

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Approved Minutes of the Regular Meeting of February 11, 2021
Virtual Meeting via Zoom

- CALL TO ORDER** President Kristin Elliott called the meeting to order at 5:33 PM.
- Members Present** Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Christopher Parks, Trisha Turner (entered at 5:37), Michael Vetter
- ENTER EXECUTIVE SESSION** A motion was made by C. Parks, seconded by K. Ballard, to enter executive session at 5:33 PM to discuss the employment history of a specific individuals as well as collective negotiations. 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 7:06 PM. The motion was carried. 7 yes 0 no
- President Kristin Elliott left the meeting at 7:06 PM and Vice-president Christopher Parks took over running the meeting.
- APPROVE AGENDA** A motion was made by K. Ballard, seconded by T. Turner, to approve the agenda. The motion was carried. 6 yes 0 no
- SUPERINTENDENT'S UPDATE** Superintendent Terranova talked about his concern of not having the kids in school fulltime. He said he appreciates the fact that the parents are not only focused on their own hardships but on the mental, social and academic health of the children. He said he supported the strong advocacy for the high risk sports to begin. The question being asked of him now is how can high risk sports begin; however we cannot have students in the classroom five days a week. Dr. Terranova said he does not have a good answer to that question. The state has not loosened the social distancing of 6' in schools. Because of the size of the District and the number of students there is not enough room to spread staff and students out the way other districts have been able to do. He said he has talked to the Board and they have agreed to start advocating to receive criteria on what metrics we have to meet to come back to school five days a week. Dr. Terranova said he is not proposing to come back five days a week, rather advocate for the metrics and criteria to start thinking about it and doing it safely. He talked about the partnership that has been created with the Ontario County Health Department and as of now over 100 staff members have been vaccinated. He said this has been an incredibly efficient process. Dr. Terranova thanked Assemblyman Jeff Gallahan who met with Board of Education members and himself. They talked about the school reopening challenge and the state aid. Wednesday, February 17th Senator Samura Brouk will be coming to the District to meet with Board of Education members and Dr. Terranova. They will be talking about the incredible financial issues at Victor Schools as well as the importance of receiving criteria to bring the kids back five days a week.

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RECOGNITIONS

Military Diploma Recognition

Senior High School Principal Brian Siesto spoke about the Military Diploma Presentation to Carver Johnson that took place on Wednesday, February 10, 2021. Rachel Mathews, the Director of the Veterans Upward Bound Program at RIT's Department of Diversity and Inclusion, reached out to Senior High School Counselor Mary Banaszak on behalf of Mr. Johnson in late November to inquire about Mr. Johnson receiving a High School Military Diploma. He is a military veteran who was not able to finish his high school programming due to military service. He attended school in Providence, Rhode Island from 1974 – 1976. He went into the Army at the age of 16, where he served as a supply specialist, and was unable to graduate in 1978. New York State Education Law states that military veterans who have received an honorable discharge can receive a high school diploma from the town or city in which they currently reside. The diploma was presented in the Boardroom by Board of Education President Kristin Elliott, Superintendent Terranova and Senior High School Principal Brian Siesto. Mr. Siesto also thanked Senior High School chorus teacher Kristin Mellema and three of the chorus students, Emily Frey, Melissa Hobson and Jason Miller for singing the national anthem.

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 terrannot@victorschools.org. The Board will receive all thoughts and comments submitted.

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 January 14, 2021;

FINANCIAL STATEMENTS

Treasurer's Report for the month ending December 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 Tenure Appointments:

The appointment to tenure of **Elaine Meyer**, upon the successful completion of her probationary period as a Special Education Teacher, effective February 28, 2021.

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**Long Term
Substitute
Appointments:**

The appointment of **Kealan Devanny**, 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 and Elementary Teacher, from January 6, 2021, and ending June 30, 2021, at an annual salary of \$44,900 (Step 1M+18) prorated based upon the start date.

The appointment of **Jacob Dirkx**, who has pending certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as a Special Education Teacher, effective February 8, 2021, and ending June 30, 2021, at an annual salary of \$44,500 (Step 1M+15) prorated based upon the start date.

