

Victor Central School
Board of Education
PROPOSED AGENDA
Regular Meeting, Thursday, January 13, 2022 – 5:30 PM
Early Childhood School Boardroom
953 High Street, Victor, NY 14564

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

✓ = Board Action Expected

1. Meeting Called to Order by President Tim DeLucia

- ✓
 - *Motion to enter executive session to discuss collective negotiations as well as employment history of specific individuals.*
- ✓
 - *Motion to return to regular session.*

A. Moment of Silence

B. Pledge to the Flag

C. Greetings to Visitors

D. Reading of Fire Evacuation Procedure

(In case of a fire, would everyone please follow the EXIT signs to the outside of the building. Please stay completely clear of the building to provide space for any Fire Department vehicles.)

✓ **2. Approval of the Agenda**

3. Superintendent's Update

4. Presentations/Recognitions:

- **None at this time**

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

(Individual comments will be limited to 3 minutes and the total time for this portion of the agenda will be limited to 15 minutes.)

Please note, issues related to specific School District personnel or students must be brought to the attention of the Superintendent of Schools privately as they are not discussable at this venue. Thank you.

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

A. Minutes of the Regular Board Meeting of December 9, 2021;

B. Treasurer's Report for the month ending November 30, 2021;

C. Personnel Agenda;

D. Recommendations of the Committee on Special Education from the meetings of November 8, 23, 30, 2021, December 2, 3, 6, 7, 8, 9, 13, 14, 15, 16, 17, 20, 21, 22, 29, 2021, January 3, 4, 5, 6, 7, 10, 11, 12, 13, 2022 and from the Committee on Preschool Special Education from the meetings of December 13, 21, 2021 and January 4, 2022;

Victor Central School
Board of Education
PROPOSED AGENDA

- E. **Acceptance of the Single Audit and Extraclassroom Audit Reports as well as the respective Corrective Action Plans for year ended June 30, 2021;**
- F. **Declare the following as surplus:**
 - **Hewlett Packard LaserJet P4015x Printer with VCS tag # 012286;**
 - **Hewlett Packard LaserJet P4515n Printer with VCS tag # 010145;**
 - **Hewlett Packard PB640G2 Laptop with VCS tag #326514;**
 - **Food Service Benches with VCS tag #s 015058, 015059, 015060, 015061;**
- G. **Accept the following donations:**
 - **\$2,000.00 from the Breth Family Charitable Gift Fund to the Junior High School to help support the Junior High School Library;**
 - **500 ML bottle of glacial acetic acid from Yvonne Carnevale to the Senior High School Chemistry Department;**
 - **\$673.00 from the Victor Baseball Booster Club to the Victor Central School District to be applied towards the purchase of a new vinyl weighted pitching mound cover for the Varsity Baseball field.**
 - **\$2,698.99 worth of physical education equipment from US Games to the Intermediate School;**
 - **\$4,000.00 from the Victor Girls Lacrosse Booster Club to the Victor Central School District to put towards the purchase of new home and away uniforms for the Lacrosse Girls Varsity Program;**
 - **\$6,000.00 from Victor Community Baseball/Softball for the addition of a second Baseball Modified B team for Spring 2022;**
 - **\$5,000.00 in grant funds from M&T Bank and the Buffalo Bills to the Victor Central School District to be used in Kathleen (Goodberlet) Habecker's classroom as the 2021 Touchdown for Teachers grand prize winner;**
- H. **Accept the Transportation Contract Bid with Comfortable Transportation as recommended in a memo from D. Vallese to T. Terranova dated 1/5/22;**

7. A. **Campus News**

B. **Budget Status Update** (*Tim Terranova, Derek Vallese; 15 min.*)

C. **Update on Social/Emotional and Mental Health Needs PreK-12**
(*Roni Puglisi, Mary Banaszak, Brian Siesto, John Ryan and Jon Aldridge; 20 min.*)

D. **Approve the following field trips:**

1. **SEAS Club to Burlington, VT from 3/4/22 – 3/6/22;**
2. **DECA to Rochester, NY from 3/9/22 – 3/11/22 to participate in the State Career Conference;**

E. **Policy Review; First reading of the following policies:**

1. **Teaching About Controversial Issues; Policy 4810**

✓

F. **Policy Review; Second and final reading of the following policies:**

1. **Public Participation at Board Meetings; Policy 1230**
2. **Board Meeting Procedures; Policy 2350**

G. **New York State School Boards Association (NYSSBA) Membership Discussion**

Victor Central School
Board of Education
PROPOSED AGENDA

8. Meeting Reports

A. Monroe County School Boards Association Committee Reports

B. Standing Committee Updates

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

(Individual comments will be limited to 3 minutes and the total time for this portion of the agenda will be limited to 15 minutes.)

Please note, issues related to specific School District personnel or students must be brought to the attention of the Superintendent of Schools privately as they are not discussable at this venue. Thank you.

10. Upcoming Events/Meetings

A. Board of Education Budget Workshop, Thursday, January 27, 2022

B. Next Regular Board Meeting, Thursday, February 10, 2022

C. Board of Education Budget Workshop, Thursday, February 17, 2022

✓ **11. Adjourn**

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Unapproved Minutes of the Regular Meeting of December 9, 2021
Early Childhood School Boardroom
953 High Street
Victor, New York 14564

CALL TO ORDER	President Tim DeLucia called the meeting to order at 5:35 PM.
Members Present	Karen Ballard, Tim DeLucia, Chris Eckhardt, Kristin Elliott, Elizabeth Mitchell, Christopher Parks, Trisha Turner
ENTER EXECUTIVE SESSION	A motion was made by K. Elliott, seconded by T. Turner, to enter executive session at 5:36 PM to discuss collective negotiations as well as the employment history of specific individuals. The motion was carried. 7 yes 0 no
REGULAR SESSION	A motion was made by C. Parks, seconded by E. Mitchell, to return to regular session at 7:13 PM. The motion was carried. 7 yes 0 no
APPROVE AGENDA	A motion was made by K. Elliott, seconded by E. Mitchell, to approve the agenda. The motion was carried. 7 yes 0 no
SUPERINTENDENT'S UPDATE	Superintendent Terranova provided an update on the Strategic Planning Process. He the committee has met for a fourth full day and have completed a rough draft of the plan. In January District leadership will work to review the plan. The plan will then be presented to the Board of Education to review. Presentations will be made by committee members to all stakeholders during the months of March through May. The Warner School will work with District Leadership during the months of May and June to create a One Year Management Plan from the Strategic Plan. Dr. Terranova then provided a COVID update. There are currently 25 active student cases and 7 staff members. The active cases have decreased since last Friday. The New York State Department of Health is not allowing schools to test students out of quarantining for extracurricular or co-curricular events, including athletics. We are still testing out of quarantine for school. Dr. Terranova thanked the Human Resources Department for the job fair that was held today. The District continues to look for ways to add staff.
PRESENTATIONS/ RECOGNITIONS Girls Volleyball Section V and New York State Champions	Board President, Tim DeLucia, introduced Director of Health, Physical Education and Athletics Duey Weimer. Mr. Weimer publicly thanked the Board of Education, Dr. Terranova, Administrators, teachers and parents for their support. He said it has been a phenomenal fall season with athletics, in the classroom and in the community. He said coming from the Athletic Department it is something to be proud of and it is all because of the support. Mr. Weimer then introduced Head Coach of the Girls Volleyball Team Matt Glover as well as Assistant Coaches Beth Bowe and Freeman Fessler. Mr. Weimer talked about the amazing accomplishments of the team. They were a Scholar Athlete Team, New York State Athletic Association Class AA State Champions, Regional Champions, and Section

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

Girls Volleyball Section V and New York Champions Continued

V AA Champions. Coach Glover thanked everyone who traveled to watch the team. At the beginning of the season the team's goal was to take care of "unfinished business". This season allowed them to compete for the NYS Championship. He said two phrases come to mind as he runs the program and they are culture and communication. If you can do both you can be successful both on and off the court. The team also embraces the word "we" not "me". Coach Glover said the culture of the 2021 team was incredible. We were New York State Champions but at the end of the day the kids are winners at life. The team was presented with a plaque and the team members were all presented with certificates acknowledging their accomplishments.

Individual Girls Swimming Section V Champions

Mr. Weimer then introduced Head Swimming and Diving Coach Brett Leader. Mr. Weimer spoke about the accomplishments of the four Section V winners. Erin DeHollander won the 200 Individual Medley and the 100 Breaststroke. Madi Sargent, Meredith Hogan, Eileen Kopp and Erin DeHollander won the 200 Freestyle Relay and Madi Sargent, Eileen Kopp, Meredith Hogan and Erin DeHollander won the 400 Freestyle Relay. The four athletes along with Zoey Prezyna placed 4th overall in at the New York State Championship Meet. Coach Leader thanked the Board for recognizing the girls. He said these four athletes were the driving force behind the competitive success this year. The combination of the personalities, talents and backgrounds lend itself to a unique and special core and why we were able to construct a remarkable team this season. This group accounted for 64 points of the total in sectionals leading Victor to its second place team finish. The competitive accolades for these young ladies speak for themselves. However, it is not the victories, the points or the records that Coach Leader said he would remember most, it is about their ability to accept the high bar set by their predecessors and to set out to equal those efforts and best those accomplishments as daunting a task it may be that set them apart. Eileen Kopp was in attendance and received a certificate acknowledging her accomplishments. Coach leader will present certificates to the other three athletes as well.

PUBLIC PARTICIPATION

None at this time.

CONSENT ITEMS

A motion was made by K. Elliott, seconded by C. Parks to approve, upon recommendation of the Superintendent, the following consent items:

MINUTES

Minutes of the Regular Board Meeting on November 10, 2021;

FINANCIAL STATEMENTS

Treasurer's Report for the month ending October 31, 2021;

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

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 **Kealan Devanny**, who has certification in Students with Disabilities Grades 1-6 and Childhood Education Grades 1-6, to a probationary position as a Special Education Teacher, effective December 6, 2021, with Jarema Credit for his LTS assignment from 9/1/21-12/5/21, at an annual salary of \$46,200 (Step 2M+19), leading towards tenure in Special Education.

The probationary appointment of **Nichole Swansfeger**, who has certification in Students with Disabilities Grades 1-6, Students with Disabilities Birth-Grade 2, Early Childhood Education Birth-Grade 2, and Childhood Education Grades 1-6, to a probationary position as a Special Education Teacher, effective January 3, 2022, at an annual salary of \$56,911 (Step 13M+9), leading towards tenure in Special Education.

Long Term Substitute Appointments:

The appointment of **Shannon Slack**, who has certification in Reading and Pre-Kindergarten, Kindergarten and Grades 1-6, to a long term substitute position as a Reading Teacher, effective November 15, 2021, and end June 30, 2022, at an annual salary of \$53,340 (Step 11M) which will be prorated based upon start date.

The appointment of **Timothy DiSanto**, who has certification in Special Education and Pre-Kindergarten, Kindergarten and Grades 1-6, to a long term substitute position as a Special Education Teacher, effective December 6, 2021, and end June 30, 2022, at an annual salary of \$75,896 (Step 23M+43) which will be prorated based upon start date.

Leaves of Absence:

The granting of a maternity and subsequent childcare leave of absence for **Rachel Lawrence**, Elementary Teacher, approximately effective February 5, 2022, and extending to June 30, 2022.

The granting of a maternity and subsequent childcare leave of absence for **Emily Dietz**, Mathematics Teacher, approximately effective May 3, 2022, and extending to June 28, 2022.

The granting of a maternity and subsequent childcare leave of absence for **Alyse Wuest**, Science Teacher, approximately effective April 18, 2022, and extending to May 30, 2022.

Resignations:

The resignation, due to retirement, of **David Rodrick**, School Counselor, effective June 3, 2022.

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

The resignation of **Murie Gillett**, English Teacher, effective December 19, 2021.

The resignation of **Kelly Douglass**, Special Education Teacher, effective December 22, 2021.

The resignation of **Jennifer Martusewicz**, Elementary Teacher, effective December 31, 2021.

The resignation of **Kevin Swartz**, Intermediate School Principal, effective December 31, 2021.

The resignation of **Lisa Whipple**, Reading Teacher, effective December 31, 2021.

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Alpine Skiing	Varsity Assistant	Madeline Haggerty	5	3
Swimming & Diving	Varsity Assistant	Haley Bridge	4	1
– Boys				
Basketball – Boys	Volunteer	Sean Rutherford	-	-

Per Diem	<u>Candidate</u>	<u>Area of Certification</u>
Substitutes:	Kaylee Kisselburgh	Uncertified
	Melissa Mesic	Uncertified
	Jennifer Martusewicz	Elementary/Special Education/ Reading
	Rhonda Fossum	Uncertified
	Eunice Han	Uncertified
	Nora Cooper	Uncertified
	Marcia Tobin	Special Education
	Gina Arcidiacono	Uncertified

Non-Instructional **Appointments:**

The appointment of **Andrea Burney**, Part Time Teacher Aide, effective November 10, 2021, at an hourly rate of \$13.10.

The appointment of **Sabrena Parsons**, Full Time Teacher Aide, effective November 15, 2021, at an hourly rate of \$13.10.

