

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Approved Minutes of the Regular Meeting of October 8, 2020  
Early Childhood School Boardroom  
953 High Street  
Victor, New York 14564**

- CALL TO ORDER** President Kristin Elliott called the meeting to order at 6:35 PM.
- Members Present** Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Christopher Parks, Michael Vetter, Trisha Turner (arrived at 6:44 PM)
- ENTER EXECUTIVE SESSION** A motion was made by C. Parks, seconded by T. DeLucia, to enter executive session at 6:35 PM to discuss the employment history of a specific individual. The motion was carried. 6 yes 0 no
- REGULAR SESSION** A motion was made by C. Eckhardt, seconded by C. Parks, to return to regular session at 7:13 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 revised agenda. The motion was carried. 7 yes 0 no
- SUPERINTENDENT'S UPDATE** Superintendent Terranova said the theme of his update in October is collaboration. He said it starts with the collaboration that allows the School District to move forward this year. Currently there are zero confirmed cases of COVID in the District. This community collaboration helps to keep the buildings open. He talked about the collaborative process that Victor Teachers' Association and the District have around problem solving. Last week there were multiple problem solving committees that met. A lot of great ideas and proactive problem solving came out of those meetings.
- Dr. Terranova then provided an update on the Senior High School Grade Point Average (GPA) challenge. He thanked Principal Brian Siesto and his staff for working on this. The focus has been what is best for students and holding students harmless from any impact of the COVID crisis. The decision has been made to work with the professionals at EduTech and Mindex, the two companies that are used for report cards and the NYS reporting data, and come up with a formula to determine the 2019-2020 school year averages.
- Dr. Terranova talked about the two openings in administration the Assistant Superintendent for Human Resources and the Assistant Superintendent for Business. The application process for the Human Resources position will close the beginning of next week. He said he hopes to have a final candidate recommended to the Board to start on January 21<sup>st</sup>. The Business position will close in November and a financial candidate will be brought to the Board in December to start in February. Debora Leh has been hired as the acting Associate Superintendent of Educational Services.

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### **SUPERINTENDENT'S UPDATE Continued**

Superintendent Terranova provided an update on Shared Decision Making Councils. There are now dates on the calendar in October for all five buildings to hold their initial meeting. At the initial meetings, they will also conduct parent training. Curriculum and District Council will also be meeting in October as well. He thanked PTSA for the collaborative efforts to help support the kids.

### **PRESENTATIONS/ RECOGNITIONS Board of Education Recognition Month**

Superintendent Terranova talked about Board of Education appreciation month. The Board received a bunch of incredible gifts including Victor masks as well homemade cards from some of the youngest students on campus. He thanked the Board for their collaboration in rolling up their sleeves to problem solve. Board members spend hours of volunteer time to help lead the District into the next phase of comprehensive education. Dr. Terranova said he could not do the work he does without the support of the Board. He thanked them for their leadership and the continued work they do for kids. Board President Elliott said the Board would be remiss not to thank District Clerk Maureen Goodberlet. She said she is available to the Board 24/7 and is truly part of their team.

### **Volunteer Committed to Service Award**

Victor Teachers' Association President Mike Modleski and Early Childhood School Principal Jen Check thanked the Board for their service as they celebrate Board Appreciation Month. Mr. Modleski spoke about the Volunteer Committed to Service award. This award is given to an individual who has volunteered through either a major event or years of service to a group of students or building. He said the award is usually given at the spring at Superintendent's Conference Day, however with COVID that day was cancelled. Mrs. Check spoke about her nomination of this year's recipient PTSA President Cindy Riley. She is PTSA President, but much more than that, she is a mom, a wife, an amazing individual who is intricately involved in important initiatives throughout the District. She is the District's biggest cheerleader. Mrs. Check continued to read her nomination. Mrs. Riley was presented with a recognition certificate along with a gift certificate thanking her for all she has done for the students and staff at Victor Central Schools. Mrs. Riley said that volunteers are people who can help the staff and the kids. She said volunteers want to foster amazing relationships and opportunities for kids. When we all work together, it makes a stronger school and makes a better experience for all kids.