Leaves of Absence:

The granting of a maternity and subsequent childcare leave of absence for **Melissa Murphy**, Art Teacher, effective March 12, 2021, and extending to June 30, 2021.

The granting of a discretionary leave of absence for **Melissa VanRensselaer**, Reading Teacher, on Mondays and Tuesdays effective February 1, 2021, through June 30, 2021.

Resignations:

The resignation of **Jennifer Danker-Stiles**, School Psychologist, effective February 12, 2021.

The resignation of **Leah Kedley**, Assistant Principal, effective February 14, 2021.

The resignation, due to retirement, of **Julie O'Neill**, Special Education Teacher, effective June 30, 2021.

The resignation, due to retirement, of **Joy Boyd**, Elementary Teacher, effective June 30, 2021.

The resignation, due to retirement, of **Colleen Dix**, Foreign Language Teacher, effective June 30, 2021.

The resignation, due to retirement, of **Michele Maloney**, Assistant Principal, effective December 31, 2021.

	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Athletics:				
Wrestling	Volunteer	Brian Aparo	-	-
Basketball - Boys	Varsity Assistant	Daniel Hart	4	1
	JV	David Vistocco	4	8
	Volunteer	Phil Desaw	-	-
	Volunteer	Jay Barber	-	-

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Cheerleading	Head Varsity	Alex Dayton	2	8
	JV	Dayna Ryan	4	8
	Modified A	Alexa O'Brien	4	4
Ice Hockey	Volunteer	Bryan Kavanaugh	-	-
	Volunteer	Jason Rich	-	-
Football	Head Varsity	Geoff Mandile	1	25
	Varsity Assistant	Sean Rucker	2	25
	Varsity Assistant	Dave Condon	4	37
	Varsity Assistant	Chris Schoff	4	19
	Varsity Assistant	Paul Ojeda	4	19
	JV	Mark Cain	4	32
	Modified A	Jim Andre	4	30
	Modified A	Mark Foeder	4	26
	Modified B	Craig Kaper	4	15
	Modified B	Kevin Geno	4	11
	Modified B Assisant	Pat Lawley	4	22
	Volunteer	David Eisler	-	-
	Volunteer	Matt Halloran	-	-
	Volunteer	Bryan Kavanaugh	-	-
	Volunteer	Mik Szoczel	-	-
	Volunteer	David Vistocco	-	-
Cheerleading	Head Varsity	Alexandra Dayton	3	8
	Varsity Assistant	Courtney Tortarella	5	17
	JV	Dayna Ryan	5	9
	Modified A	Alexa O'Brien	5	4
	Volunteer	Alyssa Dayton	-	-
Volleyball – Boys	Head Varsity	Jake Martin	2	14
	JV	Mitchel Segbers	5	2
	Modified B	Carrie Ferreri	6	15
Volleyball – Girls	Head Varsity	Matt Glover	2	22
	JV	Bethany Bowe	5	11
	Modified B	Shelly Collins	6	34
	Volunteer	Freeman Fessler	-	-

Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>
	Grace Dunnigan	Elementary Education
	Genevieve Corcoran	Elementary Education
	Paige Tambasco	Uncertified
	Jessica Pavia	Uncertified
	Catherine Murray	Social Studies
	Chayse Ierlan	Uncertified

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**Non-Instructional
Appointments:**

The appointment of **William Stanley**, from Substitute School Bus Driver to Full Time School Bus Driver, effective January 11, 2021, at an annual rate of \$14,141 which will be prorated based on his start date.

The appointment of **Eileen Wagner**, from Substitute School Bus Driver to Full Time School Bus Driver, effective January 11, 2021, at an annual rate of \$14,141 which will be prorated based on her start date.

The appointment of **Hollie Joseph**, from Substitute School Bus Driver to Full Time School Bus Driver, backdated to September 2, 2020, at an annual rate of \$14,141.

The appointment of **Jean Miller**, from Substitute School Bus Driver to Full Time School Bus Driver, backdated to September 2, 2020, at an annual rate of \$14,141.

Resignations:

The resignation, due to retirement, of **Sallieann Orlando-Cataldi**, Teacher Aide, effective February 12, 2021.

The resignation of **Emily McNeill**, Typist, effective February 19, 2021.