The appointment of **Brian Bresnan**, from Part Time to Full Time Teacher Aide, effective November 10, 2021.

The appointment of **Ann Green**, Part Time Teacher Aide, effective November 17, 2021, at an hourly rate of \$13.10.

The appointment of **Quintin LaFoe**, Full Time Teacher Aide, effective November 29, 2021, at an hourly rate of \$13.10.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

The appointment of **Alissia King**, Cleaner, effective November 29, 2021, at an hourly rate of \$13.58.

The temporary appointment of **Patricia Chapman**, Part Time Typist, effective September 23, 2021 through June 30, 2022, at an hourly rate of \$14.66.

The appointment of **John Drennan**, School Bus Monitor, effective November 29, 2021, at an hourly rate of \$13.10.

The appointment of **Lauren Koch**, Part Time Teacher Aide, effective December 1, 2021, at an hourly rate of \$13.57.

The appointment of **Robin Bates**, from Automotive Mechanic to Assistant Head Mechanic, effective August 30, 2021, at an hourly rate of \$24.23.

The temporary appointment of **Sara Jones**, from Part Time Teacher Aide to Full Time Teacher Aide, effective November 29, 2021, through approximately February 18, 2022.

The temporary appointment of **Shannon Toombs**, from Teacher Aide Substitute to Full Time Teacher Aide, effective September 13, 2021, through January 10, 2022, at an hourly rate of \$13.10.

The temporary appointment of **Michele Loffredo**, from Typist to Building Secretary, effective December 1, 2021, at an hourly rate of \$18.07.

The appointment of **Kelly Clink**, from 19A Lead Trainer to Head Bus Driver, effective December 1, 2021, at an hourly rate of \$30.99.

Resignations:

The resignation of **James Santacroce**, Part Time Teacher Aide, effective November 12, 2021.

The resignation of **Betty Post**, Typist, effective November 30, 2021.

The resignation of **Chelsea Emmal**, Full Time Teacher Aide, effective December 27, 2021.

Terminations:

The termination of **Ronald Mason**, School Bus Driver Substitute, effective November 8, 2021.

The termination of **Sheryl Brown**, Human Resources Clerk, effective November 15, 2021.

Amendments:

The rescinded appointment of **Scott Ellmaker**, Assistant Head Automotive Mechanic, effective August 30, 2021.

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

Per Diem and Substitute Positions:	<u>Candidate</u>	<u>Position</u>
	Lynne Littlefield	School Bus Monitor
	Erin Hersh	Lifeguard
	Colin Culhane	Lifeguard
	Zachary Birkemeier	Lifeguard
	Nora Cooper	Teacher Aide
	Chelsea Emmal	Teacher Aide
	Bryan Wilson	School Bus Driver

Dr. Terranova congratulated Dave Roderick, School Counselor in the Intermediate School, on his upcoming retirement in June. He will be greatly missed.

**CSE/CPSE
RECOMMENDATIONS** Recommendations of the Committee on Special Education from the meetings of November 3, 4, 5, 9, 10, 12, 15, 16, 17, 18, 19, 22, 23, 29, 30, 2021, December 1, 2, 3, 6, 7, 8, 9, 2021 and from the Committee on Preschool Special Education from the meetings of October 26, 2021, November 9, 17, 23, 2021 and December 7, 2021;

SURPLUS The following are declared as surplus:

- Hewlett Packard LaserJet M401dn Printers with VCS tag #s 013160, 013164, 013275, 013658, 013659, 013661, 013671, 013672;
- Hewlett Packard LaserJet M401dne Printers with VCS tag #s 013653, 013654, 014340, 014342, 014500, 014506, 014509, 014514;
- Hewlett Packard LaserJet P2055dn Printers with VCS tag #s 010272, 010587, 010589, 011671, 011675, 011714, 011715, 011798, 011800; 012140, 012142, 012353, 012354, 012355, 012409, 012555;
- Elmo TT-02s with VCS tag # 010404;

**GRADUATES OF
DISTINCTION
COMMITTEE** Appointment of Senior High Student Enzo D'Jesus to the Graduates of Distinction Committee for a term of two school years (2021-2022, 2022-2023);

**MEMORANDUM
OF AGREEMENT** Memorandum of Agreement between the Civil Service Employees' Association and the Victor Central School District as submitted;

**TRANSPORTATION
AGREEMENT** Emergency Transportation Contract as submitted;

**PER DIEM AND
SUBSTITUTE
RATES** Amended per diem and substitute rates effective December 31, 2021 as submitted in a memorandum from Dorothy DiAngelo to Tim Terranova on December 6, 2021;

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.

Dr. Terranova thanked Kevin Swartz, Principal of the Intermediate School, for everything he has given to the District. Mr. Swartz will soon become the Superintendent the Naples Central School District. Dr. Terranova said when he thinks of Mr. Swartz he thinks of his absolute dedication to kids and his ability to balance the needs of kids and the community he works in with the needs of his staff. He makes sure his staff feels valued and they understand that he is there to support them but also to work with them together towards continues improvement. He is an incredibly strong strategic thinker. Dr. Terranova said he has enjoyed working with Mr. Swartz and learning from him. He thanked him for all he has done for thousands of kids in Victor.

Brian Siesto, Principal of the Senior High School, recognized Amy Shannon, Assistant Principal of Victor Senior High School, who will be leaving to take on a Principal position at Bloomfield High School. He said she has been with the District for five years and has made a significant impact on the culture. She instituted the phrase “Choose Kind”. She is going to be greatly missed.

2022-2023 DRAFT BUDGET REVIEW

Superintendent Terranova said this is the first presentation for the 2022-2023 budget development process. He highlighted three positives about the budget. The first one is that two years ago the community came together and made a decision to exceed the tax cap. That made a huge impact on the District’s revenue. It helped to rectify some things that were missing in terms of financial stability. The second positive thing is last year, thanks to the advocacy across the state, we were able to secure a significant increase in State Aid that was promised to Victor Central School District for many years. The last positive thing is the development of the Strategic Plan to help us hone in, as a District, on what we value in terms of an education at the Victor Central School District. We will then focus our money and resources in those areas in a much more targeted way than we can right now. Assistant Superintendent for Business Derek Vallese provided the Board with a budget overview. The goals of the budget are to maintain a comprehensive education that the Victor Central School District community expects. The District needs to stabilize Reserves, develop consistent budgetary practices, maximize efficiencies in spending, maximize the ability to generate aid for future years and be transparent. Mr. Vallese said when you build a budget you have to determine what you want the programs to look like. You have to determine what programs and opportunities are most essential for students. The Strategic Planning will drive these decisions. You then have to look at the costs of the programs and the opportunities. Within that cost you have to consider personnel, non-personnel, transportation and facilities. Next, we look at the sources of revenue and for Victor Central School District the two main sources are the state aid and the tax levy. You

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

2022-2023 DRAFT BUDGET REVIEW Continued

compare the cost to the revenues while keeping in mind you have to maintain financial stability. Mr. Vallese discussed the three-legged stool analogy when explaining financial stability. When you have a budget you have revenues, expenditures and savings. He said when he talks about savings, he is talking about the Appropriated Fund Balances and Reserves. For the stool to stay level we need all three legs of the stool. If we start taking away from the savings to balance the budget, we start to develop a two-legged stool. Mr. Vallese said as he goes through the budget process he likes to keep going back to the three-legged stool and the idea that you have to keep a balanced budget because in the long term as you deplete the savings and the fund balance you can find yourself in a difficult situation. Mrs. Ballard asked that amount that we usually keep in the reserves, is it 2% or 3%? Mr. Vallese said the goal for the budget is to try and maintain the 3 1/2% - 4 1/2 % contingency fund. If it is not used throughout the year, it will be used to fund the Reserves in the future. If something happens in the middle of the year the funds are there to fall back on. Mr. Vallese said currently he has developed budget worksheets and the principals have them. Building and department level discussions have started. We have also started working on enrollment projections. Mrs. DiAngelo and Mr. Vallese will start meeting with building and department leaders to talk about personnel. Mrs. Mitchell asked how many years out they look at enrollment projections. Mr. Vallese said he currently has seven years work of projections available. The further out you go the less reliable they are. They really focus on the 3-5 year range. Mrs. Mitchell asked is the development in Farmington and Victor factored into the enrollment at all? Mr. Vallese said yes. The District uses Forecast5 Analytics to help with the enrollment project. He went over the next steps, the budget discussions taking place during over the next few months between Board Meetings and Budget Workshops. Mr. Vallese then provided an update on the Stimulus Fund. The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) fund was \$3,633,747. The majority of this was used to cover salaries and benefits originally budgeted in the general fund that were tied to social/emotional health. Salaries that were in the general fund were reallocated to Technology for the purchase of additional Chromebooks as part of the 1:1 initiative over the next three years. The purpose of doing this is to generate additional revenues in future years to support future device purchases. The District also used \$14,000 to purchase additional COVID related supplies. Mr. Eckhardt said of the \$3.6 million the majority used for social/emotional health. How is that spread out, it is over three years? Mr. Vallese said they targeted it all in this year to free it up. With supply chain issues they are purchasing two years' worth of Chromebooks so they will be delivered over the summer so they can be reimaged and to the students by September 1st. A lot of the technology purchases were front loaded due to the supply chain issues. Mr. Vallese said the Governor's Emergency Education Relief Fund 2 (GEERS 2) is a smaller amount it is \$476,000. Similar to the

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

2022-2023 DRAFT BUDGET REVIEW Continued

CRRSA funds it was used for social/emotional health. Social workers and psychologist were in these funds. The District also pulled money out of the general fund to purchase interactive screens for classrooms and replacing it with grant money the District can receive BOCES aid this way. The American Rescue Plan (ARP) money was used for additional support for quarantined teachers and students. We hired an additional nurse and clerical staff in the nurse's office to help with testing and contact tracing. The money was also used for additional supervision in the cafeteria and day cleaners in the buildings, additional professional development and supplies for teachers, related services for quarantined special education students, Junior High School afterschool homework help and \$270,000 for Summer Enrichment for next year. Mrs. Elliott asked if the Summer Enrichment Program will be modeled after last summer's program. Mr. Vallese said he budgeted a comparable dollar amount. How the program looks will be up to the administrator and teachers of the program. Mrs. Ballard asked for clarification with regards to the related services for quarantined special education students. She asked if we were paying a source outside of the District. Mr. Vallese said the goal was to source outside, however we can always do an amendment if it ends up being in District. Mr. Eckhardt asked if they could get an update on what the \$270,000 for Summer Enrichment breaks down to. Dr. Terranova said that won't be planned out until February or March because they want to target what the needs are; however, they want to mimic the big picture from last summer. Mrs. Ballard asked for clarification with regards to supervision in the cafeteria. Dr. Parks said at the end of the year if money has to be shifted "to different buckets" what would be the timing of an update of the unused funds and where they are reappropriated? Will it tie in during the budget workshops or afterwards? Mr. Vallese said he would feel more comfortable, near June. Dr. Terranova said Dr. Parks is right as we build a budget, we need to think about some of the stimulus money that might not be used; however as Mr. Vallese said we probably won't have an idea as to how much stimulus is left until we get closer to the end of the year. Mr. DeLucia asked if this operates like a grant. Mr. Vallese said yes it does. Mr. DeLucia then asked if you have to redistribute funds would you have to amend the grant and get some type of approval? Mr. Vallese said yes there is an approval process, which usually takes about 30 days. Mr. Vallese then talked about the ARP 10% set-aside, which paid for approximately 65% of the summer's enrichment, academy and college camp.

RESCIND FIELD TRIP

A motion was made by K. Elliott, seconded by E. Mitchell, to rescind the following field trip:

- Senior Class of 2022 to Manhattan, NYC from 3/24/22 – 3/26/22;

The motion was carried. 7 yes 0 no

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

APPROVE TRIPS

A motion was made by C. Parks, seconded by T. Turner, to approve the following field trips:

- Senior Class of 2022 to Burlington, MA from 3/24/22 – 3/26/22;
- Indoor Track and Field Athletes to Staten Island, NY 1/7/22 – 1/9/22;

The motion was carried. 7 yes 0 no

POLICY REVIEW

First reading of the following policies:

1. Public Participation at Board Meetings; Policy 1230
2. Board meeting Procedures; Policy 2350

Mrs. Elliott said the work of the Board's Policy Sub-committee had some very good suggestions in the first read. In light of some of the things that have come up in the past, that we have never had to experience, it will make it much more equitable and clear for the community on how we engage or receive information live from our community. Even though we are live streaming the meeting we still encourage the community to come in and participate. It's a very nice guideline. Mrs. Elliott asked if there was a conversation about public participation being from community members who are residents. Mr. DeLucia said a conversation did take place around that, however we as we understand it anyone who shows up to a Board meeting is allowed to speak. Legal advice is not to put that kind of restriction on the policy. Mrs. Mitchell said there was a conversation around someone being a stakeholder of the District and not being a resident and being allowed to speak.

MEETING REPORTS

Monroe County School Boards Association Committee Reports

Mr. DeLucia attended an Information Exchange Meeting on November 10th. The program was called Civic Readiness and it was piloted by a couple of different districts. He talked about the different projects certain districts require of their students for this program. These are programs are where students can actually earn credit under Civic Knowledge and Civic Participation.

Mr. DeLucia said he and Dr. Terranova attended a Monroe County School Boards Association Executive Committee Meeting on December 1st. The agenda included an update on the organizations move. A discussion was also held on the Act for Education, which was presented by the Regional Committee. The Community Outreach Advisory Committee (COAC) gave an update on their progress. The System Integration Team (SIT) talked about rotating off the implementation support team for this project in January after a two-year rotation. They have been working on many things even though there was a summer pause. They are still trying to find a new Executive Director due to the retirement of Sherry Johnson. The new Program Director is now Nancy Pickering as Becky Shultz has also retired.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

PUBLIC COMMENT None at this time.

UPCOMING EVENTS

Next Regular Board Meeting The next regular Board meeting will take place on Thursday, January 13, 2022 at 7:15 PM.

ADJOURN A motion was made by C. Parks, seconded by K. Ballard, to adjourn the meeting at 9:05 PM. The motion was carried. 7 yes 0 no

Respectfully submitted,

Maureen A. Goodberlet
District Clerk



953 High Street, Victor, New York 14564 www.victorschools.org p 585.924.3252 f 585.742.7023

Matthew DeAmaral, *District Treasurer*

To: Board of Education
Dr. Tim Terranova, Superintendent

From: Matt DeAmaral, District Treasurer

Re: Treasurer's Report – November 2021

Date: January 4, 2022

Attached you will find the Treasurer's Report for November 2021. I wanted to draw your attention to an anomaly on Page 7 of the Budget Status Report. You will notice that the total unencumbered balance is over \$27.8 million. This figure is very misleading and requires some additional context in order to interpret.

As you are aware, the CSEA union received mid-year salary adjustments, effective December 1, 2021. In order to make this adjustment within our accounting system, all CSEA positions were ended November 30 and reestablished at the new rate on December 1. In doing this, all CSEA salaries were unencumbered on November 30 which is part of the reason why this report has such a large unencumbered balance.

The CSEA salaries account for about \$11.2 million of the total unencumbered balance. The remaining \$16.6 million is made up of costs such as the district's NYS Employees' Retirement System annual payment (\$1.1 million), debt payments (\$5.9 million), additional Chromebook purchases, salaries and benefits associated with vacant positions, supplies that have not yet been ordered, and contractual obligations that are not paid until the end of the year. As we move through the second half of the fiscal year, the unencumbered balance will become more and more useful as a tool to project year-end fund balance.

As always, these reports represent a snapshot in time and seldom paint the full picture of the district's finances.

If you have any questions or concerns, please feel free to contact me.



Treasurer's Report

November 2021

<u>Account Description</u>	<u>Bank</u>	<u>Beginning Balance</u>	<u>Monthly Receipts</u>	<u>Monthly Disbursements</u>	<u>Ending Balance</u>
Cash Accounts					
General Fund Checking	Canandaigua National Bank	2,670,781.23	11,544,013.08	12,862,462.76	1,352,331.55
General Fund Money Market	Canandaigua National Bank	2,051,231.06	25,437.00	1,000,000.00	1,076,668.06
General Fund Tax Checking	Canandaigua National Bank	1,203,186.34	146,580.42	1,349,766.76	-
General Fund Tax Money Market	Five Star Bank	260,051.60	475,012.83	735,041.71	22.72
Multifund Insured Cash Sweep	Five Star Bank	5,384,584.76	2,106,564.28	3,923,280.71	3,567,868.33
School Lunch Fund Checking	Canandaigua National Bank	1,723.69	55,056.47	56,112.64	667.52
School Lunch Fund Money Market	Canandaigua National Bank	126,782.90	16,623.22	-	143,406.12
Special Aid Fund Checking/Sweep	Canandaigua National Bank	9,998.68	25,000.00	32,753.89	2,244.79
Capital Fund Checking-29M	Canandaigua National Bank	33,600.07	1,345,009.54	1,378,008.78	600.83
Trust & Agency Fund - Checking	Canandaigua National Bank	321,633.03	1,475,618.98	1,370,620.51	426,631.50
Trust & Agency Fund - Payroll Checking	Canandaigua National Bank	4,721.46	64,156.23	64,161.50	4,716.19
Trust & Agency Fund - Direct Deposit Checking	Five Star Bank	-	2,552,758.12	2,552,472.99	285.13
Total Cash		\$ 12,068,294.82	\$ 19,831,830.17	\$ 25,324,682.25	\$ 6,575,442.74
Investments					
General Fund Certificates of Deposit	Canandaigua National Bank	52,372,996.46	789,063.79	788,570.93	52,373,489.32
Capital Fund Certificates of Deposit	Canandaigua National Bank	9,211,429.07	9,197,012.38	9,211,429.07	9,197,012.38
Debt Service Fund Certificates of Deposit	Canandaigua National Bank	2,415,574.47	20,173.83	-	2,435,748.30
Total Investments		\$ 64,000,000.00	\$ 10,006,250.00	\$ 10,000,000.00	\$ 64,006,250.00
District Totals		\$ 76,068,294.82	\$ 29,838,080.17	\$ 35,324,682.25	\$ 70,581,692.74

I hereby certify that the above cash balances are in agreement with bank statements as reconciled

School District Treasurer

Extraclass Fund
From November 1, 2021 to November 30, 2021

<u>Activities</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
CLASS OF 2022	12,296.18	326.09		12,622.27
CLASS OF 2023	3,230.55			3,230.55
CLASS OF 2024	1,494.75			1,494.75
CLASS OF 2025	925.00			925.00
AQUATIC LEADERS	375.46			375.46
ART CLUB	149.52			149.52
BUSINESS CLUB	11,105.29	442.56	6,582.85	4,965.00
DRAMA CLUB	16,052.76		4,243.16	11,809.60
FRENCH CLUB	12,291.05	320.00	396.99	12,214.06
GO GREEN GARDEN TEAM	66.27			66.27
GLOBAL COMPETENCY	536.55			536.55
INTERNATIONAL CLUB	203.02			203.02
J.H. MUSICAL	21,598.84	4,470.51	6,356.71	19,712.64
J.H. STORE	996.37			996.37
J.H. ST. CO.	7,398.12		117.37	7,280.75
J.H. YEARBOOK	(7.54)			(7.54)
KEYCLUB	3,109.41		253.01	2,856.40
MEDICAL EXPLORERS	110.75			110.75
MENTORING CLUB	5,546.48			5,546.48
N.H.S.	1,888.21			1,888.21
OUTDOOR ACTIVITY	142.48			142.48
POSITIVE SCHOOL CLIMATE	2,742.35		97.23	2,645.12
SALES TAX	2,134.12	127.74		2,261.86
SEAS	481.00			481.00
S.H. ORCHESTRA	4,099.35			4,099.35
SH SCHOOL STORE	4,843.96			4,843.96
S.H. ST. CO.	2,507.01	412.10		2,919.11
SH YEARBOOK	(768.41)			(768.41)
SPANISH CLUB	2,381.04		85.00	2,296.04
VICTOR MUSIC SOCIETY	2,112.44			2,112.44
VICTOR CARES	8,307.82			8,307.82
WELLNESS CLUB	-	216.00		216.00
TOTALS	128,350.20	6,315.00	18,132.32	116,532.88

Bank Balance	122,499.89
Checks Outstanding	6,301.01
Interest Not Posted	-
Bank Error	-
Returned Checks	-
Deposits in Transit	334.00

Jill Smith, Extraclass Treasurer

Total Reconciled Bank Balance 116,532.88

Victor Central School District
Revenue Status Report As Of: 11/30/2021
Fiscal Year: 2022
Fund: A GENERAL FUND

Revenue Account	Subfund	Description	Original Estimate	Current Estimate	Year-to-Date	Current Cycle	Anticipated Balance	Excess Revenue
1001 Real Property Taxes Tom			52,329,088.00	49,627,127.78	49,620,122.74	-545.59	7,005.04	0.00
1081 Other Pmts in Lieu of Taxes			2,833,469.00	2,833,469.00	2,647,143.61	0.00	186,325.39	0.00
1085 STAR Reimbursement			0.00	2,701,960.22	2,708,419.67	0.00	0.00	6,459.45
1090 Int. & Penal. on Real Prop.Tax			45,000.00	45,000.00	27,794.89	12,075.27	17,205.11	0.00
1120 Nonprop. Tax Distrib. By Co.			75,000.00	75,000.00	73,000.00	0.00	2,000.00	0.00
1335 Oth Student Fee/Charges (Indiv			0.00	0.00	18,675.00	680.00	0.00	18,675.00
1410 Admissions (from Individuals)			0.00	0.00	3,938.00	674.00	0.00	3,938.00
2230 Day School Tuit-Oth Dist. NYS			20,000.00	20,000.00	57,747.00	20,000.00	0.00	37,747.00
2401 Interest and Earnings			75,000.00	75,000.00	6,142.81	812.07	70,642.87	1,785.68
2410 Rental of Real Property,Indiv.			8,000.00	8,000.00	23,483.50	5,690.00	0.00	15,483.50
2440 Rental of Buses			12,000.00	12,000.00	464.86	464.86	11,535.14	0.00
2450 Commissions			0.00	0.00	2,109.52	1,642.01	0.00	2,109.52
2690 Other Compensation for Loss			0.00	0.00	720.91	388.62	0.00	720.91
2701 Refund PY Exp-BOCES Aided Srvc			80,000.00	80,000.00	0.00	0.00	80,000.00	0.00
2703 Refund PY Exp-Other-Not Trans			55,000.00	55,000.00	10,495.44	1,595.74	44,504.56	0.00
2705 Gifts and Donations			0.00	10,501.50	12,854.50	0.00	0.00	2,353.00
2770 Other Unclassified Rev.(Spec)			16,000.00	16,000.00	14,626.71	85.00	1,373.29	0.00
3101 Basic Formula Aid-Gen Aids (Ex			24,510,512.00	18,963,019.38	3,023,087.15	1,007,541.45	15,939,932.23	0.00
3102 Lottery Aid			0.00	5,547,492.62	4,992,169.27	107,358.08	555,323.35	0.00
3103 BOCES Aid (Sect 3609a Ed Law)			2,135,074.00	2,135,074.00	41,325.00	0.00	2,093,749.00	0.00
3260 Textbook Aid (Incl Txtbk/Lott)			260,378.00	260,378.00	65,520.00	0.00	194,858.00	0.00
3262 Computer Sftwre, Hrdwre Aid			133,006.00	133,006.00	0.00	0.00	133,006.00	0.00
3263 Library A/V Loan Program Aid			26,962.00	26,962.00	0.00	0.00	26,962.00	0.00
4601 Medic.Ass't-Sch Age-Sch Yr Pro			75,000.00	75,000.00	35,041.05	7,314.44	39,958.95	0.00
5999 Appropriated Fund Balance			529,000.00	1,028,229.83	0.00	0.00	1,028,229.83	0.00
Total GENERAL FUND			83,218,489.00	83,728,220.33	63,384,881.63	1,165,775.95	20,432,610.76	89,272.06

Selection Criteria

Criteria Name: Private: BOE Rev Status
As Of Date: 11/30/2021
Suppress revenue accounts with no activity
Show Actual revenue in 'As Of' cycle
Show special revenue accounts 5997-5999
Print Summary Only
Sort by: Fund/State Revenue
Printed by MATT DEAMARAL

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

These are estimates to balance the budget

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
1010 Board Of Education							
4 Contractual and Other		5,500.00	5,620.00	460.00	190.00	969.17	4,190.83
45 Materials & Supplies		1,700.00	3,475.96	2,524.78	530.18	890.07	61.11
49 BOCES Services		3,000.00	3,000.00	538.50	179.50	2,461.50	0.00
Subtotal of 1010 Board Of Education		10,200.00	12,095.96	3,523.28	899.68	4,320.74	4,251.94
1040 District Clerk							
16 Noninstructional Salaries		47,592.00	91,592.00	27,064.16	3,794.88	26,564.10	37,963.74
Subtotal of 1040 District Clerk		47,592.00	91,592.00	27,064.16	3,794.88	26,564.10	37,963.74
1060 District Meeting							
4 Contractual and Other		1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
45 Materials & Supplies		3,400.00	3,400.00	0.00	0.00	0.00	3,400.00
Subtotal of 1060 District Meeting		4,600.00	4,600.00	0.00	0.00	0.00	4,600.00
1240 Chief School Administrator							
15 Instructional Salaries		204,360.00	204,360.00	84,396.30	16,879.26	118,154.70	1,809.00
16 Noninstructional Salaries		47,592.00	47,592.00	11,384.64	3,794.88	26,564.10	9,643.26
4 Contractual and Other		5,975.00	5,975.00	4,223.22	538.00	0.00	1,751.78
45 Materials & Supplies		1,000.00	1,000.00	73.74	0.00	0.00	926.26
Subtotal of 1240 Chief School Administrator		258,927.00	258,927.00	100,077.90	21,212.14	144,718.80	14,130.30
1310 Business Administration							
15 Instructional Salaries		131,840.00	132,115.00	55,040.00	11,008.00	77,056.00	19.00
16 Noninstructional Salaries		136,531.00	134,531.00	55,022.82	13,143.38	53,099.32	26,408.86
4 Contractual and Other		15,001.00	15,001.00	1,645.00	245.00	245.00	13,111.00
45 Materials & Supplies		2,200.00	2,322.73	491.39	129.28	752.21	1,079.13
49 BOCES Services		103,500.00	97,500.00	23,240.60	4,076.43	74,259.40	0.00
Subtotal of 1310 Business Administration		389,072.00	381,469.73	135,439.81	28,602.09	205,411.93	40,617.99
1320 Auditing							
4 Contractual and Other		37,500.00	50,330.00	10,770.00	10,770.00	2,060.00	37,500.00
Subtotal of 1320 Auditing		37,500.00	50,330.00	10,770.00	10,770.00	2,060.00	37,500.00
1325 Treasurer							
16 Noninstructional Salaries		90,125.00	90,300.00	37,625.00	7,525.00	52,675.00	0.00
4 Contractual and Other		500.00	500.00	0.00	0.00	0.00	500.00
45 Materials & Supplies		1,000.00	1,000.00	0.00	0.00	0.00	1,000.00
Subtotal of 1325 Treasurer		91,625.00	91,800.00	37,625.00	7,525.00	52,675.00	1,500.00
1330 Tax Collector							
16 Noninstructional Salaries		9,300.00	9,300.00	0.00	0.00	0.00	9,300.00
4 Contractual and Other		10,750.00	10,750.00	8,236.84	519.17	49.00	2,464.16
45 Materials & Supplies		100.00	100.00	0.00	0.00	0.00	100.00
Subtotal of 1330 Tax Collector		20,150.00	20,150.00	8,236.84	519.17	49.00	11,864.16
1345 Purchasing							

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
4 Contractual and Other		14,500.00	14,500.00	14,500.00	7,250.00	0.00	0.00
Subtotal of 1345 Purchasing		14,500.00	14,500.00	14,500.00	7,250.00	0.00	0.00
1420 Legal							
4 Contractual and Other		92,100.00	108,898.21	33,409.86	5,711.09	73,460.35	2,028.00
49 BOCES Services		27,000.00	27,000.00	8,192.70	2,554.30	18,807.30	0.00
Subtotal of 1420 Legal		119,100.00	135,898.21	41,602.56	8,265.39	92,267.65	2,028.00
1430 Personnel							
15 Instructional Salaries		144,200.00	144,500.00	60,200.00	12,040.00	84,280.00	20.00
16 Noninstructional Salaries		245,105.00	247,105.00	96,714.96	20,576.74	149,705.46	684.58
4 Contractual and Other		126,000.00	98,990.00	20,126.05	3,011.47	14,773.51	64,090.44
45 Materials & Supplies		1,350.00	1,350.00	0.00	0.00	50.00	1,300.00
49 BOCES Services		7,500.00	42,600.00	1,648.72	545.96	40,934.63	16.65
Subtotal of 1430 Personnel		524,155.00	534,545.00	178,689.73	36,174.17	289,743.60	66,111.67
1480 Public Information and Services							
15 Instructional Salaries		71,225.00	71,260.00	29,326.23	5,572.87	0.00	41,933.77
16 Noninstructional Salaries		56,584.00	64,909.00	20,316.93	4,899.72	44,587.87	4.20
4 Contractual and Other		21,400.00	22,882.00	7,998.00	65.00	5,470.00	9,414.00
45 Materials & Supplies		12,750.00	13,219.00	2,784.69	1,129.26	0.00	10,434.31
49 BOCES Services		61,285.00	61,285.00	17,813.16	5,937.72	43,471.84	0.00
Subtotal of 1480 Public Information and Services		223,244.00	233,555.00	78,239.01	17,604.57	93,529.71	61,786.28
1620 Operation of Plant							
16 Noninstructional Salaries		1,547,104.00	1,547,104.00	410,006.19	107,767.84	242,351.95	894,745.86
4 Contractual and Other		1,068,100.00	1,092,509.31	310,944.03	118,813.57	630,635.59	150,929.69
45 Materials & Supplies		138,000.00	138,000.00	72,680.12	18,867.25	31,641.44	33,678.44
Subtotal of 1620 Operation of Plant		2,753,204.00	2,777,613.31	793,630.34	245,448.66	904,628.98	1,079,353.99
1621 Maintenance of Plant							
16 Noninstructional Salaries		666,225.00	666,225.00	241,361.86	57,520.18	200,571.41	224,291.73
2 Equipment		41,763.00	50,713.00	16,791.19	7,500.00	433.81	33,488.00
4 Contractual and Other		490,650.00	604,752.39	201,452.86	42,764.19	100,230.19	303,069.34
45 Materials & Supplies		250,000.00	259,528.50	114,033.68	46,426.56	104,935.14	40,559.68
49 BOCES Services		19,055.00	19,055.00	0.00	0.00	19,055.00	0.00
Subtotal of 1621 Maintenance of Plant		1,467,693.00	1,600,273.89	573,639.59	154,210.93	425,225.55	601,408.75
1622 Security of Plant							
4 Contractual and Other		113,000.00	154,838.19	33,530.78	0.00	116,523.00	4,784.41
Subtotal of 1622 Security of Plant		113,000.00	154,838.19	33,530.78	0.00	116,523.00	4,784.41
1670 Central Printing & Mailing							
4 Contractual and Other		65,000.00	65,171.00	18,712.57	5,194.30	38,441.05	8,017.38
Subtotal of 1670 Central Printing & Mailing		65,000.00	65,171.00	18,712.57	5,194.30	38,441.05	8,017.38
1680 Central Data Processing							

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
49 BOCES Services		631,600.00	666,049.95	215,315.97	60,186.44	450,733.98	0.00
Subtotal of 1680 Central Data Processing		631,600.00	666,049.95	215,315.97	60,186.44	450,733.98	0.00
1910 Unallocated Insurance							
4 Contractual and Other		285,000.00	285,000.00	229,542.00	0.00	0.00	55,458.00
Subtotal of 1910 Unallocated Insurance		285,000.00	285,000.00	229,542.00	0.00	0.00	55,458.00
1920 School Association Dues							
4 Contractual and Other		13,000.00	13,000.00	10,660.00	0.00	0.00	2,340.00
Subtotal of 1920 School Association Dues		13,000.00	13,000.00	10,660.00	0.00	0.00	2,340.00
1981 BOCES Administrative Costs							
49 BOCES Services		777,150.00	777,150.00	227,376.92	75,792.31	549,773.08	0.00
Subtotal of 1981 BOCES Administrative Costs		777,150.00	777,150.00	227,376.92	75,792.31	549,773.08	0.00
2010 Curriculum Devel and Suprvsn							
15 Instructional Salaries		663,983.00	540,933.00	228,686.06	27,524.92	192,674.48	119,572.46
16 Noninstructional Salaries		130,551.00	130,551.00	50,245.60	10,828.56	70,028.66	10,276.74
4 Contractual and Other		36,797.00	78,719.00	47,919.85	657.09	3,905.00	26,894.15
45 Materials & Supplies		7,200.00	21,011.43	6,738.95	5,116.88	9,819.45	4,453.03
Subtotal of 2010 Curriculum Devel and Suprvsn		838,531.00	771,214.43	333,590.46	44,127.45	276,427.59	161,196.38
2020 Supervision-Regular School							
15 Instructional Salaries		1,368,952.00	1,368,952.00	539,821.86	109,160.76	692,255.05	136,875.09
16 Noninstructional Salaries		408,610.00	408,610.00	144,275.45	39,631.12	118,230.49	146,104.06
2 Equipment		245.00	245.00	0.00	0.00	0.00	245.00
4 Contractual and Other		11,356.00	11,356.00	2,465.89	900.00	104.00	8,786.11
45 Materials & Supplies		10,700.00	10,885.52	453.98	9.04	2,056.27	8,375.27
49 BOCES Services		0.00	30,000.00	8,745.00	2,915.00	21,255.00	0.00
Subtotal of 2020 Supervision-Regular School		1,799,863.00	1,830,048.52	695,762.18	152,615.92	833,900.81	300,385.53
2060 Research, Planning & Evaluation							
4 Contractual and Other		2,800.00	2,800.00	0.00	0.00	0.00	2,800.00
45 Materials & Supplies		500.00	670.00	670.00	0.00	0.00	0.00
Subtotal of 2060 Research, Planning & Evaluation		3,300.00	3,470.00	670.00	0.00	0.00	2,800.00
2070 Inservice Training-Instruction							
15 Instructional Salaries		0.00	25,000.00	2,588.75	1,272.49	0.00	22,411.25
4 Contractual and Other		5,000.00	5,000.00	434.75	0.00	15.25	4,550.00
45 Materials & Supplies		700.00	25,700.00	0.00	0.00	16,607.50	9,092.50
49 BOCES Services		41,000.00	42,378.00	24,839.62	9,557.49	17,538.38	0.00
Subtotal of 2070 Inservice Training-Instruction		46,700.00	98,078.00	27,863.12	10,829.98	34,161.13	36,053.75
2110 Teaching-Regular School							
10 Teacher Salaries, Pre-K		68,308.00	26,308.00	675.42	225.14	2,026.32	23,606.26
12 Teacher Salaries, K-6		9,813,949.00	10,142,949.00	2,739,327.74	904,260.93	7,239,614.60	164,006.66
13 Teacher Salaries, 7-12		9,407,713.00	9,132,888.00	2,454,882.75	811,764.75	6,540,183.73	137,821.52

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
14 Substitute Tchr Salaries		596,000.00	584,000.00	156,422.85	76,791.34	99,331.65	328,245.50
16 Noninstructional Salaries		1,394,826.00	1,180,851.00	310,368.72	112,434.54	-4,278,831.04	5,149,313.32
2 Equipment		41,222.00	52,694.92	16,283.99	2,014.95	4,838.95	31,571.98
4 Contractual and Other		76,864.00	81,141.50	8,900.82	2,019.81	1,563.20	70,677.48
45 Materials & Supplies		379,010.00	391,043.85	138,010.90	41,814.65	50,992.09	202,040.86
471 Tuition Pd To NYS Pub Sch		55,500.00	75,439.60	21,297.00	0.00	9,053.00	45,089.60
473 Payment to Charter School		38,000.00	38,000.00	0.00	0.00	0.00	38,000.00
48 Textbooks		118,835.00	124,238.41	46,339.94	8,998.40	25,710.95	52,187.52
49 BOCES Services		405,298.00	406,157.00	85,097.74	27,355.09	320,200.26	859.00
Subtotal of 2110 Teaching-Regular School		22,395,525.00	22,235,711.28	5,977,607.87	1,987,679.60	10,014,683.71	6,243,419.70
2250 Prg For Sdnts w/Disabil-Med Elgble							
15 Instructional Salaries		3,001,284.00	2,999,184.00	749,619.67	236,594.34	1,865,998.94	383,565.39
16 Noninstructional Salaries		2,616,075.00	2,594,375.00	676,487.23	230,551.60	-2,056,658.72	3,974,546.49
4 Contractual and Other		220,000.00	220,000.00	35,085.42	11,783.98	89,998.28	94,916.30
45 Materials & Supplies		39,210.00	39,830.00	32,951.74	5,798.35	4,642.67	2,235.59
471 Tuition Pd To NYS Pub Sch		9,000.00	9,000.00	0.00	0.00	0.00	9,000.00
472 Tuition-All Other		520,000.00	617,620.18	135,246.50	68,054.00	473,539.02	8,834.66
473 Payment to Charter School		0.00	25,000.00	3,877.00	0.00	8,123.00	13,000.00
49 BOCES Services		3,215,000.00	3,236,700.00	648,399.33	221,762.98	2,588,254.42	46.25
Subtotal of 2250 Prg For Sdnts w/Disabil-Med Elgble		9,620,569.00	9,741,709.18	2,281,666.89	774,545.25	2,973,897.61	4,486,144.68
2259 Prg for English Language Learners							
15 Instructional Salaries		487,971.00	500,871.00	129,830.64	38,409.49	345,266.58	25,773.78
4 Contractual and Other		4,860.00	4,860.00	50.00	25.00	950.00	3,860.00
45 Materials & Supplies		1,925.00	1,925.00	1,254.40	505.90	277.94	392.66
Subtotal of 2259 Prg for English Language Learners		494,756.00	507,656.00	131,135.04	38,940.39	346,494.52	30,026.44
2280 Occupational Education(Grades 9-12)							
49 BOCES Services		628,300.00	628,300.00	158,511.60	52,837.20	469,788.40	0.00
Subtotal of 2280 Occupational Education(Grades 9-12)		628,300.00	628,300.00	158,511.60	52,837.20	469,788.40	0.00
2330 Teaching-Special Schools							
4 Contractual and Other		0.00	4,500.00	2,337.00	359.00	2,154.00	9.00
49 BOCES Services		38,800.00	38,800.00	11,640.00	3,880.00	27,160.00	0.00
Subtotal of 2330 Teaching-Special Schools		38,800.00	43,300.00	13,977.00	4,239.00	29,314.00	9.00
2610 School Library & AV							
15 Instructional Salaries		359,071.00	359,071.00	92,952.63	30,973.63	261,847.66	4,270.71
16 Noninstructional Salaries		113,664.00	113,664.00	30,544.86	10,044.12	982.71	82,136.43
4 Contractual and Other		5,480.00	4,621.00	0.00	0.00	679.95	3,941.05
45 Materials & Supplies		6,000.00	6,000.00	820.84	820.84	2,261.84	2,917.32
46 Sch. Library AV Loan Prog		59,620.00	65,354.58	20,870.98	6,631.15	18,665.90	25,817.70
49 BOCES Services		81,885.00	81,885.00	21,552.61	8,881.52	60,332.39	0.00
Subtotal of 2610 School Library & AV		625,720.00	630,595.58	166,741.92	57,351.26	344,770.45	119,083.21

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
2630 Computer Assisted Instruction							
15 Instructional Salaries		109,200.00	106,350.00	42,230.00	8,446.00	59,122.00	4,998.00
16 Noninstructional Salaries		252,000.00	327,750.00	96,839.89	23,310.56	229,945.14	964.97
22 State Aided Comp Hardware		150,000.00	159,282.93	66,097.17	46,071.19	66,574.19	26,611.57
4 Contractual and Other		103,340.00	83,508.76	5,084.53	413.01	14,255.92	64,168.31
45 Materials & Supplies		17,000.00	26,379.97	16,323.31	1,386.28	8,859.81	1,196.85
46 Sch. Library AV Loan Prog		41,200.00	60,740.85	38,818.46	23,846.41	19,317.61	2,604.78
49 BOCES Services		725,000.00	725,000.00	562,563.42	50,574.85	162,436.58	0.00
Subtotal of 2630 Computer Assisted Instruction		1,397,740.00	1,489,012.51	827,956.78	154,048.30	560,511.25	100,544.48
2810 Guidance-Regular School							
15 Instructional Salaries		1,065,282.00	1,065,282.00	360,386.83	90,009.52	692,718.92	12,176.25
16 Noninstructional Salaries		134,926.00	135,301.00	43,639.03	13,722.00	1,923.20	89,738.77
4 Contractual and Other		1,400.00	800.00	0.00	0.00	0.00	800.00
45 Materials & Supplies		3,900.00	3,900.00	949.98	0.00	328.96	2,621.06
Subtotal of 2810 Guidance-Regular School		1,205,508.00	1,205,283.00	404,975.84	103,731.52	694,971.08	105,336.08
2815 Health Srvcs-Regular School							
16 Noninstructional Salaries		403,200.00	403,300.00	106,113.78	35,919.58	217,394.14	79,792.08
4 Contractual and Other		155,000.00	158,048.00	15,081.40	2,250.00	107,717.09	35,249.51
45 Materials & Supplies		25,750.00	26,544.64	9,765.56	330.13	6,160.48	10,618.60
Subtotal of 2815 Health Srvcs-Regular School		583,950.00	587,892.64	130,960.74	38,499.71	331,271.71	125,660.19
2820 Psychological Srvcs-Reg Schl							
15 Instructional Salaries		836,473.00	834,323.00	258,339.91	53,015.49	488,780.81	87,202.28
4 Contractual and Other		1,200.00	1,200.00	0.00	0.00	0.00	1,200.00
45 Materials & Supplies		1,200.00	1,200.00	459.47	227.30	2.96	737.57
Subtotal of 2820 Psychological Srvcs-Reg Schl		838,873.00	836,723.00	258,799.38	53,242.79	488,783.77	89,139.85
2825 Social Work Srvcs-Regular School							
15 Instructional Salaries		173,544.00	329,694.00	99,998.50	22,078.85	182,983.67	46,711.83
Subtotal of 2825 Social Work Srvcs-Regular School		173,544.00	329,694.00	99,998.50	22,078.85	182,983.67	46,711.83
2830 Pupil Personnel Srvcs-Special Schools							
15 Instructional Salaries		338,520.00	383,520.00	153,191.20	32,848.24	229,937.80	391.00
16 Noninstructional Salaries		146,475.00	146,475.00	67,061.98	13,694.50	31,281.10	48,131.92
4 Contractual and Other		800.00	800.00	60.00	0.00	0.00	740.00
45 Materials & Supplies		500.00	500.00	0.00	0.00	0.00	500.00
Subtotal of 2830 Pupil Personnel Srvcs-Special Schools		486,295.00	531,295.00	220,313.18	46,542.74	261,218.90	49,762.92
2850 Co-Curricular Activ-Reg Schl							
15 Instructional Salaries		202,818.00	202,818.00	92,106.48	71,293.20	95,764.71	14,946.81
4 Contractual and Other		33,025.00	33,025.00	0.00	0.00	0.00	33,025.00
45 Materials & Supplies		16,985.00	16,985.00	149.99	0.00	0.00	16,835.01
Subtotal of 2850 Co-Curricular Activ-Reg Schl		252,828.00	252,828.00	92,256.47	71,293.20	95,764.71	64,806.82
2855 Interscholastic Athletics-Reg Schl							

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
15 Instructional Salaries		775,000.00	775,000.00	350,999.04	95,141.07	194,199.63	229,801.33
16 Noninstructional Salaries		52,500.00	52,000.00	17,706.22	7,999.47	0.00	34,293.78
2 Equipment		2,000.00	2,000.00	1,842.36	1,130.36	157.63	0.01
4 Contractual and Other		203,000.00	228,060.62	56,360.49	7,092.76	132,835.16	38,864.97
45 Materials & Supplies		66,083.00	80,796.02	45,242.35	19,453.20	28,305.07	7,248.60
Subtotal of 2855 Interscholastic Athletics-Reg Schl		1,098,583.00	1,137,856.64	472,150.46	130,816.86	355,497.49	310,208.69
5510 District Transportation Services							
16 Noninstructional Salaries		2,211,250.00	2,211,250.00	727,196.03	215,142.66	219,367.34	1,264,686.63
2 Equipment		6,500.00	8,092.99	2,279.14	486.02	2,813.85	3,000.00
4 Contractual and Other		296,000.00	301,951.84	94,176.25	11,019.35	63,873.81	143,901.78
45 Materials & Supplies		579,900.00	579,900.00	80,905.72	25,556.23	158,607.59	340,386.69
Subtotal of 5510 District Transportation Services		3,093,650.00	3,101,194.83	904,557.14	252,204.26	444,662.59	1,751,975.10
5530 Garage Building							
16 Noninstructional Salaries		8,500.00	8,500.00	0.00	0.00	0.00	8,500.00
4 Contractual and Other		59,550.00	61,650.00	8,848.63	2,676.93	46,095.08	6,706.29
Subtotal of 5530 Garage Building		68,050.00	70,150.00	8,848.63	2,676.93	46,095.08	15,206.29
5581 Transportation from Boces							
49 BOCES Services		15,965.00	15,965.00	3,583.03	483.03	12,381.97	0.00
Subtotal of 5581 Transportation from Boces		15,965.00	15,965.00	3,583.03	483.03	12,381.97	0.00
7310 Youth Program							
15 Instructional Salaries		0.00	3,250.00	2,887.89	1,683.00	0.00	362.11
Subtotal of 7310 Youth Program		0.00	3,250.00	2,887.89	1,683.00	0.00	362.11
9010 State Retirement							
8 Employee Benefits		1,640,000.00	1,640,000.00	413,014.42	112,516.64	9,371.94	1,217,613.64
Subtotal of 9010 State Retirement		1,640,000.00	1,640,000.00	413,014.42	112,516.64	9,371.94	1,217,613.64
9020 Teachers' Retirement							
8 Employee Benefits		3,303,800.00	3,302,616.00	881,859.11	249,729.47	1,987,383.05	433,373.84
Subtotal of 9020 Teachers' Retirement		3,303,800.00	3,302,616.00	881,859.11	249,729.47	1,987,383.05	433,373.84
9030 Social Security							
8 Employee Benefits		3,155,000.00	3,155,000.00	933,937.56	276,364.54	1,234,935.54	986,126.90
Subtotal of 9030 Social Security		3,155,000.00	3,155,000.00	933,937.56	276,364.54	1,234,935.54	986,126.90
9040 Workers' Compensation							
8 Employee Benefits		374,500.00	374,500.00	0.00	0.00	0.00	374,500.00
Subtotal of 9040 Workers' Compensation		374,500.00	374,500.00	0.00	0.00	0.00	374,500.00
9045 Life Insurance							
8 Employee Benefits		22,000.00	26,500.00	9,277.00	0.00	17,223.00	0.00
Subtotal of 9045 Life Insurance		22,000.00	26,500.00	9,277.00	0.00	17,223.00	0.00
9050 Unemployment Insurance							
8 Employee Benefits		15,000.00	4,200.00	0.00	0.00	0.00	4,200.00

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
Subtotal of 9050 Unemployment Insurance		15,000.00	4,200.00	0.00	0.00	0.00	4,200.00
9055 Disability Insurance							
8 Employee Benefits		30,000.00	36,382.00	7,971.00	1,567.50	21,608.89	6,802.11
Subtotal of 9055 Disability Insurance		30,000.00	36,382.00	7,971.00	1,567.50	21,608.89	6,802.11
9060 Hospital, Medical, Dental Insurance							
8 Employee Benefits		12,644,000.00	12,492,263.48	3,555,919.16	600.00	8,272,310.49	664,033.83
Subtotal of 9060 Hospital, Medical, Dental Insurance		12,644,000.00	12,492,263.48	3,555,919.16	600.00	8,272,310.49	664,033.83
9089 Other (specify)							
8 Employee Benefits		225,000.00	225,875.00	875.00	0.00	875.00	224,125.00
Subtotal of 9089 Other (specify)		225,000.00	225,875.00	875.00	0.00	875.00	224,125.00
9711 Serial Bonds-School Construction							
6 Principal		4,555,000.00	4,555,000.00	0.00	0.00	0.00	4,555,000.00
7 Interest		1,363,700.00	1,363,700.00	0.00	0.00	0.00	1,363,700.00
Subtotal of 9711 Serial Bonds-School Construction		5,918,700.00	5,918,700.00	0.00	0.00	0.00	5,918,700.00
9731 Bond Antic Notes-School Construction							
6 Principal		152,427.00	152,427.00	0.00	0.00	0.00	152,427.00
7 Interest		799,635.00	799,635.00	55,769.98	0.00	0.00	743,865.02
Subtotal of 9731 Bond Antic Notes-School Construction		952,062.00	952,062.00	55,769.98	0.00	0.00	896,292.02
9732 Bond Antic Notes-Bus Purchases							
6 Principal		848,318.00	848,318.00	0.00	0.00	0.00	848,318.00
7 Interest		32,005.00	29,980.00	11,086.24	0.00	0.00	18,893.76
Subtotal of 9732 Bond Antic Notes-Bus Purchases		880,323.00	878,298.00	11,086.24	0.00	0.00	867,211.76
9770 Revenue Anticipation Notes							
7 Interest		3,000.00	295.00	0.00	0.00	0.00	295.00
Subtotal of 9770 Revenue Anticipation Notes		3,000.00	295.00	0.00	0.00	0.00	295.00
9789 Other Debt (specify)							
6 Principal		215,964.00	215,964.00	215,963.55	0.00	0.00	0.45
7 Interest		115,778.00	115,778.00	115,777.42	0.00	0.00	0.58
Subtotal of 9789 Other Debt (specify)		331,742.00	331,742.00	331,740.97	0.00	0.00	1.03
9901 Transfer to Other Funds							
95 Transfer-Special Aid Fund		170,000.00	170,000.00	0.00	0.00	0.00	170,000.00
Subtotal of 9901 Transfer to Other Funds		170,000.00	170,000.00	0.00	0.00	0.00	170,000.00
Total GENERAL FUND		83,218,489.00	83,728,220.33	22,154,441.02	5,324,695.12	33,737,954.52	27,835,824.79

Victor Central School District

Budget Status Report As Of: 11/30/2021

Fiscal Year: 2022

Fund: A GENERAL FUND

Selection Criteria

Criteria Name: Shared: BOE Summary by State

Fund: A

Budget type: Current Year

As Of Date: 11/30/2021

Suppress Budget Accounts with no activity

Print Summary Only

Sort by: Fund/State function/State object

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**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Personnel Agenda, January 13, 2022

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 **Kerry Kraska**, who has certifications in Students with Disabilities Grades 1-6 and Childhood Education Grades 1-6, to a probationary position as a Special Education Teacher, effective January 24, 2022, at an annual salary of \$55,400 (Step 2M+156), leading towards tenure in Special Education.

The probationary appointment of **Caleb Benson**, who has pending certification in English/Language Arts Grades 7-12, to a probationary position as an English Teacher, effective January 3, 2022, at an annual salary of \$41,500 (Step 1B), leading towards tenure in English Education.

Appointments:

The appointment of **Michele Maloney**, Interim Intermediate School Principal, effective January 4, 2022, at a daily rate of \$500.

The appointment of **James Mauro**, Interim Senior High School Assistant Principal, effective January 3, 2022, at a daily rate of \$360.

**Tenure
Appointments:**

The appointment to tenure of **David Thering**, who is certified in School Building Leader, School District Leader, Childhood Education Grades 1-6, and Students with Disabilities Grades 1-6, upon the successful completion of his probationary period as the Junior High Assistant Principal, effective January 15, 2022.

The appointment to tenure of **Maura Rovinsky**, who is certified in Childhood Education Grades 1-6, upon the successful completion of her probationary period as an Elementary Teacher, effective January 14, 2022.

The appointment to tenure of **Nancy Williamson**, who is certified in Nursery, Kindergarten, and Grades 1-6, upon the successful completion of her probationary period as an Elementary Teacher, effective November 4, 2021.

**Long Term
Substitute
Appointments:**

The appointment of **Madeline Petell**, who has certification in Childhood Education Grades 1-6, to a long term substitute position as an Elementary Teacher, effective on or about February 5, 2022, and end June 30, 2022, at an annual salary of \$41,500 (Step 1B) which will be prorated based upon start date.

The appointment of **Sharon Smith**, who has certification in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as an Elementary Teacher, effective October 26, 2021, and end June 30, 2022, at an annual salary of \$57,711 (Step 13M+18) which will be prorated based upon start date.

Leaves of Absence: The granting of an extension of maternity and subsequent childcare leave of absence for **Erin Fittipaldi**, Elementary Teacher, approximately effective August 31, 2021, and extending through June 30, 2022.

The granting of a maternity and subsequent childcare leave of absence for **Kyli Knickerbocker**, Mathematics Teacher, approximately effective January 5, 2022, and extending to February 16, 2022.

The granting of an extension of maternity and subsequent childcare leave of absence for **Allison Jensen**, Part Time Reading Teacher, effective November 17, 2021, and extending through January 28, 2022.

The granting of an unpaid leave of absence for **James Mauro**, Elementary Teacher, effective January 3, 2022, through June 30, 2022.

Resignations: The resignation of **Madeline Petell**, Teacher Assistant, effective February 4, 2022.

The resignation of **Darren Everhart**, Director of Transportation, effective December 31, 2021.

The resignation of **Bethany Bowe**, Part Time Physical Education Teacher, effective December 7, 2021.

The resignation of **Amy Shannon**, Assistant Principal, effective January 7, 2022.

The resignation, due to retirement, of **Christine Berardino**, Registered Professional Nurse, effective June 30, 2022.

The resignation, due to retirement, of **Elizabeth McKee**, Elementary Teacher, effective June 30, 2022.

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

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Unified Bowling	Head Coach	Johanna Arnitz	6	1

Amendments: The retirement of **David Rodrick**, School Counselor, effective June 30, 2022. Date correction from June 3, 2022, which was listed on December 2021 agenda.

Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>
	Laurie Walsh	Elementary/ Special Education/ Business
	Ryan Westbrook	Uncertified
	Jordan Jackson	Uncertified
	Grace Pezzimenti	Uncertified
	Baylee Smith	Uncertified
	Caren Hess	Social Studies
	Alexandra Welker	Uncertified
	Emily Button	Uncertified
	Emma Arthur	Uncertified
	Tricia Partridge	Uncertified

**Non-Instructional
Appointments:**

The appointment of **Elizabeth Temple**, from Department Secretary to School District Data Specialist, effective November 19, 2021, at an annual rate of \$52,000.

The appointment of **Jessica Evangelista**, Full Time Teacher Aide, effective December 13, 2021, at an hourly rate of \$13.57.

The appointment of **Douglas Bailey**, from Cleaner Substitute to Full Time Cleaner, effective December 14, 2021, at an hourly rate of \$14.05.

The appointment of **Cristina Grassi**, Parent Information Translator (Spanish), effective December 8, 2021, at an hourly rate of \$21.00.

The appointment of **Katiria Birriel**, Part Time Cleaner, effective December 21, 2021, at an hourly rate of \$14.05.

The appointment of **Kelly Clink**, Interim Director of Transportation, effective January 1, 2022, at an hourly rate of \$40.00.

The appointment of **Jennifer Fung**, Part Time Teacher Aide, effective January 3, 2022, at an hourly rate of \$13.57.

The appointment of **Lori Fuller**, from Dispatcher to 19A Lead Trainer-Bus Driver, effective December 8, 2021, at an hourly rate of \$30.88.

The appointment of **Mollie Mack**, Food Service Helper, effective January 3, 2022, at an hourly rate of \$13.57.

Resignations: The resignation of **Quintin LaFoe**, Full Time Teacher Aide, effective December 6, 2021.

The resignation of **Joseph LeMark**, School Bus Driver, effective December 21, 2021.

The resignation of **Ruth Klein**, School Bus Monitor, effective January 3, 2022.

The resignation, due to retirement, of **Tracy Wilkins**, School Bus Driver, effective January 14, 2022.

Terminations: The termination, due to job abandonment, of **Alissia King**, Cleaner, effective November 30, 2021.

Leaves of Absence: The granting of an unpaid discretionary leave of absence for **Lynne Castellano**, Cleaner, effective January 3, 2022, and extending through approximately January 31, 2022.

The granting of an extension of maternity and subsequent childcare leave of absence for **Griselle Cardona-Hernandez**, Cleaner, approximately effective August 31, 2021, and extending through April 6, 2022.

The granting of an unpaid leave of absence for **Kelly Clink**, Head Bus Driver, effective January 1, 2022, through March 31, 2022.

The granting of an unpaid leave of absence for **Tricia Partridge**, Full Time Teacher Aide, effective January 3, 2022, through approximately June 30, 2022.

Wage Adjustments Addition of an Audio Visual Assistant Substitute hourly rate of \$50.00 for the 2021/2022 school year.

**Per Diem and
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Daniel DeCaria	Teacher Aide
Blaine Doyle	Teacher Aide
Gary Moore	School Bus Driver Trainee
Gary Moore	School Bus Monitor
Sheila Garwood	Food Service Helper
Amanda Grimes	School Bus Driver Trainee
Paige Guck	Teacher Aide
Drew Raulli	Lifeguard
Jake Raulli	Lifeguard
Olivia Kazmark	Lifeguard
Ruth Klein	School Bus Monitor

**VICTOR CENTRAL SCHOOL DISTRICT
VICTOR, NEW YORK**

SINGLE AUDIT REPORT

For Year Ended June 30, 2021



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

TABLE OF CONTENTS

Report on Compliance For Each Major Federal Program; Report on Internal Control Over Compliance; and Report on the Schedule of Expenditures of Federal Awards Required by OMB Uniform Guidance	1 – 3
Schedule of Expenditures of Federal Awards	4
Notes to Schedule of Expenditures of Federal Awards	5
Schedule of Findings and Questioned Costs	6

**Report on Compliance For Each Major Federal Program;
Report on Internal Control Over Compliance;
and Report on the Schedule of Expenditures of
Federal Awards Required by the Uniform Guidance**

Independent Auditors' Report

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

Report on Compliance for Each Major Federal Program

We have audited the Victor Central School District, New York's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2021. The Victor Central School District, New York's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Victor Central School District, New York's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Victor Central School District, New York's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Victor Central School District, New York's compliance.

Opinion on Each Major Federal Program

In our opinion, the Victor Central School District, New York complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2021.

Report on Internal Control Over Compliance

The management of the Victor Central School District, New York is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Victor Central School District, New York's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Victor Central School District, New York's internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, each major fund, and the aggregated remaining fund information of the Victor Central School District, New York as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Victor Central School District, New York's basic financial statements. We issued our report thereon dated October 5, 2021, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
December 3, 2021

VICTOR CENTRAL SCHOOL DISTRICT, NEW YORK
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR YEAR ENDED JUNE 30, 2021

<u>Grantor / Pass - Through Agency</u> <u>Federal Award Cluster / Program</u>	<u>Assistance</u> <u>Lining</u> <u>Number</u>	<u>Grantor</u> <u>Number</u>	<u>Pass-Through</u> <u>Agency</u> <u>Number</u>	<u>Total</u> <u>Expenditures</u>
<u>U.S. Department of Education:</u>				
<u>Indirect Programs:</u>				
<u>Passed Through NYS Education Department -</u>				
<u>Special Education Cluster IDEA -</u>				
Special Education - Grants to States (IDEA, Part B)	84.027	N/A	0032-21-0673	\$ 911,967
Special Education - Preschool Grants (IDEA Preschool)	84.173	N/A	0033-21-0673	14,723
<i>Total Special Education Cluster IDEA</i>				\$ 926,690
<u>Education Stabilization Fund -</u>				
CARES Act - ESSER	84.425D	N/A	5890-21-2215	\$ 299,365 *
CARES Act - GEER	84.425C	N/A	5895-21-2215	50,737 *
<i>Total Education Stabilization Fund</i>				\$ 350,102
Title IIA - Supporting Effective Instruction State Grant	84.367	N/A	0147-20-2215	9,800
Title IIA - Supporting Effective Instruction State Grant	84.367	N/A	0147-21-2215	110,040
Title IVA - Student Support and Academic Enrichment Grants	84.424	N/A	0204-21-2215	24,817
Title I - Grants to Local Educational Agencies	84.010	N/A	0021-21-2215	324,315
Total U.S. Department of Education				\$ 1,745,764
<u>U.S. Department of Agriculture:</u>				
<u>Indirect Programs:</u>				
<u>Passed Through NYS Education Department (Child Nutrition Services) -</u>				
<u>Child Nutrition Cluster -</u>				
Food Service Equipment Assistance Grant	10.579	N/A	0051-19-0069	\$ 18,166 *
National School Lunch Program-Non-Cash Assistance (Commodities)	10.555	N/A	006901	62,795 *
Summer Food Service Program - COVID	10.559	N/A	006901	918,747 *
<i>Total Child Nutrition Cluster</i>				\$ 999,708
Total U.S. Department of Agriculture				\$ 999,708
TOTAL EXPENDITURES OF FEDERAL AWARDS				\$ 2,745,472

* Major Programs

VICTOR CENTRAL SCHOOL DISTRICT, NEW YORK

Notes to Schedule of Expenditures of Federal Awards

June 30, 2021

1. Basis of Presentation:

The accompanying Schedule of Expenditures of Federal Awards (the schedule) includes the federal award activity of the Victor Central School District, New York (the District) under programs of the federal government for the year ended June 30, 2021. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirement's, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position or changes in net position.

2. Summary of Significant Accounting Policies:

Expenditures reported on the schedule are reported on the GAAP basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

3. Indirect Costs:

The District has elected to not use the 10 percent de minimus indirect cost rate allowed under the Uniform Guidance. Indirect costs are included in the reported expenditures to the extent they are included in the federal financial reports used as the source for the data presented.

4. Matching Costs

Matching costs, i.e., the Victor Central School District's share of certain program costs, are not included in the reported expenditures.

5. Non-Monetary Federal Program

The Victor Central School District, New York is the recipient of a federal financial award program that does not result in cash receipts or disbursements termed a "non-monetary program". This program Surplus Food Distribution (CFDA Number 10.555), and the fair market value of the food commodities received during the fiscal year is presented in the accompanying Schedule of Expenditures of Federal Awards and was considered in the Victor Central School District, New York's single audit.

VICTOR CENTRAL SCHOOL DISTRICT, NEW YORK

Schedule of Findings and Questioned Costs

June 30, 2021

I. Summary of the Auditor's Results

Financial Statements

a) Type of auditor's report issued	Unmodified
b) Internal control over financial reporting	
1. Material weaknesses identified	No
2. Significant deficiency(ies) identified	No
c) Noncompliance material to financial statements noted	No

Federal Awards

a) Internal control over major programs	
1. Material weaknesses identified	No
2. Significant deficiency(ies) identified	No
b) Type of auditor's report issued on compliance for major programs	Unmodified
c) Any audit findings disclosed that are required to be reported in accordance with 2 CFR Section 200.516(a)	No
d) Identification of major programs	
<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.425D	CARES Act- ESSER
84.425C	CARES Act-GEER
Child Nutrition Cluster	
10.579	Food Service Equipment Assistance Grant
10.555	National School Lunch Program-Non-Cash Assistance (Commodities)
10.559	Summer Food Service Program – COVID
e) Dollar threshold used to distinguish between Type A and Type B programs	\$750,000
f) Auditee qualifies as low-risk auditee	Yes

II. Financial Statement Findings

There were no current year findings and there were no prior year findings.

III. Federal Award Findings and Questioned Costs

There were no current year findings or questioned costs and there were no prior year findings or questioned costs.

**VICTOR CENTRAL SCHOOL DISTRICT
SINGLE AUDIT
AUDITORS' FINDINGS AND EVALUATION FOR THE FISCAL YEAR JUNE 30, 2021**

<u>AUDITORS' FINDINGS</u>	<u>RECOMMENDATION</u>	<u>MANAGEMENT RESPONSE</u>	<u>PERSON RESPONSIBLE & COMPLETION DATE</u>
There were no findings			

VICTOR CENTRAL SCHOOL DISTRICT

**EXTRACLASSROOM ACTIVITY FUNDS
FINANCIAL REPORT**

For Year Ended June 30, 2021



MENGEL METZGER BARR & CO. LLP

Certified Public Accountants

T A B L E O F C O N T E N T S

Independent Auditors' Report	1 – 2
Statement of Cash Receipts and Disbursements for year ended June 30, 2021	3 - 4
Notes to Financial Statement	5 - 6
Auditors' Findings and Evaluation	7 - 8

INDEPENDENT AUDITORS' REPORT

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

We have audited the accompanying statement of cash receipts and disbursements of the Extraclassroom Activity Funds of the Victor Central School District for the year ended June 30, 2021 and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

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

Auditor's Responsibility

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

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

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

Basis for Qualified Opinion

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

Qualified Opinion

In our opinion, except for the possible effects of the matter discussed in the basis for qualified opinion paragraph, the financial statement referred to in the first paragraph presents fairly, in all material respects, the cash receipts and disbursements of the Extraclassroom Activity Funds of Victor Central School District for the year ended June 30, 2021, in accordance with the cash basis of accounting as described in Note 1.

Basis of Accounting

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

Mengel, Metzger, Barw & Co. LLP

Rochester, New York
December 8, 2021

VICTOR CENTRAL SCHOOL DISTRICT

EXTRACLASSROOM ACTIVITY FUNDS

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

For Year Ended June 30, 2021

	Cash Balance		Disburse-	Cash Balance
	<u>July 01, 2020</u>	<u>Receipts</u>	<u>ments</u>	<u>June 30, 2021</u>
Class of 2020	\$ 2,120	\$ -	\$ 2,120	\$ -
Class of 2021	5,370	21,883	20,133	7,120
Class of 2022	2,048	15,520	9,642	7,926
Class of 2023	-	1,941	821	1,120
Class of 2024	-	560	65	495
Art Club	164	-	15	149
Aquatic	1,135	2,614	2,428	1,321
Business Club	4,521	17,295	17,470	4,346
Drama Club	18,495	5,006	8,993	14,508
French Club	13,794	200	1,703	12,291
Garden Team	86	-	20	66
Global Competency	586	-	50	536
International Club	203	-	-	203
Junior High Musical	23,539	5,094	4,010	24,623
Junior High Store	1,188	-	192	996
Junior High Student Council	5,204	2,819	2,927	5,096
Junior High Yearbook	27	1,928	432	1,523
Key Club	3,688	1,534	2,154	3,068
Subtotal	\$ 82,168	\$ 76,394	\$ 73,175	\$ 85,387

	Cash Balance		Disburse-	Cash Balance
	<u>July 01, 2020</u>	<u>Receipts</u>	<u>ments</u>	<u>June 30, 2021</u>
CarryOver Total	\$ 82,168	\$ 76,394	\$ 73,175	\$ 85,387
Medical Explorers	111	-	-	111
Mentoring Club	4,206	4,464	3,623	5,047
NHS	1,947	1,133	1,192	1,888
Outdoor Activity	142	-	-	142
Positive Climate	4,740	717	2,843	2,614
Sales Tax	-	285	285	-
SEAS	481	-	-	481
Senior High Orchestra	9,130	984	6,015	4,099
Senior High Student Council	6,743	2,004	6,083	2,664
Senior High School Store	4,474	2,121	1,476	5,119
Spanish Club	2,057	260	301	2,016
Tri-M Honor Society	1,088	1,505	480	2,113
Victor Cares	11,949	7,680	11,321	8,308
Yearbook	2,677	2,723	599	4,801
TOTAL	<u>\$ 131,913</u>	<u>\$ 100,270</u>	<u>\$ 107,393</u>	<u>\$ 124,790</u>

(See accompanying notes to financial statement)

VICTOR CENTRAL SCHOOL DISTRICT
EXTRACLASSROOM ACTIVITY FUNDS
NOTES TO FINANCIAL STATEMENT

June 30, 2021

(Note 1) Accounting Policy:

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

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

(Note 2) Cash and Cash Equivalents:

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

(Note 3) Related Party:

The extraclassroom fund did business with two companies owned by employees of the District. During the 2020-2021 fiscal year, a total of \$6,321 was spent with these vendors.

(Note 4) Subsequent Events:

Our examination disclosed disbursements relating to the 2020-21 fiscal year which were not transacted and recorded until the 2021-22 fiscal year as follows:

<u>Activity</u>	<u>Amount</u>
Junior High Yearbook	\$1,428
Yearbook	5,469
Total	<u><u>\$6,897</u></u>

If these amounts were recorded prior to year end, the effect would have been a reduction of the total cash balance in the amount of \$6,897 at June 30, 2021. In addition, the Yearbook would have a deficit cash balance of \$668 at year end.

(Note 5) COVID-19

On January 30, 2020, the World Health Organization (WHO) announced a global health emergency because of a new strain of coronavirus originating in Wuhan, China (the “COVID-19 outbreak”) and the risk to the international community as the virus spreads globally beyond its point of origin. In March 2020, the WHO classified the COVID-19 outbreak as a pandemic, based on the rapid increase in exposure globally.

The full impact of the COVID-19 outbreak continues to evolve as of the date of this report. As such, limited activities and student involvement in the Extraclassroom activities and transactions have resulted from the date of closure through the end of the 2020-21 fiscal year.

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

We have examined the statement of cash receipts and disbursements of the Victor Central School District's Extraclassroom Activity Funds for the year ended June 30, 2021. As part of our examination, we made a study and evaluation of the system of internal accounting control to the extent we deemed necessary to render our opinion.

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

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

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

Prior Year Deficiency Pending Corrective Action:

Profit and Loss Statements–

Our examination revealed one instance in the Class of 2023 and one instance in the Business Club in which the profit and loss statements had no Student Treasurer signature.

In an effort to enhance internal accounting control over fund-raising events, we recommend the Student Treasurer together with the Faculty Advisor prepare and sign profit and loss statements at the conclusion of each fund-raiser.

Current Year Deficiencies in Internal Control:

Disbursements –

Our examination of selected disbursement transactions revealed one instance in the Class of 2021 and one instance in the Class of 2023 in which payment orders did not include the signature of the Student Treasurer.

In an effort to improve internal accounting control and avoid duplicate payments, all payment orders should contain each of the three required authorizing signatures as a prerequisite to being processed for payment by Central Treasurer.

(Current Year Deficiencies in Internal Control) (Continued)

Profit and Loss Statements –

Our examination revealed one instance in the Middle School Student Council in which a profit and loss statement was not prepared for a fundraising activity. We also noted one instance in the Business Club in which some items listed on the profit and loss statement for a fundraising activity could not be clearly traced to the general ledger. In addition, we noted the Middle School Musical Club had 24 unaccounted face masks in which an explanation was not documented on the profit and loss statement.

We recommend the Student Treasurer together with the Faculty Advisor prepare profit and loss statements for each fundraising activity and that these statements be submitted to the Central Treasurer to be retained for our review at year end. In addition, the items appearing on the profit and loss statements should be traceable to the general ledger maintained by the Central Treasurer and any unaccounted for or left over inventory should be clearly documented on the profit and loss statement.

Other Item:

The following item is not considered to be a deficiency in internal control; however, we consider it an other item which we would like to communicate to you as follows:

Inactive Clubs –

As indicated on the statement of cash receipts and disbursements, the International Club, the Medical Explorers Club, the Outdoor Activity Club, and the SEAS Club were financially inactive during the 2020-21 fiscal year.

We recommend the status of these clubs be reviewed. If future financial transactions are not anticipated, they should be closed in accordance with the Board of Education policy.

Prior Year Recommendations:

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

1. We noted no instances of sales tax being paid on items intended for resale.
2. We noted no instances of Student Treasurers being related to the Faculty Advisors.
3. Yearbook sales appeared to be submitted for deposit in a timely manner.

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

Rochester, New York
December 8, 2021

Mengel, Metzger, Barw & Co. LLP

**VICTOR CENTRAL SCHOOL DISTRICT
EXTRACLAS AUDIT
AUDITORS' FINDINGS AND EVALUATION FOR THE FISCAL YEAR JUNE 30, 2021**

<u>AUDITORS' FINDINGS</u>	<u>RECOMMENDATION</u>	<u>MANAGEMENT RESPONSE</u>	<u>PERSON RESPONSIBLE & COMPLETION DATE</u>
Disbursements – Our examinations of selected disbursement transactions revealed one instance in the Class of 2021 and one instance in the Class of 2023 in which payment orders did not include the signature of the Student Treasurer.	In an effort to improve internal accounting control and avoid duplicate payments, all payment orders should contain each of the three required authorizing signatures as a prerequisite to being processed for payment by Central Treasurer.	The Central Treasurer was removed from the building and is now part of the Business Office, who is more accustomed to claims auditing.	Central Treasurer District Treasurer Asst. Superintendent for Business 6/30/2021
Profit and Loss Statements – Our examination revealed one instance in the Middle School Student Council in which a profit and loss statement was not prepared for the fundraising activity. We also noted one instance in the Business Club in which some items listed on the profit and loss statement for a fundraising activity could not be clearly traced to the general ledger. In addition, we noted the Middle School Musical Club had 24 unaccounted face masks in which an explanation was not documented on the profit and loss statement.	We recommend the Student Treasurer together with the Faculty Advisor prepare profit and loss statements for each fundraising activity and that these statements be submitted to the Central Treasurer to be retained for our review at year end. In addition, the items appearing on the profit and loss statements should be traceable to the general ledger maintained by the Central Treasurer and any unaccounted for or left over inventory should be clearly documented on the profit and loss statement.	As part of our opening day training with club advisors, we will share the need for student involvement on the completion of profit and loss statements, and in that discussion share the need to include unsold inventory.	Central Treasurer District Treasurer Asst. Superintendent for Business 6/30/2021
Inactive Clubs – As indicated on the statement of cash receipts and disbursements, the International Club, the Medical Explorers Club, the Outdoor Activity Club, and the SEAS Club were financially inactive during the 2020-21 fiscal year.	We recommend the status of these clubs be reviewed. If future transactions are not anticipated, they should be closed in accordance with the Board of Education policy.	The Business Office will work with building principals and club advisors to ensure that the clubs become more active, or eliminate their cash account if there are no expected expenses.	Building Principals Club Advisors Central Treasurer District Treasurer Asst. Superintendent for Business 6/30/2021



953 High Street, Victor, New York 14564 www.victorschools.org p 585.924.3252 f 585.742.7023

Derek Vallese, *Assistant Superintendent for Business*

To: Dr. Timothy Terranova, Superintendent of Schools
From: Derek Vallese, Assistant Superintendent for Business
Date: January 5, 2022
Topic: Acceptance of Transportation Bid

Dr. Terranova-

We issued the Request for Proposal (RFP) for the transportation contract on Friday, December 17th in the Canandaigua Daily Messenger, for bids to be returned on Wednesday January 5th. The RFP called for a minimum of 5 drivers, with the ability for the District to add drivers as needed.

To be proactive, I called around to a few prospective companies who may be interested in submitting a proposal, and most were unable to commit to the needs of the District. I did however receive 2 bids back, one from Comfortable Transportation, who is currently handling our Emergency Contract that was approved in December, and the other being Transpo Bus Services LLC. They are related entities (they are owned by the same people); one provides substitute drivers only, and the other is the full service provider that also provides the bus.

The results of the bid are as follows:

Comfortable Transportation - \$54.50 per hour, 6 hour minimum, or \$327 per driver per day. They would only provide the driver, but they carry their own insurance including workers comp.

Transpo Bus Services - \$96.00 per hour, 6 hour minimum, or \$576 per driver per day. They also provide all applicable insurance, along with the bus.

As an addendum to each proposal, they also have included the ability to hire substitute bus monitors, and both came back at a rate of \$25 per hour. Both proposals request 30 days to locate additional drivers, with the possibility of fulfilling requests sooner.

It is my recommendation that we move forward with Comfortable Transportation because we have a bus driver shortage, not a vehicle shortage. The current emergency contract is strategically slated to expire on Friday, January 14th, and this new contract would begin on Monday, January 17th.

Please let me know if you have any additional questions.

Best Regards

Derek Vallese

Teaching about ~~Controversial~~ Complex Issues in Society

The Board of Education recognizes ~~its~~ their broad responsibility for providing for a course of study in the schools that is appropriate to the age and ability of the students in the District. The Board also recognizes that within the broad parameters of curriculum, a teacher must be free to engage the classroom discussion and debate in order to stimulate the exchange of ideas and critical thinking.

~~Controversial~~ Issues may arise that deal with matters about which there are varied levels of opposing views, biases, emotions, and/or conflict. They can include issues which may have political, social, environmental or personal impacts on pupils and/or the wider community: locally, nationally or internationally. These issues may be studied as part of the curriculum and teachers shall present these issues in their classrooms in an impartial and objective manner. ~~The Board wishes to ensure that controversial issues are presented in a manner that preserve the academic integrity of the District and reflects community values. Therefore, the Board establishes the following guidelines for teachers to follow when presenting controversial issues in the classroom:~~

~~1. In the classroom, matters of a controversial-complex nature shall be handled-addressed as they arise in the normal course of instruction and not introduced via classroom displays or clothing. for their own sake. Such issues shall be neither sought nor avoided.~~

~~2. When presenting various positions on a controversial issue, the teacher shall take care to balance major views and to assure that as many sides of the issues as possible are presented in a fair manner, with no position being espoused by the teacher as the only one acceptable.~~

~~3. When materials dealing with controversial topics are to be used, assigned or recommended, such materials must:~~and resources are used in a classroom they should:

- have educational value and be relevant to the curriculum;
- be appropriate to the age and maturity level of the students; and
- not adversely affect the attainment of the District's instructional goals or be likely to result in substantial disruption of the normal operation of the classroom.

~~Prior to presenting controversial materials to their students all teachers shall:~~

When presenting various viewpoints, the teacher shall follow the curriculum and take care to balance major views and to verify that as many sides of the issues as possible are presented in a fair manner, with no position being espoused by the teacher as the only one acceptable.

~~1. review carefully any and all material to be distributed to students with the understanding that they will be responsible and accountable for all materials distributed; and~~

~~2. notify and obtain approval from the Department Chairperson in advance of the dissemination of any material likely to be considered controversial by staff, class or community.~~

~~The Chairperson will review the materials to determine their suitability pursuant to the guidelines above.~~

Teachers ~~of subjects involving controversial issues~~ are assured of the school administration's and Board of Education's support if it is found that such teachers have been subjected to unfair criticism or partisan pressures from individual or groups.

Policy References:

Hazelwood v. Kuhlmeier, 484 US 260 (1988)

Tinker v. Des Moines Independent Community School District, 393 U.S. 260 (1988)

Board of Ed. v. Pico, 457 U.S. 853 (1982)

Appeal of Malverne Union Free School District, 29 Educ. Dep't. Rept. 363 (1990)

Appeal of O'Connor, 29 Educ. Dep't. Rept. 48 (1989)

Adoption Date: 7/10/2000, Revised 1/12/2017

4000 - Instruction



Derek Vallese <vallesed@victorschools.org>

Request #12 for your review

Form Approvals <templee@victorschools.org>
To: vallesed@victorschools.org

Thu, Dec 16, 2021 at 3:46 PM

REQUEST #12 | RECIPIENTS: 3 of 3 | DEC 16, 2021

JEAS Club

VCS Field Trip Request Form

You have been requested to review the following:

Requestor:	cronmillers@victorschools.org
Teacher(s) Initiating Request:	Steve Cronmiller and Danyelle Westbrook
School:	SH
Select appropriate type of field trip:	extra curricular
Destination (include EXACT address):	Burlington VT 05403
Estimated Number of Students:	30
Estimated Round Trip Mileage:	470
Departure Date:	Mar 04, 2022
Departure Time:	3:00 PM
Return Date:	3/6/0022
Return Time:	9:00 PM
Arrangements for meals (if necessary):	Friday dinner, stop on the road at students expense, Sat breakfast and Sat dinner and Sun breakfast included. Lunches at mountain and Sunday dinner on the road at students expense.
Preparation: How will the student be prepared for the trip as an instructional activity?:	NA

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

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

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

Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the time period of this field trip.: None

Supporting Documents (if applicable): File Upload 1
File Upload 2

Itinerary (for overnight or extended trip, please attach detailed summary of specifics): attached

Will you be requesting this trip again next year?: Yes

What does this field trip accomplish that an in-school activity can not?: Social interactions with peers outside school community. Memories and experiences with HS friends.

What pre-field trip activities are you planning to do to complement the field trip?: NA

Hour at which you wish to REACH your destination: 10:00 PM

Hour at which you wish to LEAVE your destination: 3:00 PM

Load Time: 2:45 PM

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

Course/Grade Level of Students/Club/Team: SEAS club

Have BOTH the District and Building calendars been checked for conflicts?: Yes

School and/or District Funding Requested: No

Out of Pocket Cost to Student (If Any): Travel meals and mountain lunches 40

Cost to Chaperone (If Any): Travel meals and mountain lunches 40

If fundraising is involved, please describe: NA

Place of Departure:	VHS Bus Loop
Type of Transportation:	Charter Bus
Special arrangements, instructions, or comments:	NA
Estimated Number of Chaperones including teachers/parents:	Steve Cronmiller and Danyelle Westbrook and 2 others TBD
Cost Breakdown Per Student: Event Fee:	357
Cost Breakdown Per Student: Meals:	included
Cost Breakdown Per Student: Travel:	included
Cost Breakdown Per Student: Other:	43 (driver tip and sat group activity)
Cost Breakdown Per Student: TOTAL:	400

Approval history

In progress

Approved by siestob@victorschools.org

Approved by everhardt@victorschools.org

Approve

Decline

Comment

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Derek Vallese <vallesed@victorschools.org>

Request #13 Complete

1 message

Form Approvals <templee@victorschools.org>

Tue, Jan 4, 2022 at 6:19 AM

Reply-To: utzs@victorschools.org

To: vallesed@victorschools.org

REQUEST #13 | JAN 03, 2022

DECA**VCS Field Trip Request Form**The request is now **complete**.**Approval history**

Complete

Approved by siestob@victorschools.org

Approved by everhardt@victorschools.org

Approved by vallesed@victorschools.org

Requestor: utzs@victorschools.org

Teacher(s) Initiating Request: Sue Utz/Mike Cutaia

School: SH

Select appropriate type of field trip: non-required co-curricular

Destination (include EXACT address): Rochester Riverside Convention Center; 103 East Main St, Rochester NY

Estimated Number of Students: 60

Estimated Round Trip Mileage: 40 miles

Departure Date: Mar 09, 2022

Departure Time:	1:10 PM
Return Date:	Mar 11, 2022
Return Time:	12:00 PM
Arrangements for meals (if necessary):	None
Preparation: How will the student be prepared for the trip as an instructional activity?:	We have been holding weekly meetings since September as well as working through DECA role plays in all of our business classes.
On trip: What instructional activities will occur on the trip?:	The SCC is over 2000 top DECA students (who have qualified on a regional level) from all across the state. They have an opportunity to attend seminars, network and compete with business persons from NYS>
Follow-up: Upon return, what activities will occur to enrich the experience and to determine if the objectives were accomplished?:	Students who win at the SCC conference will then have the opportunity to compete at the International Career Development Conference held at the end of April
What instructional provisions have been made to help participants keep up with other classes that they will miss?:	STudents understand they are responsible for any work missed while attending the conference.
What specific instructional plans have been made for any student missing the field trip?:	Students elect whether or not they wish to compete at this next level. They may "opt out" of the conference if they choose to do so.
Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the time period of this field trip.:	Classes for Utz, Cutaia and Thompson will need coverage on 3/10 and 3/11/22.
Itinerary (for overnight or extended trip, please attach detailed summary of specifics):	Itinerary will vary depending on whether students stay overnight, go virtual or walk in and out.
Will you be requesting this	Yes

trip again next year?:

What does this field trip accomplish that an in-school activity can not?:

Opportunity for our top students to compete with "the best of the best" DECA members from across NYS.

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

Weekly preparation meetings

Hour at which you wish to REACH your destination:

1:30 PM

Hour at which you wish to LEAVE your destination:

12:00 PM

Load Time:

1:00 PM

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

Can return prior to departure load time

Course/Grade Level of Students/Club/Team:

DECA Students Grades 9-12

Have BOTH the District and Building calendars been checked for conflicts?:

Yes

School and/or District Funding Requested:

No

Out of Pocket Cost to Student (If Any):

STudents typically have an approx \$400 out of pocket expense. This may vary this year due to covid precautions.

Cost to Chaperone (If Any):

We pay for our chaperones our of the money raised from various fundraisers.

If fundraising is involved, please describe:

Yes, we have held numerous fundraisers (Believe Kids, Chipotle, Five Guys, Donations, etc)

Place of Departure:

Victor Senior High School

Type of Transportation:

Bus

Special arrangements, instructions, or comments:

This request is for the DECA State Career Conference. It has not yet been determined if the conference will be in person (staying from 3/9-3/11), a walk in rate (not hotel needed) or virtual. Those options/ price per student will be finalized by the DECA NYS Board on January 14th. Once we know what the options are, we will decide with our admin team and the parents what will work for our VSHS DECA members.

Estimated Number of 3
Chaperones including
teachers/parents:

Cost Breakdown Per Student: Once it is determined whether students will be staying downtown for two
Event Fee: nights with meals (typically around \$500) or there may be a virtual cost
and/or a "walk in" fee.

Cost Breakdown Per Student: Included in the overall conference price.
Meals:

Cost Breakdown Per Student: n/a
Travel:

Cost Breakdown Per Student: Again, it will be a set price that will be determined on 1/14. The students
Other: use money from our fundraisers to help offset the cost. The additional fee
is paid out of pocket by our students

Cost Breakdown Per Student: Above
TOTAL:

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templee@victorschools.org

Public Participation at Board Meetings

The Board of Education welcomes and encourages public participation on school related matters at Board meetings, as outlined in this policy. To allow for public participation, a period not to exceed thirty (30) minutes shall be set aside during the first part of each Board meeting for public participation. This period may be extended by a majority vote of the Board.

Persons wishing to address the Board must sign-up prior to the start of the public participation. Speakers must register on a form provided by the District at the entrance of the Boardroom to maintain a first come, first served process. For purposes of following up with speakers, the speakers must provide their name, address, telephone number, and/or email address. To limit comments to matters which may be properly discussed during public participation, the speakers will provide the topics. Any group or organization wishing to address the Board must identify a single spokesperson.

Comments should be kept as brief as possible and relate to school matters. Individual comments will be limited to three minutes. Members of the public are not allowed to cede their time to another. Those items brought to the attention of the Board during this time may be taken under consideration for future response or action.

The Board will not permit in public session discussion involving individual District personnel or students. Persons wishing to discuss matters involving individual District personnel or students should present their comments and/or concerns to the Superintendent during regular business hours.

Persons speaking at a Board meeting will address remarks to the President. All speakers are to conduct themselves in a civil manner as described in the Code of Conduct, policy 5300.

Questions and comments from the public concerning matters which are not on the agenda will be taken under consideration and referred to the Superintendent for appropriate action. Persons wishing to have matters included on the agenda shall contact the Superintendent in accordance with Policy 2342, Agenda Preparation and Dissemination.

The President is responsible for the orderly conduct of the meeting and shall rule on such matters as the time to be allowed for public discussion and the appropriateness of the subject being presented, as outlined in this policy and applicable provisions of law and regulation, and subject to the Board's parliamentary procedure. The President shall have the right to discontinue any public participation which violates this policy.

Cross-ref: 2342, Agenda Preparation and Dissemination

Policy References:

Appeal of Kushner, 49 EDR 263 (2010)

Matter of Martin, 32 EDR 381 (1992)

Appeal of Wittenben, 31 EDR 375 (1992)

Matter of Kramer, 72 St. Dept. Rep. 114 (1951)

NYS Department of State, Committee on Open Government, Advisory Opinions OML-AO-#2696 (Jan. 8, 1997), OML-AO-#2717 (Feb. 27, 1997), OML-AO-#3295 (Apr. 16, 2001), OML-AO-#3518 (Aug. 30, 2002), OML-AO-#4141 (Feb. 24, 2006), OML-AO-#4044 (Sept. 30, 2005), OML-AO-#4292 (Dec. 6, 2006)

Adoption Date: 10/14/1999, Revised: 8/17/2010, 12/13/2018

1000 - Community Relations

Board Meeting Procedures

Each Board of Education meeting shall be conducted in an orderly manner which provides time for and encourages community involvement. The order of business at each regular meeting shall be as follows:

1. Meeting Called to Order
 - a. Moment of Silence
 - b. Pledge to the Flag
 - c. Greetings to Visitors/Public Participation Reminder
 - d. Reading of the Fire Evacuation Procedure
2. Approval of the Agenda
3. Superintendent's Update
4. Presentations/Recognitions (optional)
5. Public Participation
6. Acceptance of Consent Items
 - a. Minutes of prior meeting(s)
 - b. Treasurer's Report and Financial Statements
 - c. Personnel Agenda
 - d. Recommendation of the Committee on Preschool Special Education and of the Committee on Special Education
 - e. Other
7. Presentations and Recommendations
8. Meeting Reports
9. Upcoming Events
10. Adjourn

The regular order of business may be changed at any meeting (and for that meeting only) by an affirmative vote of a majority and voting for the proposed change in the regular order of business.

Except in emergencies, the Board shall not attempt to decide upon any question under consideration before examining and evaluating relevant information. The Superintendent shall be given an opportunity to examine and to evaluate all such information, and to recommend action before the Board attempts to make a decision.

The Board may adjourn a regular or special meeting at any place in the agenda providing that arrangements are made to complete the items of business on the agenda at a future meeting. The minutes shall make notice of the adjournment, and the reconvened session shall be considered an addition to these minutes.

Cross- Ref: 2342, Agenda Preparation and Dissemination

Adoption Date: 1/13/2000, Revised: 8/9/2012, 2/4/2016
2000 - Governance and Operations