### **PUBLIC PARTICIPATION**

PTSA President Cindy Riley thanked the Board of Education, from PTSA, PIE and VOICE, for their service to the District. She said they are the ultimate volunteers. She welcomed back Board member Trisha Turner and also welcomed Michael Vetter. She thanked the Board for listening to the community about recording the Board meetings. She talked about a fall parent survey being sent out. She said they will be gathering information and will share it with Dr. Terranova and then with the Board and administration.

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**CONSENT ITEMS**

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

- MINUTES** Minutes of the Regular Board Meeting on September 17, 2020;
- FINANCIAL STATEMENTS** Treasurer’s Report for the month ending August 31, 2020 and other financial documents;
- PERSONNEL** The following personnel items:  
All appointments on these pages are made in compliance with New York State Education Law relating to criminal history background clearances for new employees. Conditional clearances under that law have been requested for all new employees.

**Instructional**

**Probationary Appointments:** The probationary appointment of **Georgia Turner**, who has certification as a Teacher Assistant, to a probationary position as a Teacher Assistant, effective November 16, 2020, at a prorated annual salary of \$27,775 (Step 7), leading towards tenure as a Teacher Assistant.

**Part Time Appointments:** The appointment of **Bethany Bowe**, who holds certification in Physical Education, to a part-time (.6fte) position as a Physical Education Teacher effective September 1, 2020, and ending June 30, 2021, at an annual salary of \$27,210 (Step 4M+2).

**Appointments:** The appointment of **David Henderson** as an on-call technology consultant effective September 28, 2020 through June 30, 2021 at the rate of \$50 per hour or \$400 per day.

**Resignations:** The resignation of **Julie Santarone**, Part Time School Nurse, effective November 20, 2020.

The resignation, due to retirement, of **Thomas Ryan**, Elementary Teacher, effective February 12, 2021.

<b>Co-Curriculars:</b>	<b><u>Music</u></b>	<b><u>Name</u></b>	<b><u>Group</u></b>
	Marching Band Color Guard	Christina Eames	3
	Marching Band Asst.	Kalina Procas	2
	Marching Band Asst.	Caelin Kordziel	2
	Marching Band Brass Instructor	Patrick Clarke	2
	Marching Band Color Guard Tech	Hannah Martin	1
	Marching Band Drill Designer	Michael Neubert	4
	Marching Band Drill Instructor	Elizabeth Gowman	1

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Marching Band Percussion	Joseph Palomaki	3
Marching Band Summer Asst.	Melissa Mesick	1
Marching Band Co-Color Guard	Rachel Brown	3
Marching Band Co-Color Guard	Michelle Bills	3

	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
<b>Athletics:</b>				
<b>Tennis – Girls</b>	Head Varsity	Krystina Barnum	3	14
	JV	Steve Cronmiller	5	21
	Modified A	Andrea Tait	6	5
<b>Soccer – Girls</b>	Modified B	Jill Clapp	6	15
	Modified B	Kathryn Potter	6	4
	Volunteer	Erin Hussey	-	-
	Volunteer	Alexandra Lambert	-	-
<b>Soccer – Boys</b>	JV	Chris Stock	5	12
	Modified B	Mike Schlueter	6	18
	Modified B	Blake Smith	6	12
	Volunteer	William Wuest	-	-
<b>Swimming &amp; Diving – Girls</b>	Varsity Assistant	David Marsh	5	6
	Modified B	Gina Potenza	4	2
<b>Golf – Girls</b>	Volunteer	Andrew Reddout	-	-
<b>Cross Country</b>	Modified B	Matt Bauerlein	5	36

**Amendments:** The granting of a .3FTE unpaid discretionary leave of absence for **Joanne Lowe**, Music Teacher, effective September 1, 2020, through January 3, 2021.

<b>Per Diem Substitutes:</b>	<u>Candidate</u>	<u>Area of Certification</u>
	Thomas Jones	English
	Deborah McLaughlin	Uncertified
	Scarlet Travis	Spanish/ Special Education
	Colton Shaheen	Uncertified
	William Bowe Jr.	Physical Education
	Janine Rich	Uncertified
	Scott Horsington	Music
	Deborah Wachspress	Music/Special Ed.

**Non-Instructional Appointments:**

The appointment of **Kadia Cardona Olmos**, Part Time Teacher Aide, effective September 17, 2020, at an hourly rate of \$12.50.

The appointment of **Sarah Maslyn**, from Full Time Cleaner to Part Time Cleaner, effective September 28, 2020.

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The appointment of **Ashleah Reitz**, Part Time Typist, effective September 30, 2020, at an hourly rate of \$14.36.

**Resignations:**

The resignation of **Karen Ward**, Part Time Teacher Aide, effective September 25, 2020.

The resignation of **Georgia Turner**, Department Secretary, effective November 15, 2020.

The resignation, due to retirement, of **Paula Hills**, Full Time Teacher Aide, effective September 30, 2020.

The resignation, due to retirement, of **Earl Pringle**, School Bus Driver, effective October 2, 2020.

The resignation of **Rebecca Schneider**, Full Time Teacher Aide, effective October 15, 2020.

The resignation of **Nicole Rogers**, Part Time Teacher Aide, effective October 16, 2020.

The resignation of **Thaddeus Ciambor**, Part Time Teacher Aide, effective October 16, 2020.

**Leaves of Absence:**

The unpaid discretionary leave of absence for **Ramonita Luciano**, Part Time Teacher Aide, from September 1, 2020, through September 18, 2020.

**Amendments:**

New Substitute Day Cleaner hourly rate, \$12.80-\$15.00

**Per Diem and  
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Jean Miller	Day Cleaner
Karen Ward	Teacher Aide
Steven Sandic	School Bus Driver Trainee
Steven Sandic	School Bus Monitor
Joseph Limbeck	School Bus Driver
Samantha Cilliers	School Bus Monitor
Samantha Cilliers	School Bus Driver Trainee
Scott Ellmaker	School Bus Driver
Scott Ellmaker	Auto Mechanic
Sharon Schmaltz	Typist
Jean Miller	Day Cleaner

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**BOARD MEMBER  
COMMITTEE  
MEETINGS**

Board members to attend standing committee meetings;

**CSE/CPSE  
RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of September 15, 17, 21, 22, 23, 24, 25, 28, 2020, October 1, 2, 5, 6, 7, 8, 2020;

**SURPLUS**

Declare the following as surplus:

- Hewlett Packard Chromebook with VCS tag # 014926;
- NEC Projector with VCS tag # 02597;
- Smart Projector with VCS tag # 012078;
- Hitachi projector with VCS tag # 349111;
- DVD Player with VCS tag # 000463;
- VCR with VCS tag # 00779;

**DONATIONS**

The following donation:

- \$1,379.00 of new art supplies to the Victor Central School District from Mattiaccio Orthodontics;

Mrs. Elliott said she is grateful to be able to recognize and thank Mattiaccio Orthodontics for the new art supplies. The District is so grateful for the community partners helping in areas of need. Thank you!

**BUDGET TRANSFERS**

Approve budget transfers as requested in a memo from Interim Assistant Superintendent Richard Stutzman to Superintendent Tim Terranova dated 9/25/2020;

Mr. Stutzman said in reviewing the 2020-2021 budget, and during the preparation of the District's State Aid Claims, they found that when the original budget was entered into WinCap the Principal and Interest for the Energy Performance Contract was included in the Principal and Interest line items for Bond payments. This transfer is just to correct a clerical error.

**INSTRUCTIONAL  
MATERIAL REVIEW  
COMMITTEE**

Approve the Instructional Material Review Committee for the 2020-2021 school year as submitted in a memo from Deb Leh dated 9/30/20;

**VTA MEMORANDUM  
OF AGREEMENT**

A Memorandum of Agreement between the Victor Central School District and the Victor Teacher's Association pertaining to Athletic Coaches and Marching Band staff stipends as submitted;

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

# VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

## **CAMPUS NEWS**

VCS administrators summarized campus news and events.

## **SCHOOL REOPENING UPDATES**

Dr. Terranova started out by saying one of the things the District is working on, and it is apparent, is the concept of empathy. He said it is powerful to hear what the kids and parents are thinking and trying to meet their needs. He said he is thankful he gets to work with the amazing leadership staff. Despite not being in school fulltime, the District is still spending more money to make the campus safe and supportive for students and staff. The additional approximate costs due to COVID, above the 2020-2021 school budget is \$185,680 per year. This includes the monthly cost for additional maintenance staff of approximately \$15,000 per month. The District does have some surplus which will help to support the cost, however it will be tight. There is an additional concern of the losses in state aid. Dr. Terranova said he will do whatever it takes to do what is best for kids.

## **Return to Athletics**

Duey Weimer, Director of Health, Physical Education and Athletics provided an update on the return to athletics. He started by thanking the Board of Education and Dr. Terranova, on behalf of athletics, for the support of the Interscholastic Athletic Program. The position statement of Interscholastic Athletics is to place the highest priority on the overall quality of the students' educational experience, via the development of positive relationships, self-efficacy, good will, and all-around growth and good citizenship qualities. Last year Victor was a school of distinction and earned the Stay in the Game Award, which focused on community service projects. Mr. Weimer then went over the return timeline and the protocols in place. For the most part the COVID-19 protocols came from the Department of Health. Daily health screening takes place through the rSchoolToday app, masks/face coverings must be worn as tolerated during participation, physical distancing has to take place outside during competitions, hand sanitizer must be used, athletes' personal equipment must not be shared and athletes must maintain 6' social distancing. A hydration plan is in place. Mr. Weimer said hydration is simple, hydrate while at home. If you must hydrate during an event athletes must bring their own water bottles. Coaching staff will be filling the water bottles for the athletes. The COVID Emergency Action Plan is consistent with the school policy. If anyone recognizes any signs or symptoms they are to notify the coach. The coach will talk to the athletic trainer and the family. The athletic trainer talks with the nurse and the nurse will get back to the coach and the family. There is an event pass protocol, which is a Department of Health regulation. Only two attendees per athlete can attend the events. The attendees will report to a check-in location and their names will be taken due to contact tracing guidelines. Events are closed to the general public. Locker rooms are still closed, with the exception of the Aquatic Center. The Aquatic Center locker rooms are

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### **Return to Athletics Continued**

sectioned off and only 4 students allowed in at a time. There are designated rest rooms to be used throughout the facilities. Mr. Weimer said the earliest practice time is 4:00 PM. When traveling to competitions transportation can only take 25 athletes per bus. Parents and guardians can transport their own children to contests so buses can remain below the 25 maximum. Special events have been postponed such as homecoming and the hall of fame. He said they are working with the yearbook staff so students can take photos. Mrs. Elliott asked if student athletes will be permitted to drive themselves to competition. Mr. Weimer said no and that is New York State rule. He then talked about the additional responsibilities for his department around athletics. The screening process is completed by the athletic trainer, additional field markings, signage and fencing has to be put up, and event staff is responsible for check-ins and admissions for every event, even at the modified level. Equipment has to be sanitized and cleaned daily. Livestreaming will take place for some events. The boys and girls soccer boosters as well as the swimming boosters are donating money to pay for livestreaming the soccer games and swimming and diving meets through Varsity Media. Mrs. Elliott asked if they need volunteers for the check-in process. If so, could students volunteer and then they can go to the events? Mr. Weimer said the check-in has to be a VCS employee. He said they originally looked into that and the only reason students are allowed at an event is if they are taking photos for the yearbook. Mr. Weimer then spoke about the financial implications due to COVID-19. Mr. Eckhardt thanked Mr. Weimer for all of his efforts. Dr. Terranova thanked Mr. Weimer for also allowing the District to utilize his expertise to help with the online health form and app.