The resignation of **Sarah Maslyn**, Part Time Cleaner, effective January 24, 2021.

The resignation, due to retirement, of **Michele Driscoll**, Full Time Teacher Aide, effective June 30, 2021.

Leave of Absence:

The granting of an extension of the unpaid discretionary leave of absence for **Kristi Patton**, Part Time Teacher Aide, effective January 28, 2021, through June 30, 2021.

The granting of an extension of the unpaid discretionary leave of absence for **Carly Walters**, Full Time Teacher Aide, effective January 30, 2021, through February 12, 2021.

The granting of a maternity and subsequent childcare leave of absence for **Alicia Langton**, Teacher Aide, effective March 10, 2021, and extending to April 30, 2021.

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The granting of a discretionary leave of absence for **Jacob Dirkx**, Full Time Teacher Aide, effective February 8, 2021, through June 30, 2021.

Dr. Terranova recognized Elaine Meyer for receiving tenure. Dr. Parks congratulated her from the Board of Education as well.

**CSE/CPSE
RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of December 10, 2020, January 6, 7, 11, 12, 13, 14, 15, 19, 20, 21, 25, 27, 28, 29, 2021 and February 2, 3, 4, 5, 8, 9, 10, 11, 2021 and from the Committee on Preschool Special Education from the meeting of January 19, 2021;

**BOARD MEMBER
COMMITTEE
MEETINGS**

Board members to attend standing committee meetings;

DONATIONS

Accept the following donations:

- \$1,250.00 from PTSA to the Intermediate School to support a virtual assembly;
- \$350.00 from the Victor Boys Swim Team Booster Club to the Victor Central School District to support Varsity Media Live Streaming Services;

Mrs. Turner thanked the community for the generous donations.

SURPLUS ITEMS

The following are declared as surplus:

- NEC Projectors with VCS tag #s 010035, 010044, 010067, 011772, 014353;
- Hewlett Packard LaserJet M401dne Printer with VCS tag # 014194;
- Hewlett Packard LaserJet P2015dn Printers with VCS tag #s 04041, 04045, 04046, 04052, 04053, 04054, 04089, 04503, 04504, 04513, 04520, 04528, 04977, 04984, 04986, 04987, 04989, 04991, 04993, 04994, 04995, 04997, 010190;
- Hewlett Packard LaserJet P2055dn Printers with VCS tag #s 010269, 010590, 010705, 011677, 011677, 011682, 011697, 011698, 011717, 011718, 011721, 011721, 012450;

**GRADUATES OF
DISTINCTION BY-
LAWS**

Approve the Graduates of Distinction By-laws as submitted;

**REVISED
CORRECTIVE
ACTION PLAN**

Acceptance of the Revised Corrective Action Plan for the Extraclass Account Audit Report for the year ended June 30, 2020;

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**RISK ASSESSMENT
REPORT**

Acceptance of the Risk Assessment Report dated December 29, 2020;

**RECORDS RETENTION
AND DISPOSITION
SCHEDULE
RESOLUTION**

RESOLVED, by the Board of Education of the Victor Central School District that Retention and Disposition Schedule for New York Local Government Records (LGS-1), issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that in accordance with Article 57-A:

- (a) only those records will be disposed of that are described in Retention and Disposition Schedule for New York Local Government Records (LGS-1), after they have met the minimum retention periods described therein:
- (b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

The motion to accept the foregoing consent items was carried.

6 yes 0 no (*end of consent items*)

CAMPUS NEWS

VCS administrators summarized activities on campus.

**COMMUNITY USE OF
FACILITEIS AND
GROUNDS**

Dr. Terranova thanked the community for the partnership to figure out a way to get a win, win when it comes to using District facilities. He said it does cost money to use the facilities but it is reasonable and affordable. Director of Health, Physical Education and Athletics, Duey Weimer started out by thanking the Board of Education and Dr. Terranova for allowing the District to begin high risk sports. He then talked about the history of facility usage by the community. Mr. Weimer said he started with the District in July 2019 and early on he saw there were inconsistencies with scheduling and fees which created conflicts. He said he was amazed at how much the campus was being used, in a good way. In 2019 there were approximately 1,600 “non-interscholastic” athletic events and/or activities scheduled. There were approximately 41 groups who used the campus with over 6,000 hours of facility use time. There were over 4,000 athletic events scheduled, 266 different types of teams, groups, or activities which worked out to be over 34,000 hours. He said he started off by holding meetings with the Business Office, Department of Technology and the Activities Coordinator. He looked at the usage request processes and fee schedules from numerous

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COMMUNITY USE OF FACILITEIS AND GROUNDS Continued

local districts. In March COVID-19 hit and due to the pandemic all on-campus community activities were placed on hold and all interscholastic-athletics were on pause until given approval by the state. Meetings with several stakeholders regarding past practice and vision moving forward continued. The focus was on equality and an approved “tiered” prioritization system and have a regulation in place. Regulation 1500-R was created collaboratively with Superintendent Terranova, Mr. Weimer, the Business Office and the community. Mr. Weimer said he is able to manage usage better now with a solidified program. There are three tier levels. The first priority is all Victor Central Schools events and programs, meetings, and affiliated organizations. This includes all in-season interscholastic athletic programs. The second priority is local non-profit organizations, civic organizations, and youth groups. Groups must demonstrate non-profit status, and/or must parallel the purpose of enriching the experience of the students of VCS. Eighty percent of the participants in the group must reside within the District. The third priority is all non-local organizations including non-profit or local private. Mr. Weimer went over the fee structures. He said it is important to remember that it does cost money to maintain the fields in terms of general upkeep. He said the District is comfortable letting community groups use the campus but we still have to be fiscally responsible. Mr. Weimer then went over the new website and how to schedule facility usage. Dr. Terranova thanked Mr. Weimer for his leadership and partnering with the community groups, Mr. Ferreri and himself. He said the main point is we want the community to utilize the facilities. He said he appreciated the give and take with the groups during their meeting. There was a lot of compromise. There is a more organized approach using the facilities. The District will gain very little revenue, lose less money and balance the needs of the community and the needs of a comprehensive education. Mr. DeLucia said it was a great presentation and a lot of great work went into it. It is very much appreciated. Dr. Parks thanked Mr. Weimer for the presentation and said it is nice to hear the recognition that the school campus remains the epicenter of the community.

MALWARE INCIDENT UPDATE

Dr. Terranova started out by saying the District was efficiently protected. The work the previous Technology Director, Dave Henderson, did was fantastic. He protected the District at the level he had the funds to do so. The technology and infrastructure was underfunded for years. The District needs to spend more money for technology and increase protection. It can never be 100% protected. He thanked Director of Computer Services Angela Affronti and her team along with Kelli Eckdahl from EduTech and her team for a fantastic job. Mrs. Affronti went over the background of the incident. On Friday, January 29th to early morning on Saturday January 30th, the District was hit with the RYUK Ransomware attack. Saturday morning

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MALWARE INCIDENT UPDATE Continued

files were found to be encrypted. Right away BOCES was informed and the District was unplugged from the internet to prevent the attack from spreading. Forensic evidence was sent to the FBI and Department of Homeland Security as per the State Education Department protocol. Mrs. Affronti said they know the IP addresses are from Russia. She said they are working to get systems up and running to mirror where the District was prior to the attack. Major systems will be on-line this week and then mid-level and lower level systems next week. Advanced anti-virus software is being purchased and all staff will participate in Cyber Security training. Mrs. Ballard said she was on campus on Saturday when staff picked-up their computers from being reimaged and it was well organized. Mr. Vetter said he appreciated the details on the response plan and the level of transparency throughout the event. He also appreciates the efforts to get everything restored and resolved. Kudos to everyone involved. It was a textbook response to an event of this type.

