force is comprised of approximately 25 people, which include staff members, administrators, and parents. Dr. Terranova said he would be adding a couple of high school students. The task force has met once already and they have shared ideas. The discussion was around the health and safety of children and staff, financial

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## **SUPERINTENDENT'S UPDATE Continued**

implications of COVID, facilities, transportation, nutrition, teaching and learning along with digital equity and access to technology. The task force also discussed the social and emotional, special education and the English as a second language needs of students. Moving forward the general plan is to share a survey with the community next week to receive input. The hope is there will be guidance from the State Education Department (SED) and the Governor's office next week. A reentry plan is to be submitted to the state by July 31<sup>st</sup>. Superintendent Terranova then talked about the financial analysis presentation for the District that will be presented by Dr. Rick Timbs at the end of the month. He thanked Assistant Superintendent for Business Jay Schickling for bringing him in. Dr. Timbs has done a deep dive into the District's financial situation. It is important moving forward to give the Board of Education an idea of where the District stands financially. Dr. Terranova congratulated Jim Haugh on being appointed as the next Superintendent for the East Rochester School District.

## **ORGANIZATIONAL ITEMS**

A motion was made by C. Parks, seconded by T. Turner, to approve upon recommendation of the Superintendent, the following organizational items for the 2020-2021 school year:

## **APPOINTMENT OF DISTRICT OFFICERS**

<i>District Clerk</i>	Appointment of Maureen A. Goodberlet as Clerk of the Board of Education
<i>District Treasurer</i>	Appointment of Lynne Lubaszewski as District Treasurer;
<i>Deputy District Treasurer</i>	Appointment of Jill Smith as Deputy District Treasurer;
<i>Tax Collector</i>	Appointment of Nicole Ritz as Tax Collector;
<i>Claims Auditor</i>	Appointment of Susan Reed as Claims Auditor;

## **APPOINTMENT OF OTHER POSITIONS**

<i>School Physician</i>	Appointment of Dr. Robert J. Tuite as school physician and medical director, Dr. Carl Devore as school physician and Barbara Sullivan as nurse practitioner;
<i>School Attorney</i>	Appointment of Harris Beach PLLC, Ferrara Fiorenza PC, and Monroe 2 Orleans BOCES as attorneys;
<i>Attendance Officer</i>	Appointment of Veronica Puglisi as Attendance Officer;
<i>Purchasing Agent</i>	Appointment of Jay Schickling as Purchasing Agent;
<i>Insurance Consultant</i>	Appointment of R.L. Anderson – Van Horne Agency as Insurance Consultant;
<i>External Auditor</i>	Appointment of Mengel, Metzger, Barr, CPA as External Auditor;
<i>Internal Auditor</i>	Appointment of EFPR Group as Internal Auditor;
<i>Records Access / Management Officer</i>	Appointment of Maureen Goodberlet as Records Access/Management Officer;
<i>LEA Designee</i>	Appointment of Christopher Marshall as Asbestos (LEA) Designee;
<i>Title IX / Section 504 Officer</i>	Appointment of Veronica Puglisi as Title IX/Section 504 Officer;

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***Committee on Special Education / Preschool Special Education*** Appointment of Julie Bitely, Erin Black, Julie Branieki, Jennifer Check, Anne Clark, Leah Daniels-Farren, Dorothy DiAngelo, Karl Dubash, Brian Gee, Leanne Gmeindl, Melissa Goho, Carrie Goodell, Emily Hopkins-Ives, Tara hopson, Leah Kedley, Hannah Knight, Michele Maloney, Kathryn Mandile, Scott Miller, Veronica Puglisi, Amy Shannon, Brian Siesto, Kevin Swartz, David Thering, Staci Thibodeau, Amanda Tripp, Dr. Robert Tuite, and Tania Zazulak-Angelini as members of the Committee on Special Education and the Committee on Preschool Special Education;

***Treasurer – Extra Classroom Activities Account*** Appointment of Betty Post as Treasurer – Extra Classroom Activities Account;

***Dignity Act Coordinators*** Appointment of Melissa Goho, Leah Kedley, Michele Maloney, John Ryan, Veronica Puglisi, Amy Shannon, Kristin Swann and David Thering as Dignity Act Coordinators;

***Designated Educational Official*** Appointment of John Ryan as the Designated Education Official;

***Designated Data Protection Officer*** Appointment of Angela Affronti as the Designated Data Protection Officer;

***Designated McKinney-Vento Homeless Assistance Act Liaison*** Appointment of Kristin Swann as the McKinney-Vento Homeless Assistance Act Liaison

**BONDING OF PERSONNEL**

\$100,000 coverage endorsement from a blanket bond for each employee  
\$1 million policy for District Treasurer, Deputy District Treasurer, Tax Collector, and Claims Auditor  
\$500,000 coverage from faithful performance bonds for Accounts Payable Clerk, Payroll Clerk, and Assistant Superintendent for Business.

**DESIGNATIONS**

***Banks*** BE IT RESOLVED, that any commercial bank and/or trust company, including but not limited to Canandaigua National Bank and Five Star Bank, having offices in New York State or any bank participating in the Insured Cash Sweep (ICS) or Certificate of Deposit Account Registry Services (CDARS) programs be and hereby are designated as the official depositories for the School District funds during the school year 2020-21 and that the maximum amount which may be kept on deposit in any one bank shall not exceed the District’s annual general fund budget.

***Official Newspaper*** Designation of *The Daily Messenger* as official newspaper of the District;  
***Board of Education Meeting Dates*** Designation of the second Thursday of each month at 7:15 P.M. as the regular meeting time for the Board of Education with the following exception; the March 2021 Board meeting will be held on Wednesday, March 10, 2021, and the April 2021 Board meeting will be held on Thursday, April 15, 2021. The Board of Education work sessions will be scheduled for the fourth Thursday of the month as necessary;

***Organizational Meeting*** Designation of Thursday, July 8, 2021, as the date of the organizational meeting for the 2021-22 school year;

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**Mileage Reimbursement** Establishment, pursuant to Section 2118 of the Education Law, of the mileage reimbursement rate for employees at an amount equal to the Internal Revenue Service rate.

**AUTHORIZATIONS**

**Payroll Certification** Authorization for the Assistant Superintendent for Business to certify the payroll;

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

**Contracts Conference** President to sign contracts for student services (such as health), and tuition contracts;

**Attendance** Authorization for the Superintendent or his/her designee to approve attendance of instructional and non-instructional staff at conferences;

**Petty Cash** Authorization for the Assistant Superintendent for Business to establish the following Petty Cash Accounts:

<u>Account</u>	<u>Amount</u>	<u>Custodian</u>
Senior High School	\$50.00	Senior High Principal
Junior High School	\$50.00	Junior High Principal
Intermediate School	\$50.00	Intermediate School Principal
Primary School	\$50.00	Primary School Principal
Early Childhood School	\$50.00	Early Childhood Principal
District Office	\$50.00	Assistant Superintendent for Business
Transportation Office	\$50.00	Director of Transportation
Event Admissions	\$2,500.00	Athletic Director

(competition start-up cash)

School Lunch Fund (start-up cash) \$175.00 Director of Food Service

**Check Signers** Authorization for the following individuals to sign checks on behalf of the School District for the accounts designated:

General and School Lunch, Special Aid, Capital Funds: Assistant Superintendent for Business, District Treasurer, Deputy District Treasurer

Payroll Account: Assistant Superintendent for Business, District Treasurer, Deputy District Treasurer

Extra-Curricular Account: Treasurer-Extra Classroom Activities Account, Assistant Superintendent for Business, District Treasurer, Deputy District Treasurer, and Senior High School Guidance Secretary

**Professional Organizations** Authorization for the Board of Education and District Members to participate in professional organizations;

**Indemnification** Authorize School District employee and officer indemnification under Public Officer's Law §18;

**District-owned Cell Phones** Authorization for the Superintendent of Schools, Technology Department, Night Custodian, Director of Transportation and Substitute Caller to have District-owned cell phones;

**Hearing Officer Appointment** Authorization for the President or Vice President of the Board of Education to independently appoint an Impartial Hearing Officer as necessary for any impartial hearing regarding the placement of a special education student;

**Budget Transfers** Authorization for the Superintendent or his/her designee to make all necessary budget transfers in accordance with Section 170.2 (1) of the Commissioner's Regulations and Board Policy 6150;

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**OTHER ITEMS**

- Wire Transfers*** Authorization for the Assistant Superintendent for Business and District Treasurer or Deputy District Treasurer to execute wire transfers of District funds;
- Employment of Staff Members*** Authorization for the Superintendent to employ staff members pending Board approval at its next regular meeting;
- BOCES Bids*** Authorization for the District to participate in all BOCES Cooperative Bids for the 2020-2021 school year;
- Investment of Funds*** Authorization of the Superintendent and the Assistant Superintendent for Business, District Treasurer, or Deputy District Treasurer to jointly confer, and then invest - if deemed appropriate - such portions of the District money available for time deposit accounts, certificates of deposit, short term government securities, or other investments permitted by law;
- Grants*** Authorization of the Superintendent to apply for State and Federal Grants in Aid;
- Board Conference Attendance*** Authorization for Board of Education members to attend conferences, conventions and workshops with expenses paid by the School District;
- Consultant Services*** Authorization for the Superintendent to purchase consultant and professional services;
- Civil Service Reports*** Authorization for the Assistant Superintendent for Personnel, or (alternate) Assistant Superintendent for Business to sign Civil Service Reports of Personnel Change;
- Compensation – Election Workers*** Establishment of the compensation rate for members of the Board of Registration and for election inspectors and clerks at minimum wage;
- Board of Registration*** Appointment of Carrie Fagan, Linda Tice and Nancy Mancuso as the Board of Registration for the 2020-2021 school year;
- Substitute Rates*** Establishment of the following substitute rates:

<b><u>Position</u></b>	<b><u>2020-2021</u></b>
Aide Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Accompanist	\$50.00 per hour (2 hour maximum)
Administrator	\$375 per day
Auto (Bus) Mechanic Substitute	\$17.59 per hour
Business Office Support	\$14.50 per hour
Bus Driver Substitute	\$14.50 per hour
Bus Monitor Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Summer Bus Monitor Substitute (Certified Bus Driver Rate)	\$14.40 per hour
Cleaner Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Clerk/Secretary Substitute	\$13.36 per hour
Driver Education Teacher	\$38.25 per hour
Driver Education Coordinator	\$500.00 per session (3 sessions total)
Food Service Helper Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Food Service Laborer Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Groundskeeper Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)
Life Guard (Junior Per Diem Status)	\$11.80 per hour (\$12.50 per hour 12/30/20)
Life Guard (Senior Per Diem Status)	\$14.57 per hour
Messenger Substitute	\$11.80 per hour (\$12.50 per hour 12/30/20)

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Nurse Substitute	\$133.00 per day
Pool Supervisor	\$16.83 per hour
Summer Grounds Helper	\$11.80 per hour (\$12.50 per hour 12/30/20)
Student Worker	\$11.80 per hour (\$12.50 per hour 12/30/20)
Teacher (Per diem) NYSTRS Retiree	\$130.00 per day
Teacher (Per diem) Certified Substitute	\$105.00 per day
Teacher (Per diem) Uncertified Substitute	\$95.00 per day
Teacher (Short-term Substitute)	\$198.00-\$208.00 per day
Traffic Support	\$12.51 per hour
Translator (Temporary Assignment)	\$39.75 per hour

- Policies*** Review of all Board of Education policies
- Policy Review*** Review policies including Investments (6240), Purchasing (6700), Code of Conduct (5300), and Parent and Family Engagement (1900) as required by law
- Attendance Data*** Review building-level student attendance data as required under Commissioner’s Regulations section 104.1, and if the data shows a decline in attendance rates, shall review its policy on Attendance (5100)
- APPR Lead*** Authorization of the Annual Professional Performance Review (APPR)
- Evaluators*** Principal/Teacher Lead Evaluator Resolutions.
- Civil Service Standard*** Civil Service Standard Work Hours Resolution; BE IT RESOLVED, that the Victor Central School District hereby establishes standard work days for its employees and will report days worked to the New York State and Local Employees’ Retirement System based on the time keeping system.
- Work Hours*** A motion to approve the foregoing appointments and authorizations was carried. 7 yes 0 no (*end of organizational items*)

**PUBLIC PARTICIPATION** Due to the virtual meeting, there was no live participation. Community members were asked to email thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org).

**CONSENT ITEMS**

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

**MINUTES** Minutes of the Regular Board Meeting on June 11, 2020 and the Special Board Meetings on June 19, 2020 and June 25, 2020;

**FINANCIAL STATEMENTS** Treasurer’s Report for the month ending May 31, 2020;

**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.

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**Instructional  
Probationary  
Appointments:**

The probationary appointment of **Kristin Renkert**, who is licensed as a Registered Professional Nurse, to a position as a School Nurse effective September 1, 2020, at an annual salary of \$37,455 (Step 11M).

The probationary appointment of **Nancy Williamson**, who has certification in Nursery, Kindergarten, and Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, with Jarema Credit for 2019/2020 LTS assignment, at an annual salary of \$53,400 (Step 11M+10), leading towards tenure in Elementary Education.

The probationary appointment of **Robert Nestrick**, who has certification in PreKindergarten, Kindergarten, and Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, with Jarema Credit for 2018/2019 and 2019/2020 LTS assignments, at an annual salary of \$53,400 (Step 11M+7), leading towards tenure in Elementary Education.

**Appointments:**

The appointment of **Kristin Guckian**, Teacher Center Director, effective September 1, 2020, at an annual salary of \$17,600.

The appointment of **Karen Brion**, as a .6fte Teacher On Special Assignment (TOSA) Science Standards Leader and .4fte Science Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Colleen Collier**, as a .6fte Teacher On Special Assignment (TOSA) ELA Standards Leader and .4fte English Language Arts Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Stephanie Schlueter**, as a .6fte Teacher On Special Assignment (TOSA) Social Studies Standards Leader and .4fte Social Studies Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Kim O'Rourke**, as a .6fte Teacher On Special Assignment (TOSA) Math Standards Leader and .4fte Mathematics Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Mike Ferreri**, as a .6fte Teacher On Special Assignment (TOSA) Assistant to Athletic Director and .4fte Physical Education Teacher, effective July 1, 2020, and ending June 30, 2021.

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The appointment of **Chuck Loray**, who holds Certifications in Students with Disabilities-Social Studies Grades 7-12 and Social Studies Grades 7-12, to a Student Support Services TOSA position, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Erin Hysick**, who holds Certifications in Special Education and Pre-Kindergarten, Kindergarten, and Grades 1-6, as a Mentor Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Jan Soucier**, who holds Certifications in Special Education and Nursery, Kindergarten, and Grades 1-6, as a Mentor Teacher, effective July 1, 2020, and ending June 30, 2021.

The appointment of **Sharon Gruet**, from .4FTE Foreign Language and .6FTE ELL teacher to a 1.0FTE ELL Teacher, effective September 1, 2020.

The appointment of **Michael Crumb**, Interim Assistant Superintendent for Personnel , effective on or about August 16, 2020, at a daily rate of \$600.

**Long Term  
Substitute  
Appointments:**

The appointment of **Jocelyn Danieluk**, who has Certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as a Special Education Teacher, effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$51,610 (Step 10M).

**Co-Curriculars:**

<b>Strand 1</b>	<b><u>Teacher Leaders</u></b>	<b><u>Name</u></b>
	K-12 Bilingual Education & World Languages	Anne Stekl
	Career Occupational Studies	Mark Selvek
	ELA Building Level (K-3)	Amy Hogan
	ELA Building Level (K-3)	Jamie Fraser
	English Language Arts (9-12)	Craig Kaper
	Library Media	Maggie Elliott
	Math Building Level (K-3)	Kim McConnell
	Math Building Level (K-3)	Leslie Summerson
	Math (9-12 Grade)	Dawn Knapp
	Music (K-12)-Split Position	Amy Oldfield
	Music (K-12)-Split Position	Laura Brewer
	PE & Health (K-6)	Jill Clapp
	PE & Health (7-12)	Mike Ferreri
	School Counseling (K-12)	Mary Banaszak
	School Psychologist (K-12)	Anne Clark
	Science (9-12)	Kristina Sykes
	Social Studies (9-12)	Laura Sarra
	Special Education (K-12)	Caitlin Mack-Elliott

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Theater Arts (K-12)	Jeremy Hawkinson
Visual Arts (K-12)	Shawn Duckworth

<b>Strand 2</b>	Elementary Grade Teacher Leader (K-3)*	Amy Scata
	Elementary Grade Teacher Leader (K-3)*	Kristen MacLean
	Elementary Grade Teacher Leader (K-3)*	Marcie Gilsinan-Hooper
	Elementary Grade Teacher Leader (K-3)*	Steve Fish
	Science & Social Studies (K-3)	Linda Izzo
	Science & Social Studies (K-3)	Adrienne Dahlstrom
	Special Education (Pre K-3)	Jeff Pistritto
	Special Education (Intermediate)	Tom Cheevers
	Special Education (Jr. High)	Chuck Loray
Special Education (Sr. High)	Kelly Nestler	

<b>Strand 3</b>	Chemical Hygiene Officer	Jeff Schraver
	Instructional Technology/Computer (ECS)- Shared Position	Christina Burke
	Instructional Technology/Computer (Primary)- Shared Position	Michele Linse
	Instructional Technology/Computer (Intermediate)- Shared Position	Maggie Elliott
	Instructional Technology/Computer (Intermediate)- Shared Position	Kylie Hegeman
	Instructional Technology/Computer (Jr. High)	Linda Tabit
	Instructional Technology/Computer (Sr. High)	Chris Wuest
	Nursing (K-12)	Corrine Fox
	Math AIS (K-6)	Kylie Hegeman
	ELA AIS (K-6)	Dawn Landes
	Social Studies (4-6)	Jamie Condon
	Science (4-6)- Shared Position	James Mauro
	Science (4-6)- Shared Position	Valarie Pezzimenti
	ELA Building Level (4-6)	Lisa Shaw
	Math Building Level (4-6)	Haley Erwin
	Intermediate ELA - 4 <sup>th</sup> Grade	Kristin Munski
	Intermediate ELA - 5 <sup>th</sup> Grade	JoEllen Hill
	Intermediate ELA - 6 <sup>th</sup> Grade	Rachel Lowe
	Intermediate Math - 4 <sup>th</sup> Grade	Brittany Gordon
	Intermediate Math - 5 <sup>th</sup> Grade	Michelle Ricigliano
	Intermediate Math - 6 <sup>th</sup> Grade- Shared Position	Erin Heberger
	Intermediate Math - 6 <sup>th</sup> Grade- Shared Position	James Mauro
	Bilingual Education & World Languages (K-12)	Cristie Rydzynski
	English Language Arts (7-8)	Melissa VanRensselaer
	Math (7-8)	Tyler Spitz
	Science (7-8)	Paula Smith
	Social Studies (7-8)	Dan Taylor

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Strand 4**

Health Coordinator (K-6)	Laura Davis
Intermediate Elementary Grade- 4th Grade (shared position)	Kelly Mead
Intermediate Elementary Grade- 4th Grade (shared position)	Amy Thomas
Intermediate Elementary Grade- 5th Grade	Kimberly Farrington
Intermediate Elementary Grade- 6th Grade	Joy Volkmuth

**Leaves of Absence:** The granting of a maternity leave of absence for **Jaclyn Hollis**, English Teacher, effective May 26, 2020, and extending to June 30, 2020.

The granting of a maternity leave and subsequent childcare leave of absence for **Erin Black**, School Psychologist, effective approximately September 29, 2020, and extending to December 13, 2020.

**Resignations:** The resignation of **Benjamin Veit**, Science Teacher, effective June 30, 2020.

The resignation of **Laurie Estochen**, ELL Teacher, effective August 12, 2020.

The resignation of **Kimberly Farrington**, from her Teacher Leader stipend position as Intermediate Elementary 5<sup>th</sup> Grade Teacher Leader, effective July 6, 2020.

The resignation of **James Haugh**, Assistant Superintendent for Personnel, effective August 16, 2020.

**Position Action:** The Board of Education authorizes the following action to be effective on July 1, 2020: Abolish the position of .6FTE Foreign Language Teacher position within the Victor Teachers' Association unit. In accordance with Education Law §§ 2510(3) and 3013, Rachel Benjamin shall be placed on the Preferred Eligibility List in the Foreign Language tenure area for a period of seven (7) years.

The Board of Education authorizes the following action to be effective on July 7, 2020: Veronica Puglisi will receive a ten percent (10%) increase in her daily rate from July 7, 2020 through August 7, 2020, for additional duties due to another employee's leave of absence.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

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

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

**Salaries:** The following salaries for non-affiliated district office staff will be effective for the 2020-2021 school year:

Managerial Staff	Jim Haugh	Assistant Superintendent for Personnel	\$161,073
	Kristin Swann	Associate Superintendent for Educational Services	\$168,497
Confidential Staff	Maureen Goodberlet	District Clerk	\$88,253
	Lisa Hagen	Payroll Clerk, Part Time	\$19.13/hour
	Katie Lew	Employee Relations Assistant	\$45,574
	Lynne Lubaszewski	District Treasurer	\$111,241
	Sheila Mastin	Payroll Clerk	\$62,938
	Jill Smith	Deputy District Treasurer	\$44,779
	Linda Tice	Employee Relations Assistant	\$56,989

<b>Per Diem Substitutes:</b>	<b><u>Candidate</u></b>	<b><u>Area of Certification</u></b>
	Laura Dash	Elementary/Reading/English
	Tim DiSanto	Elementary/Special Education

**Non-Instructional  
Appointments:**

The appointment of the following as Extended School Year Teacher Aides at their current hourly rate for the 2020/2021 school year: **Sarah Coene, Melissa Hunt, Eric Wachob.**

The promotional appointment of **Brandon MacMillan**, from Cleaner to Night Custodian, effective July 1, 2020, at an hourly rate of \$15.85.

The appointment of **Kimberly Marple**, Night Cleaner, effective July 1, 2020, at an hourly rate of \$12.18.

The appointment of **Michael Fraser**, Night Cleaner, effective July 6, 2020.

**Resignations:** The resignation, due to retirement, of **Mary Merlo**, Food Service Helper, effective September 1, 2020.

The resignation of **Wendy Schlesing-Oseguera**, Part Time Cleaner, effective June 30, 2020.

**VICTOR CENTRAL SCHOOL  
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<b>Per Diem and Substitute Positions:</b>	<b><u>Candidate</u></b>	<b><u>Position</u></b>
	Joanne Chappell	ESY Teacher Aide
	Erin Hart	ESY Teacher Aide
	Roberta Mourer	School Bus Driver Trainee
	Allie Dillman	Summer Grounds Helper
	Nicholas Cook	Teacher Aide
	Rylee TePoel	Summer Grounds Helper
	Darline Bowe	Cleaner
	Korey Bartron	Cleaner

**CSE/CPSE RECOMMENDATIONS**      Recommendations of the Committee on Special Education from the meetings of February 25, 26, 2020, March 2, 4, 11, 2020, April 14, 16, 17, 21, 22, 23, 24, 27, 28, 29, 30, 2020, May 1, 4, 5, 6, 7, 8, 11, 12, 14, 15, 18, 20, 21, 26, 27, 28, 29, 2020 and June 1, 2, 3, 4, 8, 9, 10, 11, 12, 15, 16, 17, 18, 23, 26, 29, 30, 2020, July 1, 2, 6, 7, 8, 9, 2020 and from the Committee on Preschool Special Education from the meetings of May 26, 2020, June 1, 4, 5, 9, 15, 16, 30, 2020;

**DONATIONS**      The reallocation of a \$500.00 donation made by PTSA on March 11, 2020 supporting the Junior High School SOAR Program, to the Intermediate School to support the Community Rad program per the request from PTSA;

**CONFERENCE ATTENDANCE**      Michael Vetter to attend the Monroe County School Board’s Association New School Board Member Training on 7/18/2020 in Rochester, NY;

**AWARD FOOD SERVICE BID**      The 2020-2021 Food Service Bid to Renzi Food Services as the lowest responsible bidder meeting specifications;

**RESCIND EMERGENCY BUS PURCHASE RESOLUTION**      Rescind the Emergency Bus Purchase Resolution, which was approved by the Board of Education on March 11, 2020;

**AMENDED EMERGENCY BUS PURCHASE RESOLUTION**      The amended Emergency Bus Purchase Resolution;

**DEBT SERVICE BUDGET TRANSFER**      A Debt Service Budget transfer of \$385,000 according to a memo from Assistant Superintendent for Business Jay Schickling to Superintendent Tim Terranova on June 30, 2020;

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**TEXTBOOK  
ADOPTION**

A business textbook called personal Finance, Seventh Edition by Jeff Madur for the Personal Finance course taught at the Senior High School;

**CAPITAL  
CONSTRUCTION BID  
AWARDS**

The following capital construction bids:

- Site Contract #103 – Playground to DiFiore Construction
- Hazardous Materials Abatement Contract #104 to Caysea Contracting

**BOND RESOLUTION**

The attached Bond Resolution authorizing borrowings for the purchase of various school buses and vehicles for use by the District;

**INTERNAL AUDIT  
REPORT**

The Internal Audit Report for year ending June 30, 2020 as submitted;

**AMENDMENT OF  
EMPLOYMENT  
AGREEMENT**

Amend the Employment Agreement between the Victor Central School District Board of Education and Timothy G. Terranova, Ed.D. as submitted.

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

**CAMPUS NEWS**

Dr. Terranova spoke about the senior class and the senior bash parents who supported the graduates in the senior car parade that went throughout the campus. He talked about the senior parade through the Village of Victor and thanked the village and town for helping with that. He said the District had a plan in place for graduation, however today Mr. Duffy, who is heading the Finger Lakes region opening for COVID , said the District is unable to have a graduation with all of the senior class at once. The original hope was delaying it to the end of July would give the District the leeway by the state. Dr. Terranova said the District is moving forward with graduation in smaller groups on Corbit Field. He gave a shout out to the staff who is working with students during the extended school year program. Dr. Parks made mention the senior parade through the Village of Victor and kudos to Amy Shannon for putting it together. He would recommend looking to have the senior parade through the village in the future.

**CAPITAL PROJECT  
UPDATE**

George Spinaris from Campus Construction provided a construction update. The approved referendum authorization is \$29,287,427. The estimated construction value is \$22,435,350, the incidental budget is \$5,281,602 and the construction contingency budget is \$1,570,475. He then went over the cost breakdown for each area. There are two phases to the project. The phase 1 schedule includes the intermediate school

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

### **CAPITAL PROJECT UPDATE Continued**

flooring, intermediate school playground and the primary school roof. Mr. Spinaris then when over the additions and renovations of phase 2. At the Early Childhood School there will be a classroom addition, toilet rooms that can be accessed from the outside, crawl space ventilation will be added and the roof will be replaced. At the Primary School the cafeteria serving lines will be renovated, kitchen equipment will be replaced, basement ventilation will be added and the playground will be replaced. At the Junior/Senior High School the Senior High School locker rooms will be renovated with some additions, exhaust will be added to various rooms, HVAC equipment and air handlers will be replaced, the track surface will be repaired. In the existing bus garage there will be minor interior renovations. The copy center and record storage will be taken out of Primary School. Those rooms will be made into three additional classrooms. The copy center and records storage area will be moved to the existing bus garage. There will be a new transportation building. District-wide there will be information technology upgrades, drainage on the east side of campus and asphalt repairs.

### **FACILITIES USAGE**

Dr. Terranova said there has been a lot of conversation and focus on how to reopen schools in the fall. Right now, some youth sports that are considered low risk are allowed to have practice. He said we do have a facility that is heavily utilized by the town and community. We are a community District and we understand that very much. The results from the state right now is that the schools should restrict access to their fields and grounds if they don't have the essential personnel necessary, like maintenance and security, to ensure that current restrictions are enforced like gathering size as well as current protocols on cleaning and disinfection. Superintendent Terranova said we continue to look at ways to balance both the needs and safety of the community. The District sought expertise from legal counsel as well as other experts. If the District were to open up the facilities, they would need one system of approval for facility usage. The facility usage system is currently being worked on. Groups would have to adhere to the guidelines, which would certainly be Department of Health Guidelines. Groups would have to show proof of insurance and seek indemnification. The District would have to supply staff members to supervise activities; however, the group would bear the cost of the school employee. Dr. Terranova said there are two options for the Board to consider. One option is not to open the facilities at this time as we wait for further guidance from the state. The other option is to potentially open it to a smaller number of youth sports groups. Considering sports that have 90% or more students that are Victor

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

### **FACILITIES USAGE Continued**

students. Dr. Parks said the immediate question he has is does the District have the capacity to fulfill the necessary health guidelines that are going to protect the students. He said he likes the idea that there needs to be a high percentage of Victor students in the sport. It is important to service Victor students first. Mrs. Turner agreed with Dr. Parks. She said if the District is going to open up the facilities it would be safer on a smaller scale focusing on Victor students first. She said she feels they need to do their due diligence to make sure the requirements are met, wanting students to participate safely and that activity. It has been a hard year for the students. Mr. Eckhardt concurred with his colleagues. Mrs. Elliott said she knows there are a lot of groups and teams that are anxious to get back and she empathizes with them. There is a due diligence if the District were to open up the facilities. We do not want to put anybody at risk. She asked what other districts were doing. We are only a couple of days away for a big announcement as to how other things are opening up. She said she thinks it would be prudent to wait. Dr. Parks said if someone were to ask why are you waiting the simple answer is for the safety and welfare of the community. He said, since we are talking about outdoor facilities he would also like to have some consideration for robotics to practice outdoors. There are other activities may benefit from following all of the guidelines and being able to use the outdoor facilities even though they are normally indoors. Mr. Vetter said his preference would be to continue working towards opening the facilities. As much as the District is allowed to open, we should be making plans to do so. Obviously, plans can be changed if we are not allowed to. It is a good practice for the school and the community to start to take action and to think about the guidelines and how we need to behave in these spaces start to prepare for school. Mr. DeLucia said safety should be a concern. He wants to make sure protocols are in place and the District has a way to enforce the protocols. Dr. Terranova said in summary he is going to get some guidance from the state regarding overall school openings next week. So he will first take a look at that guidance. Then, if possible, the District could open up a small number of the outside facilities, not just for athletics and obviously in a safe way.

### **CAFETERIA PRICES**

A motion was made by C. Eckhardt, seconded by T. Turner, to approve the following increases in cafeteria prices:

- Breakfast price will be increased from \$1.50 to \$1.70
- K-6 Lunch price will be increased from \$2.25 to \$2.45
- 7-12 Lunch price will be increased from \$2.50 to \$2.70
- Milk price will be increased from \$.55 to \$.60

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

### **CAFETERIA PRICES Continued**

Dr. Terranova and Mr. Schickling provided an overview of the cafeteria fund analysis. Dr. Terranova said the District has had a significantly healthy cafeteria fund balance until recently. The Food Service Department has been operating at a deficit three out of the last five years. This year there was a significant impact from COVID due to the loss of meal sales. Between March and June there was a loss of approximately \$300,000. He said what we know in terms of an acceptable school lunch fund balance is District's should have a three month average, for Victor that is \$450,000. Victor is under that right now and if we continue to lose money the Food Service Department will have to be subsidized out of the General Fund Budget. The District had planned to use \$250,000 of the fund balance as part of the capital project for the Primary School cafeteria. The District will not be using the fund balance for the Primary School renovations so other options will be looked at. Mr. Schickling said using the lunch price equity calculator, which was developed by the USDA is something that is used by school districts. Districts have to look at their meal sales, with the volume of meals as the divisor and determine the local cost to the community. It determines whether or not the community is doing an adequate job of supporting their food service program versus federal reimbursements. There are unknowns in the coming school year such as the cost of individual packaging, if that becomes a requirement.

The motion was carried. 7 yes 0 no

### **CODE OF ETHICS**

Board members received policy 2160, School District Officer and Employee Code of Ethics. Each Board of Education member reviewed and policy. Due to the virtual meeting the Board members will be signing at a later date.

C. Eckhardt left the meeting at 8:49 PM

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

A motion was made by C. Eckhardt, second by C. Parks, to approve the following policy:

- Board Meeting Procedures; Policy 2350

Mrs. Elliott said looking at the Board policy she thinks it is important to take the opportunity to work with the new Superintendent and see if there are any additions the Board would like to make to this policy. She is asking this policy be tabled until it can be discussed fully.

A motion was made by T. Turner, seconded by C. Parks to rescind the motion to approve policy 2350, Board Meeting Procedures. The motion was carried. 6 yes 0 no

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

C. Eckhardt returned to the meeting at 8:57 PM

**MEETING REPORTS  
MCSBA Annual Dues  
for 2020-2021**

District Clerk, Mrs. Goodberlet, discussed the annual dues for Monroe County School Boards Association (MCSBA). She reminded the Board of Education they are no longer affiliated with New York State School Boards Association. The dues for MCSBA this year are \$10,660, an increase of \$345 from last year. After discussion the Board of Education agreed to continue with Monroe County School Boards Association for the 2020-2021 school year.

**PUBLIC COMMENT**

Due to the virtual meeting, there was no live participation. Community members were asked to email thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org).

**UPCOMING EVENTS  
Special Board Meeting**

There will be a Special Board Meeting the week of July 20, 2020 on the Long Term Financial Analysis of the Victor Central School District. District Clerk, Mrs. Goodberlet, said once the date has been chosen it will be provided to the community.

**Regular Board Meeting**

The next Board meeting will take place on Thursday, August 13, 2020 at 7:15 PM in the Early Childhood School Boardroom.

**New Teacher  
Orientation**

The new teacher orientation welcome will take place on August 24, 2020 from 8:00 AM – 8:30 AM in the Boardroom.

**Superintendent’s  
Conference Day**

Superintendent’s Conference Day (opening day for staff) will take place on September 1, 2020 from 8:00 AM – 9:00 AM in the JH/SH Performing Arts Center.

**ADJOURN**

A motion was made by T. Turner, seconded by C. Eckhardt, to adjourn the meeting at 9:01 PM. The motion was carried. 7 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**  
**Approved Minutes of the Regular Meeting of July 20, 2020**  
**Virtual Meeting via Zoom**

- CALL TO ORDER** President Kristin Elliott called the meeting to order at 6:53 PM.  
**Members Present** Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Christopher Parks, Trisha Turner, Michael Vetter
- ENTER EXECUTIVE SESSION** A motion was made by K. Ballard, seconded by T. Turner, to enter executive session at 6:53 PM to discuss the employment history of a specific individual. The motion was carried. 7 yes 0 no
- REGULAR SESSION** A motion was made by C. Parks, seconded by T. Turner, to return to regular session 7:03 PM. The motion was carried. 7 yes 0 no
- APPROVE AGENDA** A motion was made by C. Eckhardt, seconded by C. Parks, to approve the agenda. The motion was carried. 7 yes 0 no
- PUBLIC PARTICIPATION** Due to the virtual meeting, there was no live participation. Community members were asked to email thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org).
- PERSONNEL AGENDA** A motion was made by T. DeLucia, seconded by T. Turner, to approve the following:
- All appointments on these pages are made in compliance with New York State Education Law relating to criminal history background clearances for new employees. Conditional clearances under that law have been requested for all new employees.
- Instructional Probationary Appointments:**
- The probationary appointment of **Deagan Voorheis**, who has certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, with Jarema Credit for 2019/2020 LTS assignment, at an annual salary of \$43,600 (Step 3B+12), leading towards tenure in Elementary Education.
- The probationary appointment of **Kevin Haak**, who has certification in Pre-Kindergarten, Kindergarten, and Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$51,210 (Step 9M+6), leading towards tenure in Elementary Education.

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

The probationary appointment of **Holly DeVito**, who has certification in Childhood Education Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, with Jarema Credit for 2019/2020 LTS assignment, at an annual salary of \$44,300 (Step 2M), leading towards tenure in Elementary Education.

The probationary appointment of **Stephanie Bock**, who has certifications in Childhood Education Grades 1-6, Early Childhood Education Birth-Grade 2, Literacy Birth-Grade 6, Literacy Grades 5-12, Students with Disabilities Grades 1-6, and Students with Disabilities Birth-Grade 2, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$47,700 (Step 6M+6), leading towards tenure in Elementary Education.

The probationary appointment of **Kyle Pecora**, who has certification in English to Speakers of Other Languages, to a probationary position as an ELL Teacher, effective September 1, 2020, at an annual salary of \$53,210 (Step 9M+36), leading towards tenure in ELL Education.

The probationary appointment of **Tara Paquette**, who has certifications in Students with Disabilities Grades 1-6 and Childhood Education Grades 1-6, to a probationary position as a Special Education Teacher, effective September 1, 2020, at an annual salary of \$50,810 (Step 9M), leading towards tenure in Special Education.

The probationary appointment of **Kelsey Flynn**, who has certifications in English to Speakers of Other Languages and Spanish Grades 7-12, to a probationary position as an ELL Teacher, effective September 1, 2020, at an annual salary of \$45,350 (Step 4M), leading towards tenure in ELL Education.

The probationary appointment of **Olivia Cosquer**, who has certifications in Childhood Education Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$51,400 (Step 11B+15), leading towards tenure in Elementary Education.

The probationary appointment of **Tracy LaPenna**, who has certification in Nursery, Kindergarten, and Grades 1-6, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$49,890 (Step 8M), leading towards tenure in Elementary Education.

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

The probationary appointment of **Elizabeth Porta**, who has certification in Pre-Kindergarten, Kindergarten, and Grades 1-6 and Literacy Birth-Grade 6, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$50,810 (Step 9M), leading towards tenure in Elementary Education.

### **Part Time Appointments:**

The appointment of **Julie Saunders**, who holds certification in Pre-Kindergarten, Kindergarten and Grades 1-6, to a part-time (.6fte) position as an Elementary Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$41,735 (Step 19M+23).

The appointment of **Melissa Murphy**, who holds certification in Art, Childhood Education Grades 1-6, and Students with Disabilities Grades 1-6, to a part-time (.8fte) position as an Art Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$40,472 (Step 8M+15).

The appointment to a job share of **Julie Santarone**, who is licensed as a Registered Professional Nurse, to a part-time (.6fte) position as a School Nurse effective July 1, 2020, and ending June 30, 2021, at an annual salary of \$23,116 (Step 12).

The appointment of **Marcy Pembroke**, who holds certifications in Earth Science Grades 7-12, General Science Grades 7-12, and Nursery, Kindergarten and Grades 1-6, to a part-time (.6fte) position as a Science Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$45,748 (Step 24M+44).

The appointment of **Adriana Kulakowski**, who has Certification in Business Education, to a part-time (.4fte) position as an Business Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$20,644 (Step 10M).

The appointment to a job share of **Marki Holcomb**, who is licensed as a Registered Professional Nurse, to a part-time (.4fte) position as a School Nurse effective July 1, 2020, and ending June 30, 2021, at an annual salary of \$12,932 (Step 4).

### **Appointments:**

The appointment of **Richard Stutzman**, Interim Assistant Superintendent for Finance, effective August 1, 2020, at a daily rate of \$600.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Long Term Substitute Appointments:** The appointment of **Jennifer Ocello**, who has Certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as an Elementary Teacher, effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$51,610 (Step 10M).

**Resignations:** The resignation of **Jay Schickling**, Assistant Superintendent for Business, effective August 9, 2020.

The resignation of **Natalie Sonnevile**, Elementary Teacher (Math Coach), effective July 19, 2020.

**Salaries:** The following salaries for non-affiliated district office staff will be effective for the 2020-2021 school year:

Managerial Staff	Jay Schickling	Assistant Superintendent for Business	\$128,500
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**Non-Instructional Resignations:**

The resignation, due to retirement, of **Regina Bush**, Library Clerk, effective August 31, 2020.

The resignation of **Kimberly Marple**, Full Time Cleaner, effective July 9, 2020.

**Per Diem and Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Regina Bush	Library Clerk

The motion was carried. 7 yes 0 no

**LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT**

Dr. Terranova introduced Dr. Rick Timbs who presented the long-range financial analysis of the Victor Central School District. He thanked Mr. Schickling for the foresight for going out and asking Dr. Timbs to take another look at the District’s finances. Dr. Timbs started out by saying he has used all of the official records of the District. He said he will also put in the presentation some comments as if he were the Comptroller of the State of New York, who audits school districts. Dr. Timbs said he will talk about the financial history and analysis, tax cap history and analysis, long-range projects and analysis, areas for further study, and the need for the creation of a Financial Strategic Plan. He said you cannot do long-range planning with just looking at data; you have to analyze it because it gives you a lot of perspectives about what happened. Dr. Timbs started by reviewing the District’s financial history and analysis per the ST-3 Form.

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

### **LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued**

He went over the expenses from the 2015-2016 school year through the 2018-2019 school year. He said the District wouldn't know the expenses for the 2019-2020 school year until Mr. Schickling closes the books a little before he leaves the District. He said he would advise any district to keep encumbrances below \$1 million. In looking at Victor's financial picture there are significant encumbrances and even as encumbrances diminish there is increased difficulty aimed at the creation of Reserves. The budget expenditures become tighter. Real Property Tax Law allows districts to carryover 4% on reserve fund balance. By tightening expenses, you start to expand the budget. Dr. Timbs then discussed the Districts revenue. The revenues in the 2015-2016 and 2016-2017 years are short compared to what was budgeted. He said Boards will turn to a Superintendent and say "You have to find more revenues". Dr. Timbs said it is almost impossible to do that. Thirty-two percent of the budget is based on state aid. The District moves in the direction to outspend revenues, with increased difficulty aimed at the creation of Reserves. Reoccurring costs escalate at a greater rate than revenues. The District is getting closer and closer to spending every penny they are taking in. You want to make sure that you are always underspending the revenue so you can build reserves. He said Mr. Schickling was penny pinching through the budget this year so it will look a little better. Dr. Timbs then went through the tax cap calculation. He said Victor's tax levy includes bus purchases. For District's that are financially healthy, buses are purchased using cash so they are not included in the tax levy. Purchasing buses in cash means you would not be paying a financial advisor to go borrow money for the District to purchase the buses and you would not be paying interest on them. He said if you do not take advantage of the tax cap you will lose that revenue. Looking at the 2012-2013 Tax Cap Calculation the District was allowed to collect 4.8453% in taxes. It only collected 2.85% and left \$699,711 on the table. The debt had to be paid out of the District funds. Dr. Parks said so it wasn't that the District wasn't entitled to collect the money, the District did not go as far as they could to collect it. Dr. Timbs said that is correct. For the 2013-2014 year the District could have collected 5.13% or \$1.85 million without going over the tax cap but did not do that. Instead, the District collected 3.15% or \$714,000. In two years the District did not collect \$1.41 million. Dr. Parks said when you talk about what we are owed and what we did not collect what is the reason for that? Why was that not collected? Dr. Timbs said he wasn't quite sure. It could have been the District felt they were in good shape. In the early days there was confusion around the tax cap. This could be a by-product on the emphasis of trying to be the lowest per pupil expenditure. Dr. Timbs said the pride the District has as having the lowest tax rate and the lowest per pupil expenditure has not served you well. When you don't collect the taxes and don't have an expanding tax base your tax on true goes down.

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

### **LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued**

As it stands \$7.5 million appears to have gone by the wayside. Dr. Parks said if we had just gone to the tax cap? Dr. Timbs said yes. He said now the other dilemma is 32% of the District's revenues come from state aid and state aid is a problem. The problem is statewide and not just with the Victor Central School District. He said the Victor School District will not get a lot of state aide because the state does not consider Victor a needy school district. He said by any measure for state aid if you were to look at the 70 pages of state aid formula printed by the State Education Department you will not find Victor as a high need school district financially in anyway. Dr. Timbs went over the state aid sources. A little over half of the Foundation Aid may be frozen for another 3-4 years. He suggested looking at the transportation service. He said he does not think the reimbursement rates are good. The District may be providing services that are not aideable. Universal PreK aid, depending on how the program is run, the \$543,600 usually does not even come close to paying for it. That is supposed to be seed money. The District is probably spending more than that coming in. After reviewing the state aid Dr. Timbs said it won't be moving around a lot, which means if it is 32% of your revenue source the District has a problem. What is going to happen is you will have to rely heavily on property taxes to support the District's expenses. Dr. Timbs then went over the District's reserves. He said he feels the District has the right reserves. He asked Mr. Schickling how many claims the District has for Tax Certorari as that reserve should be based on claims. Mr. Schickling said we have about \$2.6 million in claims. Right now there is \$446,000 in the reserve. Dr. Timbs said he would recommend looking at the history and finding out what percentage they settle for and revisit the reserve. Capital Reserve was at \$2.5 million but is now \$0 due to the current capital project. Dr. Parks said the Capital Reserve is a separate vote that we just did. Dr. Timbs said a lot of time a Capital Reserve cannot include, because of its cost, everything you would like to have done. A Building Condition Survey will help with that. Capital Reserve is a gift that keeps on giving. You get aid on your own money. A Transportation Vehicle Reserve would allow the District to put money away to make cash payments for buses, vehicles and equipment. The Unemployment Insurance Reserve has \$400,000. Dr. Timbs said he feels this is an excessive amount. He feels the Employee Retirement System Reserve is underfunded. He said as a reminder this presentation does not capture any of the funds that may be available at the end of 2019-2020. The Cafeteria Fund is dropping like a rock and if it continues to drop and drops too far it will be a real problem. The use of Cafeteria Fund for a Capital Project, in his experience, has been denied for aide. Dr. Parks said are you saying the Cafeteria Fund needs to be the Cafeteria Fund and not repurposed for something else. Dr. Timbs said the Cafeteria Fund and the

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued

General Fund should be separate from each other. Mr. Schickling said at the end of last week the conversation with the project team for the Capital Project was to discontinue the use of the Cafeteria Fund for the project. He said you will notice you have a giant dropping in the amount of reserves and really the District should have double that. One of the things the District should perhaps do is go out with a vote in December to start two Capital Reserves now that the current Capital Reserve is exhausted. One reserve can be for buying buses, vehicles and equipment. The reason for that is because the District is tired of buying buses on credit and paying interest on them. All it does is add burden to the tax cap. The second one would be for a construction projects as you will be looking at construction down the road. If you start saving now you can put a bigger down payment down. Dr. Timbs talked about the Debt Service Fund. He said when he first saw \$2.5 million in June 2017 his first reaction was where did that come from? Debt Service Fund is very specific under General Municipal Law. The only source of funds the Debt Service Fund is supposed to come from is proceeds from borrowing for capital projects. If you have money left over from borrowing you cannot give the money back. Dr. Timbs said he is hopeful this amount of money is some kind of accumulation over the years from capital projects that were underspent. He said it may sound like a good idea to have the extra money but if you have a \$20 million capital project and only spend \$19 million you only get state aid on the \$19 million. You still have to repay the \$1 million back and also have to pay interest. The Debt Service Fund has gone up over time and it should be going down. Mr. Schickling said there is a plan to start using it a little at a time. Mrs. Elliott said with capital projects of course we try and nail the costs, however some things may come in lower such as a roofing cost because they found a way to do things cheaper and more cost effective. She said it is like we are being penalized. Mr. Timbs said not exactly. When something comes in under budget you just borrow what you need. He said sometimes what happens with Districts is they borrow the entire amount prior to the project being over and then when the project comes in lower they are stuck with the money. He said as a financial analyst my crew would say to you, we're not going to borrow any money until we find out how much we need exactly as the borrower to complete this project. He said they will get as close as possible but not \$1 million away. Dr. Parks asked Dr. Timbs to provide a statement that is helpful for the community to understand what they have been talking about tonight. Dr. Timbs said so far the budget is getting very, very tight and the way the District has been collecting revenues in the past, by not going to the tax cap, has not helped. Granted you challenged the tax cap this year, however you have been using many of your own funds to support the budget. He said the next thing is you have to have opportunities to build reserves for future planning to minimize tax impact. The District should strategically

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued

plan for long-term capital projects, but also the purchases of buses, equipment and vehicles in cash instead of borrowing for them. The use of Reserve Funds have kept the District afloat but because you had to go over the tax cap this year that is a sign that things are getting way to tight. Dr. Timbs said the District has an ongoing capital project, which is good. The economic climate for that is very good. He said he would say the District is moving in the right direction, however he is worried about the revenue picture when you start comparing to expenditures. The lowest cost per pupil is a badge of courage for some but it depends on your programming. Victor does not have much of a program having the lowest cost. Dr. Timbs said he does not think it is anything to be proud of. He said what he thinks has happened is somewhere it seems there was a philosophical view that maybe being the lowest taxing community would be a way to get to the lowest expenditure. The problem is that technically the wealth of the community has increased, significantly, over the years and the tax on true is getting lower and lower. Mr. Vetter asked Dr. Timbs to take them through the recommendations for utilizing the Debt Service Fund slowly over time. Dr. Timbs provided that clarification. Mr. Vetter asked where the \$300,000 number come from was it just a start? Mr. Schickling said it was a result of the Comptrollers Audit in June 2019 that lead to the passing of the Capital Plan. Dr. Timbs said that amount can be changed moving forward. Mrs. Turner said so comparatively to other Districts, they are not growing as fast as we are growing. How would that impact the cost per student between us and other districts? Foundation Aid was frozen and we continued to grow. Dr. Timbs said if your number of students grew but your budget did not grow that much it would automate your expenditures and automatically depress your expenditure per student. Mrs. Turner said so this could be a contributing factor as well for the lower Per Pupil Expenditure. Dr. Timbs said yes; however there is a whole bunch more to this because every child is not alike. Victor has significant special education costs, which can skew the numbers. Dr. Timbs then went over the Capital Project Debt Service. Mrs. Ballard asked if the Capital Construction Debt Service Report is a normal report that is given out by our Financial Advisor annually. Dr. Timbs said his company would update it once or twice a year. Mrs. Ballard said so three or four years ago we would have seen these numbers. Mr. Timbs said if the year 2023 and beyond includes the brand new capital project then you might not have seen those numbers. Mr. Schickling said to his understanding the Capital Project was voted on in November 2019 and is now in Phase 1. It was communicated to the Board there was some add-on value of work from the initial proposal so there was at one point a revision down and then a revision back up. That was communicated as a potential tax increase to the community for a yes vote on that project. What you are seeing is the net local share increasing as was communicated. Mrs. Ballard said she can say

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

### **LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued**

as a Board member she personally doesn't remember that being communicated. She said she would look back through her documents. Dr. Timbs then talked about the Bus Debt Service. He said the District is taking out Bond Anticipation Notes (BANs) for the buses and paying approximately \$263,000 in interest. If the buses could be bought with cash, you would not have to pay the interest. You do get some aid on buses, however if you do not receive aid on all of it why pay interest. The problem the District has is you are not raising enough money in revenue to create a capital reserve at this point to actually buy the buses in cash. This is a strategy that has to be include in the long-range strategic financial plan. He then went over two scenarios for increasing the tax levy and show a hypothetical revenue picture. He said he feels the District needs an educational strategic plan thinking about what is the program you are going to offer kids, what are ongoing obligations legally for the kids as well as what you want to offer. If you go for what is only legally required you can cut the budget like crazy but the kids will not get a decent education compared to other school districts. All conversations about school district finance must occur in public session and cannot occur in executive session. The more you discuss these types of things in public and you let people know what is going on the better off you are. You are the custodians for the community. The Chief Financial Officer for the District is the Board of Education President. Dr. Timbs said the key thing is the expenses are easily outstripping your revenues in a grand way. You will not be able to continue business this way using a 2% levy increase starting next year and for the next four or five years. It may not be an expense problem but a revenue problem. Mr. Eckardt said through this process you are showing a deficit in the year we are in. Dr. Timbs said that is because there is one and he went on to explain the reason why. Mr. Vetter asked what percentage of the \$1.6 million carryover was from COVID reduction of expenses, such as transportation. Mr. Schickling said at least half. Mr. Vetter said so there is no reason to believe we could continue at that rate in the future. Based on the reality that we are not going to have these reductions of expenses from continuing to have emergency closures of schools, we would hope.

Dr. Parks left the meeting at 9:21 PM and returned at 9:23 PM.

Dr. Timbs went over the long-term fiscal options when a school district is faced with expenses that will increasingly outstrip revenues. There could be a reduction in teaching positions and other instructional support or student service positions such as guidance counselors, social workers, and building administration. There could be a reduction in purchases of instructional technology, non-instructional technology, instructional equipment, and non-instructional equipment. Pupil transportation could be reduced as well as extra help for students during the regular school year. Summer school could be reduced as well as interscholastic sports.

## VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

### LONG-RANGE FINANCIAL ANALYSIS OF THE VICTOR CENTRAL SCHOOL DISTRICT Continued

Maintenance of facilities could be deferred and cleaning could be reduced. Unrequired classes with low enrollment could be eliminated or provided biennially. The District could seek cost-reduction concessions in salaries and/or benefits from labor contracts and/or other personnel. You could see an increase in class sizes, the use of reserves and/or fund balance in support of recurring costs and escalations. You could also see an increase in taxes to supplement needed revenues to offset increased expenses. Superintendent Terranova said there are many areas the District is already low or lacking in. He said they are already looking at opening in the fall and needing to add significant cleaning staff. He said the District is lacking in technology. Dr. Timbs said now that the Board knows more and they are learning the District will be better served. Dr. Parks said he 100% agrees. He said they are exactly where they need to be with transparency of the Board, District and Community. The Community answered what the District needed at the vote. Mr. DeLucia said it was his understanding the District always taxed to the tax cap. That was a surprise that it was not the case. Dr. Timbs said he used the official records that were filed with the Comptroller's Office with the State of New York. Mrs. Ballard said she does not feel that was ever disclosed to the Board. Dr. Parks said he thinks that may speak to the level of transparency they had. Mrs. Elliott said moving forward the District will never be leaving money on the table. She said she is grateful there are eyes on it and the Board has learned so much over the last year. Mrs. Turner said to Dr. Timbs, with Foundation Aid frozen and some school district growing and some are not it is hard to get everyone on Board. However for Gap Elimination Adjustment we were all united and that was effective. What are some things that we can be united with other districts on and that we can advocate for. Dr. Timbs said that is going to be hard because the state is so broke. You have some good talking points that would be in your favor. You have to have reallocation of resources. The districts that have actually stuck to keeping their programming and have continued to grow and been underfunded since 2008 really need the money now. Mr. Vetter said, moving forward what model would get the District to a balanced budget? Dr. Timbs said the best survival way it to get the most money the earliest. If you were to get a couple of 10% increases then you could take a couple of 3% increases. He said it appears you will have to exceed the tax cap for several years in a row. Mrs. Elliott said Dr. Timbs has given the Board and the community a lot to digest, but she hopes everyone is much more educated and the Board and community can work towards real stability in our District.

### PUBLIC PARTICIPATION

Due to the virtual meeting, there was no live participation. Community members were asked to email thoughts or comments to the Superintendent at [terranovat@victorschools.org](mailto:terranovat@victorschools.org).

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**ADJOURN**

A motion was made by C. Eckhardt, seconded by C. Parks, to adjourn the meeting at 9:48 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 August 4, 2020  
Virtual Meeting via Zoom**

- CALL TO ORDER** President Kristin Elliott called the meeting to order at 8:32 PM.
- Members Present** Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Christopher Parks, Trisha Turner, Michael Vetter
- APPROVE AGENDA** A motion was made by C. Parks seconded by T. Turner to approve the agenda. The motion was carried. 7 yes 0 no
- ENTER EXECUTIVE SESSION** A motion was made by C. Parks, seconded by T. Turner, to enter executive session at 8:32 PM to discuss the employment history of specific individuals. The motion was carried. 7 yes 0 no.
- RETURN TO REGULAR SESSION** A motion was made by C. Parks, seconded by T. DeLucia, to return to regular session at 10:12 PM. The motion was carried. 7 yes 0 no
- ADJOURN** A motion was made by T. DeLucia, seconded by C. Parks, to adjourn the meeting at 10:12 PM. The motion was carried. 7 yes 0 no

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 June 30, 2020 be accepted.

- I. GENERAL FUND
- II. EXTRACLASS ACTIVITY REPORT
- III. SCHOOL LUNCH FUND
- IV. TRUST & AGENCY FUND
- V. SPECIAL AID FUND
- VI. CAPITAL FUND - 29M PROJECT

A handwritten signature or set of initials, possibly 'JSP', enclosed in a circular scribble.

6/1/2020

22,195,316.71

RECEIPTS:

ACCOUNTS RECEIVABLE	0.00
TAXES (INCLUDING LIBRARY TAX)	0.00
STATE AID	2,996,036.61
INTEREST & PENALTIES ON TAXES	0.00
ADMISSIONS	0.00
IN LIEU OF TAXES	0.00
INTEREST AND EARNINGS	7,000.97
BUILDING USE	0.00
REFUND PRIOR YEARS EXPENSE	0.00
BOCES AID	426,302.00
MISC.	1,611.43
DUE FROM OTHER FUNDS	149,518.53
TUITION	0.00
INSURANCE RECOVERY	0.00
MONROE CO. SALES TAX	0.00
WAYNE CO. SALES TAX	0.00
MEDICAID	0.00

TOTAL RECEIPTS 3,580,469.54

TOTAL RECEIPTS & BAL. 25,775,786.25  
 DISBURSEMENTS 14,000,161.26

BAL. ON HAND 06/30/20 11,775,624.99  
BANK RECONCILIATION

BAL./BANK STATEMENT	1,484,083.35
IN TRANSIT	0.00
BANK ERROR	0.00
LESS CHECKS OUTSTANDING	1,464,119.94
RETURNED CHECKS	0.00
DEPOSIT IN TRANSIT	0.00

BAL. IN NOW ACCOUNT/CDGA NAT.	19,963.41
BAL. IN CERTIFICATES/MM	11,755,661.58
BANK ERROR - FIVE STAR SERVICE FEE	0.00
IN TRANSIT	0.00
IN TRANSIT	0.00
IN TRANSIT	0.00

TOTAL BALANCE 6/30/2020 11,775,624.99

LYNNE LUBASZEWSKI  
 DISTRICT TREASURER



## EXTRACLASS TREASURER'S REPORT

II.

6/30/2020

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	3,971.09	1,500.00	5,471.09	3,351.09	2,120.00
CLASS OF 2021	5,855.88	500.00	6,355.88	985.85	5,370.03
CLASS OF 2022	2,048.28	0.00	2,048.28	0.00	2,048.28
CLASS OF 2023	0.00	0.00	0.00	0.00	0.00
AQUATIC L.	1,103.92	30.59	1,134.51	0.00	1,134.51
ART CLUB	164.34	0.00	164.34	0.00	164.34
BUSINESS CLUB	4,589.21	0.94	4,590.15	68.79	4,521.36
DRAMA CLUB	18,548.07	2.79	18,550.86	55.88	18,494.98
FRENCH CLUB	18,642.86	1,695.75	20,338.61	6,544.12	13,794.49
GO GREEN GARDEN TEAM	86.27	0.00	86.27	0.00	86.27
GLOBAL COMPETENCY	586.55	0.00	586.55	0.00	586.55
INTERNATIONAL CLUB	203.02	0.00	203.02	0.00	203.02
J.H. MUSICAL	23,538.42	0.00	23,538.42	0.00	23,538.42
J.H. STORE	1,188.00	0.00	1,188.00	0.00	1,188.00
J.H. ST. CO.	4,489.10	715.00	5,204.10	0.00	5,204.10
J.H. YEARBOOK	26.43	0.00	26.43	0.00	26.43
KEYCLUB	3,688.06	0.00	3,688.06	0.00	3,688.06
MANUFACTURING SYSTEMS	0.26	0.00	0.26	0.00	0.26
MEDICAL EXPLORERS	110.75	0.00	110.75	0.00	110.75
MENTORING CLUB	4,405.78	0.00	4,405.78	200.00	4,205.78
N.H.S.	1,946.59	0.00	1,946.59	0.00	1,946.59
OUTDOOR ACTIVITY	142.48	0.00	142.48	0.00	142.48
POSITIVE SCHOOL CLIMATE	4,051.08	950.00	5,001.08	260.00	4,741.08
SALES TAX	0.00	1,250.65	1,250.65	1,250.65	0.00
SEAS	481.00	0.00	481.00	0.00	481.00
S.H. ORCHESTRA	9,129.79	0.00	9,129.79	0.00	9,129.79
SH SCHOOL STORE	4,233.60	258.91	4,492.51	18.14	4,474.37
S.H. ST. CO.	11,367.13	515.31	11,882.44	5,140.00	6,742.44
SH YEARBOOK	8,852.11	2,120.00	10,972.11	8,295.91	2,676.20
SPANISH CLUB	2,257.09	0.00	2,257.09	200.00	2,057.09
TRI-M HONOR SOCIETY	1,187.50	0.00	1,187.50	100.00	1,087.50
VICTOR CARES	6,965.06	6,160.00	13,125.06	1,176.57	11,948.49
TOTALS	143,859.72	15,699.94	159,559.66	27,647.00	131,912.66
BAL/BANK	139,338.49				
CKS OUT	7,416.95		6/30/2020		131,912.66
INT. NOT POSTED	8.88				
BANK ERROR	0.00				
RETURNED CHECKS	0.00				
IN TRANSIT	0.00				
BAL. 06/30/2020	131,912.66				

Betty Post, Extraclass Treasurer



BALANCE ON HAND 06/1/2020 485,695.85

RECEIPTS:

ACCOUNTS RECEIVABLE	0.00
A LUNCHES	0.00
A BREAKFAST	0.00
OTHER SALES	1,910.09
SALES TAX	56.86
INTEREST POSTED	25.27
DUE FROM OTHER FUNDS	94,246.50
MISC	132.00
STATE AND FEDERAL AID	<u>33,230.00</u>

TOTAL RECEIPTS 129,600.72

TOTAL RECEIPTS AND BAL. 615,296.57

DISBURSEMENTS 171,277.27

BALANCE ON HAND 6/30/2020 444,019.30

BANK RECONCILIATION

BAL. PER BANK STATEMENT 06/30/2020 AND CD'S 456,557.94

IN TRANSIT	0.00
BANK ERROR	0.00
IN TRANSIT ON LINE PAYMENTS	0.00
RETURNED CHECK	0.00
OUTSTANDING CHECKS(6763,6777,6809,6810,6811,6812,6813,6814,6815,6816,6817,6818,6819,6820,6821,6822,6823)	<u>12,538.64</u>

BALANCE IN SCHOOL LUNCH FUND 444,019.30

LYNNE LUBASZEWSKI  
DISTRICT TREASURER



BALANCE ON HAND 06/01/2020	563,764.75
TOTAL RECEIPTS:	<u>6,716,346.69</u>
TOTAL RECEIPTS AND BAL.	7,280,111.44
DISBURSEMENTS:	<u>6,678,687.91</u>
ENDING BALANCE 06/30/2020	<u><u>601,423.53</u></u>

BANK RECONCILIATION

BAL. PER STATEMENT	TRUST & AGENCY ACCOUNT	733,141.85
P/R INTEREST-CNB		0.22
P/R INTEREST-FIVE STAR		6.28
OUTSTANDING CHECKS		123,806.51
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		5,282.61
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		2,212.05
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		423.65
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
IN TRANSIT (BENEFIT RESOURCE PAYMENTS)		0.00
BAL. IN T & A ACCOUNT	6/30/2020	<u><u>601,423.53</u></u>

PAYROLL ACCOUNT...BAL. PER BANK STATEMENTS	25,717.91
LESS INTEREST NOT POSTED	0.22
IN TRANSIT TO GENERAL	0.00
DEPOSIT IN TRANSIT	0.00
BANK ERROR	<u>0.00</u>
BALANCE IN PAYROLL ACCOUNT	<u><u>25,717.69</u></u>

OUTSTANDING CHECKS IN PAYROLL ACCOUNT	<u><u>25,717.69</u></u>
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LYNNE LUBASZEWSKI  
DISTRICT TREASURER

BALANCE ON HAND 6/1/2020 280,942.10

RECEIPTS:

INTEREST 17.56  
 DUE FROM OTHER FUNDS 0.00  
 STATE OF NY 105,012.00  
 REFUND PR YR EXPENSE 0.00

TOTAL RECEIPTS 105,029.56

TOTAL RECEIPTS AND BALANCE 385,971.66

DISBURSEMENTS 353,450.45

BAL. ON HAND 06/30/2020 32,521.21

BANK RECONCILIATION

BAL./BANK STATEMENT 61,563.87

OUTSTANDING CHECKS (5815, 5817, 5819, 5823, 5824, 5826, 5827, 5828, 5829) 29,042.66

IN TRANSIT 0.00

BALANCE IN NOW/MM ACCOUNT 06/30/2020 32,521.21



LYNNE LUBASZEWSKI  
 DISTRICT TREASURER

BALANCE ON HAND 6/1/2020 1,877,609.09

RECEIPTS:

INTEREST 521.84  
 FROM CAPITAL RESERVE 0.00  
 DUE TO OTHER FUNDS 0.00

TOTAL RECEIPTS 521.84

TOTAL RECEIPTS AND BALANCE 1,878,130.93  
 DISBURSEMENTS 470,237.23

BAL. ON HAND 06/30/2020 1,407,893.70

BANK RECONCILIATION

BAL./BANK STATEMENT 346,723.98

LESS CHECKS OUT (5013, 5014, 5017, 5018, 5019, 5020) 342,681.95

DEPOSIT IN TRANSIT 0.00

BALANCE IN CHECKING ACCOUNT 4,042.03

BALANCE IN CERTIFICATES OF DEPOSIT/MONEY MARKET 1,403,851.67

IN TRANSIT 0.00

BALANCE IN CAPITAL 29M PROJECT 06/30/2020 1,407,893.70

LYNNE LUBASZEWSKI  
 DISTRICT TREASURER



**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**  
Personnel Agenda, August 13, 2020

All appointments on these pages are made in compliance with New York State Education Law relating to criminal history background clearances for new employees. Conditional clearances under that law have been requested for all new employees.

**Instructional  
Probationary  
Appointments:**

The probationary appointment of **Murie Gillett**, who has certifications in English/Language Arts Grades 7-12 and English to Speakers of Other Languages Kindergarten-Grade 12, to a probationary position as an English Teacher, effective September 1, 2020, at an annual salary of \$46,300 (Step 3M+22), leading towards tenure in English Education.

The probationary appointment of **Ashley Thomas**, who has certifications in Students with Disabilities Grades 7-12, Mathematics Grades 7-12, and Mathematics Grades 5-6, to a probationary position as a Special Education Teacher, effective September 1, 2020, at an annual salary of \$43,900 (Step 2B+24), leading towards tenure in Special Education.

The probationary appointment of **Elizabeth Davey**, who has certifications in Physics Grades 7-12 and Chemistry Grades 7-12, to a probationary position as a Science Teacher, effective September 1, 2020, at an annual salary of \$44,700 (Step 2M+9), leading towards tenure in Science Education.

The probationary reinstated appointment of **Benjamin Veit**, who has certifications in Biology Grades 7-12, Biology Grades 5-6, and General Science Grades 7-12, to a probationary position as a Science Teacher, effective September 1, 2020, at an annual salary of \$46,400 (Step 5M), leading towards tenure in Science Education.

The probationary appointment of **Mikayla Brennan**, who has certification in Early Childhood Education Birth-Grade 2, to a probationary position as an Elementary Teacher, effective September 1, 2020, at an annual salary of \$42,300 (Step 2B), leading towards tenure in Elementary Education.

The probationary appointment of **Taylor LeRoy**, who has certification in Students with Disabilities-Biology Grades 7-12 and pending certification in Biology Grades 7-12, to a probationary position as a Special Education Teacher, effective September 1, 2020, at an annual salary of \$45,500 (Step 2B+48), leading towards tenure in Special Education.

**Part Time  
Appointments:**

The appointment of **Katrina Beckman**, who holds certification in Students with Disabilities Grades 1-6, to a part-time (.5fte) position as a Special Education Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$25,405 (Step 9M).

The appointment of **Robin Thompson**, who holds certification in English to Speakers of Other Languages, to a part-time (.6fte) position as an English to Speakers of Other Languages Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$27,840 (Step 5M).

**Long Term  
Substitute  
Appointments:**

The appointment of **Danielle DiSabato**, who has pending certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as an Elementary Teacher, effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$41,300 (Step 1B).

The appointment of **Madeleine Honan**, who has pending certification in Childhood Education Grades 1-6, to a long term substitute position as an Elementary Teacher, effective September 1, 2020, and ending February 12, 2021, at a prorated annual salary of \$45,100 (Step 2M+15).

The appointment of **Denise DiMarzo**, who has certifications in Childhood Education Grades 1-6, Business and Distribution Education, and School District Administrator, to a long term substitute position as an Elementary Teacher, effective September 1, 2020, and ending February 12, 2021, at a prorated annual salary of \$55,800 (Step 11M+44).

The appointment of **Laura Deragon**, who has certifications in Special Education Kindergarten-Grade 12, Childhood Education Grades 1-6, and Literacy Birth-Grade 6, to a long term substitute position as a Special Education Teacher, effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$51,210 (Step 9M+6).

The appointment of **Kelly Congdon**, who has certifications in Students with Disabilities Grades 1-6, Students with Disabilities Birth-Grade 2, Childhood Education Grades 1-6, and Early Childhood Education Birth-Grade 2, to a long term substitute position as an Elementary Teacher, effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$51,210 (Step 9M+10).

**Leaves of Absence:**

The granting of a maternity leave and subsequent childcare leave of absence for **Caitlin-Mack-Elliott**, Special Education Teacher, effective approximately September 14, 2020, and extending to December 7, 2020.

The granting of a maternity leave and subsequent childcare leave of absence for **Erin Black**, School Psychologist, effective approximately September 29, 2020, and extending to December 13, 2020.

**Resignations:**

The resignation of **Amy Rotoli**, Science Teacher, effective August 31, 2020.

**Co-Curriculars:**

**Teacher Leaders**

**Name**

**Strand 4**

Intermediate Elementary Grade- 5th Grade  
(shared position)

Sarah Basta

Intermediate Elementary Grade- 5th Grade  
(shared position)

Jamie Condon

**Per Diem  
Substitutes:**

**Candidate**

**Area of Certification**

Mark Finke

Biology/General Science

**Non-Instructional**

**Appointments:**

The appointment of **Sarah Maslyn**, from Full Time Cleaner to Part Time Cleaner, effective July 13, 2020.

The appointment of **Dafina Pacolli**, from Cleaner Substitute to Full Time Cleaner, effective July 6, 2020.

The appointment of **Teresa Fitzpatrick**, from Part Time Teacher Aide to Full Time Teacher Aide, effective September 1, 2020.

The appointment of **Clare Olbrys**, from Substitute Teacher Aide to Part Time Teacher Aide, effective September 1, 2020, at an hourly salary of \$12.50.

The appointment of **Terry Caldwell**, Cleaner, effective August 5, 2020, at an hourly rate of \$12.98.

**Resignations:**

The resignation of **Olivia Howe**, Typist, effective September 4, 2020.

The resignation of **Kealan Devanny**, Part Time Teacher Aide, effective July 23, 2020.

**Per Diem and  
Substitute Positions:**

**Candidate**

**Position**

Jean Miller

School Bus Driver

Joseph Limbeck

School Bus Driver Trainee

Roberta Mourer

School Bus Driver

Eileen Wagner

School Bus Driver

VICTOR CENTRAL SCHOOL  
953 High Street  
Victor, New York 14564

MEMORANDUM

To: Tim Terranova  
From: Jay Schickling  
Date: August 5, 2020  
Re: Tax Rates, Tax Levy, STAR Program

This past May, the voters approved the school budget with an estimated true tax rate of \$17.14 per thousand. As it turns out, the overall True Tax rate district wide came in slightly lower at \$17.08 per thousand. This represents an increase of 7.48% on the true tax rate. However, as towns have variations in their equalization rates (the level of assessments versus market value) the rate per town will also vary accordingly. The change in equalization rates can have a substantial impact on the rate per town. Below are the proposed final tax rates for 2020-21, including changes in equalization rate:

Town	2019 Eq. Rate	2019 Tax Rate	2020 Eq. Rate	2020 Tax Rate	% Rate Change
VICTOR	100%	15.906451	100%	17.1043126	7.53%
FARMINGTON	100%	15.906525	100%	17.1043545	7.53%
E. BLOOMFIELD	100%	15.906392	94%	18.1960107	14.39%
MACEDON	96%	15.892386	88%	18.775765	18.14%
PERINTON	100%	15.381847	93%	17.8721121	16.19%

The rates must be formally accepted by the Board of Education. In addition, the School Board will need to sign the Tax Warrant that will be available at the Board Meeting showing the actual amount that will be collected by our Tax Collector.

If you have any questions regarding this information, please let me know.

RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE TAX LEVY

WHEREAS the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the 2020 - 2021 school year a sum not to exceed \$50,210,103 (including \$3,080,011 STAR est exemption funds);

THEREFORE BE IT RESOLVED, that the Board fix the equalized tax rates by towns

And confirm the extension of the taxes as they appear on the following described tax roll:

<u>Name of Town</u>	<u>Total Assessed Valuation by Towns</u>	<u>Tax Rate by Town Per Thousand</u>	<u>Total Tax Levy by Town (includes charge backs)</u>
Victor	2,048,588,300	17.104313	35,050,673.88
Farmington	736,835,158	17.104354	12,608,887.17
East Bloomfield	5,839,033	18.196011	106,247.11
Macedon	16,644,405	18.775765	312,511.44
Perinton	119,279,881	17.872112	2,131,783.40
Totals	2,927,186,777		50,210,103

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above- described tax rolls authorizing the collection of said taxes to begin September 1, 2020 and end November 2, 2020 giving the tax warrant an effective period of sixty-one days at the expiration of which time the tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

1<sup>st</sup> month free period,

2<sup>nd</sup> month interest of 2 percent added.

Dated:

\_\_\_\_\_  
District Clerk  
Victor Central School District

## TAX WARRANT

To the collector of Victor Central School District Town(s) of Victor, Farmington, East Bloomfield, Macedon and Perinton in the County(ies) of Ontario, Monroe and Wayne in New York State.

You are hereby commanded:

To give notice and start collection on September 1, 2020 in accordance with the provisions of Section 1322 of the Real Property Tax Law.

To give notice that tax collection will end on November 2, 2020.

To collect taxes in the total sum of \$ 50,210,103 (including \$3,080,011 est STAR) in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.

To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to account for such sums as income due to the school district.

To transmit, in acknowledgement of receipt of payments of taxes, and to retain, preserve and file exact copies of all such receipts issued as required by Section 986 of the Real Property Tax Law.

To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

Member Vote

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Dated: August 13, 2020

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District Clerk  
Victor Central School District

RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE LIBRARY TAX LEVY

WHEREAS the Board of Education will continue to collect taxes for the Victor Farmington Library for the current budget of the 2020 - 2021 school year a sum not to exceed \$734,973;

THEREFORE BE IT RESOLVED, that the Board fix the equalized tax rates by towns

and confirm the extension of the taxes as they appear on the following described tax roll:

<u>Name of Town</u>	Total Assessed Valuations by Towns	Tax Rate by Town Per Thousand	Total Tax Levy by Town
Victor	2,048,588,300	.250092	512,335.62
Farmington	736,835,158	.250093	184,277.06
East Bloomfield	5,839,033	.266054	1553.50
Macedon	16,644,405	.284194	4730.25
Perinton	119,279,881	.268919	32,076.57
<b>Totals</b>	<b>2,927,186,777</b>		<b>734,973</b>

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 1, 2020 and end November 2, 2020 giving the tax warrant an effective period of sixty-two days at the expiration of which time the tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

1<sup>st</sup> month free period,

2<sup>nd</sup> month interest of 2 percent added.

Dated:

\_\_\_\_\_  
District Clerk  
Victor Central School District

## LIBRARY TAX WARRANT

To the collector of Victor Central School District Town(s) of Victor, Farmington, East Bloomfield, Macedon and Perinton in the County(ies) of Ontario, Monroe and Wayne in New York State.

You are hereby commanded:

To give notice and start collection on September 1, 2020 in accordance with the provisions of Section 1322 of the Real Property Tax Law.

To give notice that tax collection will end on November 2, 2020.

To collect taxes in the total sum of \$734,973 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.

To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to account for such sums as income due to the school district.

To transmit, in acknowledgement of receipt of payments of taxes, and to retain, preserve and file exact copies of all such receipts issued as required by Section 986 of the Real Property Tax Law.

To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

Member Vote

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Dated: August 13, 2020

\_\_\_\_\_  
District Clerk  
Victor Central School District

THIS AGREEMENT (this "Agreement") made September 1, 2020, by and between the COUNTY OF ONTARIO, a municipal corporation organized and existing under the laws of the State of New York, having its county seat and principal offices at 20 Ontario Street, Canandaigua, New York 14424, hereinafter referred to as the "County", and, VICTOR CENTRAL SCHOOL DISTRICT an educational corporation organized and existing under the laws of the State of New York having its principal offices at 953 HIGH STREET VICTOR, NY 14564-0000, hereinafter referred to as the "School." The County and the School are sometimes referenced to in this Agreement individually as a "party" or collectively as the "parties."

WITNESSETH:

WHEREAS, the School desires the services of a school resource officer ("SRO") in an attempt to deter criminal behavior through positive interactions with students during school hours; and

WHEREAS, the County, through its Sheriff's Office, desires to provide the School with a SRO; and

WHEREAS, the School and the County recognize the potential outstanding benefits of the SRO Program to the citizens of the School; and

WHEREAS, it is in the best interests of the School, the County, and the citizens of the School to establish this program; and

NOW THEREFORE, in consideration of the mutual promises and covenants herein contained, the School and the County hereby agree as follows:

1. **TERM.** The term of this Agreement shall be September 1, 2020, to June 30, 2021.
2. **TERMINATION.** This Agreement may be terminated at any time by either party upon the giving of ninety (90) days written notice to the other party that it has failed to substantially perform in accordance with the terms and conditions of this Agreement; or without cause upon one hundred eighty (180) days written notice. In the event this Agreement is terminated, compensation will be made to the County for all costs actually incurred in performing the services to the date of termination. The School shall be entitled to a pro-rated refund for that period of time when SRO services are not provided because of such termination.
3. **SCOPE OF SCHOOL RESOURCE OFFICER PROGRAM.** The SRO Program is designed to provide education, law enforcement and counseling to school students. It is an attempt to deter criminal behavior through positive interactions with students during school hours. The SRO will work with the School community to promote a safe learning environment for all students. It is the intention of the parties over the life of this Agreement to collaborate on the issues of recruitment, on-boarding and training of an SRO; evaluation of data and effectiveness; and receipt of feedback from constituents, in a manner consistent with the Local Implementation Rubric adopted by the U.S. Department of Justice and the U.S. Department of Education under their Joint Safe School-based Enforcement through Collaboration, Understanding and Respect (SECUR-e) program.
4. **RIGHTS AND DUTIES OF COUNTY SHERIFF.** The County Sheriff shall assign one (1) SRO to the School as follows:
  - a. The SRO shall be assigned to the School for the number of hours defined in Schedule A attached hereto and made a part hereof for the period of this Agreement. During the SRO's daily tour of duty, the SRO may be off-campus performing such tasks as may be required by his/her assignments.

- b. The SRO may be temporarily reassigned by the County Sheriff when deemed necessary at the sole discretion of the County Sheriff. Should such reassignment occur, any hours spent by the SRO on County business outside the duties as SRO shall not be billed to the School.
- c. Regular working hours may be adjusted on a situational basis with the consent of the SRO's supervisor and the School administrator. These adjustments should be approved prior to the adjustment being required and should be to cover scheduled school-related activity requiring the presence of a SRO.
- d. The SRO will be off-campus for in-service and other training required. The SRO will not be available to the School from July 1 through August 31.
- e. The SRO, if requested to work any hours in addition to that defined in Schedule A by School administration for security, sporting events and other special projects, shall be paid by the School as provided in Paragraph 7.1 of this Agreement.

5. **DUTIES OF SCHOOL RESOURCE OFFICERS.** Instructional responsibility of the SRO at the School is as follows:

- a. The SRO shall act as an educator, counselor and police officer.
- b. The SRO shall act as an instructor for specialized, short-term programs at the School, when invited to do so by the principal or member of the faculty.
- c. The SRO shall make available to the School faculty and students a variety of law related presentations.
- d. The SRO shall coordinate all of his/her activities with the School principal and staff members concerned and will seek permission, advice and guidance prior to enacting any program within the School.
- e. The SRO shall develop expertise in presenting various subjects to the School students. Such subjects shall include basic understanding of the laws, the role of the police officer and the police mission.
- f. The SRO shall encourage individual and small group discussions with School students, based upon material presented in class to further establish rapport with the students.
- g. The SRO shall make himself/herself available for conference with School students, parents and faculty members in order to assist them with problems of law enforcement or crime prevention.
- h. The SRO shall become familiar with all School community agencies which offer assistance to youths and their families such as mental health clinics, drug treatment centers, etc. The SRO shall make referrals to such agencies when necessary, thereby acting as a resource person to the students, faculty and staff at the School.
- i. The SRO shall assist the School principal in developing plans and strategies to prevent and/or minimize dangerous situations which may occur on the School campus or during School sponsored events.
- j. The SRO shall take law enforcement action as required by law. As soon as practicable, the SRO shall make the principal of the School aware of such action. At the principal's request and upon final approval by the County Sheriff, the SRO shall take appropriate law enforcement action against intruders and unwanted guests who may appear at the School and related School functions, to the extent that the SRO may do so under the authority of the law. Whenever practicable, the SRO shall advise the School principal before requesting additional police assistance on the School campus.
- k. The SRO shall give assistance to other police officers and deputy sheriffs in matters regarding his/her School assignment, whenever necessary and authorized by the County Sheriff.
- l. The SRO may be assigned non-campus investigations relating to runaways that attend the School to which the SRO is assigned.
- m. The SRO shall maintain detailed and accurate records of the operation of the SRO Program, and

shall make them available to the School principal or superintendent if required by law.

- n. The SRO shall not act as a School disciplinarian. However, if the School principal believes an incident is a violation of the law, the principal may contact the SRO and the SRO shall then determine whether law enforcement action is appropriate. The SRO is not to be used for regularly assigned lunchroom duties, hall monitoring, bus duties or other monitoring duties. If there is a problem in one of these areas, then the SRO may assist the School until the problem is solved. This paragraph however, shall not be interpreted to restrict the SRO's rights and responsibilities as a law enforcement officer for the County.

**6. RIGHTS AND DUTIES OF THE SCHOOL.**

- a. The School shall comply with all applicable federal, State and local laws, rules and regulations.
- b. The School shall provide to the SRO the following materials and facilities, which are deemed necessary for the performance of the SRO's duties:
  - i. Access to an air-conditioned and properly lighted private office which office shall contain a telephone which may be used for general business purposes.
  - ii. A location for files and records which can be properly locked and secured.
  - iii. A desk with drawers, a chair, work table, filing cabinet and office supplies.
  - iv. Access to a computer and/or secretarial assistance.

**7. PAYMENT.**

- a. The School shall compensate the County in accordance with Schedule A attached hereto and made a part hereof. The County shall invoice the School quarterly upon execution of this Agreement and the School shall submit payment within thirty (30) days of receipt of each invoice. Any overtime costs shall be billed monthly by the County on separate invoices and shall be paid by the School within thirty (30) days.

- 8. EMPLOYMENT STATUS OF SCHOOL RESOURCE OFFICER.** The SRO shall remain an employee of the County Sheriff's Office, and shall not be an employee of the School. The School and the County acknowledge that the SRO shall remain responsive to the chain of command of the County Sheriff who shall have sole control and authority over such SRO.

- 9. APPOINTMENT OF SCHOOL RESOURCE OFFICERS.** SRO applicants must meet the following requirements and be acceptable to the School:

- a. The applicant must be a volunteer for the position of SRO.
- b. The applicant must be a County Deputy Sheriff.
- c. The applicant must possess job knowledge, experience, training, education, and appropriate appearance, attitude, communications skills and demeanor.

**10. DISMISSAL AND REPLACEMENT OF SCHOOL RESOURCE OFFICER.**

1. In the event the principal of the School feels that the SRO is not effectively performing his/her duties and responsibilities, the principal shall recommend to the School Superintendent that the SRO be removed from the program and shall state the reasons therefore in writing. Within a reasonable time after receiving the recommendation from the principal, the School Superintendent shall advise the County Sheriff of the principal's request.
2. If the County Sheriff so desires, then the School Superintendent and Sheriff shall meet with the SRO to mediate or resolve any problems which may exist. At such meeting, specified members of the staff of the School may be required to be present.
3. If, within a reasonable amount of time after commencement of such mediation the problem cannot be resolved or mediated or in the event mediation is not sought by the County Sheriff, then the SRO shall be removed from the program at the School.

4. The County Sheriff may dismiss or reassign the SRO based upon County Department Rules and Regulations governing special assignments and/or general orders and when it is in the best interest of the people of the School.
  5. In the event of the resignation, dismissal or reassignment of the SRO, or in the case of long-term absences by the SRO, the County Sheriff may provide a temporary replacement for the SRO within thirty (30) days of receiving notice of such absence, dismissal, resignation or reassignment. However, the County may terminate this Agreement if no suitable replacement can be found.
11. **NOTICES.** Any and all notices of any other communication herein required or permitted shall be deemed to have been given when deposited in the United States Postal Service as regular mail, postage prepaid and addressed as follows:

<p>Ontario County Sheriff</p> <p>Kevin M. Henderson</p> <p>74 Ontario Street</p> <p>Canandaigua, NY 14424</p>	<p>Victor Central School District</p> <p>Dr. Timothy Terarnova, Superintendent</p> <p>953 High Street</p> <p>Victor, NY 14564</p>
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Ontario County Attorney

Holly Adams

20 Ontario Street

Canandaigua, NY 14424

12. **GOOD FAITH.** The School, the County, their agents and employees, agree to cooperate in good faith in fulfilling the terms of this Agreement. The School Superintendent and the County Sheriff or their designees shall endeavor to resolve any difficulties or questions by negotiation.
13. **MODIFICATION.** This document constitutes the full understanding of the parties and no terms, conditions, understandings or agreement purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by both parties.
14. **NON-ASSIGNMENT.** The School shall not assign or transfer this agreement to any other person or corporation without the previous consent, in writing, of the Chairman of the Ontario County Board of Supervisors.
15. **SEVERABILITY.** In the event any provision of this contract shall be or become invalid under any provision of federal, state or local law, such invalidity shall not affect the validity or enforceability of any other provision hereof.

16. **CONTRACT INTEREST.** No officer or employee of the County, who is authorized in such capacity and on behalf of the County to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving this contract, shall become directly or indirectly interested personally in this contract, or in any part hereof. No officer or employee of, or for the County, who is authorized in such capacity and on behalf of the County to exercise any supervisory or administrative function in connection with this contract, shall become directly or indirectly interested personally in this contract or in any part hereof.

17. **INDEMNIFICATION.** The Parties agrees to the fullest extent of the law:

- a. that except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the County, the School shall indemnify and hold harmless the County, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the negligent acts or omissions hereunder by the School or third parties under the direction or control of the School; and
- b. to provide defense for and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly arising out of the acts or omissions referred to in paragraph (a) and to bear all other costs and expenses related thereto. The duty to defend hereunder shall be triggered immediately upon notice to the School by the County of the County's receipt of a Notice of Claim, service of process or other demand or claim.
- c. That except for the amount, if any, of damage contributed to, caused by or resulting from the negligence of the School district, the County shall indemnify and hold harmless the School district, its officers, employees and agents from and against any and all liability, damage, claims, demands, costs, judgments, fees, attorneys' fees or loss arising directly or indirectly out of the negligent acts or omissions hereunder by the School district or third parties under the control of the District; and
- d. To provide defense and defend, at its sole expense, any and all claims, demands or causes of action directly or indirectly referred to in subparagraph (c) and to bear all other costs and expenses related thereto. The duty to defend hereunder shall be triggered immediately upon notice to the county by the School district of the School district's receipt of a Notice of Claim, service of process or other demand or claim.
- e. The defense and indemnification obligations provided herein shall survive the expiration or termination of this Agreement, whether occasioned by this Agreement's expiration or earlier termination.

18. **ENTIRE CONTRACT AND INCORPORATION.** This contract constitutes the entire agreement of the parties hereto and all previous communications between the parties, whether written or oral, with reference to the matter of this contract, are hereby superseded.

19. **SPECIAL RELATIONSHIP.** This Agreement does not create a "special relationship." Specifically, this Agreement is not:

1. an assumption by the County of an affirmative duty to act on behalf of a party who was injured;
2. knowledge on the part of the County's agents that inaction could lead to harm;
3. some form of direct contact between the County's agents and the injured party; and
4. evidence of a party's justifiable reliance on the County's affirmative undertaking.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed and their respective seals to be hereunto affixed by their duly authorized officers the day and year first above written.

**SCHEDULE A**

**FULL TIME SCHOOL RESOURCE OFFICER**

		2020-2021 Cost	
		Annual	
[1]	Gross Salary	\$77,644	
[2]	Fringe Benefits	\$64,146	
	Subtotal Salary & Fringe at 100%	\$138,789	
	<b>Annual Average Cost for SRO</b>	<b>\$138,789</b>	
[3]	<b>Standard Hourly Rate</b>		<b>\$66.73</b>
[4]	<b>Overtime Hourly Rate</b>		<b>\$100.09</b>
[5]	<b>Estimated maximum School Cost - 1733 hours</b>		<b>\$115,636</b>

[1] Salary based on current contract at top step for County Police Officer.

[2] Benefits paid on Gross Wages for FT Deputy	<u>2021</u>
FICA/Medicare	7.65%
Worker's Compensation	2.50%
Retirement	31.56%
Health Insurance	<u>37.04%</u>
	78.75%

[3] The standard hourly rate represents the maximum potential charge for a Full Time Deputy. The Deputy assigned to your school may have a lesser pay rate or benefit package. Your school will be billed for the actual costs of the officer's work and corresponding benefits package.

[4] Overtime incurred by SRO for School related activities to be billed separately at the Deputy's actual overtime rate.

[5] Based on 10 months of Officer scheduled at the school.

**DIGITAL SIGNATURE PAGE**

## INTERMUNICIPAL COOPERATION AGREEMENT

Made this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between

**THE COUNTY OF ONTARIO**, a municipal corporation of the State of New York, having an office and place of business at Ontario County Courthouse, 27 North Main Street, Canandaigua, New York 14424, (hereinafter referred to as the "County"), and

**THE TOWN OF FARMINGTON**, a municipal corporation of the State of New York, having an office and place of business at 1000 County Road 8, Farmington, New York, 14425 (hereinafter referred to as the "Town"), and

**THE VICTOR CENTRAL SCHOOL DISTRICT**, a School District of the State of New York, having an office and place of business at 953 High Street, Victor, New York, 14567 hereinafter referred to as the "School District").

WHEREAS, The Ontario County Board of Supervisors, pursuant to Resolution No. 285-2007, established a policy and program for the County to share in the costs of defending legal challenges to real property tax assessments; and

WHEREAS, Pursuant to said program, the Town requested that the County share in the cost of defending certain certiorari proceedings pending in the Town of Farmington; and

WHEREAS, The County Board of Supervisors, pursuant to Resolution No. 50-2020, authorized the County to share in the cost of defending seventeen certiorari cases involving one hundred eight parcels, and authorized the County Attorney to join with the Towns to defend the cases, and pay 25% of defense costs, including professional appraisal and legal fees, subject to total funding available and to be made available by this Board of Supervisors; and

WHEREAS, the Town requested that the School District also share in the cost of defending the certiorari cases and pay 25% of defense costs, including professional appraisal and legal fees,

**NOW, THEREFORE**, in consideration of the terms and conditions herein contained, the parties agree as follows:

**FIRST:** The Town shall retain legal counsel to defend certiorari proceeding(s) described as:

**Filing Index #125397-2019 – Buckingham Properties, petitioner – 30.00-1-34.112**

**Filing Index # 125296-2019 – Saratoga Crossings I LLC, petitioner – 29.00-1-3.221**

**Filing Index #125298-2019 – Saratoga Crossings II LLC, petitioner – 29.00-1-3.222**

**Filing Index #125295-2019 - Saratoga Crossings III LLC, petitioner – 29.00-1-3.223**

including subsequent year(s) filings while the listed action is pending, and shall vigorously pursue the defense of such matters. The Town, and its attorneys, shall take all reasonable steps to obtain or preserve intervenor status for the County and the School District in said proceedings.

**SECOND:** For the services rendered pursuant to Paragraph "FIRST", the County shall

reimburse the Town 25% (twenty-five percent) of the costs of defending the proceeding(s), including attorneys' fees, filing fees and litigation costs billed by legal counsel and any necessary real estate professional appraisal fees.

THIRD: For the services rendered pursuant to Paragraph "FIRST", the School District shall reimburse the Town 25% (twenty-five percent) of the costs of defending the proceeding(s), including attorneys' fees, filing fees and litigation costs billed by legal counsel, and real estate professional appraisal fees.

FOURTH: Requests for payment shall be submitted to the County and School District by the Town and include copies of appropriate invoices submitted by legal counsel. Prior to the making of any payments hereunder, the County or the School District may audit such books and records of the Town as are reasonably pertinent to this Agreement to substantiate the basis for payment.

FIFTH: The term of this Agreement shall commence upon final execution of this agreement and shall continue until completion of the certiorari proceedings.

SIXTH: The Town shall keep the County and the School District apprised of the status of the litigation and shall provide the County and the School District with periodic reports from counsel. The Town shall not, without prior written authorization of the County and the School District, settle, compromise or otherwise agree to resolve the certiorari cases.

IN WITNESS WHEREOF, The County of Ontario, the Town of Farmington and the Victor Central School District have executed this Agreement in triplicate.

THE COUNTY OF ONTARIO

By:

\_\_\_\_\_  
Brian H. Young, Interim County Administrator

THE TOWN OF FARMINGTON

By:

  
\_\_\_\_\_  
Peter Ingalsbe, Supervisor

VICTOR CENTRAL SCHOOL DISTRICT

By:

\_\_\_\_\_  
Tim Terranova, Superintendent

## INTERMUNICIPAL COOPERATION AGREEMENT

Made this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between

**THE COUNTY OF ONTARIO**, a municipal corporation of the State of New York, having an office and place of business at Ontario County Courthouse, 27 North Main Street, Canandaigua, New York 14424, (hereinafter referred to as the "County"), and

**THE TOWN OF VICTOR**, a municipal corporation of the State of New York, having an office and place of business at 85 East Main Street, Victor, New York, 14564 (hereinafter referred to as the "Town"), and

**THE VICTOR CENTRAL SCHOOL DISTRICT**, a School District of the State of New York, having an office and place of business at 953 High Street, Victor, New York, 14567 hereinafter referred to as the "School District").

WHEREAS, The Ontario County Board of Supervisors, pursuant to Resolution No. 285-2007, established a policy and program for the County to share in the costs of defending legal challenges to real property tax assessments; and

WHEREAS, Pursuant to said program, the Town requested that the County share in the cost of defending certain certiorari proceedings pending in the Town of Victor; and

WHEREAS, The County Board of Supervisors, pursuant to Resolution No. 50-2020, authorized the County to share in the cost of defending seventeen certiorari cases involving one hundred eight parcels, and authorized the County Attorney to join with the Towns to defend the cases, and pay 25% of defense costs, including professional appraisal and legal fees, subject to total funding available and to be made available by this Board of Supervisors; and

WHEREAS, the Town requested that the School District also share in the cost of defending the certiorari cases and pay 25% of defense costs, including professional appraisal and legal fees,

**NOW, THEREFORE**, in consideration of the terms and conditions herein contained, the parties agree as follows:

**FIRST:** The Town shall retain legal counsel to defend certiorari proceeding(s) described as:

**Filing Index #125453-2019 – GMRI, Inc as Lessor, petitioner – 1.02-1-12.100/REST**

**Filing Index #125451-2019 – Widewaters Rt 96 Co LLC, petitioner – 6.00-1-16.110**

**Filing Index #125466-2019 – Seritage SRC Finance LLC, petitioner – 6.00-1-9.000**

**Filing Index #125390-2019 – BJ's Wholesale Club Inc, petitioner – 6.00-1-12.400**

**Filing Index #125234-2019 – Macy's Retail Holdings, petitioner – 6.00-1-11.000**

**Filing Index #125413-2019 – Hendler & Associates LLC, petitioner –**

**28.12-1-19.111 and 28.12-1-19.121**

**Filing Index #125330-2019 – Rochester Fairways Owner LLC, petitioner –**

**6.20-1-101.100 & 45 others**

**Filing Index #125331-2019 – Rochester Fairways Owner LLC, petitioner –  
6.20-1-201.100 & 44 others**

including subsequent year(s) filings while the listed action is pending, and shall vigorously pursue the defense of such matters. The Town, and its attorneys, shall take all reasonable steps to obtain or preserve intervenor status for the County and the School District in said proceedings.

**SECOND:** For the services rendered pursuant to Paragraph "FIRST", the County shall reimburse the Town 25% (twenty-five percent) of the costs of defending the proceeding(s), including attorneys' fees, filing fees and litigation costs billed by legal counsel and any necessary real estate professional appraisal fees.

**THIRD:** For the services rendered pursuant to Paragraph "FIRST", the School District shall reimburse the Town 25% (twenty-five percent) of the costs of defending the proceeding(s), including attorneys' fees, filing fees and litigation costs billed by legal counsel, and real estate professional appraisal fees.

**FOURTH:** Requests for payment shall be submitted to the County and School District by the Town and include copies of appropriate invoices submitted by legal counsel. Prior to the making of any payments hereunder, the County or the School District may audit such books and records of the Town as are reasonably pertinent to this Agreement to substantiate the basis for payment.

**FIFTH:** The term of this Agreement shall commence upon final execution of this agreement and shall continue until completion of the certiorari proceedings.

**SIXTH:** The Town shall keep the County and the School District apprised of the status of the litigation and shall provide the County and the School District with periodic reports from counsel. The Town shall not, without prior written authorization of the County and the School District, settle, compromise or otherwise agree to resolve the certiorari cases.

IN WITNESS WHEREOF, The County of Ontario, the Town of Victor and the Victor Central School District have executed this Agreement in triplicate.

THE COUNTY OF ONTARIO

By:

\_\_\_\_\_  
Brian H. Young, Interim County Administrator

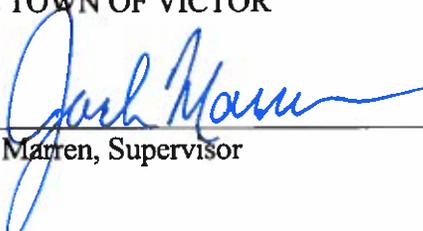
VICTOR CENTRAL SCHOOL DISTRICT

By:

\_\_\_\_\_  
Tim Terranova, Superintendent

THE TOWN OF VICTOR

By:

  
\_\_\_\_\_  
Jack Marren, Supervisor

**Victor Central School  
953 High Street  
Victor, New York 14564**

(585) 924-3252 (phone)

(585) 742-7090 (fax)

To: Board Members

From: Maureen Goodberlet

Date: August 7, 2020

**Re: Board Representatives for 2020-2021**

The Board of Education will appoint its 2020-21 representatives to various committees at the August 13th meeting. Please take a few minutes to review the following list and consider what activities you would be interested in during the coming school year. In blue text are the numbers needed for each committee. Feel free to contact me if you have any questions.

	<b>2019-20</b>	<b>2020-21</b>
Advocacy Committee <b>(2 members)</b>	T. DeLucia, M. Vistocco	
Athletic Hall of Fame Committee <b>(1 member)</b>	C. Parks	
Audit Committee <b>(3 members)</b>	D. Palumbo-Sanders, C. Eckhardt, K. Elliott	
BOCES Liaison and Alternate <b>(2 members)</b>	T. DeLucia (M. Vistocco)	
Campus Improvement Committee <b>(2 members)</b>	K. Elliott, C. Parks	
District-wide School Safety Team <b>(1 member)</b>	M. Vistocco	
Graduates of Distinction Committee <b>(1 member)</b>	K. Elliott	
Inquiry Program Representative <b>(1 member)</b>	D. Palumbo-Sanders	
Monroe County SBA Information Exchange Committee Member and Alternate <b>(2 members)</b>	T. DeLucia, (M. Vistocco)	
Monroe County SBA Labor Relations Committee Member and Alternate <b>(2 members)</b>	T. DeLucia ( )	
Monroe County SBA Legislative Committee Member and Alternate <b>(2 members)</b>	T. DeLucia, (M. Vistocco)	
Policy Sub-Committee <b>(2 or 3 members)</b>	D. Palumbo-Sanders, C. Parks	
Technology Committee <b>(1 member)</b>	K. Ballard	
Visual and Performing Arts Hall of Fame <b>(1 member)</b>	C. Parks (K. Elliott)	

## **Board of Education Committee Descriptions**

### **Advocacy Sub-Committee:**

This sub-committee of the Board will work with the Superintendent and local legislators to discuss fiscal issues and legislative priorities for the Victor Central School District. This sub-committee will provide guidance on specific legislation being considered. The committee will offer resolutions and positions they believe the Board should consider.

### **Athletic Hall of Fame Committee:**

The Athletic Hall of Fame Committee exists for the purpose of recognizing and celebrating the accomplishments of outstanding athletes, teams, coaches, administrators and Blue Devil supporters, reconnect those individuals and their families with Victor Central Schools, and deepen the current student-athlete understanding and appreciation for the history of the Blue Devil athletes by seeking their participation.

### **Audit Committee:**

This committee consists of three Board members, two of which are the president and vice president. The committee reviews and advises the Board on matters related to the District's independent annual audit and the internal audit.

### **BOCES Liaison and Alternate:**

Coordinate the exchange of information between BOCES and the District.

### **Campus Improvement Committee:**

The purpose of the Campus Improvement Committee is to coordinate, advise and regulate campus improvement requests prior to actual construction and if necessary, presentation to the Board of Education for approval.

### **District-wide School Safety Team:**

This committee includes, but is not limited to, a representative from the Board, student, teacher, administrator, and parent organizations, school safety personnel and other school personnel. This team shall be responsible for the development and review of a comprehensive District-wide school safety plan.

### **Graduates of Distinction Committee:**

The Graduates of Distinction Selection Committee exists for the purpose of recognizing Victor Central School District alumni who have achieved distinction through outstanding accomplishment or significant contribution within their school, family, career, community or personal life; and sharing these accomplishments with the community at large as incentive for current and future students. The Graduates of Distinction Selection Committee may also recognize students who attended Victor schools before there was a high school. (The first graduating senior class at VCS was in 1894.) Such former students will be given the title of Honorary Recognition.

### **Inquiry Program Representative:**

This committee serves in advisory capacity to the Associate Superintendent of Educational Services on matters related to the District's Inquiry Program.

**Monroe County School Boards Association Information Exchange Committee:**

This committee includes one representative and one alternate from each district to discuss current issues in education and plan 1-2 meetings for all Monroe County School Board Association members. The meetings take place the second Wednesday of every month (other than April when the meeting will take place on April 18, 2018 due to spring break). The meetings are held at noon at the Double Tree Inn, 1111 Jefferson Road, Rochester and last between 1 – 1 ½ hours.

**Monroe County School Boards Association Labor Relations Committee:**

This committee includes one representative and one alternate from each district to develop positions on labor issues, share information, and plan a meeting on labor issues for all Monroe County School Boards Association members. The meetings generally take place the last Wednesday of every month (other than January, which will take place on January 17, 2018 and March, which will take place on March 21, 2018). The meetings are held at noon at the Double Tree Inn, 1111 Jefferson Road, Rochester and last between 1 – 1 ½ hours.

**Monroe County School Boards Association Legislative Committee:**

This committee includes one representative and one alternate from each district to review legislation, develop position papers, contact legislators, and educate other Monroe County School Boards Association members on current issues. The group annually sponsors one meeting for all Monroe County School Board Association members, two functions for legislators, and one trip to Albany for meeting with our county’s delegation to the New York State Legislature. The meetings take place the first Wednesday of every month (other than April, which will take place on April 11, 2018 due to spring break). The meetings are held at noon at the Double Tree Inn, 1111 Jefferson Road, Rochester and last between 1 – 1 ½ hours.

**Policy Sub-Committee:**

This sub-committee of the Board will meet with the Superintendent and District Clerk, on an as needed basis, to help review and/or revise current and/or new policies.

**Technology Committee:**

This committee meets once a month to discuss items related to policy and procedures around the deployment and use of technology as well as the set the direction the District takes.

**Visual and Performing Arts Hall of Fame Committee:**

The Visual and Performing Arts Hall of Fame Committee exists for the purpose of celebrating and honoring the accomplishments of outstanding alumni, staff and community members who have excelled in the arts. The committee would also like to inspire current students to make contributions to the arts by reconnecting those selected for the hall of fame with our students, staff and community.