### **Technology Integration**

Angela Affronti, Director of Computer Services provided the Board with an update on Technology. The objective of the Technology Department is to enable students and staff to have access and be able to utilize technology both at home and at school to promote learning. She said the department has been unboxing, inventorying, setting-up and imaging new computers and Chromebooks. They are also re-enrolling and setting up 640 old Chromebooks that were set to be surplus. It is a lot of hands-on work with documenting the serial numbers and tag numbers. Currently the District has 2,000 Chromebooks and 4,300 students. Ms. Affronti said we are not a 1 to 1 School District so they had to brainstorm on how to make it so students have a device in front of them. She said they came up with “bring your own device” as a solution. They surveyed parents to see who needed a device and then handed out Chromebooks during five different distribution days. Another focus was to get the staff on a standardized learning management system, Google Classroom, create additional professional development during the Superintendent Conference Days and launch a software request



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## **Technology Integration Continued**

form. Ms. Affronti said the idea of “bring your own device” is working. They received feedback from teachers on the pros and cons. She said teachers are feeling they are able to have somewhat of a 1 to 1 environment and students can use the same device at home and in school. Ms. Affronti said it is less expensive for the School District. She said the cons are the expense for the families, not having consistency among students and teachers, the Technology Department and librarians have trouble problem solving non-district owned devices. The challenges of the Technology Department is the lack of a full-time network administrator, new entrants coming weekly and needing device and or hotspots, being understaffed and the lack of funding. Next steps include continued meetings of the Technology Planning Committee, looking at the feedback from parents regarding how the “bring your own device” policy is going, continued professional development for staff, and updating aging infrastructure and technology. Mr. Vetter thanked Ms. Affronti and her team. He said they are doing an amazing job in a short period of time. He said he appreciates her saying it is still not enough and we need more as a community. He said he looks forward to hearing her suggestions. Mrs. Elliott asked if the Chromebooks are aideable. Ms. Affronti said yes they are.

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

Mrs. Elliott said she attended the MCSBA Executive Committee Meeting last night. She said it was an incredible opportunity to meet with Superintendent’s and Board Presidents across the county. They talked about their goals and visions around reopening and technology. They also discussed COVID expenses and mandated expenses. Some are suffering more than others. She said Victor is not an island; we are not the only ones struggling with the COVID piece.

Mr. DeLucia reported on the MCSBA Information Exchange Committee Meeting from September 23<sup>rd</sup>. They reflected on virtual learning. Districts were in different places with the 1 to 1 devices. There was also a heavy focus on the social emotional learning.

Mr. DeLucia reported on the MCSBA Legislative Committee Meeting from October 7<sup>th</sup>. He said they finalized their legislative priorities around funding at both the state and federal level for public education. They also talked about relief for COVID costs and building relationships with new legislators.

## **Standing Committee Updates**

Mr. Eckhardt reported on the Audit Committee Meeting from October 7th. He said, sometimes we gloss over the finances and financial numbers. Part of the audit communication is the Management Letter. This letter lets the Audit Committee know if there are any internal control issues. He said a

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### **MEETING REPORTS Standing Committee Updates Continued**

District of Victor's size was cited for one very benign finding. This is something to feel very good about and be proud of. He thanked the Business Office and the Treasurer Lynne Lubaszewski for a job well done. He said this is something the Board should not take lightly but be very proud of.

Mr. Vetter said he and Mrs. Ballard attended the first Technology Committee Meeting for the new group. He said the meeting was very well attended and he was impressed by the degree of interest. The workshop session was to formulate the group's mission and to begin to work on formulation of the District goals and mission statement for technology going forward. The standards center around teachers, students and community. The next meeting will take place on Monday, October 26<sup>th</sup>.

### **Board of Education Workshop**

Mrs. Elliott spoke about the Board of Education workshop that took place on September 24<sup>th</sup>. She said the Board came together with Dr. Terranova to speak with an outside agency to look at a new software system to evaluate Dr. Terranova, as that is the Board's role.

### **Efficacy of Zoom Meetings for Committee Meetings**

Mrs. Elliott started out by saying there are times when meetings have to be called very quickly. She asked if the Board keep Zoom open as an option? The Board could look at what works best for schedules at the time if it accommodates more Board members. Dr. Parks said the practice is to meet in person for committee meetings. Mr. Eckhardt said it makes sense to leave Zoom as an option, Mrs. Turner agreed. Mrs. Elliott said it is important to practice what you preach; the students are back in session it would be important for the Board to meet in person as much as possible. She said on a personal note it is a voyage of confidence that we are doing everything right. Mr. Vetter said he thinks it is important to have the flexibility rather than it being forced on everyone. Mr. DeLucia said when it comes to regular Board meetings how do we broadcast, what are our options and what is doable. What would the cost be including the support and personnel. Audio Visual Technician Aaron Isaacs joined the conversation to answer questions around recording or live streaming regular Board meetings. Mr. Isaacs said the best option is to stream to the District's YouTube live channel. Currently the Board meeting is being recorded using a single camera with a wide-angle lens. The audio is being captured through the microphones. If the Board stays with one wide-angle lens the cost would be no different to livestream versus recording you just have to select a button to livestream. With this set-up, you cannot really make out who is speaking, however you can hear the meeting well. What would be easier for people to watch would be a three-camera shoot. This has been previously suggested to the Board. This would be the best option for quality. It would be a livestream with all three cameras. The cost to purchase the cameras is approximately \$6,500. Mr.

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**Efficacy of Zoom  
Meetings for Committee  
Meetings Continued**

Isaacs said these cameras can be used for multiple events on campus, not just Board meetings. It could be used for the upcoming fall productions, Board of Education meetings, public presentations that are not protected by copyright. Mrs. Elliott asked if these could be bundled into a package of equipment and come out of Ms. Affronti's Technology Department's budget. With the integrations of educational practice could this create an opportunity where the hardware could be aidable? Mr. DeLucia asked if the \$6,500 option could be purchased through BOCES, which would make it aidable. Dr. Parks asked what the package or bundle would take to be aidable? Dr. Terranova said that could be looked into. Mr. Isaacs said all we are doing tonight is recording with a single camera and it can still be livestreamed. He said what he looks at is what is a good practice. He said he would not recommend a Zoom meeting format for the regular Board meetings due to so much interference with everyone's microphones. Mr. DeLucia asked Mr. Isaacs if, in his opinion, the three-camera option is the best. Mr. Isaacs said it will put out the best product and the equipment can be used in other areas on campus. Mr. Vetter said he also thinks this is the best option and the best use of the District's funds. He feels comfortable with the questions being answered. Mr. DeLucia said he advises the Board to be diligent in using the microphones, especially when recording. Make sure if the meeting is going to be streamed speak into the microphones. Mrs. Turner asked if there is a cost the District would pay per hour. Mr. DeLucia said the Superintendent would have to provide that. Mr. Isaacs said there will have to be someone else trained in running the equipment in case he has another event or cannot be at a meeting.

**PUBLIC COMMENT**

PTSA President Cindy Riley, thanked Aaron Isaacs for helping PTSA with their Zoom Account.

**UPCOMING EVENTS**

**Regular Board  
Meeting**

The next regular Board meeting will take place on Thursday, November 12, 2020 at 7:15 PM in the Early Childhood School Boardroom.

**ADJOURN**

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

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk