

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Approved 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 Board of Education Meeting Dates*** Designation of *The Daily Messenger* as official newspaper of the District;  
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 President to sign contracts for student services (such as health), and tuition contracts;  
**Contracts Conference 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 Indemnification** Authorization for the Board of Education and District Members to participate in professional organizations;  
 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 Evaluators*** Authorization of the Annual Professional Performance Review (APPR) Principal/Teacher Lead Evaluator Resolutions.
- Civil Service Standard Work Hours*** 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.  
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>	<u><b>Teacher Leaders</b></u>	<u><b>Name</b></u>
	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

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**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.

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**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.

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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;

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- 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

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### **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

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### **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