BUDGET UPDATE

Dr. Terranova said they have been talking about the budget since December. He thanked Richard Stutzman for his leadership and great work in the Business Office. This will be Mr. Stutzman's last public meeting as the new Assistant Superintendent for Business, Derek Vallese, will take over. The focus for this Board meeting is the BOCES expense and two major sources of revenue. They will also dig deeper into state aid and the tax cap. Superintendent Terranova reminded everyone about Rick Timbs' presentation in July. Mr. Timbs talked about needing to develop a multi-year, strategic financial plan, needing to stabilize spending throughout the year and ending budget modifications mid-year. Mr. Timbs had significant concerns over lack of Reserves and built-in Fund Balance as well as revenue challenges with state aid, sales tax and local taxes. The general budget goals remain the same. The goals are to maintain a comprehensive education that the Victor Central School District community expects, stabilize reserves and develop consistent budgetary practices, maximize efficiencies in spending, maximize the ability to generate aid for future years and continue transparency with the community. Mr. Stutzman said the work that was put in last year is starting to pay dividends and he congratulated the Board and Dr. Terranova for the work done. He then discussed the different items that are purchased through BOCES and the budget around those items. The draft BOCES budget is \$6,732,338, \$250,000 of which is budgeted for technology. Mr. Stutzman then talked about state aid. He said we have to be very wary of the Governor's numbers. He is attempting to eliminate expense driven aid, which could cost us hundreds of thousands of dollars, and replace it with one time federal money. The state aid budgeted for 2021-2022 school year was the actual aid received in 2020-2021. This amount is \$1.2 million greater than what was originally budgeted for in 2020-2021. In looking at the Governor's run to what is budgeted there is a \$200,000 difference.

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BUDGET UPDATE Continued

The Governor has now included STAR Reimbursement in state aid discussions. This could be a way to show effort that he is contributing state money; however this has never been linked to state aid. As of January 19, 2021 the STAR Reimbursement is no longer there. A letter from two days ago indicated the Governor's run will not be finalized until the state budget is approved. If STAR goes away and the COVID-19 federal stimulus money goes away the District will lose about \$3 million in 2022-2023. If STAR were to remain in existence the difference would be about \$350,000. Dr. Terranova said he is very concerned about the Governor's numbers and we have to be very conservative with state aid. He then discussed the Tax Cap and what the cap will look like if the Board of Education decides to use Debt Service or if they decide not to use Debt Service. The tax cap is 4.22%. There is a slight opportunity to lower the cap by using debt service money. If Debt Service money is used the cap will be 4.06%. The Board can decide not to use the Debt Service money and go out at the cap at 4.22% and save the money for future years. Debt is one of the reasons the District has a larger cap this year than last. Mr. Stutzman then talked about the next seven years and what the tax cap will look like over time if you use Debt Service or if you do not use Debt Service. If the District decides not to use Debt Service money to lower the tax cap the next time there is a capital project you can make a larger payment. Superintendent Terranova said the next steps are to work with the ThoughtPartners and analyzing the information they are giving us around the budget process. The March meeting will focus on expenditures and staffing. The District is still looking at efficiencies and taking a deeper look on how money is being spent. The Tax Cap submission is due on March 1st. The Board will be discussing that at the February 25th Budget Workshop along with finalizing the establishment of reserve funds. Mr. Eckhardt thanked Mr. Stutzman for his hard work and service to the District. We were fortunate to have him on Board. Mrs. Turner thanked Mr. Stutzman as well. She said the District benefited greatly because of his many years of experience and wisdom. Dr. Parks said he echoed his colleague's remarks and thanked Mr. Stutzman for sharing his wealth of knowledge and guidance.

POLICY REVIEW First Reading

The following policy was brought to the Board of Education as a first read:

- Records Management; Policy 8630

MEETING REPORTS Monroe County School Boards Association Committee Reports

Mr. DeLucia reported on the Legislative Committee Meeting of February 4th. This was a forum with newly elected legislators. The theme of the discussion was the importance of appropriate funding for education.

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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. The Board will receive all thoughts and comments submitted.

UPCOMING EVENTS

Budget Workshop

There will be a Budget Workshop on Thursday, February 25, 2021 from 6:00 PM – 8:00 PM.

Next Regular Board Meeting

The next regular Board meeting will take place on Wednesday, March 10, 2021 at 7:15 PM.

Budget Workshop

There will be a Budget Workshop on Thursday, March 25, 2021 at 6:00 PM.

ADJOURN

A motion was made by K. Ballard, seconded by C. Eckhardt, to adjourn the meeting at 8:55 PM. The motion was carried. 6 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk