

Victor Central School  
Board of Education  
PROPOSED AGENDA  
**Regular Meeting, Thursday, December 8, 2022 – 5:30 PM**  
**Early Childhood School Auditorium/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 matters that will imperil the public safety if disclosed.*
  - ✓
    - *Motion to return to regular session.*
- A. **Moment of Silence**
- B. **Pledge to the Flag**
- C. **Greetings to Visitors/Public Participation Reminder**
- 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. Presentations/Recognitions:**

- **Senior High School Fall Play *Almost, Maine***
- **Junior High School Musical *Elf***
- **NAfME All-National Honor Ensemble Participant**
- **Girls Swimming Individual Section V Champions**
- **Varsity Cheerleaders Section V Champions**

**4. Superintendent's Update**

**5. Public Participation:** Although the Board's work is open to the public, this is not a meeting with the public. At this time privilege of the floor is offered to those who have signed up to speak. 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 30 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 November 10, 2022**
- B. **Treasurer's Report for the month ending October 31, 2022**
- C. **Personnel Agenda**



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- D. Recommendations of the Committee on Special Education from the meetings of October 20, 31, 2022, November 1, 4, 7, 8, 9, 10, 14, 15, 16, 17, 18, 21, 22, 28, 29, 30, 2022, December 1, 2, 5, 6, 7, 8, 2022 and from the Committee on Preschool Special Education from the meetings of November 1, 15, 22, 2022**
- E. Declare the following as surplus:**
  - **Hewlett Packard Laser Color Laserjet CP4025 with VCS Tag # 012983;**
- F. Tax Collectors Report**
- G. Amended per diem and substitute rates effective December 31, 2022 as submitted in a memorandum from Dorothy DiAngelo to Tim Terranova dated November 28, 2022**
- H. SWBR Architects Pre-referendum Proposal**
- I. Resolution to Approve Amendment to FLASHP Municipal Cooperative Agreement as submitted.**

**7. A. Campus News**

- B. Management Plan Update; Special Education** (*Karyn Ryan, Shannon Markin-McMurtire, Amanda Tripp; 15 min.*)
- C. Review the 2023-2024 Budget Financial Strategies and Goals** (*Derek Vallese; 15 min.*)

- ✓ **D. Approve the following field trips:**
- **Grade 7-12 Winterguard to Bethlehem, PA from 3/17/23 – 3/19/23 to participate in Regional Competition;**
  - **Grade 7-12 Winterguard to Dayton, OH from 4/12/23 – 4/16/23 to participate in World Championships;**
  - **Varsity Football Team to Clinton, NY from 7/16/23 – 7/19/23 to participate in a football camp;**

- E. Policy Review; First reading of the following policies:**
  - 1. Relationship with Booster Organizations; Policy 1222**

- F. Policy Review; Second reading of the following policy:**
  - 1. Use of Assistance Animals; Policy 1499**

- ✓ **G. Policy Review; Second and Final reading of the following policy:**
- 1. Complaints about Curricula or Instructional Materials; Policy 1420**

**8. Meeting Reports**

- A. Monroe County School Boards Association Committee Reports**
- B. Standing Committee Updates**
- C. DEI Committee Board of Education Participation**

**9. Upcoming Events/Meetings**

- A. Next Regular Board Meeting, Thursday, January 12, 2023**
- B. Budget Workshop, Thursday, January 26, 2023**

✓ **10. Adjourn**



**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**  
**Unapproved Minutes of the Regular Meeting of November 10, 2022**  
**Early Childhood School Boardroom**  
**953 High Street**  
**Victor, New York 14564**

<b>CALL TO ORDER</b>	Vice-president Christopher Parks called the meeting to order at 6:30 PM.
<b>Members Present</b>	Kristin Elliott, Lisa Kostecki, Elizabeth Mitchell, Christopher Parks, Debbie Palumbo-Sanders
<b>Members Absent</b>	Tim DeLucia, Trisha Turner
<b>ENTER EXECUTIVE SESSION</b>	A motion was made by D. Palumbo-Sanders, seconded by E. Mitchell, to enter executive session at 6:30 PM to discuss the employment history of a specific individual. The motion was carried. 5 yes 0 no 0 abstentions
<b>REGULAR SESSION</b>	A motion was made by E. Mitchell, seconded by L. Kostecki, to return to regular session at 7:10 PM. The motion was carried. 5 yes 0 no 0 abstentions
<b>APPROVE AGENDA</b>	A motion was made by E. Mitchell, seconded by D. Palumbo-Sanders, to approve the agenda. The motion was carried. 5 yes 0 no 0 abstentions
<b>SUPERINTENDENT'S UPDATE</b>	Superintendent Terranova recognized the Veterans for their service including Dr. Christopher Parks, Board of Education Vice-president. He then talked about the significance of the District's Management Plan. There are three areas that the District is asking for community input. The first is the next capital project. A survey was sent out in the News Magazine that should have arrived in homes this week. Dr. Terranova asked people to fill out the survey with their own impressions around the needs of the facilities. The link to the survey was also sent out in the Superintendent's community message today and it is also on the website and on social media. Towards the end of the month, near Thanksgiving the District will also be sending out a survey around the review of the mission and vision of the District. That is something that has been prioritized for review this year as part of the Management Plan. Dr. Terranova said in about a week and a half there will be a third communication sent out. That is a message regarding the Diversity, Equity and Inclusion District-wide Committee that will be forming in December. This is about reaching out to community members to see who might be interested in serving on this committee. This is under the direction of District Council, a major shared-decision making body of the District. Lastly, he reported that the Ontario County Superintendents and Ontario County Government have been meeting to work on the collaboration to add mental health services in school districts that could be funded by the county. These services are to support the staff the districts currently have. They are working on a plan to have therapeutic counseling services set-up across school districts in the county for students who need more significant counseling.



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

### **PRESENTATIONS/ RECOGNITIONS Graduate of Distinction Dr. Laura Lane VCS Class of 1895**

Superintendent Terranova talked about the induction process of this year's Graduate of Distinction posthumously, Dr. Laura Lane, Victor Central School District Class of 1895. He said in 2020 Victor Town Historian, Babette Huber nominated Dr. Lane posthumously for her amazing career as a trailblazing cancer researcher and physician. Tonight, we have the in-person opportunity to share Dr. Lane's story and formally induct her into this prestigious class of graduates. Dr. Terranova provided a brief overview of the Graduates of Distinction Program and then introduced Mrs. Huber who spoke about Dr. Lane's life growing up in Victor with her parents Ambert and Amelia Parks Lane. After graduating from Victor High School Laura went to live with an aunt in Ann Arbor, Michigan, where she attended the University of Michigan. She graduated there with a bachelor's degree and then went on to the University of Colorado and earned a medical degree in 1904. She was a fellow of the American College of Surgeons, which was established in 1913. In 1917 she passed the second examination ever held by the American Board of Ophthalmology, making her the first female physician to be Board Certified in the United State for any specialty. Her main interest was orbital eye tumors leading her to study the use of radiation and radium for eye cancer. She had to retire due to radium damage, burns, to her hands. She eventually came back to Victor to live in the house at the corner of Lane Road and Route 96, which is no longer there. She spoke out at local lectures, usually at the University of Rochester, in favor of organic farming. She promoted a healthy living style which included exercise and non-chemical vegetables. She believed very strongly that the ingestion of processed and chemically induced foods was causing cancer. She died in March 1960. She left bequeaths of her whole estate to several universities to continue in her field of expertise, which was eye cancer research. The American Academy of Ophthalmology considers Dr. Laura Lane "a trail blazing female ophthalmologist". Mrs. Huber thanked the Board of Education for recognizing her achievements. She was then presented with a plaque recognizing Dr. Laura A. Lane as a Victor Central School District Graduate of Distinction. Vice-president Parks thanked Mrs. Huber for her presentation. He said it was truly special and magnificent. He thanked Board member Mrs. Elliott for serving on the Graduates of Distinction Committee when Dr. Lane's nomination took place and the committee members that joined the meeting this evening.

### **Veteran Recognition**

Dr. Parks spoke about November 11th being Veteran's Day. It was originally called Armistice Day and then in 1954 was changed to Veteran's Day. He said today is the birthday of the United States Marine Corps. Victor Central Schools has many Veterans within the community. The District's Community Relations Department reached out to all staff to ask if they would like to share their accounts about being Veterans. While not all VCS Veterans chose to participate those that did are a great representation of all the Veterans who have served and their commitment to our country. Dr. Parks shared a quote from Harry S. Truman, "Our debt to the heroic men and valiant women in the service of our country can never be repaid. They



# VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

## Veteran Recognition Continued

have earned our undying gratitude. American will never forget their sacrifices.”. Dr. Parks then asked everyone to silently reflect on not only our own VCS Veterans but all Veterans.

## PUBLIC PARTICIPATION

None at this time.

## CONSENT ITEMS

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

## MINUTES

Minutes of the Regular Board Meeting on October 12, 2022;

## FINANCIAL STATEMENTS

Treasurer’s Report for the month ending September 30, 2022;

## 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 Long Term Substitute Appointments:

The appointment of **Rebecca Morrill**, who is working towards certification in Spanish Grades 7-12, to a long-term substitute position as a Foreign Language Teacher, backdated to September 1, 2022, and ending January 23, 2023, at an annual salary of \$45,077, which will be prorated based on the length of the assignment.

The appointment of **Frederick Finter**, who is working towards certification in Students with Disabilities Grades 7-12, to a long-term substitute position as a Special Education Teacher, effective November 9, 2022, and ending June 30, 2023, at an annual salary of \$43,877, which will be prorated based on the length of the assignment.

## Long Term Substitute Appointments:

The appointment of **David Rodrick**, who has certifications as a School Psychologist and School Counselor, to a long-term substitute position as a School Psychologist, effective November 21, 2022, and ending June 30, 2023, at an annual salary of \$84,899, which will be prorated based on the length of the assignment.

## Leaves of Absence:

The granting of an extension of maternity and subsequent childcare leave of absence for **Marissa Lawrence**, School Social Worker, effective March 1, 2023, and extending through June 30, 2023.

The granting of an extension of maternity and subsequent childcare leave of absence for **Sarah Stockman**, Reading Teacher, effective April 10, 2023, and extending through June 30, 2023.



# VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

The granting of an extension of maternity and subsequent childcare leave of absence for **Emily Hopkins-Ives**, School Psychologist, effective April 19, 2023, and extending through May 31, 2023.

**Resignations:** The resignation of **Kelsey Flynn**, ELL Teacher, effective December 31, 2022.

The resignation of **Peter Pistilli**, School Psychologist, effective November 19, 2022.

The resignation of **Kerry Kraska**, Special Education Teacher, effective November 1, 2022.

<b>Athletics:</b>	<b><u>Position</u></b>	<b><u>Name</u></b>	<b><u>Level</u></b>	<b><u>Years</u></b>
<b>Bowling</b>	Volunteer	Bryan Law	-	-
<b>Basketball – Boys</b>	Volunteer	Patrick Broderick	-	-
<b>Basketball – Girls</b>	Varsity Assistant	Blake Smith	3	13
	JV	Brian Hill	3	5
	Volunteer	Kevin Neenan	-	-
<b>Indoor Track &amp; Field</b>	Head Varsity	Robert Goodell	2	21
	Assistant	Ryan Ellis	4	1
<b>Cheerleading</b>	Volunteer	Mackenzie Sercu	-	-

**Coaching Resignations:** The resignation of **David Marsh**, Boys Swimming and Diving Varsity Assistant.

The resignation of **Austin Donroe**, Indoor Track and Field Varsity Head Coach.

The resignation of **Austin Donroe**, Track and Field Varsity Head Coach.

The resignation of **Andrew Reddout**, Boys Basketball Modified A Coach.

<b>Per Diem Substitutes:</b>	<b><u>Candidate</u></b>	<b><u>Area of Certification</u></b>
	Kimberly Natale	Uncertified
	Jessica Klem	Elementary/Special Education
	Trudy Howles	Uncertified
	Dominic Guccia	Uncertified
	Holly Boisvert	Uncertified
	Martha Flower	Earth Science/Chemistry/ General Science

**Non-Instructional Appointments:** The appointment of **Paul Kaseman**, Full Time Teacher Aide, effective October 3, 2022, at an hourly rate of \$14.57.



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

The appointment of **Betty Post**, Department Secretary, effective November 1, 2022, at an hourly rate of \$18.26.

The appointment of **Randolph Shea**, from School Bus Driver Trainee to School Bus Driver, effective October 4, 2022, at an hourly rate of \$20.99.

The appointment of **Rohini Arumugam**, Full Time Teacher Aide, effective October 11, 2022, at an hourly rate of \$14.17.

The appointment of **Erika Younis**, Part Time Teacher Aide, effective October 24, 2022, at an hourly rate of \$14.17.

The appointment of **Leslie Gallagher**, Full Time Teacher Aide, effective October 20, 2022, at an hourly rate of \$14.17.

The appointment of **Lynne Littlefield**, School Bus Monitor, effective October 19, 2022, at an hourly rate of \$14.17.

The appointment of **Cassidy Brennan**, Full Time Teacher Aide, effective November 2, 2022, at an hourly rate of \$14.17.

The appointment of **Sarah Redington**, Campus Security Guard, effective November 7, 2022, at an annual rate of \$45,000.

The appointment of **Myrna Zayas**, Part Time Teacher Aide, effective November 7, 2022, at an hourly rate of \$14.17.

The appointment of **Myla Reese**, Part Time Teacher Aide, effective November 1, 2022, at an hourly rate of \$14.17.

The appointment of **Michaela Williams**, Food Service Helper, effective November 7, 2022, at an hourly rate of \$14.17.

The appointment of **Ryan Clune**, from School Bus Driver Trainee to School Bus Driver, effective October 12, 2022, at an hourly rate of \$20.99.

The appointment of **Kenny Oropeza Concepcion**, Cleaner, effective November 7, 2022, at an hourly rate of \$14.65.

### **Resignations:**

The resignation of **Randolph Shea**, School Bus Driver, effective October 13, 2022.

The resignation of **Karin Ludwig**, Full Time Teacher Aide, effective November 18, 2022.



# **VICTOR CENTRAL SCHOOL BOARD OF EDUCATION**

The resignation of **Michelle Burgio**, Part Time Teacher Aide, effective October 31, 2022.

The resignation of **Cindy Emery**, Food Service Helper, effective November 30, 2022.

The resignation of **Alyssa Cummings**, Food Service Helper, effective November 1, 2022.

The resignation of **Michelle Palazzo**, Part Time Teacher Aide, effective November 13, 2022.

**Terminations:** The termination of **Righteous Bolorin**, Full Time Teacher Aide, effective October 28, 2022.

The termination of **Wanda Morales Ortiz**, Cleaner, effective November 1, 2022.

The termination of **Leishla Vazquez Burgos**, Part Time Cleaner, effective November 4, 2022.

## **Per Diem and Substitute Positions:**

<b><u>Candidate</u></b>	<b><u>Position</u></b>
Karin Ludwig	Teacher Aide
Michelle Burgio	Teacher Aide
Tirsa Alvarado	Cleaner
Mollie Mack	Food Service Helper
Meghan Robbins	Lifeguard
Emma Wade	Teacher Aide
Aniuska Marrero Viltres	Teacher Aide
Kimberly Doherty	School Bus Driver Trainee
Michelle Palazzo	Teacher Aide
Rachel Atwell	Teacher Aide
Rebecca Carter	School Bus Monitor

## **CSE/CPSE**

### **RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of October 5, 6, 11, 13, 19, 20, 24, 25, 26, 27, 28, 31, 2022 and November 1, 2, 3, 4, 7, 8, 9, 10, 2022 and from the Committee on Preschool Special Education from the meetings of October 11, 18, 19, 21, 27, 28, 2022 and November 1, 2022;

## **DONATIONS**

The following donations:

- Two portable music stands from Debbie Palumbo-Sanders to the Victor Central School District Music Department valued at \$30.00;
- 400 T-shirts from Crazy dog T-shirts to the Victor Central School District valued at \$800.00;

Mrs. Elliott thanked the community for the support of their donations.



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

### **SURPLUS**

The following are declared as surplus:

- Hewlett Packard LaserJet M401dn Printers with VCS Tag #s 013163, 013664, 013665;
- Hewlett Packard LaserJet M401dne Printers with VCS Tag #s 013734, 013735, 013736, 013737, 013738, 014343, 014681, 014696;
- Hewlett Packard LaserJet P4015dn Printer with VCS Tag #012286;
- Hewlett Packard LaserJet M402dn Printers with VCS Tag #s 014825, 014826;
- Hewlett Packard LaserJet P402dne Printers with VCS Tag #s 015474, 015475, 015476, 015477, 015478;
- Hewlett Packard LaserJet P4515x Printer with VCS Tag # 012358;
- Hewlett Packard LaserJet P2055dn Printers with VCS Tag #s 011679, 011729, 012299, 012406, F0034, and one without a VCS Tag #;
- Apple iPad with VCS Tag # 014983;

### **EMPLOYEE AGREEMENT**

Agreement between the Victor Central School District and an Employee executed on November 1, 2022;

### **BUDGET DEVELOPMENT CALENDAR**

Adopt the 2023-2024 Budget Development Calendar as submitted; and

### **DASA COORDINATOR**

Appoint Laura Westerman as a Dignity for All Students Act (DASA) Coordinator for the Junior High School.

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

### **CAMPUS NEWS**

VCS Administrators summarized campus news and events.

### **MANAGEMENT PLAN UPDATE; SUPPORTING ALL STUDENTS ACADEMICALLY AND SOCIAL EMOTIONALLY**

Assistant Superintendent for Pupil Services Karyn Ryan, Director of Elementary Special Education Amanda Tripp and the Director of Secondary Special Education Shannon Markin-McMurtrie provided an update on the Management Plan, specifically how students are supported both academically and social emotionally. Mrs. Ryan said at Victor School District when talking about student achievement they are talking about supporting the whole child. Wanting to make sure that when the students leave the District they have skill areas across academics, social emotional competencies and diversity, equity and inclusion, also called agency, identity and efficacy. All three areas are equally important, independent of each other yet very connected. The work this year is embedded in professional development tied to the three areas, which can be seen in the Management Plan. Mrs. Ryan said it is important for students to have a strong academic foundation so when the seniors leave and go out into the world, they have the skills to craft a plan and put the plan in place so they can achieve any goal they wish to. Mrs. Markin-McMurtrie spoke about the



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

### **SUPPORTING ALL STUDENTS ACADEMICALLY AND SOCIAL EMOTIONALLY Continued**

sense of identity. It is essential for students to know who they are as a learner, feel valued, have a sense of where they came from culturally and are accepting of others. These are essential skills the District want students to have. Mrs. Tripp spoke about efficacy. She said it is critically important for students to have the skills and competencies to make responsible decisions, build positive relationships with peers and adults and to demonstrate self-discipline to proceed through daily challenges. Mrs. Ryan said there is a very strong K-12 alignment for supporting academic and social emotional growth. The Pupil Personnel Services Department is anchored to supporting the focused professional learning practices, working to continue to support the Response to Intervention and Multi-tiered System of Supports structures as well as aligning to the building goals. Mrs. Tripp said as a proud and former psychologist for the District the increase in staffing that has been supported by the District has been so important. She talked about the increase in staffing for the psychologists, social workers and counselors. The roles and responsibilities have increased dramatically in these areas. Students needs have been growing and can be challenging. Mrs. Markin-McMurtrie said this year the Pupil Personnel Services Department has been fortunate to partner with the Office of Instruction to support some District-wide professional learning that helps to develop and grow collective understanding of the Culturally Responsive-Sustaining Education Framework. This establishes a welcoming and affirming environment. Time and space was provided for teachers to see, explore and reflect on how to leverage relationships to support academic, culturally responsive-sustaining education, and social emotional goals on a day-to-day basis. A bank of research bases, highly effective Tier 1 academic and social emotional learning strategies have been provided so they can be implemented with fidelity. It is important to build capacity in all staff that they believe that each child belongs to all of us and that we all have a role and responsibility in their success. Mrs. Markin-McMurtrie talked about Multi-Tiered Systems of Support for all children and the District-wide problem solving teams to support students academically and social emotionally. She said at the table for every one of the problem-solving teams are the District's social emotional experts. These experts are school psychologists, social workers, school counselors and behavior specialist. Mrs. Ryan discussed the tiered level supports. She said at every level there is a high level of problem solving and parent communication. The tiers are fluid so a student might be at Tier 1 level and have some trauma in their life and they need some short-term intensive support, so they move to a Tier 3. Students move in and out of Tier support, so it is fluid, not fixed. Tier 1 is the universal core curriculum support. This is available to every student. Tier 2 is more of a targeted instructional intervention for some students who need supports beyond Tier 1. Tier 3 is a more intensive instructional intervention for a few students who need support beyond Tier 1 and Tier 2. Mrs. Palumbo-Sanders said it is a tremendous division of need that helps the student population tremendously. Dr. Parks thanked them for their presentation and the great work. He said the children are being well served and taken care of.



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

### **200 SOUTH HIGH STREET INSPECTION UPDATE**

Assistant Superintendent for Business Derek Vallese provided the Board with an update on the inspection of 200 South High Street. The community approved the proposition to purchase 200 South High Street on October 7, 2022. He said one of the clauses in the sale agreement is that it has to complete a thorough inspection. The inspection was conducted on Wednesday, October 26, 2022. SWBR provided an architect, who was Dave Phelps, and a structural engineer to observe the architectural, structural and code compliance components of the building. SWBR utilized M/E Engineering, P.C., a mechanical and electrical engineer, to observe the mechanical, electrical and plumbing components of the building. Mr. Vallese then went over the findings. The flooring either needs a deep cleaning or needs to be replaced. The walls need to be repaired with patching or infills and paint. In-between what was the daycare facilities and a workout room there was a glass window that has been destroyed so the glass needs to be replaced or turned into a solid wall. There are a couple of fitness room spaces where there is a gym floor and there is a threshold to prevent tripping from the gym floor to the normal walkway. This threshold is too steep for American Disabilities Act (ADA) compliance. In the women's restroom, when you enter, you walk right into lockers which is not ADA compliant. They are not affixed to the floor or wall, so it is just a matter of picking them up and moving them. Mr. Vallese said at the Facilities Committee meeting today they talked about repurposing them for paraprofessionals to use so they do not have to leave their personal items in classrooms if these are left behind by the previous owner. On the east side of the building there is rotting fascia board and the gutters are in need of repair or replacement. The roof is not sagging, and the shingles look to be in pretty good shape, however they cannot tell what is underneath the roof so the condition of the roofing membrane is unknown; however to the eye it is in pretty good shape. The concrete landing outside of the southwest door needs to be repaired. The brick foundation on the southwest corner needs to be plugged to avoid moisture penetration. Mr. Vallese said with regards to electrical there is a need for a carbon dioxide detector in the mechanical room. The building has to be connected to the campus data network. Lighting needs to be added for egresses, a magnetic lock needs to be removed from one exterior door and two light poles need to be replaced on the north side of the parking lot. Mechanically a backflow preventer needs to be added to prevent sewage from backing up into the building, which is required by the Department of Health. A leaking faucet needs to be replaced in the mop sink. Insulation needs to be added to the water piping systems from both water heaters. Airflow in the radiators is being blocked and that has to be fixed to allow the clean air to flow. There is a sink in the child watch room that needs to be fixed. Depending on what that room is used for the sink may be eliminated. The faucet in the restroom needs to be changed from a manual to an automatic. This became very common during COVID with minimal touching. There will need to be a complete replacement of heating pipes as they have a history of leaking. They are still working but it is not as efficient as the District would like. Eventually the District would like to update the heating system to include additional zones for



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

### **200 SOUTH HIGH STREET INSPECTION UPDATE Continued**

thermostats. Mr. Vallese said the heating system is fully functional the idea is to become more energy efficient and to have long-term sustainability. There is no need to replace it immediately. Mrs. Mitchell asked if they gave a ballpark figure of what it would take to fix all these items or at least what needs to be fixed in order to occupy the building. Mr. Vallese said they did not, however some of the items, like the painting of the walls that was going to happen either way so he does not have a dollar amount. Mr. Vallese said there is nothing that was found that would add to the figure that was originally told to the community. Mrs. Palumbo-Sanders asked if Chris Marshall was there at the inspection. Mr. Vallese said yes, he was there as well as George Spinaris from Campus Construction. Mr. Vallese said if the Board approves the results of the inspection and authorizes him to sign the release of the inspection report, on Monday, November 14<sup>th</sup> due to the Veteran's Day holiday. The check for the \$25,000 deposit can then be released as part of the sale agreement to sit in escrow while a search and survey of the property is completed. Mr. Vallese said we need to make sure there is no outstanding lien on the property. The \$25,000 will be applied to the \$425,000 purchase price so a subsequent check for \$400,000 will go to the YMCA. The hope is to take possession by the end of this calendar year. Board Vice-president Dr. Parks polled the Board to see if they were in agreement with the results of the inspection authorizing Mr. Vallese to sign the release of the inspection report on Monday, November 14<sup>th</sup>. Mrs. Elliott, Mrs. Kostecki, Mrs. Mitchell, Dr. Parks, and Mrs. Palumbo-Sanders were all in agreement.

### **APPROVE TRIPS**

A motion was made by E. Mitchell, seconded by L. Kostecki, to approve the following field trips:

- Outdoors Activities Club to the Adirondack Mountains from 11/17/22 – 11/20/22;
- Varsity Cheerleading to Dallas, TX from 1/19/23 – 1/23/23 to participate in the Nationals Competition;
- SEAS Club to Lake George, NY from 3/10/23 – 3/12/23
- Boys Varsity Lacrosse to Baltimore Maryland from 4/3/23 – 4/7/23 to participate in out-of-area games;
- SEAS Club to Saranac Lake, NY from 5/19/23 – 5/21/23;

The motion was carried. 5 yes 0 no 0 abstentions

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

A motion was made by D. Palumbo-Sanders, seconded by E. Mitchell to adopt the following policies:

- Use of Video or Audio Surveillance on School Property; Policy 8414.4
- School District Officer and Employee Code of Ethics; Policy 2160
- Admission of Non-resident Students; Policy 5152

The motion was carried. 5 yes 0 no 0 abstentions



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

### **First and Final Reading**

A motion was made by D. Palumbo-Sanders, seconded by L. Kostecki to adopt the following policy:

- Code of Conduct; Policy 5300

The motion was carried. 5 yes 0 no 0 abstentions

### **First Reading**

The following policies were brought to the Board as a first read:

- Use of Assistance Animals; Policy 1499
- Complaints about Curricula or Instructional Materials; Policy 1420

Mrs. Palumbo-Sanders said with regards to policy 1420, Complaints about Curricula or Instructional Materials it was more about how the policy is outlined. She said it did not seem like it was in the appropriate order. She said she is wondering if the submission of a formal written complaint should be first with further definition. Should it be a written complaint to the Superintendent? She asked Dr. Terranova if that is how the process would start. Dr. Terranova said he is comfortable for the first step being an informal conversation because you want to have informal conversations before formal processes are created. The informal conversation might solve the issue. If that is not successful then the formal written complaint would be submitted to the Superintendent. Curriculum Council would then review it and make a recommendation to the Superintendent. Mrs. Palumbo-Sanders said so if a complaint comes into the Junior High School the principal would pass that person on to the Superintendent and if they are not satisfied with the conversation the written complaint would come to the Superintendent and then be given to Curriculum Council. Dr. Terranova said yes, however he may decide that the informal conversation be with the Director of Humanities and the Assistant Superintendent for Instruction or the Direct of Math and Science and the Assistant Superintendent for Instruction based on the material.

Mrs. Palumbo-Sanders then brought forth some questions on the Use of Assistance Animals Policy 1499. She said the title is the Use of Assistance Animals, yet the policy never defines what an assistance animal is. The policy, as written does focus on a service animal and a therapy animal. She said she is proposing that the title might be changed to Assistance Animals and then define the assistance animal as a service animal or a therapy dog. She said her thought is to reflect on it over the next month and come back in December as a rewrite before it is sent to the community. Mrs. Elliott said she will need more time to reflect on the policy. She said in the Code of Conduct we do define the different expressions, such as service animal vs. therapy dog for clarity sake and she appreciates bringing this information to the forefront. After further discussion, District Clerk Maureen Goodberlet reminded the Board they have a policy sub-committee and it would make sense to bring this to the sub-committee for their review prior to bringing to the Board as a second read. Dr. Parks said procedurally it makes sense to bring it to the sub-committee. Mrs. Elliott said they will direct any feedback to the sub-committee to incorporate into their conversations. Mrs. Elliott asked if this is



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

a policy that has been adopted or used by other districts? Dr. Terranova said the draft came from Erie 1 BOCES Policy Service. Districts have the power to revise the policies. Dr. Parks reiterated that policy 1499 will be a second non-final read in December.

### **MEETING REPORTS Standing Committee Reports**

Mrs. Elliott said she could speak about the Facilities Committee Meeting, however Mr. Vallese did a great job and she appreciates his leadership in that committee.

Mrs. Elliott said the Visual and Performing Arts Hall of Fame Committee is working on setting up a meeting.

### **Monroe County School Boards Association Committee Reports**

Dr Parks attended the Monroe County School Boards Association Information Exchange Committee Meeting on Wednesday, November 9, 2022. The presentation was on the Regional Equity Network. He called the Boards attention to the other Districts that are involved and the specificity of what is being accomplished. He said there is also a list of community partners that are involved.

### **Other Reports**

The Board of Education held a retreat on Thursday, October 13, 2022. Dr. Parks said it gave the Board an opportunity to look inward as their own group as far as strengths and how the Board can collaboratively move the District forward by addressing, responding to and proactively seeing some of the needs that will arise for the District over the coming days, months and years ahead. The Board will work in cooperation with Dr. Terranova and his leadership of the District. Dr. Parks thanked the facilitators over the course of the two meetings. Mrs. Palumbo-Sanders said there was a general discussion of the Board to have a follow-up meeting to see if we were all on track with our goals. She asked Dr. Parks how he would like to proceed on setting a date. After discussion it was decided that District Clerk, Maureen Goodberlet reach out to the Board to see if they would be willing to stay after the Budget Workshop in January for a mid-year informal review.

### **UPCOMING EVENTS Regular Board Meeting**

The next Regular Board Meeting will take place on Thursday, December 8, 2022 at 7:15 PM in the Early Childhood School Boardroom.

### **ADJOURN**

A motion was made by E. Mitchell, seconded by K. Elliott, to adjourn the meeting at 8:48 PM.

The motion was carried. 5 yes 0 no 0 abstentions

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk






## Treasurer's Report

October 2022

<u>Account Description</u>	<u>Bank</u>	<u>Beginning Balance</u>	<u>Monthly Receipts</u>	<u>Monthly Disbursements</u>	<u>Ending Balance</u>
<b>Cash Accounts</b>					
General Fund Checking	Canandaigua National Bank	7,254,417.47	3,693,350.58	8,981,195.10	1,966,572.95
General Fund Money Market	Canandaigua National Bank	4,842,874.72	621,828.40	-	5,464,703.12
General Fund Tax Checking	Canandaigua National Bank	294,836.14	365,296.36	608,803.12	51,329.38
General Fund Tax Money Market	Five Star Bank	11,227,490.80	22,470,300.69	33,442,345.83	255,445.66
Multifund Insured Cash Sweep	Five Star Bank	185,503.43	19,537,418.92	1,486,285.77	18,236,636.58
School Lunch Fund Checking	Canandaigua National Bank	3,765.92	102,200.78	102,118.83	3,847.87
School Lunch Fund Money Market	Canandaigua National Bank	1,141,429.61	104,286.79	182,977.27	1,062,739.13
Special Aid Fund Checking/Sweep	Canandaigua National Bank	4,556,102.67	267,432.74	221,569.26	4,601,966.15
Capital Fund Checking-29M	Canandaigua National Bank	1,056,518.43	62.45	-	1,056,580.88
Trust & Agency Fund - Checking	Canandaigua National Bank	892,351.02	1,488,574.96	1,366,876.61	1,014,049.37
Trust & Agency Fund - Payroll Checking	Canandaigua National Bank	5,224.92	61,148.20	61,147.58	5,225.54
Trust & Agency Fund - Direct Deposit Checking	Five Star Bank	14.39	2,902,226.15	2,902,240.54	-
<b>Total Cash</b>		<b>\$ 31,460,529.52</b>	<b>\$ 51,614,127.02</b>	<b>\$ 49,355,559.91</b>	<b>\$ 33,719,096.63</b>
<b>Investments</b>					
General Fund Certificate of Deposit	Canandaigua National Bank	-	12,500,000.00	-	12,500,000.00
General Fund	NYCLASS	26,492,161.60	5,072,536.50	-	31,564,698.10
Capital Fund	NYCLASS	-	-	-	-
Debt Service Fund	NYCLASS	-	-	-	-
<b>Total Investments</b>		<b>\$ 26,492,161.60</b>	<b>\$ 17,572,536.50</b>	<b>\$ -</b>	<b>\$ 44,064,698.10</b>
<b>District Totals</b>		<b>\$ 57,952,691.12</b>	<b>\$ 69,186,663.52</b>	<b>\$ 49,355,559.91</b>	<b>\$ 77,783,794.73</b>

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

  
\_\_\_\_\_  
School District Treasurer



Extraclass Fund  
From October 1, 2022 to October 31, 2022

<u>Activities</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
CLASS OF 2022	-			-
CLASS OF 2023	7,739.63		808.22	6,931.41
CLASS OF 2024	3,963.47			3,963.47
CLASS OF 2025	4,893.72		150.36	4,743.36
CLASS OF 2026	1,796.44			1,796.44
CLASS OF 2028	1,232.73			1,232.73
AQUATIC LEADERS	-			-
ART CLUB	149.52			149.52
BUSINESS CLUB	1,621.87	15,710.75	226.21	17,106.41
DRAMA CLUB	9,645.93	3,021.00	2,724.31	9,942.62
FRENCH CLUB	11,504.67	1,637.90	78.96	13,063.61
GO GREEN GARDEN TEAM	66.27			66.27
GLOBAL COMPETENCY	460.55			460.55
INTERNATIONAL CLUB	208.02			208.02
J.H. MUSICAL	22,154.58		3,597.61	18,556.97
J.H. STORE	996.37			996.37
J.H. ST. CO.	5,146.41		70.00	5,076.41
J.H. YEARBOOK	(7.54)			(7.54)
KEYCLUB	1,303.76	2,495.00		3,798.76
MEDICAL EXPLORERS	110.75			110.75
MENTORING CLUB	3,816.46			3,816.46
N.H.S.	1,924.44			1,924.44
OUTDOOR ACTIVITY	231.48			231.48
POSITIVE SCHOOL CLIMATE	3,402.54			3,402.54
SALES TAX	1,813.70	589.03		2,402.73
SEAS	854.93			854.93
S.H. ORCHESTRA	3,312.36			3,312.36
SH SCHOOL STORE	5,529.75		392.54	5,137.21
S.H. ST. CO.	3,706.71	15,193.72	7,698.74	11,201.69
SH YEARBOOK	(378.41)			(378.41)
SPANISH CLUB	2,952.68		79.99	2,872.69
VICTOR MUSIC SOCIETY	1,220.33			1,220.33
VICTOR CARES	8,333.96	645.00		8,978.96
WELLNESS CLUB	379.26			379.26
<b>TOTALS</b>	<b>110,087.34</b>	<b>39,292.40</b>	<b>15,826.94</b>	<b>133,552.80</b>

Bank Balance	140,412.89
Checks Outstanding	7,015.09
Interest Not Posted	-
Bank Error	
Outstanding Transfer to General	
Returned Checks	155.00
Deposits in Transit	
<b>Total Reconciled Bank Balance</b>	<b>133,552.80</b>

Jill Smith, Extraclass Treasurer



## Victor Central School District

Revenue Status Report As Of: 10/31/2022

Fiscal Year: 2023

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			55,045,566.00	55,045,566.00	52,341,624.90	-27,245.37	2,703,941.10	0.00
1081 Other Pmts in Lieu of Taxes			2,666,480.00	2,666,480.00	2,914,718.72	526,894.46	0.00	248,238.72
1085 STAR Reimbursement			0.00	0.00	2,669,119.00	0.00	0.00	2,669,119.00
1090 Int. & Penal. on Real Prop. Tax			40,000.00	40,000.00	14,041.19	14,041.19	25,958.81	0.00
1120 Nonprop. Tax Distrib. By Co.			77,000.00	77,000.00	73,000.00	0.00	4,000.00	0.00
1335 Oth Student Fee/Charges (Indiv			0.00	0.00	20,032.00	4,322.00	0.00	20,032.00
1410 Admissions (from Individuals)			0.00	0.00	2,648.00	2,466.00	0.00	2,648.00
2230 Day School Tuition-Oth Dist. NYS			20,000.00	20,000.00	19,959.12	8,106.60	40.88	0.00
2401 Interest and Earnings			45,000.00	45,000.00	139,997.83	100,286.71	0.00	94,997.83
2410 Rental of Real Property, Indiv.			40,000.00	40,000.00	17,558.87	9,500.00	22,441.13	0.00
2440 Rental of Buses			10,000.00	10,000.00	7,716.93	5,776.84	2,283.07	0.00
2450 Commissions			0.00	0.00	1,044.75	30.00	0.00	1,044.75
2680 Insurance Recoveries			0.00	0.00	125,000.00	0.00	0.00	125,000.00
2690 Other Compensation for Loss			0.00	0.00	956.99	800.00	0.00	956.99
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			45,000.00	45,000.00	128,932.72	85,724.68	0.00	83,932.72
2770 Other Unclassified Rev.(Spec)			30,000.00	30,000.00	12,626.14	1.29	17,373.86	0.00
3101 Basic Formula Aid-Gen Aids (Ex			27,098,744.00	27,098,744.00	2,365,940.24	2,343,480.57	24,732,803.76	0.00
3102 Lottery Aid			0.00	0.00	6,191,775.92	180,133.33	0.00	6,191,775.92
3103 BOCES Aid (Sect 3609a Ed Law)			2,476,716.00	2,476,716.00	303.00	303.00	2,476,413.00	0.00
3260 Textbook Aid (Incl Txtbk/Lott)			258,980.00	258,980.00	65,910.00	0.00	193,070.00	0.00
3262 Computer Sftwre, Hrdwre Aid			133,243.00	133,243.00	0.00	0.00	133,243.00	0.00
3263 Library A/V Loan Program Aid			26,750.00	26,750.00	0.00	0.00	26,750.00	0.00
4601 Medic.Ass't-Sch Age-Sch Yr Pro			75,000.00	75,000.00	11,653.37	116.36	63,346.63	0.00
5999 Appropriated Fund Balance			1,030,000.00	1,472,382.86	0.00	0.00	1,472,382.86	0.00
<b>Total GENERAL FUND</b>			<b>89,198,479.00</b>	<b>89,640,861.86</b>	<b>67,124,559.69</b>	<b>3,254,737.66</b>	<b>31,954,048.10</b>	<b>9,437,745.93</b>

## Selection Criteria

Criteria Name: Shared: BOE Modified  
 As Of Date: 10/31/2022  
 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 PENNY L. JOHNSTON

\* 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: 10/31/2022

Fiscal Year: 2023

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>1010 Board Of Education</b>							
4 Contractual and Other		6,000.00	6,000.00	14,611.59	450.00	1,260.00	-9,871.59
45 Materials & Supplies		1,700.00	1,700.00	463.86	72.00	856.00	380.14
49 BOCES Services		3,000.00	4,205.00	359.00	179.50	2,641.00	1,205.00
<b>Subtotal of 1010 Board Of Education</b>		<b>10,700.00</b>	<b>11,905.00</b>	<b>15,434.45</b>	<b>701.50</b>	<b>4,757.00</b>	<b>-8,286.45</b>
<b>1040 District Clerk</b>							
16 Noninstructional Salaries		49,496.00	49,496.00	16,241.20	4,435.30	31,482.23	1,772.57
<b>Subtotal of 1040 District Clerk</b>		<b>49,496.00</b>	<b>49,496.00</b>	<b>16,241.20</b>	<b>4,435.30</b>	<b>31,482.23</b>	<b>1,772.57</b>
<b>1060 District Meeting</b>							
4 Contractual and Other		1,400.00	1,400.00	1,933.43	762.30	0.00	-533.43
45 Materials & Supplies		3,500.00	3,500.00	574.68	0.00	293.75	2,631.57
<b>Subtotal of 1060 District Meeting</b>		<b>4,900.00</b>	<b>4,900.00</b>	<b>2,508.11</b>	<b>762.30</b>	<b>293.75</b>	<b>2,098.14</b>
<b>1240 Chief School Administrator</b>							
15 Instructional Salaries		212,328.00	212,328.00	69,880.00	17,470.00	139,760.00	2,688.00
16 Noninstructional Salaries		49,496.00	49,496.00	15,741.12	3,935.28	31,482.30	2,272.58
4 Contractual and Other		5,975.00	5,975.00	5,376.41	1,565.01	0.00	598.59
45 Materials & Supplies		1,000.00	1,000.00	936.22	22.99	0.00	63.78
<b>Subtotal of 1240 Chief School Administrator</b>		<b>268,799.00</b>	<b>268,799.00</b>	<b>91,933.75</b>	<b>22,993.28</b>	<b>171,242.30</b>	<b>5,622.95</b>
<b>1310 Business Administration</b>							
15 Instructional Salaries		137,148.00	137,148.00	51,186.16	11,833.34	94,666.64	-8,704.80
16 Noninstructional Salaries		143,151.00	143,151.00	43,570.26	11,635.24	90,325.98	9,254.76
4 Contractual and Other		15,600.00	15,600.00	1,000.00	0.00	747.00	13,853.00
45 Materials & Supplies		2,200.00	2,200.00	431.60	376.88	2,257.14	-488.74
49 BOCES Services		106,605.00	111,192.68	21,743.56	2,723.76	84,861.44	4,587.68
<b>Subtotal of 1310 Business Administration</b>		<b>404,704.00</b>	<b>409,291.68</b>	<b>117,931.58</b>	<b>26,569.22</b>	<b>272,858.20</b>	<b>18,501.90</b>
<b>1320 Auditing</b>							
16 Noninstructional Salaries		42,000.00	42,000.00	2,000.00	500.00	4,000.00	36,000.00
4 Contractual and Other		0.00	16,230.00	0.00	0.00	16,230.00	0.00
<b>Subtotal of 1320 Auditing</b>		<b>42,000.00</b>	<b>58,230.00</b>	<b>2,000.00</b>	<b>500.00</b>	<b>20,230.00</b>	<b>36,000.00</b>
<b>1325 Treasurer</b>							
16 Noninstructional Salaries		93,822.00	93,822.00	32,990.61	6,833.34	54,666.64	6,164.75
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	102.35	30.36	428.01	469.64
<b>Subtotal of 1325 Treasurer</b>		<b>95,322.00</b>	<b>95,322.00</b>	<b>33,092.96</b>	<b>6,863.70</b>	<b>55,094.65</b>	<b>7,134.39</b>
<b>1330 Tax Collector</b>							
16 Noninstructional Salaries		0.00	0.00	0.00	0.00	34,224.04	-34,224.04
4 Contractual and Other		11,250.00	11,250.00	10,242.43	29.38	5,956.74	-4,949.17
45 Materials & Supplies		100.00	100.00	0.00	0.00	25.00	75.00
<b>Subtotal of 1330 Tax Collector</b>		<b>11,350.00</b>	<b>11,350.00</b>	<b>10,242.43</b>	<b>29.38</b>	<b>40,205.78</b>	<b>-39,098.21</b>



## Victor Central School District

Budget Status Report As Of: 10/31/2022

Fiscal Year: 2023

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>1345 Purchasing</b>							
4 Contractual and Other		14,500.00	14,500.00	7,450.09	0.00	7,403.24	-353.33
<b>Subtotal of 1345 Purchasing</b>		<b>14,500.00</b>	<b>14,500.00</b>	<b>7,450.09</b>	<b>0.00</b>	<b>7,403.24</b>	<b>-353.33</b>
<b>1420 Legal</b>							
4 Contractual and Other		100,000.00	100,000.00	33,786.69	21,069.69	71,213.31	-5,000.00
49 BOCES Services		27,810.00	28,737.23	5,237.13	2,629.83	22,572.87	927.23
<b>Subtotal of 1420 Legal</b>		<b>127,810.00</b>	<b>128,737.23</b>	<b>39,023.82</b>	<b>23,699.52</b>	<b>93,786.18</b>	<b>-4,072.77</b>
<b>1430 Personnel</b>							
15 Instructional Salaries		149,824.00	149,824.00	54,489.28	12,568.82	100,550.48	-5,215.76
16 Noninstructional Salaries		245,317.00	245,317.00	85,600.96	21,732.01	182,231.69	-22,515.65
4 Contractual and Other		126,000.00	126,000.84	24,072.47	2,764.95	16,636.34	85,292.03
45 Materials & Supplies		1,350.00	1,350.00	0.00	0.00	385.95	964.05
49 BOCES Services		8,000.00	23,830.29	414.99	547.04	7,584.96	15,830.34
<b>Subtotal of 1430 Personnel</b>		<b>530,491.00</b>	<b>546,322.13</b>	<b>164,577.70</b>	<b>37,612.82</b>	<b>307,389.42</b>	<b>74,355.01</b>
<b>1480 Public Information and Services</b>							
15 Instructional Salaries		54,028.00	54,028.00	0.00	0.00	0.00	54,028.00
16 Noninstructional Salaries		34,873.00	34,873.00	33,459.67	8,658.86	87,761.13	-86,347.80
4 Contractual and Other		22,500.00	22,500.00	11,101.00	184.00	5,244.00	6,155.00
45 Materials & Supplies		13,000.00	13,000.00	5,181.55	21.00	3,869.29	3,949.16
49 BOCES Services		64,000.00	65,907.80	13,066.20	6,533.10	50,933.80	1,907.80
<b>Subtotal of 1480 Public Information and Services</b>		<b>188,401.00</b>	<b>190,308.80</b>	<b>62,808.42</b>	<b>15,396.96</b>	<b>147,808.22</b>	<b>-20,307.84</b>
<b>1620 Operation of Plant</b>							
16 Noninstructional Salaries		1,856,019.00	1,856,019.00	372,293.84	113,902.94	542,957.44	940,767.72
4 Contractual and Other		1,068,100.00	1,105,604.19	252,383.09	96,194.72	857,498.82	-4,277.72
45 Materials & Supplies		138,000.00	138,000.00	82,922.37	17,525.57	40,077.63	15,000.00
<b>Subtotal of 1620 Operation of Plant</b>		<b>3,062,119.00</b>	<b>3,099,623.19</b>	<b>707,599.30</b>	<b>227,623.23</b>	<b>1,440,533.89</b>	<b>951,490.00</b>
<b>1621 Maintenance of Plant</b>							
16 Noninstructional Salaries		503,229.00	503,229.00	193,398.83	57,843.76	399,354.31	-89,524.14
2 Equipment		191,763.00	198,363.20	152,124.31	152,124.31	6,600.20	39,638.69
4 Contractual and Other		519,050.00	609,625.94	243,660.91	23,234.77	161,447.08	204,517.95
45 Materials & Supplies		250,000.00	270,745.08	87,134.27	34,243.78	131,176.12	52,434.69
49 BOCES Services		22,000.00	41,055.00	0.00	0.00	22,000.00	19,055.00
<b>Subtotal of 1621 Maintenance of Plant</b>		<b>1,486,042.00</b>	<b>1,623,018.22</b>	<b>676,318.32</b>	<b>267,446.62</b>	<b>720,577.71</b>	<b>226,122.19</b>
<b>1622 Security of Plant</b>							
16 Noninstructional Salaries		60,000.00	60,000.00	24,722.81	15,144.21	159,772.06	-124,494.87
4 Contractual and Other		155,000.00	155,000.00	1,665.00	1,665.00	144,685.00	8,650.00
45 Materials & Supplies		0.00	500.00	0.00	0.00	0.00	500.00
<b>Subtotal of 1622 Security of Plant</b>		<b>215,000.00</b>	<b>215,500.00</b>	<b>26,387.81</b>	<b>16,809.21</b>	<b>304,457.06</b>	<b>-115,344.87</b>
<b>1670 Central Printing &amp; Mailing</b>							



## Victor Central School District

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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		70,000.00	70,171.00	21,890.08	502.24	38,362.62	9,918.30
<b>Subtotal of 1670 Central Printing &amp; Mailing</b>		<b>70,000.00</b>	<b>70,171.00</b>	<b>21,890.08</b>	<b>502.24</b>	<b>38,362.62</b>	<b>9,918.30</b>
<b>1680 Central Data Processing</b>							
49 BOCES Services		675,000.00	675,000.00	145,477.57	77,747.77	529,522.43	0.00
<b>Subtotal of 1680 Central Data Processing</b>		<b>675,000.00</b>	<b>675,000.00</b>	<b>145,477.57</b>	<b>77,747.77</b>	<b>529,522.43</b>	<b>0.00</b>
<b>1910 Unallocated Insurance</b>							
4 Contractual and Other		300,000.00	300,000.00	244,632.84	673.84	0.00	55,367.16
<b>Subtotal of 1910 Unallocated Insurance</b>		<b>300,000.00</b>	<b>300,000.00</b>	<b>244,632.84</b>	<b>673.84</b>	<b>0.00</b>	<b>55,367.16</b>
<b>1920 School Association Dues</b>							
4 Contractual and Other		13,500.00	13,500.00	0.00	0.00	0.00	13,500.00
<b>Subtotal of 1920 School Association Dues</b>		<b>13,500.00</b>	<b>13,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,500.00</b>
<b>1964 Refund on Real Property Taxes</b>							
4 Contractual and Other		0.00	0.00	17,354.40	0.00	0.00	-17,354.40
<b>Subtotal of 1964 Refund on Real Property Taxes</b>		<b>0.00</b>	<b>0.00</b>	<b>17,354.40</b>	<b>0.00</b>	<b>0.00</b>	<b>-17,354.40</b>
<b>1981 BOCES Administrative Costs</b>							
49 BOCES Services		785,000.00	804,226.92	157,989.94	78,994.97	619,160.06	27,076.92
<b>Subtotal of 1981 BOCES Administrative Costs</b>		<b>785,000.00</b>	<b>804,226.92</b>	<b>157,989.94</b>	<b>78,994.97</b>	<b>619,160.06</b>	<b>27,076.92</b>
<b>2010 Curriculum Devel and Suprvsn</b>							
15 Instructional Salaries		708,510.00	708,510.00	243,412.29	53,760.60	413,016.08	52,081.63
16 Noninstructional Salaries		125,798.00	125,798.00	39,973.06	11,514.76	87,809.18	-1,984.24
4 Contractual and Other		30,000.00	41,550.00	18,005.77	596.13	2,148.00	21,396.23
45 Materials & Supplies		30,900.00	30,950.00	2,444.62	81.37	1,193.48	27,311.90
<b>Subtotal of 2010 Curriculum Devel and Suprvsn</b>		<b>895,208.00</b>	<b>906,808.00</b>	<b>303,835.74</b>	<b>65,952.86</b>	<b>504,166.74</b>	<b>98,805.52</b>
<b>2020 Supervision-Regular School</b>							
15 Instructional Salaries		1,259,224.00	1,259,224.00	426,715.78	108,844.57	818,136.63	14,371.59
16 Noninstructional Salaries		411,048.00	411,048.00	110,552.74	39,522.20	225,889.10	74,606.16
2 Equipment		245.00	245.00	0.00	0.00	0.00	245.00
4 Contractual and Other		11,356.00	11,356.00	1,306.19	0.00	1,260.94	8,788.87
45 Materials & Supplies		10,200.00	10,200.00	2,847.18	686.18	2,979.44	4,373.38
49 BOCES Services		0.00	30,467.37	7,408.00	3,704.00	22,592.00	467.37
<b>Subtotal of 2020 Supervision-Regular School</b>		<b>1,692,073.00</b>	<b>1,722,540.37</b>	<b>548,829.89</b>	<b>152,756.95</b>	<b>1,070,858.11</b>	<b>102,852.37</b>
<b>2060 Research, Planning &amp; Evaluation</b>							
4 Contractual and Other		2,800.00	2,800.00	0.00	0.00	0.00	2,800.00
45 Materials & Supplies		500.00	500.00	0.00	0.00	0.00	500.00
<b>Subtotal of 2060 Research, Planning &amp; Evaluation</b>		<b>3,300.00</b>	<b>3,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,300.00</b>
<b>2070 Inservice Training-Instruction</b>							
15 Instructional Salaries		45,000.00	45,000.00	33,592.22	1,171.71	0.00	11,407.78
4 Contractual and Other		10,000.00	10,199.00	0.00	0.00	199.00	10,000.00
45 Materials & Supplies		5,000.00	5,000.00	0.00	0.00	140.00	4,860.00



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Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
49 BOCES Services		95,000.00	95,000.00	6,647.76	3,992.61	88,352.24	0.00
<b>Subtotal of 2070 Inservice Training-Instruction</b>		<b>155,000.00</b>	<b>155,199.00</b>	<b>40,239.98</b>	<b>5,164.32</b>	<b>88,691.24</b>	<b>26,267.78</b>
<b>2110 Teaching-Regular School</b>							
10 Teacher Salaries, Pre-K		53,519.00	53,519.00	0.00	0.00	0.00	53,519.00
12 Teacher Salaries, K-6		10,748,912.00	10,748,912.00	1,876,239.41	923,357.64	8,479,969.59	392,703.00
13 Teacher Salaries, 7-12		9,436,597.00	9,436,597.00	1,743,878.81	864,607.70	7,840,731.55	-148,013.36
14 Substitute Tchr Salaries		603,000.00	603,000.00	135,371.07	91,475.84	208,800.20	258,828.73
16 Noninstructional Salaries		1,106,501.00	1,106,501.00	214,686.61	130,506.54	1,128,842.44	-237,028.05
2 Equipment		84,817.00	91,762.70	13,070.56	0.00	22,165.19	56,526.95
4 Contractual and Other		94,410.00	97,095.26	10,429.03	542.39	5,400.57	81,265.66
45 Materials & Supplies		373,985.00	407,441.54	164,685.19	39,922.78	80,154.91	162,601.44
471 Tuition Pd To NYS Pub Sch		60,000.00	60,000.00	0.00	0.00	0.00	60,000.00
473 Payment to Charter School		25,000.00	25,000.00	0.00	0.00	0.00	25,000.00
48 Textbooks		127,576.00	133,590.40	43,266.99	13,884.65	2,260.24	88,063.17
49 BOCES Services		421,510.00	442,108.92	61,868.87	26,141.05	359,641.13	20,598.92
<b>Subtotal of 2110 Teaching-Regular School</b>		<b>23,135,827.00</b>	<b>23,205,527.82</b>	<b>4,263,496.54</b>	<b>2,090,438.59</b>	<b>18,127,965.82</b>	<b>814,065.46</b>
<b>2250 Prg For Sdnts w/Disabil-Med Elgble</b>							
15 Instructional Salaries		3,749,811.00	3,749,811.00	675,707.96	334,609.19	2,951,267.04	122,836.00
16 Noninstructional Salaries		2,799,996.00	2,799,996.00	510,952.53	288,393.38	2,400,253.26	-111,209.79
4 Contractual and Other		224,860.00	225,580.00	15,173.74	14,403.74	57,094.62	153,311.64
45 Materials & Supplies		40,000.00	40,000.00	9,998.98	2,118.14	21,801.31	8,199.71
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		700,000.00	715,570.47	54,699.12	39,007.80	473,521.20	187,350.15
473 Payment to Charter School		20,000.00	20,000.00	7,918.99	3,884.33	6,748.01	5,333.00
49 BOCES Services		3,500,000.00	3,510,575.25	495,697.06	247,848.53	3,004,302.94	10,575.25
<b>Subtotal of 2250 Prg For Sdnts w/Disabil-Med Elgble</b>		<b>11,043,667.00</b>	<b>11,070,532.72</b>	<b>1,770,148.38</b>	<b>930,265.11</b>	<b>8,914,988.38</b>	<b>385,395.96</b>
<b>2259 Prg for English Language Learners</b>							
15 Instructional Salaries		547,378.00	547,378.00	98,077.90	50,751.79	411,013.05	38,287.05
45 Materials & Supplies		3,091.00	3,091.00	1,132.12	0.00	325.90	1,632.98
<b>Subtotal of 2259 Prg for English Language Learners</b>		<b>550,469.00</b>	<b>550,469.00</b>	<b>99,210.02</b>	<b>50,751.79</b>	<b>411,338.95</b>	<b>39,920.03</b>
<b>2280 Occupational Education(Grades 9-12)</b>							
49 BOCES Services		660,000.00	681,928.00	160,514.20	80,257.10	499,485.80	21,928.00
<b>Subtotal of 2280 Occupational Education(Grades 9-12)</b>		<b>660,000.00</b>	<b>681,928.00</b>	<b>160,514.20</b>	<b>80,257.10</b>	<b>499,485.80</b>	<b>21,928.00</b>
<b>2330 Teaching-Special Schools</b>							
4 Contractual and Other		0.00	0.00	1,845.00	409.00	2,154.00	-3,999.00
49 BOCES Services		38,800.00	39,413.34	217.00	108.50	38,583.00	613.34
<b>Subtotal of 2330 Teaching-Special Schools</b>		<b>38,800.00</b>	<b>39,413.34</b>	<b>2,062.00</b>	<b>517.50</b>	<b>40,737.00</b>	<b>-3,385.66</b>
<b>2610 School Library &amp; AV</b>							
15 Instructional Salaries		375,428.00	375,428.00	64,582.80	32,388.06	304,643.60	6,201.60
16 Noninstructional Salaries		111,290.00	111,290.00	23,067.84	12,058.92	88,071.44	150.72



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4 Contractual and Other		5,480.00	5,480.00	0.00	0.00	0.00	5,480.00
45 Materials & Supplies		6,000.00	6,000.00	1,308.60	356.54	701.36	3,990.04
46 Sch. Library AV Loan Prog		62,600.00	75,250.59	21,758.02	4,135.99	23,738.63	29,753.94
49 BOCES Services		85,160.00	91,070.10	19,385.38	9,966.36	65,774.62	5,910.10
<b>Subtotal of 2610 School Library &amp; AV</b>		<b>645,958.00</b>	<b>664,518.69</b>	<b>130,102.64</b>	<b>58,905.87</b>	<b>482,929.65</b>	<b>51,486.40</b>
<b>2630 Computer Assisted Instruction</b>							
15 Instructional Salaries		105,406.00	105,406.00	35,034.00	8,758.50	70,068.00	304.00
16 Noninstructional Salaries		401,262.00	401,262.00	107,873.88	29,159.12	227,174.81	66,213.31
22 State Aided Comp Hardware		155,000.00	169,249.00	26,168.83	21,740.32	39,849.39	103,230.78
4 Contractual and Other		87,000.00	91,400.00	10,553.83	1,696.19	18,474.67	62,371.50
45 Materials & Supplies		30,000.00	30,000.00	13,162.61	1,695.92	9,584.81	7,252.58
46 Sch. Library AV Loan Prog		118,000.00	118,500.00	30,066.14	8,504.00	13,977.90	74,455.96
49 BOCES Services		1,143,000.00	1,143,000.00	136,727.80	52,853.42	888,261.20	118,011.00
<b>Subtotal of 2630 Computer Assisted Instruction</b>		<b>2,039,668.00</b>	<b>2,058,817.00</b>	<b>359,587.09</b>	<b>124,407.47</b>	<b>1,267,390.78</b>	<b>431,839.13</b>
<b>2810 Guidance-Regular School</b>							
15 Instructional Salaries		1,161,410.00	1,161,410.00	299,972.78	100,920.56	872,462.32	-11,025.10
16 Noninstructional Salaries		146,848.00	146,848.00	25,141.23	8,967.47	78,055.33	43,651.44
4 Contractual and Other		1,400.00	1,400.00	0.00	0.00	0.00	1,400.00
45 Materials & Supplies		4,100.00	4,100.00	826.15	427.60	271.21	3,002.64
<b>Subtotal of 2810 Guidance-Regular School</b>		<b>1,313,758.00</b>	<b>1,313,758.00</b>	<b>325,940.16</b>	<b>110,315.63</b>	<b>950,788.86</b>	<b>37,028.98</b>
<b>2815 Health Svcs-Regular School</b>							
16 Noninstructional Salaries		325,859.00	325,859.00	94,216.98	42,897.80	301,507.40	-69,865.38
4 Contractual and Other		160,000.00	166,400.00	12,644.71	5,053.75	25,815.50	127,939.79
45 Materials & Supplies		27,000.00	27,000.00	10,752.91	1,146.69	1,392.37	14,854.72
<b>Subtotal of 2815 Health Svcs-Regular School</b>		<b>512,859.00</b>	<b>519,259.00</b>	<b>117,614.60</b>	<b>49,098.24</b>	<b>328,715.27</b>	<b>72,929.13</b>
<b>2820 Psychological Svcs-Reg Schl</b>							
15 Instructional Salaries		1,033,666.00	1,033,666.00	228,296.82	79,376.85	676,600.39	128,768.79
4 Contractual and Other		1,300.00	1,300.00	3,946.50	0.00	0.00	-2,646.50
45 Materials & Supplies		1,300.00	1,300.00	395.96	111.63	135.62	768.42
<b>Subtotal of 2820 Psychological Svcs-Reg Schl</b>		<b>1,036,266.00</b>	<b>1,036,266.00</b>	<b>232,639.28</b>	<b>79,488.48</b>	<b>676,736.01</b>	<b>126,890.71</b>
<b>2825 Social Work Svcs-Regular School</b>							
15 Instructional Salaries		465,447.00	465,447.00	94,479.15	29,581.56	253,781.97	117,185.88
<b>Subtotal of 2825 Social Work Svcs-Regular School</b>		<b>465,447.00</b>	<b>465,447.00</b>	<b>94,479.15</b>	<b>29,581.56</b>	<b>253,781.97</b>	<b>117,185.88</b>
<b>2830 Pupil Personnel Svcs-Special Schools</b>							
15 Instructional Salaries		378,709.00	378,709.00	67,937.13	17,083.34	136,666.72	174,105.15
16 Noninstructional Salaries		188,914.00	188,914.00	62,936.35	17,262.29	128,752.81	-2,775.16
4 Contractual and Other		800.00	800.00	0.00	0.00	0.00	800.00
45 Materials & Supplies		550.00	550.00	0.00	0.00	0.00	550.00
<b>Subtotal of 2830 Pupil Personnel Svcs-Special Schools</b>		<b>568,973.00</b>	<b>568,973.00</b>	<b>130,873.48</b>	<b>34,345.63</b>	<b>265,419.53</b>	<b>172,679.99</b>
<b>2850 Co-Curricular Activ-Reg Schl</b>							



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15 Instructional Salaries		219,351.00	219,351.00	57,099.66	45,433.39	140,749.40	21,501.94
4 Contractual and Other		33,025.00	34,465.00	2,396.80	2,396.80	1,474.00	30,594.20
45 Materials & Supplies		16,105.00	16,105.00	700.00	655.94	19.71	15,385.29
<b>Subtotal of 2850 Co-Curricular Activ-Reg Schl</b>		<b>268,481.00</b>	<b>269,921.00</b>	<b>60,196.46</b>	<b>48,486.13</b>	<b>142,243.11</b>	<b>67,481.43</b>
<b>2855 Interscholastic Athletics-Reg Schl</b>							
15 Instructional Salaries		822,995.00	822,995.00	279,512.81	122,418.90	74,960.38	468,521.81
16 Noninstructional Salaries		60,000.00	60,000.00	9,038.28	6,472.29	21,132.72	29,829.00
2 Equipment		2,500.00	2,500.00	0.00	0.00	0.00	2,500.00
4 Contractual and Other		225,000.00	233,817.32	37,710.12	17,818.53	149,056.48	47,050.72
45 Materials & Supplies		75,000.00	109,613.95	71,069.66	9,447.57	29,360.02	9,184.27
<b>Subtotal of 2855 Interscholastic Athletics-Reg Schl</b>		<b>1,185,495.00</b>	<b>1,228,926.27</b>	<b>397,330.87</b>	<b>156,157.29</b>	<b>274,509.60</b>	<b>557,085.80</b>
<b>5510 District Transportation Services</b>							
16 Noninstructional Salaries		1,814,067.00	1,814,067.00	608,481.68	269,300.74	1,380,504.60	-174,919.28
2 Equipment		6,500.00	6,500.00	622.70	-44.32	0.00	5,877.30
4 Contractual and Other		308,500.00	308,500.00	93,250.66	4,659.15	45,713.09	169,536.25
45 Materials & Supplies		579,900.00	582,224.00	126,271.93	49,005.69	163,291.80	292,660.27
<b>Subtotal of 5510 District Transportation Services</b>		<b>2,708,967.00</b>	<b>2,711,291.00</b>	<b>828,626.97</b>	<b>322,921.26</b>	<b>1,589,509.49</b>	<b>293,154.54</b>
<b>5530 Garage Building</b>							
16 Noninstructional Salaries		416,058.00	416,058.00	0.00	0.00	0.00	416,058.00
4 Contractual and Other		59,550.00	61,396.70	8,345.99	1,494.14	53,631.38	-580.67
<b>Subtotal of 5530 Garage Building</b>		<b>475,608.00</b>	<b>477,454.70</b>	<b>8,345.99</b>	<b>1,494.14</b>	<b>53,631.38</b>	<b>415,477.33</b>
<b>5581 Transportation from Boces</b>							
49 BOCES Services		15,965.00	20,374.78	2,081.60	1,040.80	13,883.40	4,409.78
<b>Subtotal of 5581 Transportation from Boces</b>		<b>15,965.00</b>	<b>20,374.78</b>	<b>2,081.60</b>	<b>1,040.80</b>	<b>13,883.40</b>	<b>4,409.78</b>
<b>7310 Youth Program</b>							
15 Instructional Salaries		0.00	0.00	8,548.88	0.00	0.00	-8,548.88
<b>Subtotal of 7310 Youth Program</b>		<b>0.00</b>	<b>0.00</b>	<b>8,548.88</b>	<b>0.00</b>	<b>0.00</b>	<b>-8,548.88</b>
<b>9010 State Retirement</b>							
8 Employee Benefits		1,747,757.00	1,747,757.00	252,583.02	96,509.93	641,457.36	853,716.62
<b>Subtotal of 9010 State Retirement</b>		<b>1,747,757.00</b>	<b>1,747,757.00</b>	<b>252,583.02</b>	<b>96,509.93</b>	<b>641,457.36</b>	<b>853,716.62</b>
<b>9020 Teachers' Retirement</b>							
8 Employee Benefits		3,760,965.00	3,760,965.00	687,569.81	296,489.55	2,523,045.58	550,349.61
<b>Subtotal of 9020 Teachers' Retirement</b>		<b>3,760,965.00</b>	<b>3,760,965.00</b>	<b>687,569.81</b>	<b>296,489.55</b>	<b>2,523,045.58</b>	<b>550,349.61</b>
<b>9030 Social Security</b>							
8 Employee Benefits		3,305,621.00	3,262,871.00	715,767.91	300,173.14	2,497,674.62	49,428.47
<b>Subtotal of 9030 Social Security</b>		<b>3,305,621.00</b>	<b>3,262,871.00</b>	<b>715,767.91</b>	<b>300,173.14</b>	<b>2,497,674.62</b>	<b>49,428.47</b>
<b>9040 Workers' Compensation</b>							
8 Employee Benefits		390,000.00	390,000.00	144,665.00	0.00	0.00	245,335.00
<b>Subtotal of 9040 Workers' Compensation</b>		<b>390,000.00</b>	<b>390,000.00</b>	<b>144,665.00</b>	<b>0.00</b>	<b>0.00</b>	<b>245,335.00</b>



**Victor Central School District**  
Budget Status Report As Of: 10/31/2022  
Fiscal Year: 2023  
Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
<b>9045 Life Insurance</b>							
8 Employee Benefits		22,000.00	22,000.00	9,395.80	4,826.23	255,604.20	-243,000.00
<b>Subtotal of 9045 Life Insurance</b>		<b>22,000.00</b>	<b>22,000.00</b>	<b>9,395.80</b>	<b>4,826.23</b>	<b>255,604.20</b>	<b>-243,000.00</b>
<b>9050 Unemployment Insurance</b>							
8 Employee Benefits		15,000.00	15,000.00	2,036.89	2,000.74	0.00	12,963.11
<b>Subtotal of 9050 Unemployment Insurance</b>		<b>15,000.00</b>	<b>15,000.00</b>	<b>2,036.89</b>	<b>2,000.74</b>	<b>0.00</b>	<b>12,963.11</b>
<b>9055 Disability Insurance</b>							
8 Employee Benefits		30,000.00	30,000.00	7,681.50	1,647.00	14,150.50	8,168.00
<b>Subtotal of 9055 Disability Insurance</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>7,681.50</b>	<b>1,647.00</b>	<b>14,150.50</b>	<b>8,168.00</b>
<b>9060 Hospital, Medical, Dental Insurance</b>							
8 Employee Benefits		14,846,261.00	14,837,391.00	4,210,857.20	992,442.81	7,522,339.43	3,104,194.37
<b>Subtotal of 9060 Hospital, Medical, Dental Insurance</b>		<b>14,846,261.00</b>	<b>14,837,391.00</b>	<b>4,210,857.20</b>	<b>992,442.81</b>	<b>7,522,339.43</b>	<b>3,104,194.37</b>
<b>9089 Other (specify)</b>							
8 Employee Benefits		225,000.00	225,000.00	0.00	0.00	0.00	225,000.00
<b>Subtotal of 9089 Other (specify)</b>		<b>225,000.00</b>	<b>225,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>225,000.00</b>
<b>9711 Serial Bonds-School Construction</b>							
6 Principal		3,493,213.00	3,493,213.00	0.00	0.00	0.00	3,493,213.00
7 Interest		708,353.00	708,353.00	0.00	0.00	0.00	708,353.00
<b>Subtotal of 9711 Serial Bonds-School Construction</b>		<b>4,201,566.00</b>	<b>4,201,566.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,201,566.00</b>
<b>9731 Bond Antic Notes-School Construction</b>							
6 Principal		1,297,427.00	1,297,427.00	202,427.00	0.00	0.00	1,095,000.00
7 Interest		667,247.00	667,247.00	401,811.41	0.00	0.00	265,435.59
<b>Subtotal of 9731 Bond Antic Notes-School Construction</b>		<b>1,964,674.00</b>	<b>1,964,674.00</b>	<b>604,238.41</b>	<b>0.00</b>	<b>0.00</b>	<b>1,360,435.59</b>
<b>9732 Bond Antic Notes-Bus Purchases</b>							
6 Principal		386,206.00	386,206.00	386,206.00	0.00	0.00	0.00
7 Interest		16,765.00	16,765.00	16,765.52	0.00	0.00	-0.52
<b>Subtotal of 9732 Bond Antic Notes-Bus Purchases</b>		<b>402,971.00</b>	<b>402,971.00</b>	<b>402,971.52</b>	<b>0.00</b>	<b>0.00</b>	<b>-0.52</b>
<b>9770 Revenue Anticipation Notes</b>							
7 Interest		3,000.00	3,000.00	0.00	0.00	0.00	3,000.00
<b>Subtotal of 9770 Revenue Anticipation Notes</b>		<b>3,000.00</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,000.00</b>
<b>9789 Other Debt (specify)</b>							
6 Principal		223,213.00	223,213.00	223,213.45	0.00	0.00	-0.45
7 Interest		108,528.00	108,528.00	108,527.52	0.00	0.00	0.48
<b>Subtotal of 9789 Other Debt (specify)</b>		<b>331,741.00</b>	<b>331,741.00</b>	<b>331,740.97</b>	<b>0.00</b>	<b>0.00</b>	<b>0.03</b>
<b>9901 Transfer to Other Funds</b>							
95 Transfer-Special Aid Fund		185,000.00	185,000.00	0.00	0.00	0.00	185,000.00
<b>Subtotal of 9901 Transfer to Other Funds</b>		<b>185,000.00</b>	<b>185,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>185,000.00</b>
<b>Total GENERAL FUND</b>		<b>89,198,479.00</b>	<b>89,640,861.86</b>	<b>19,815,106.72</b>	<b>6,895,797.98</b>	<b>54,217,207.52</b>	<b>15,608,547.62</b>



**Victor Central School District**  
Budget Status Report As Of: 10/31/2022  
Fiscal Year: 2023  
Fund: A GENERAL FUND

**Selection Criteria**

Criteria Name: Shared; BOE Summary by State Modified  
Fund: A  
Budget type: Current Year  
As Of Date: 10/31/2022  
Suppress Budget Accounts with no activity  
Print Summary Only  
Sort by: Fund/State function/State object  
Printed by PENNY L. JOHNSTON



**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**  
Personnel Agenda, December 8, 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**

**Long Term  
Substitute  
Appointments:**

The appointment of **Marsha Maxon**, who has certifications in Students with Disabilities Grades 5-9, Students with Disabilities Grades 7-12, Home Economics, and Business and Distributive Education, to a long term substitute position as a Teacher Assistant, effective December 1, 2022, and end June 30, 2023, at an annual salary of \$33,442, which will be prorated based on the start date.

**Tenure  
Appointments:**

The appointment to tenure of **Ashley Wuest**, who is certified in the area of Speech and Language Disabilities, upon the successful completion of her probationary period as a Speech/Language Teacher, effective January 13, 2023.

The appointment to tenure of **Jessica Sapp**, who is certified in the areas of Childhood Education Grades 1-6 and Early Childhood Education Birth-Grade 2, upon the successful completion of her probationary period as an Elementary Teacher, effective November 20, 2022.

**Leaves of Absence:**

The granting of an extension of maternity and subsequent childcare leave of absence for **Gina Peterson**, Elementary Teacher, effective August 30, 2022, and extending through June 30, 2023.

The granting of an extension of maternity and subsequent childcare leave of absence for **Sarah Stockman**, Reading Teacher, effective February 27, 2023, and extending through June 30, 2023 (amended dates from the November 10, 2022, personnel agenda).

**Athletics:  
Indoor Track &  
Field**

<b><u>Position</u></b>	<b><u>Name</u></b>	<b><u>Level</u></b>	<b><u>Years</u></b>
Assistant	Kathleen Habecker	4	1

**Coaching  
Resignations:**

The resignation of **Rachel Hillhouse**, Girls JV Lacrosse Coach.

**Per Diem  
Substitutes:**

<b><u>Candidate</u></b>	<b><u>Area of Certification</u></b>
Erin Hart	Uncertified
Kristi Patton	Uncertified



Juan Reyes	Bilingual Education/ Biology/ General Science
Hannah Jacoby	Uncertified
Taylor Hersh	Uncertified
Ruth Metzler	Uncertified
Emily Battisti	Uncertified

**Non-Instructional  
Appointments:**

The appointment of **Lisa Cedar**, School Bus Monitor, effective November 14, 2022, at an hourly rate of \$14.17.

The appointment of **Maricarmen Reyes Gonzalez**, Cleaner, effective November 16, 2022, at an hourly rate of \$14.65.

The appointment of **Timothy Cedar**, from School Bus Driver Trainee to Full Time School Bus Driver, effective November 7, 2022, at an hourly rate of \$20.99.

The appointment of **Alexander Strahs**, from Teacher Aide Substitute to Full Time Teacher Aide, effective September 13, 2022, at an hourly rate of \$14.17.

The appointment of **Brian Hill**, Full Time Teacher Aide, effective November 15, 2022, at an hourly rate of \$14.17.

The appointment of **Nikole Carmel**, Part Time Teacher Aide, effective November 17, 2022, at an hourly rate of \$14.17.

The appointment of **Tyrone Parker**, Cleaner, effective November 22, 2022, at an hourly rate of \$14.65.

The appointment of **Jennifer Soper**, Typist, effective December 1, 2022, at an hourly rate of \$16.52.

The appointment of **Emma Wade**, from Teacher Aide Substitute to Full Time Teacher Aide, effective November 21, 2022, at an hourly rate of \$14.77.

The appointment of **Andrew Allen**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$23.57.

The appointment of **Gregory Zuege**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$24.33.



The appointment of **Miles Rugg**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$24.33.

The appointment of **Mark Miller**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$22.75.

The appointment of **John Crandall**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$22.47.

The appointment of **Kelly Pappajohn**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$20.99.

The appointment of **Shanik Session**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$21.59.

The appointment of **Linda Sanders**, from School Bus Driver Substitute to Part Time School Bus Driver, effective September 1, 2022, at an hourly rate of \$21.79.

The appointment of **Paige Kinsella**, Part Time Teacher Aide, effective November 29, 2022, at an hourly rate of \$14.17.

The appointment of **Patricia Woz**, from School Bus Driver Trainee to Full Time School Bus Driver, effective November 18, 2022, at an hourly rate of \$21.39.

The appointment of **Kelly Mason**, Part Time Teacher Aide, effective December 5, 2022, at an hourly rate of \$14.17.

The appointment of **Peggy Kuhn**, from School Bus Driver Trainee to Full Time School Bus Driver, effective November 28, 2022, at an hourly rate of \$20.99.

The appointment of **Ralph Cafiero**, from School Bus Monitor Substitute to Part Time School Bus Monitor, effective November 28, 2022, at an hourly rate of \$14.17.

The appointment of **Vanessa Krossber**, Part Time Teacher Aide, effective December 5, 2022, at an hourly rate of \$14.17.



The appointment of **Traci Moschiano**, Full Time Teacher Aide, effective December 7, 2022, at an hourly rate of \$14.17.

**Resignations:**

The resignation of **Shana Mundorff**, Full Time Teacher Aide, effective November 10, 2022.

The resignation of **Kenneth White**, School Bus Driver, effective November 28, 2022.

The resignation of **Nicole Snyder**, Full Time Teacher Aide, effective November 18, 2022.

The resignation of **Douglas Bailey**, Cleaner, effective November 11, 2022.

The resignation of **Maricarmen Reyes Gonzalez**, Cleaner, effective November 29, 2022.

The resignation of **Javiangelis Roman Miranda**, Part Time Cleaner, effective November 23, 2022.

**Leave of Absence:**

The granting of an unpaid leave of absence for **Caren Hess**, Full Time Teacher Aide, effective November 28, 2022, and extending through December 22, 2022.

**Amendments:**

The rescinded resignation of **Cindy Emery**, Food Service Helper.

**Per Diem and  
Substitute Positions:**

<u><b>Candidate</b></u>	<u><b>Position</b></u>
Kimberly Doherty	School Bus Monitor
Michele Liddle	School Bus Driver Trainee
Kenneth White	School Bus Driver
Emma Jones	Teacher Aide
Nicole Snyder	Teacher Aide
Jack Dobbins	Lifeguard
Ted Thull	School Bus Driver Trainee
Diane O'Brien	Teacher Aide
Michael Ricci	Lifeguard
Michele Liddle	Teacher Aide
Taylor Hersh	Teacher Aide



COLLECTOR'S REPORT VICTOR CENTRAL SCHOOL 2022-2023									
DATE REPORT SUBMITTED: NOVEMBER 9, 2022									
DATE WARRANT ENDED: October 31, 2022									
TOWN	ASSESSED VALUE	TAX RATE PER \$1000	AMOUNT TAX LEVY	STATE STAR REIMBURSEMENT	TAX LEVY LESS STAR REDUCTION	TAX LEVY AFTER ASSESSMENT REDUCTIONS/ROUNDING	TOTAL TAXES COLLECTED	TOTAL TAXES RETURNED TO COUNTY	INTEREST ADDED TO RETURNED TAXES
E. BLOOMFIELD(school)	6,601,405	16.8717850	111,377.49	11,280.00	100,097.49	100,097.49	97,048.91	3,048.54	91.46 3%
						(0.04) rounding			
E. BLOOMFIELD (library)	6,601,405	0.2570840	1,697.12	-		100,097.45			
FARMINGTON (school)	834,389,915	18.0222320	15,039,650.14 (includes chgbks of \$2081.51)	858,464.84	14,181,185.30	14,181,185.30	14,018,042.97	155,565.73	4,666.97 3%
						(0.05) Rounding (7,576.55) Assessment Reduction			
FARMINGTON (library)	834,389,915	0.2746140	229,135.15	-		14,173,608.70 229,135.15	226,558.77	2,460.93	73.83
						(115.45) Assessment Reduction 229,019.70			
VICTOR(school)	2,090,877,744	17.8196900	37,272,240.11 (includes chgbks of 13,446.89)	1,486,076.85	35,786,163.26	35,786,163.26	35,146,661.80	639,501.41	19,185.04 3%
						(0.05) rounding			
VICTOR(library)	2,090,877,744	0.2715280	567,731.85			35,786,163.21	557,734.96	9,996.89	299.91
MACEDON(school)	23,117,951	15.3836580	355,638.65	33,539.86	322,098.79	322,098.79	312,394.77	9,704.02	291.12 3%
						322,098.79			
MACEDON(library)	23,117,951	0.2416590	5,586.66			5,586.66	5,419.73	166.93	5.01
PERINTON(school)	117,463,186	19.2967760	2,266,659.66	65,914.00	2,200,745.66	2,200,745.66	\$2,185,680.10	15,066.73	-
						1.17 rounding			
PERINTON (library)	117,463,186	0.302078	\$35,483.04			2,200,746.83 \$35,483.04	\$35,230.95	\$252.09	0%
TOTAL SCHOOL	3,072,450,201		55,045,566.05	2,455,275.55	52,590,290.50	52,582,714.98	51,759,828.55	822,886.43	24,234.59
TOTAL LIBRARY	3,072,450,201		839,633.82			839,633.86	826,578.53	12,939.88	380.63
					Tax Collector's Signature				
Amount of fees received by Tax Collector: \$ 26,869.88					Approved:		Clerk of Board of Education		
% of Taxes Collected 98.44%									
2021-22 % of Taxes Collected 98.42%									



**VICTOR CENTRAL SCHOOLS**  
***Human Resources Office***

**To:** Timothy Terranova  
Superintendent of Schools

**From:** Dorothy DiAngelo  
Assistant Superintendent for Personnel

**Date:** November 28, 2022

**Subject:** 2022-2023 Per Diem Rates

Please consider having the Board of Education approve the amended per diem and substitute rates to take effect on December 30, 2022 during the December 8, 2022 Board meeting.

<b><u>Position</u></b>	<b><u>2022-2023 Rate</u></b>
Bus Monitor Substitute.....	\$14.20 per hour
Cleaner Substitute.....	\$14.20 per hour
Food Service Helper Substitute.....	\$14.20 per hour
Food Service Laborer Substitute.....	\$14.20 per hour
Groundskeeper Substitute.....	\$14.20 per hour
Lifeguard (Junior Per Diem Status).....	\$14.20 per hour
Messenger Substitute.....	\$14.20 per hour
Summer Grounds Helper.....	\$14.20 per hour
Student Worker.....	\$14.20 per hour
Teacher Aide Substitute.....	\$14.20 per hour
Teacher Substitute-UnCertified.....	\$106.50 per day (1-15 days)
Traffic Support.....	\$14.20 per hour
Typist/Clerk Substitute.....	\$14.20 per hour

Xc: DO Admin Team, Business, Payroll





953 High Street, Victor, New York 14564 [www.victorschools.org](http://www.victorschools.org) p 585.924.3252 f 585.742.7023

**Derek Vallese**, *Assistant Superintendent for Business*

To: Tim Terranova, Superintendent  
From: Derek Vallese, Assistant Superintendent for Business  
Date: November 28, 2022  
Topic: Pre-referendum Proposal - SWBR

Dr. Terranova,

As we head into our next Capital Project, it is imperative that we build the strongest team we can. One of the critical components of the team is the architect. According to the State Comptroller's Professional Service Procurement: Considerations for Local Officials, issued July 2018, professional services such as architectural services, are excluded from competitive bidding requirements. The Comptroller cites "specialized skill, training and expertise, and use of professional judgment or discretion" to rise to more importance than price in terms of professional services. Based on this, it is my recommendation to approve the attached pre-referendum proposal by SWBR. SWBR has significant historical knowledge of the District and the existing buildings. Their experience with the District will be vital in the success of this project.

Included in the proposal is technical work to determine building aid, attending various data collection meetings, attending both Board of Education and community presentations, and working to get preliminary approval from State Education. The amount of the proposal is \$81,600 plus an additional \$3,000 for out of pocket expenses. All of this would be eligible for building aid.

Best Regards,

Derek Vallese



**ROCHESTER OFFICE**

387 East Main St  
Rochester NY 14604  
585 232 8300  
rochester@swbr.com

Architecture  
Graphic Design  
Interior Design  
Landscape Architecture  
Structural Engineering

November 1, 2022

Dr. Tim Terranova  
Superintendent  
Victor Central School District  
953 High Street  
Victor NY 14564

Re: Proposal for Professional Services  
Victor Central School District  
2023 Capital Improvement Project Pre-Referendum Services  
SWBR Proposal No. 22040.39

Dear Tim:

SWBR is pleased to submit this proposal to provide pre-referendum architectural and engineering services for Victor Central School District's 2023 Capital Improvement Project (CIP).

**Scope of Project**

Victor Central School District (District) seeks pre-referendum services necessary to provide pre-design information and procedures prior to project referendum and design. It's our understanding that the initial projected cost of this upcoming project is estimated at \$55 million. The purpose of the pre-referendum process is to assist the District in developing the scope to further define this project. These services will also provide the Victor community with an appropriate and effective level of information at project referendum time.

**Scope of Services**

The District intends the pre-referendum be submitted in the form of a proposition to the residents of Victor, New York in July 2023.

This proposal is based on providing the following services:

**Pre-Referendum:**

- a. Prepare building aid analysis (maximum cost allowance) with State Education Department (SED)
- b. Collaborate with District's Financial Advisor, if applicable, regarding building aid eligibility
- c. Attend up the following meetings (either scope gathering, discussion or reduction meetings)
  - Monthly (or as needed) facilities committee meetings
  - Staff/community survey evaluation
  - Executive committee meetings (three total)
  - Cabinet meeting (two total)
  - Leadership committee meetings (two total)



- d. Attendance at Board of Education meetings for the following:
  - Update on process (assume three meetings from December 2022 to March 2023)
  - Initial scope presentation (assume April 2023)
  - Final scope presentation (assume May 2023)
- e. Develop graphic and narrative information for use by the District in their public information campaign, including conceptual floor plans (up to two per area of scope), site plans, diagrams and vignettes
- f. Participate in community information meetings (attendance at four meetings is included, additional meetings will be tracked on an hourly basis).
- g. Provide large scale presentation boards
- h. Review conceptual estimates completed by Campus Construction Management Group as Construction Manager
- i. Submit preliminary review submission to SED, if required.
  - One in person meeting with SED (if needed) is also included.
- j. Collaborate with District's legal counsel regarding State Environmental Quality Review (SEQR), assumes utilizing the short form for documentation.

#### **Schedule**

Our proposed schedule is detailed below:

- a. Information gathering, scope wish lists: completed by end of November 2022
- b. Initial scope reduction: completed by December 1, 2022
- c. Conceptual design and estimating (with Campus CMG) of high priority scope items: December 1, 2022- January 17, 2023.
- d. Preliminary review submission to SED (if needed): early January 2023
  - Possible in person meeting with SED.
- e. Scope review and reduction based on estimates: end of January to end of March 2023
- f. State Environmental Quality Review Act (SEQR) process begins (if needed): March 2023
- g. Initial scope presentation to the Board of Education: April 2023 BOE Meeting
- h. Final scope presentation/proposition resolution and SEQR resolution (if needed) to Board of Education: May 2023 BOE Meeting
- i. Community Informational meetings: May -July 2023
- j. Project Vote: July 2023

#### **Compensation Proposal**

We propose to complete the work outlined above for a Lump Sum of \$81,600 (Eighty-One Thousand Six Hundred Dollars).

There will be additional costs (estimate \$3,000) for reimbursable expenses such as printing of drawings, mileage, and tolls.

#### **Not Included in Services:**

- Schematic Design, Design Development, Construction Documents, Bidding and Negotiations and Construction Administration Phase Services
- More than two conceptual floor plan layouts
- Geotechnical engineering services
- Phase I environmental assessment
- Phase II environmental assessment
- Cultural resource investigation



- Topographic and boundary survey
- Pre-renovation hazardous survey
- Long environmental assessment form preparation
- Furnishings, fixture & equipment selections (FF&E)

## Form of Agreement / Terms & Conditions

If you find our proposal acceptable, please sign below and return one copy to our office. We will use this agreement to begin work. SWBR Standard Terms and Conditions apply, except as modified above.


We look forward to continuing our work together. We appreciate your ongoing confidence in SWBR.

Sincerely,

Agreed:



Mark A. Maddalina, AIA  
Principal



David J. Phelps II, AIA  
Senior Associate/Project Manager

---

Tim Terranova  
Victor Central School District

---

Date

Enclosures: SWBR Standard Terms & Conditions of Agreement

cc: Sheri Seitz, SWBR Controller

J:\2022\PROPOSALS\22040.39 VICTOR CSD 2022 PRE-REFERENDUM\7\_FINANCIALS\VCSD 2023 CIP PRE-REFERENDUM - FEE PROPOSAL  
FINAL





## Terms and Conditions of Agreement

### 1. Professional Services

- **Fixed Fee Projects:** Billings are based on the percent complete of each phase of work.
- **Hourly Projects:** Billings are based on hours worked, including travel time. Where an estimated total has been given, it is provided solely to assist you in project planning.
- **Overtime:** Overtime services will be provided on your advance authorization at 1.5 times our hourly rates.

### 2. Estimated Fees & Services

Our proposal is valid for 30 days. Should you ask us to begin work before executing an industry standard agreement (see *Section 3 below*), you agree that our proposal and these terms and conditions will serve as the contract between us (the "Agreement") subject to amendment if we both agree to execute a standard agreement.

### 3. Standard Agreements

Unless specifically noted in our proposal, we will prepare an industry standard agreement between Owner and Architect for execution by the parties. If the standard agreement is not signed, then our proposal and these terms and conditions will serve as the agreement. If you propose the use of a contract other than the standard agreement mentioned above, SWBR reserves the right to charge for legal fees we incur in reviewing and/or negotiating these non-standard agreements. Any such industry standard agreement shall require the parties to incorporate an exhibit thereto containing terms and conditions governing the development and use of digital data and building information modeling amongst Project participants, such as the AIA Document E203-2013 Building Information Modeling and Digital Data Exhibit, or similar document.

### 4. Owner's Responsibilities

You agree to provide complete physical information about the site and/or building and any legal, accounting, and insurance requirements as requested. You agree to credit us in publicity involving the project design.

### 5. Invoices

You will receive an invoice monthly for services performed during the previous month. Payment is due on receipt. Interest will be payable after 30 days at the maximum rate allowed by law. If legal services are used to collect outstanding invoices, all costs including attorney's fees will be paid by you. You agree we may suspend our work without notice at any time if your account is past due 30 days from the date of billing.

### 6. Delay in Signing Agreement

If you do not execute this proposal or any other written agreement with us, SWBR reserves the right to withhold services, including delivery of sealed or stamped drawings to you until the proposed agreement is executed.

### 7. Reimbursable Expenses

Reimbursable expenses such as photocopies, reprographic services, shipping, deliveries, travel, photography, outside consultants, and services (not included in Basic Services), renderings, models, and any additional insurance you request will be billed at our cost plus 10%.

### 8. Change of Scope / Contract Duration

Our fee is subject to equitable adjustment by negotiation if agreed scope is changed or our services are not completed within 12 months.

### 9. Additional Services

These are services beyond those agreed to, including among others, our revisions due to adjustments modifying project scope, quality, funding resubmission services, or budget. Additional Services and related costs will be billed at our hourly rates and our consultants at their hourly rates plus 10%.

### 10. In-House Special Services

We can provide at your authorization and cost, interior design, structural engineering, landscape architecture, visualization, environmental graphic design, and artwork consultation.

### 11. Design/Build

You may solicit Design/Build proposals for plumbing, mechanical, and electrical work based on our documents, understanding that you will be responsible for all engineering computations,



## **Terms & Conditions of Agreement**

certifications, code compliance, and the coordination of this work. Our review of such Design/Build work is solely for compatibility with our design intent.

### **12. Review of Submittals**

Corrections or comments made on the submittal during this review do not relieve the contractor from compliance with requirements of the drawings and specifications and applicable laws, codes and regulations. This check is only for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The contractor is responsible for: confirming and correlating all quantities and dimensions; selecting fabrication processes and techniques of construction; coordinating his work with that of all other trades; and performing his work in a safe and satisfactory manner.

### **13. Change Orders**

We will prepare change orders, which result from our errors and omissions for your approval without charge. All others are an additional service. You acknowledge change orders can be anticipated during construction of projects, especially those constructed by the Construction Management or Fast Track method where our design and coordination services may be out of conventional sequence.

### **14. Use of Architect's Drawings**

Our drawings and specifications are instruments of service solely with respect to this project. As author, we retain copyright, common law, and statutory rights. You may retain copies for reference, but may not use these on other projects or to complete this project without us unless a court finds we have materially breached our obligations.

### **15. Standard of Care**

Our services will be performed in a manner consistent with that degree of care and skill ordinarily exercised by design professionals practicing under similar circumstances at that same time and in the same locality.

### **16. Dispute Resolution**

Claims and disputes relating to our services shall be resolved by mediation or litigation.

### **17. Limitation of Liability**

For any damage or costs to you resulting from our errors, omissions, or other professional negligence, you agree to limit our liability for your damages to a single aggregate sum not to exceed \$50,000 or our fee, whichever is less.

### **18. Contractor and Subcontractor Indemnities**

You will require any contractor or subcontractor performing work on the project to hold harmless and indemnify you and SWBR, along with your and SWBR's officers, directors, and employees from all claims resulting from the contractor's or subcontractor's negligence in the performance of the work.

### **19. Mutual Indemnity**

We both agree, to the fullest extent permitted by law, to indemnify and hold harmless the other, along with each other's officers, directors and employees against all damages liabilities, or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the negligent acts, errors or omissions of the indemnifying party, or the consultants, or any party for whose acts the indemnifying party is liable.

### **20. Termination & Suspension**

Our Agreement may be terminated by either of us upon 7 days written notice should the other materially fail to perform by these agreed terms. You agree that failure to make payments when due hereunder is a material failure to perform. In the event of termination or project suspension, you agree to pay us for services and reimbursables due.

If you suspend the project for more than 3 months, we reserve the right to re-negotiate the balance of our fee to reflect current personnel and project re-start costs. Should our services be terminated without breach of our obligations, you agree (a) we are hereby released from any and all liability for the work performed by us and our consultants, and (b) you are obliged to pay us termination expenses in an amount equal to 20% of our remaining fee as of the time of such termination or forfeit any uncredited balance of the initial payment.

### **21. Insurance**

We maintain Worker's Compensation, Professional Liability, and General Liability Insurance coverage. We will furnish copies of insurance certificates at your request. The purchase of additional insurance or being named as additional insured is considered a reimbursable expense.

### **22. Facsimile Signatures**

Facsimile signature shall be sufficient unless originals are required by a third party.



## **Terms & Conditions of Agreement**

### **23. Successors & Assigns**

You and we agree respectively to bind ourselves, our successors, and our assigns to the terms of our Agreement. We may assign this agreement only to an SWBR-controlled entity if necessary for compliance with professional registration laws. Otherwise, you and SWBR agree that neither party to this Agreement shall assign any rights or interest under this Agreement without the prior written consent of the other.

### **24. Choice of Law**

This Agreement shall be governed by the laws of the State of New York

### **25. Sharing Digital Data**

In its sole discretion, the Architect, together with its consultants, may elect to use building information modeling ("BIM") to create two-dimensional (2D) drawings and images, or for purposes to assist Architect in its rendering of Project services. The Architect shall not transmit or share the BIM model or any portion thereof with the Owner, its Contractor/Construction Manager, or any of Owner's separately-retained contractors or consultants, and each of their respective agents and employees (the "Project Participants"). The Project Participants shall not be entitled to use or rely upon any BIM model or any portion thereof, or on any digital data received or viewed by the Project Participant for any purpose not expressly authorized in writing by SWBR. The unauthorized use or reliance by the Owner, any Project Participant, or other person or entity upon any BIM model or other digital data shall be at the sole risk of the person or party who shares, transmits, uses, and/or relies upon such BIM model or digital data, and the Architect shall have no liability to the Owner or others for such use or reliance. The Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect harmless from and against any claim, liability or cost (including reasonable attorneys' fees and court costs) arising or allegedly arising out of any unauthorized use, reuse, modification, or reliance upon a BIM model or other digital data by any person or entity that acquires or obtains the BIM model or digital data from the Owner without the written authorization of the Architect.





953 High Street, Victor, New York 14564 [www.victorschools.org](http://www.victorschools.org) p 585.924.3252 f 585.742.7023

**Derek Vallese**, *Assistant Superintendent for Business*

To: Tim Terranova, Superintendent  
From: Derek Vallese, Assistant Superintendent for Business  
Date: June 28, 2022  
Topic: FLASHP Municipal Cooperative Agreement

Dr. Terranova,

Per the existing bylaws of the Finger Lakes Area School Health Plan ("FLASHP"), every District that participates in the Health Consortium is required to adopt the attached Municipal Cooperative Agreement every five years. Despite challenges that we have experienced recently with the Health Consortium, Victor's work of bringing awareness of stabilizing the budget has been noted by the consortium, and I have noticed a conscious effort to make that happen. Additionally, this agreement does not lock us into the Health Consortium for another five years. If the District wanted to pull out of it, we would still have that option available to us.

With that in consideration, it is my recommendation to approve the Municipal Cooperative Agreement to ensure compliance with our existing Collective Bargaining Agreements and ensure that our employees maintain the health coverage they are accustomed to.

Best Regards,

A handwritten signature in dark blue ink that reads "Derek Vallese". The signature is fluid and cursive, with the first name "Derek" and last name "Vallese" clearly legible.

Derek Vallese



**RESOLUTION TO APPROVE AMENDMENT TO FINGER LAKES AREA SCHOOL HEALTH PLAN  
("FLASHP") MUNICIPAL COOPERATIVE AGREEMENT**

WHEREAS, the Finger Lakes Area School Health Plan ("FLASHP") was established pursuant to a Municipal Cooperative Agreement to Provide Health Benefits, which was last restated July 1, 2018, and amended January 1, 2020 (the "Agreement"); and

WHEREAS, Victor Central School District is currently a participant in FLASHP ("Participant"); and

WHEREAS, Article 5-G Section 119-O of the New York General Municipal Law, and Section XIII of the Agreement, require that the maximum term of the Agreement is five (5) years so that the FLASHP Board of Directors ("Board") may periodically assess whether any changes to the Agreement are necessary; and

WHEREAS, Section V of the Agreement provides that the Agreement may be amended by an affirmative vote of 2/3 of all Board members then appointed and serving on the Board; and

WHEREAS, the FLASHP Board voted by a 2/3 majority at a meeting held on November 3, 2022, to adopt the revised Agreement, effective February 1, 2023, and to amend the By Laws, effective February 1, 2023; and

WHEREAS, Article 5-G Section 119-O of the New York General Municipal Law, and Section V of the Agreement, require that changes to the Agreement must also be adopted by a majority vote of each Participant's governing body;

WHEREAS, Victor Central School District desires to approve the FLASHP Board's changes to the Agreement;

NOW THEREFORE, the Board of Education of Victor Central School District has voted to approve the revised Agreement, attached hereto in Exhibit A.

**Victor Central School District**

by: \_\_\_\_\_  
Signature

Print name: \_\_\_\_\_

its: \_\_\_\_\_  
Title

Dated: \_\_\_\_\_



The undersigned school district, BOCES or municipal corporation agrees to be bound by the provisions of the foregoing Municipal Cooperative Agreement to Provide Health Benefits effective February 1, 2023.

**Victor Central School District**

by: \_\_\_\_\_  
Signature

Print name: \_\_\_\_\_

its: \_\_\_\_\_  
Title

Dated: \_\_\_\_\_



**MUNICIPAL COOPERATIVE AGREEMENT**  
**TO PROVIDE HEALTH BENEFITS**

This Municipal Cooperative Agreement (“Agreement”) is adopted effective the 1<sup>st</sup> day of February, 2023 among:

Avon Central School District  
Bloomfield Central School District  
Caledonia-Mumford Central School District  
Canandaigua City School District  
Clyde Savannah Central School District  
Dansville Central School District  
Dundee Central School District  
Finger Lakes Community College  
Gananda Central School District  
Genesee Valley BOCES  
Geneseo Central School District  
Geneva City School District  
Honeoye Central School District  
Keshequa Central School District  
Livonia Central School District  
Lyons Central School District  
Manchester-Shortsville Central School District  
Marcus Whitman Central School District  
Marion Central School District  
Mt. Morris Central School District  
Naples Central School District  
Newark Central School District  
North Rose Wolcott Central School District  
Palmyra Macedon Central School District  
Penn Yan Central School District  
Phelps-Clifton Springs Central School District



Red Creek Central School District  
Romulus Central School District  
Seneca Falls Central School District  
Sodus Central School District  
Victor Central School District  
Waterloo Central School District  
Wayland-Cohocton Central School District  
Wayne Central School District  
Wayne-Finger Lakes BOCES  
Williamson Central School District  
York Central School District

Revised Effective February 1, 2023



**WITNESSETH:**

WHEREAS, Article 5-G of the General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance of those functions or activities in which they could engage individually; and

WHEREAS, Section 92-a, 119-o of the General Municipal Law authorizes municipalities to purchase medical and dental insurance policies, enter into group health plans, and establish a joint body to administer a health plan; and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" to include a county, city, town, village, fire district, school district and board of cooperative education services, and for purposes of this Agreement, Finger Lakes Community College; and

WHEREAS, the parties to this Agreement have determined to their individual satisfaction that they can furnish medical and/or dental benefits for their employees/retirees and COBRA participants at a significant cost savings by acting in concert with one another in the manner hereinafter expressed; and

WHEREAS, the parties to this Agreement wish to designate themselves under this Agreement as the Finger Lakes Area School Health Plan;

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties do covenant and agree as follows:

**I. INTENT**

The parties to this Agreement (each a "Participant" and collectively the "Participants") collectively shall furnish medical, dental, and Medicare Advantage benefits (each benefit type



a separate "Plan" and collectively "the Plans") for those employees, retirees, COBRA participants and dependents ("Plan Enrollees") which each Participant individually deems eligible for coverage in the Finger Lakes Area School Health Plan (hereinafter referred to as "FLASHP"), subject, however, to FLASHP's eligibility criteria as determined by the Board of Directors from time to time..

## **II. PARTICIPATION AND MEMBERSHIP**

The Board of Directors (the "Board") reserves the right to accept/deny entrance into FLASHP as a Participant in this Municipal Cooperative Agreement ("Participation" in FLASHP), or entrance as a participating employer in any of the Plans (medical, dental or Medicare Advantage Plans), for any reason(s) which in its sole discretion determines is appropriate. Membership as a participating employer in a FLASHP Plan ("Membership") may be offered to a municipal corporation if said municipal corporation is approved to become a Participant and can provide satisfactory proof of its financial responsibility. Those current and future Participants who apply and are approved for entrance as a Participant or as a participating employer into a FLASHP Plan (each a "Member" and collectively the "Members") may be required to sign a Participation and/or Membership agreement approved by the Board and shall be subject to terms and conditions of Plan Membership established by the Board. A Participant that is approved to be a Member may be approved to participate in the medical, dental, or Medicare Advantage Plan(s), or any combination thereof, through FLASHP, as determined in the discretion of the Board. The Board in its discretion may also place restrictions on Membership, such as requiring Membership in the medical plan in order to participate in the dental or Medicare Advantage Plans, or similar Membership requirements.

### **A. New Participation and Membership**

- New FLASHP Participants will be limited to only municipal corporations that are K-12 educational institutions (public school districts and BOCES) and who qualify as large group for health insurance rating purposes under the New York Insurance Law



Sections 3231 and 4317 (or who otherwise would not affect the Plan's status as a large group for health insurance rating purposes if they joined a FLASHP Plan).

- Applicants to become a Participant and/or Member of a Plan must provide the following information:
  - Three (3) years of claim history for the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought.
  - Three (3) years of premium history for the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought.
  - A census of all eligible employees, which delineates which employees are participating in the benefit(s) of the same type as those provided by the Plan(s) in which participation is sought, showing age, family status, etc.
  - The Board will request that the insurance carrier ("Carrier") or another entity selected by the Board complete a review of the data within ten (10) business days of an application for Membership and provide an actuarial analysis regarding the risk of the group. The Board may obtain an independent analysis at its discretion.
- The new Participant or Member must be located within Livingston, Monroe, Ontario, Seneca, Steuben, Wayne and/or Yates County area. Consideration will be given to out of area groups. Applications for Participation and/or Membership may be approved by the Board, in the Board's discretion.
- FLASHP shall not be obligated to provide benefits to a Member that exceeds Finger Lakes Area School Health Plan's benefits at the time of entry.
- If required by the By Laws and to the extent applicable to a particular Plan, the new Member will be required pay a surcharge to cover its share of any reserves and any rate credits that exist at the time Membership begins for the Plan(s) in which the new Member participates. If the new Member participates in more than one Plan requiring a surcharge, then the surcharge shall be separately calculated for each Plan. The surcharge will be a percentage equal to the cumulative gain for FLASHP divided by the FLASHP premium for the applicable Plan for the immediately preceding twelve (12) month period. The Carrier or another entity selected by the Board will calculate the surcharge amount at the time the new Member joins the Plan(s). The surcharge



amount may be paid by the new Member in a lump sum, or in equal installments for the first twelve (12) months in FLASHP, for the first twenty-four (24) months in FLASHP, or for the first thirty-six (36) months in FLASHP through premium add-ons, as selected by the new Member at the time of its entry into FLASHP for the Plan(s) in which the new Member participates. No interest will be charged if a multi-year add-on option is selected. Full payment of the surcharge is required if the new Member terminates participation in the Plan(s) for which the surcharge is assessed, and if the new Member terminates prior to the end of the payment period, the remaining amount shall be paid in a lump sum within thirty (30) days of termination.

- Membership shall become effective no earlier than the 1st day of the calendar month following adoption by the Board of the resolution to accept the entity as a Member.
- Newly approved Members must become a party to this Agreement by approval of such Member's governing body, prior to becoming a Plan Member.

#### B. Withdrawal of Participation or Membership

The FLASHP Participation year runs from July 1 each year to June 30 ("Participation Year").

A Participant may withdraw from FLASHP effective only on the last day of the Participation Year, June 30. Notice of intent to withdraw from Participation in FLASHP must be given in writing to the President of the Board of Directors by April 30th of the prior Plan Year. Any Participant who desires to leave the consortium and does not provide written notice to the Board President by April 30th of the Plan Year, automatically extends a Participant's Participation and obligations for another Participation Year, unless the majority vote of the Board of Directors consents to allow them to withdraw.

Notwithstanding the prior paragraph, the Board in its discretion may deem a Participant who is not a Member of any Plan(s) to have withdrawn from and ceased Participation in FLASHP on the date the Participant ceased to be a Member of any Plan(s). Furthermore, the Board in its discretion may deem a Participant who withdraws from Membership in the medical Plan to have withdrawn from and ceased Participation in FLASHP on the date the Member ceases to



have any subscribers under that Plan.

The Board may establish procedures for withdrawal from Membership in the FLASHP Plans (as opposed to withdrawal from Participation in FLASHP itself) in the By Laws. For example, the By Laws may specify any penalties that apply to a Member's withdrawal from a Plan.

### III. MANAGEMENT OF FLASHP

The governing body of FLASHP, responsible for management, control and administration of FLASHP, shall be the Board, as described below.

#### A. Board Composition and Voting Power

The Board shall consist of not less than three Directors, with an odd number of Directors regardless of the size of the Board, and two Superintendent-Representatives.

Each Director position may either represent at least two (2) Participants, referred to as a "Region," or may be designated as an "At-Large" position, as provided in the By Laws. The Board, by resolution adopted by a majority of the entire Board, shall determine the number of Director positions, how many positions (if any) will represent a specific Region, and how many positions (if any) will be At-Large elected by all Participants. To the extent the By Laws provide that Directors represent a specific Region, then the Board shall determine the number of Regions and the Participants which will be in each Region, with a goal of each Region having a relatively comparable number of insurance contracts.

The By Laws shall also provide for Superintendent-Representatives, who shall have the right and obligation to attend all meetings of the Board of Directors.

Each Director and Superintendent-Representative (hereinafter, "Voting Board Member") shall have one vote on all matters properly brought before the Board. A Voting Board Member may



vote on matters involving the medical, dental, and Medicare Advantage Plans, even if the Voting Board Member's employer is not a Member in that Plan.

#### B. Qualifications, Election and Term of Voting Board Members

Each Director position ("Directorship") shall be filled by a Participant vote or a Board vote, as described in the By Laws. The Board of Directors shall establish Directorship terms and election procedures, either in the By Laws or by separate resolution. The Board of Directors in its discretion may also establish qualifications for Directorship positions and/or term limits, either in the By Laws or by separate resolution.

FLASHP's By Laws shall further describe the role, qualification, selection, term, and removal of the Superintendent-Representatives.

#### C. Increase or Decrease in Number of Directors

The number of Directors may be increased or decreased by vote of a majority of the Voting Board Members in office. No decrease in the number of Directors shall shorten the term of any incumbent Director. The number of Directors resulting from any increase or decrease must remain odd.

#### D. Newly Created Directorships and Vacancies

Newly created Directorships resulting in an increase in the number of Directors, and vacancies occurring in the Board for any reason except the removal of Directors, may be filled by a vote of the majority of the Voting Board Members in office, as described in the By Laws.

Vacancies occurring by reason of removal of Directors with or without cause shall be filled by vote of the Participants (in the applicable Region, if the Director represents a specific Region).



A Director elected to fill a vacancy caused by resignation, death or removal shall be elected to hold office for the unexpired term of his/her predecessor. An odd number of Directors will always be maintained. If necessary or determined by the Board to be prudent, an At-Large member will be elected by all Participants (one vote per Participant).

#### E. Removal of Directors and Superintendent-Representatives

Any or all of the Directors may be removed for cause by vote of the Participants (in the applicable Region, if the Director represents a specific Region) or by action of a majority of the Voting Board Members in office. Any or all of the Superintendent-Representatives may be removed for cause as specified in the By Laws.

Such causes may include, but are not limited to:

- Failure to attend meetings
- Malfeasance
- Conflict of interest
- No longer satisfies the qualifications to be a Director or Superintendent-Representative or to represent a specific Region

#### F. Resignation

A Voting Board Member may resign at any time by giving written notice to the Board or the President of FLASHP. Unless otherwise specified in the notice, the resignation shall take effect upon receipt thereof by the Board or the President, and the acceptance of the resignation shall not be necessary to make it effective.

### **IV. QUORUM**



A majority of the entire Voting Board Members shall constitute a quorum for the transaction of business or of any specified item of business.

## **V. ACTION OF THE BOARD**

To change this Municipal Cooperative Agreement or any By Law, there must be an affirmative vote of 2/3 of all Voting Board Members then appointed and serving. Unless otherwise required by law, or the prior sentence, the vote of a majority of the Voting Board Members shall be the act of the Board. Each Voting Board Member shall have one (1) vote. All actions by the Board must have a motion/second and be adopted by a vote as determined above.

All changes to any By Law shall be effective and binding on all Participants, without the need for the Participant to sign a new Participation or Membership agreement or other written instrument, and without approval of the Participant's governing body. Changes to this Municipal Cooperative Agreement, however, also require adoption by each Participant's governing body. Following a change to this Municipal Cooperative Agreement, each Participant must have such changes approved by a majority vote of each such Participant's governing body within a timeframe set by the Board of Directors in order to remain a Participant and Member.

## **VI. DUTIES OF THE BOARD**

The duties of the Board include:

- Adopting and maintaining By Laws to govern FLASHP.
- Monitoring financial performance of FLASHP.
- Communicating with Members and eligible or enrolled Plan Enrollees.
- Determining what benefit Plans will be offered under FLASHP, including whether to add or terminate a Plan, restrict Membership in a Plan or Plan option to only certain



Participants and/or Plan enrollees, or add/remove/limit Plan options or to offer supplemental programs, such as wellness programs, within a Plan.

- Making decisions regarding renewal rates, renewals, benefit changes, Member guidelines and Member and Plan Enrollee eligibility for each Plan.
- Making decisions regarding Participant entry and departure from FLASHP.
- Making decisions regarding the funding mechanism for each Plan (insurance or self-funding or a combination thereof), and if the decision is made to self-fund a Plan or portion thereof, obtaining a Certificate of Authority from the Department of Financial Services in accordance with Article 47 of the New York Insurance Law, and determining how assets will be dispositioned upon termination of the self-funded Plan or arrangement.
- Determining insurance Carrier(s) and/or third party administrators for medical, dental, and Medicare Advantage Plan benefits provided by FLASHP.
- Determining the insurance Carrier or Carriers, if any, who are to provide Plan benefits and/or stop-loss insurance coverage (if applicable).
- Recommending the annual premium rates to be paid by each Member for each Plan Enrollee classification in the medical, dental, and Medicare Advantage Plans.
- Purchasing and maintaining a stop-loss policy, excess claims liability policy, or other policies to the extent determined by the Board to be prudent or to be required by New York Insurance Law Section 4707, which shall comply with any requirements of that Section.
- Authorizing insurance Carriers to establish a joint fund or funds or other process to finance all FLASHP expenditures, including claims, reserves, surplus, administration, stop-loss insurance and other expenses.
- Auditing receipts and disbursements, providing for independent audits.
- Preparing and furnishing periodic financial and operational reports to Members.
- Establishing qualifications and election procedures to become a Director or Superintendent-Representative.
- Establishing Voting Board Member terms, and if deemed prudent by the Board in its discretion, term limits.



- Designating Regions, if any, to be represented by Directors, and determining how many Directorships (if any) shall be tied to a particular Region and how many shall be At-Large positions.
- Electing a President and Vice President, and the selection or designation of any other officers.
- To the extent the Board deems it appropriate, creating Board committees, each consisting of three or more Voting Board Members, to serve at the pleasure of the Board.
- Filling vacancies in any of the Board offices.
- Fixing the frequency and format of regular Board meetings, including the time and place thereof, the method for calling special meetings, and whether attendance at any Board meeting shall be in-person, by video conference, by conference call, or any combination thereof. There shall be at least one annual scheduled Board of Directors meeting at a time and place in New York State designated in accordance with this Agreement.
- Hiring a consultant(s) or Plan administrator(s) and periodically reviewing the performance of the consultant(s) and/or Plan administrator(s).
- Reviewing all recommendations made by the FLASHP consultant(s) or Plan administrator(s) and approving and implementing all such recommendations approved by the Board.
- Establishing administrative guidelines and requirements for Participants, Members, Directors, Superintendent-Representatives, and/or Plan Enrollees. Examples of the type of administrative guidelines and requirements the Board may choose to adopt include a requirement that:
  - Participants sign a Participation agreement developed by the Board.
  - Members sign a Membership agreement developed by the Board;
  - Members satisfy certain criteria to participate in a Plan;
  - Members conduct dependent eligibility audits, distribute Plan notices or materials, or perform other administrative duties with respect to the Plans;
  - Members offer FLASHP Plans exclusively (and no other competing plans);



- Participants, Members, Directors, Superintendent-Representatives, and/or Plan Enrollees make certain disclosures or sign certain certifications developed or approved by the Board.
- Contracting with third parties, which may include one or more Members, for the furnishing of all goods and services reasonably needed in the efficient operation and administration of FLASHP.
- Designating an individual or law firm to serve as FLASHP's attorney.
- Such other matters, as may be reasonable or necessary to provide for the efficient operation and administration of FLASHP.
- In carrying out these duties, ensuring that purchasing and making of contracts complies with the general laws applicable to municipal corporations and school districts, including but not limited to the requirements of Section 92-a of the General Municipal Law with respect to contracts for self-funded health benefits, if applicable.

## **VII. STATUS OF OFFICERS AND EMPLOYEES**

Officers and employees of any other third party vendor, including without limitation the officers and employees of any Participant or Member who assists or participates in the operation of FLASHP, shall not be deemed employees of FLASHP. Neither the Board nor the Voting Board Members shall not have any authority to engage the services of any person as an employee of FLASHP. Each third party vendor shall provide for all necessary services and materials pursuant to contracts with FLASHP. The officers of FLASHP shall serve without compensation from FLASHP.

## **VIII. SERVICE OF PROCESS**

The President of FLASHP shall receive service of summons or other legal process in any action, suit or proceeding arising out of any contract, agreement or transaction involving FLASHP.



## **IX. PREMIUM PAYMENTS**

Unless otherwise required by the Carrier, each Member is responsible to pay premiums directly to the selected insurance Carrier. Failure to pay premiums shall be the basis for exclusion of the Member from the applicable Plan. Any action to exclude a Member from a Plan for non-payment of premiums shall not relieve that Member from its premium obligations to the selected insurance Carrier.

## **X. INDEMINIFICATION**

Each Participant/Member will defend with competent counsel, indemnify and hold harmless FLASHP, every other Participant/Member, as well as their directors, officers, employees, agents, successors, and assigns, from and against any and all claims, demands, actions, suits and proceedings (whether civil, criminal or administrative), and all liability, loss, expense (including reasonable attorneys' fees), costs or damages, that result, directly or indirectly, from the acts and/or omissions of the Participant/Member, including, but not limited to any expense or loss resulting from inaccurate eligibility information that is provided by the Member, failure to distribute required notices or other FLASHP materials, or premium expenses whether due to failure or refusal to pay, expulsion from Membership, or inappropriate withdrawal from FLASHP.



## **XI. TERMINATION OF PLAN**

This Agreement, and FLASHP, may be terminated upon official action of the Board in accordance with Section V of this Agreement. Upon termination of this Agreement, or FLASHP, to the extent any Plan or portion of a Plan is fully-insured, the selected insurance Carrier(s) shall hold terminal liability and any experience credits; to the extent any Plan or portion of a Plan is self-funded, the Plan and FLASHP may not be terminated until all terminal liability has been satisfied and all profit or fund balances have been distributed to Members or Plan Enrollees, as permitted by law and determined by the Board.

## **XII. CONFIDENTIALITY**

Nothing contained in this Agreement shall be construed to waive any right a covered person possesses with respect to the confidentiality of medical records and that such rights may only be waived upon the written consent of such a covered person.

## **XIII. TERM AND RENEWAL OF AGREEMENT**

The term of the Agreement shall be five (5) years from its last adoption date, at which time the Board shall review its terms and conditions. Regardless of whether there are changes, each Participant's governing body shall be required to re-adopt the Agreement at least once every five (5) years.

In the event the terms and conditions of the Agreement are revised at a time that is less than five (5) years from its last adoption date, the term of the revised Agreement shall be five (5) years, measured from the date of the adoption of the changes to the Agreement.



#### XIV. COMPLIANCE WITH LAWS

This Agreement shall be interpreted and implemented in a manner compliant with all applicable laws, which are hereby incorporated by reference. In the event any term of this Agreement is found to be noncompliant with applicable law (e.g., if it conflicts with, or fails to incorporate a required term of such laws), that term shall be reformed to comply with the applicable law and the remainder of the Agreement shall remain in effect and carried out in the manner the Board determines is most consistent with the Participants' original intent.

*[Remainder of Page Intentionally Blank]*



The undersigned President of the Board hereby certifies that the foregoing Municipal Cooperative Agreement to Provide Health Benefits was adopted by a motion duly made, seconded and passed by the Board at a meeting held on the 3rd day of November, 2022 to be effective February 1, 2023, and that he/she was duly authorized to sign this document on behalf of the Board.

\_\_\_\_\_  
President

Dated: \_\_\_\_\_



The undersigned school district, BOCES or municipal corporation agrees to be bound by the provisions of the foregoing Municipal Cooperative Agreement to Provide Health Benefits effective February 1, 2023.

Name of School District, BOCES or Municipal Corporation

---

by: \_\_\_\_\_

Signature

Print name: \_\_\_\_\_

its: \_\_\_\_\_

Title

Dated: \_\_\_\_\_





Maureen Goodberlet &lt;goodberletm@victorschools.org&gt;

**Request #120 for your review**

1 message

**Form Approvals** <businessforms@victorschools.org>  
To: Goodberletm@victorschools.org

Mon, Nov 21, 2022 at 10:22 AM

REQUEST #120 | RECIPIENTS: 3 of 5 | NOV 19, 2022

**\*\*UPDATED VCS Field Trip Form**

You have been requested to review the following:

Requestor's Email Address:	<a href="mailto:eamesc@victorschools.org">eamesc@victorschools.org</a>
Requestor's First Name:	Christina
Requestor's Last Name:	Eames
School:	HS
Course / Grade Level of Students::	7th-12th
Short Description or Name of Field Trip:	Winterguard Regional
Select the appropriate type of field trip:	Extra curricular
Have BOTH the District and Building calendars been checked for potential conflicts?:	Yes
Estimated number of Students::	15
Departure Date::	3/17/0023
Place of Departure::	HS Bus Loop
Type of Transportation::	Coach Bus
Departure Time::	1:00 PM
Destination (include EXACT address)::	Bethlehem, PA
Time you plan to REACH your destination::	8:00 PM
Return Date::	3/19/0023



Time you plan to LEAVE your destination::	4:00 PM
Estimated Round-Trip Mileage:	500
Return Time::	11:00 PM
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?:	Students are encouraged to get missed work before we leave and will have designated quiet time on the bus for school work.
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.:	NA
Do you have any supporting documents such as an itinerary?:	No
Estimated Number of Chaperones (including teachers/staff/parents)::	10
Will you be requesting this trip again next year?:	Maybe
School and/or District Funding Requested?:	No
Out of Pocket Cost to Student (if any)::	\$600
Cost to Chaperone (if any)::	Unknown at this time
Cost Breakdown per Student - Event Fee::	\$0
Cost Breakdown per Student - Meals::	\$100
Cost Breakdown per Student - Travel::	\$600
Cost Breakdown per Student TOTAL::	about \$700
Email Address:	<a href="mailto:eamesc@victorschools.org">eamesc@victorschools.org</a>
Is this an overnight trip?:	Yes

## Approval history

In progress

Approved by [siestob@victorschools.org](mailto:siestob@victorschools.org)

Approved by [clinkk@victorschools.org](mailto:clinkk@victorschools.org)



[Approve](#)[Decline](#)[Comment](#)

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Maureen Goodberlet &lt;goodberletm@victorschools.org&gt;

**Request #122 for your review**

1 message

**Form Approvals** <businessforms@victorschools.org>  
To: Goodberletm@victorschools.org

Thu, Dec 1, 2022 at 5:46 AM

REQUEST [#122](#) | RECIPIENTS: 3 of 5 | NOV 30, 2022**\*\*UPDATED VCS Field Trip Form**

You have been requested to review the following:

Requestor's Email Address:	<a href="mailto:eamesc@victorschools.org">eamesc@victorschools.org</a>
Requestor's First Name:	Christina
Requestor's Last Name:	Eames
School:	HS
Course / Grade Level of Students::	7th-12th
Short Description or Name of Field Trip:	Winterguard International World Championships
Select the appropriate type of field trip:	Extra curricular
Have BOTH the District and Building calendars been checked for potential conflicts?:	Yes
Estimated number of Students::	15
Departure Date::	Apr 12, 2023
Place of Departure::	HS Bus loop
Type of Transportation::	Coach Bus
Departure load time: (please allow 15-30 minutes to allow for time to load):	12:30 PM
Departure Time::	1:00 PM
Destination (include EXACT address)::	Dayton, OH



Time you plan to REACH your destination::	9:00 PM
Return Date::	Apr 16, 2023
Load time for DEPARTURE from destination: (Please allow 15-30 minutes to load):	8:45 AM
Time you plan to LEAVE your destination::	9:00 AM
Estimated Round-Trip Mileage:	1000
Return Time::	6:00 PM
Would you like the bus to stay with the group or may it return at a different time?:	Yes, the bus can stay with the group
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?:	Students are encouraged to get missed work before we leave. We will have designated quiet time on the bus ride for school work.
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.:	NA
Do you have any supporting documents such as an itinerary?:	Yes
Estimated Number of Chaperones (including teachers/staff/parents)::	10
Will you be requesting this trip again next year?:	No
School and/or District Funding Requested?:	No
If fundraising is involved, please describe::	Students have the opportunity to participate in a variety of fundraisers. The most popular and lucrative being can and bottle drives held throughout the year.
Out of Pocket Cost to Student (if any)::	\$1,000
Cost to Chaperone (if any)::	Unknown at this time
Cost Breakdown per Student - Event Fee::	\$0
Cost Breakdown per Student - Meals::	\$100



Cost Breakdown per Student - Travel::	\$800
Cost Breakdown per Student - Other::	\$100
Cost Breakdown per Student TOTAL::	\$1,000
Upload supporting itinerary:	<a href="#">File Upload 1</a>
Email Address:	<a href="mailto:eamesc@victorschools.org">eamesc@victorschools.org</a>
Is this an overnight trip?:	Yes

Approval history

In progress

Approved by siestob@victorschools.org

Approved by clinkk@victorschools.org

Approve

Decline

Comment

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Maureen Goodberlet &lt;goodberletm@victorschools.org&gt;

**Request #117 for your review**

1 message

**Form Approvals** <businessforms@victorschools.org>  
To: Goodberletm@victorschools.org

Tue, Nov 15, 2022 at 11:53 AM

REQUEST #117 | RECIPIENTS: 4 of 6 | NOV 15, 2022

**\*\*UPDATED VCS Field Trip Form**

You have been requested to review the following:

Requestor's Email Address:	<a href="mailto:mandileg@victorschools.org">mandileg@victorschools.org</a>
Requestor's First Name:	Geoff
Requestor's Last Name:	Mandile
School:	HS
Course / Grade Level of Students::	Varsity Football
Short Description or Name of Field Trip:	Gridiron Champions Football Camp
Select the appropriate type of field trip:	Athletics
Have BOTH the District and Building calendars been checked for potential conflicts?:	Yes
Estimated number of Students::	50-55
Departure Date::	Jul 16, 2023
Place of Departure::	Victor High School
Type of Transportation::	Victor School buses
Departure load time: (please allow 15-30 minutes to allow for time to load):	8:30 AM
Departure Time::	9:00 AM



**Destination (include EXACT address)::**

Clinton, NY

**Time you plan to REACH your destination::**

11:00 AM

**Return Date::**

Jul 19, 2023

**Load time for DEPARTURE from destination: (Please allow 15-30 minutes to load):**

11:30 AM

**Time you plan to LEAVE your destination::**

12:00 PM

**Estimated Round-Trip Mileage:**

226 Miles

**Return Time::**

2:00 PM

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

No, the bus can return at a different time

**Arrangements for meals (if necessary)::**

NA

**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?:**

3 Practice per day. 3 meetings per day. Team Building activities.

**Upon Return: What activities will occur to enrich the experience and determine if the objectives were accomplished?:**

3 Practice per day. 3 meetings per day. Team Building activities.

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

This camp is during the summer.

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

Strength and Conditioning sessions and OTA's during the summer

**Please note any scheduled teaching assignments (classes, study halls, supervisory assignments, etc.) that will need coverage during the time period of this field trip.:**

NA

**Do you have any supporting documents such as an itinerary?:**

No

**Estimated Number of Chaperones (including teachers/staff/parents)::**

6

**Special arrangements, instructions, or comments::**

NA

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

Yes

**School and/or District Funding Requested?:**

No

**If fundraising is involved, please describe::**

Football Booster club will help any



family with a financial hardship.

Out of Pocket Cost to Student (if any)::	\$400
Cost to Chaperone (if any)::	NA
Cost Breakdown per Student - Event Fee::	\$400--Players stay in dorms and eat all meals (3x/day) in the college dining hall.
Cost Breakdown per Student - Meals::	NA
Cost Breakdown per Student - Travel::	NA
Cost Breakdown per Student - Other::	NA
Cost Breakdown per Student TOTAL::	\$400 See Above
Email Address:	<a href="mailto:mandileg@victorschools.org">mandileg@victorschools.org</a>
Is this an overnight trip?:	Yes

### Approval history

In progress

Approved by [siestob@victorschools.org](mailto:siestob@victorschools.org)Approved by [weimerd@victorschools.org](mailto:weimerd@victorschools.org)Approved by [clinkk@victorschools.org](mailto:clinkk@victorschools.org)

Approve

Decline

Comment

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### Relationship with Booster Organizations

The Board of Education recognizes that extracurricular support groups, or "booster" organizations, provide important support to District Schools, and can be a valuable means of stimulating community interest in the aims and activities of the District. Booster organizations may be defined in two ways:

1. an organization which is created to foster community support and raise funds for a specific extracurricular activity (e.g., athletics, speech and debate, and/or musical groups); or
2. an organization which is created to foster community support and raise funds for the school's general extracurricular program.

The District has the responsibility under Title IX to ensure that boys' and girls' programs are provided with equivalent benefits, treatment, services, and opportunities regardless of their source. When determining equivalency, therefore, benefits, services, and opportunities attained through private funds, including donations, fundraising, and booster clubs, must be considered in combination with all benefits, services, and opportunities.

Parents and other interested members of the community who wish to organize a booster club for the purpose of supporting a specific school program are encouraged to do so, as long as the activities of such organizations do not interfere unduly with the total educational program, or disrupt District operations in any way. To this end, fundraising activities must conform with School District policies 1511 , Advertising in the Schools and 5251, Student Fundraising Activities. ~~booster organizations must follow these guidelines:~~

- ~~1. have voluntary membership in the organization (fund-raising, fees, or donations shall be strictly voluntary);~~
- ~~2. submit a fund-raising form in advance to the Superintendent or designee for prior approval of all fund-raising activities;~~
- ~~3. obtain prior approval from the Superintendent or designee **any** time the booster club uses the name of the School District, or any language suggesting that the District has endorsed, sponsored or otherwise approved of the club's activities;~~
- ~~4. seek advance approval for any use of school facilities and/or equipment, following the policy and procedures outlined in policy 1500, Public Use of School Facilities;~~
- ~~5. avoid interference with the decision-making of any student group;~~
- ~~6. understand and respect the authority of District employees in the administration of their duties;~~
- ~~7. assume all financial responsibility for their organization, including but not limited to the provision of adequate insurance coverage, as appropriate; and~~



~~8. undertake any fundraising activities in conformity with the School District policies 1511, Advertising in the Schools and 5251, Student Fund-Raising Activities.~~

Booster organizations wishing to make a contribution of money, service time, or tangible property must follow policy 1800, Gifts from the Public. Booster-proposed plans, projects and other activities must be evaluated and promoted in light of their stated contribution to the academic as well as the extra-curricular school programs. Careful consideration should be given to the total value of the contribution to the School District as a whole.

~~The Board retains final responsibility for and authority over all activities which have an impact on students, the schools, school programs, and/or school-owned property.~~

Policy Cross References:

~~1500 – Public Use of School Facilities~~

[1511 – Advertising in the Schools](#)

1800 – Gifts from the Public

[5251 – Student Fundraising Activities](#)

Policy References:

Appeal of Ambrosio, 30 Ed Dept Rep 387 (1991)



## Use of Service and Therapy ~~Assistance~~ Animals

The District recognizes the importance of service animals, as defined below, and affirms its commitment to allowing the use of these animals by individuals with disabilities on school grounds to facilitate their full participation in and equal access to District services, programs, and activities. Service animals are distinguished from emotional support, therapy, comfort, or companion animals. The District will comply with all applicable federal and state laws and regulations related to service animals.

Additionally, the District recognizes the importance of therapy dogs, as defined below, and permits the use of therapy dogs on school grounds subject to the conditions of this policy. The use of therapy dogs can have many benefits including reduced anxiety and increased mental stimulation, as well as decreased depression, feelings of isolation, and boredom.

### Service Animals

A service animal is defined as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals.

The work or tasks performed by a service animal must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. Psychiatric service animals that have been trained to take a specific action to help avoid an anxiety attack or to reduce its effects, however, may qualify as a service animal.

The Superintendent or designee ~~may~~shall create procedures, regulations, and/or building-specific rules regarding the use of service animals on school grounds by individuals with disabilities.

### Therapy Dogs

For purposes of this policy, a therapy dog is defined as a dog that has been trained, evaluated, and certified to work with a handler to provide affection and comfort to individuals in a variety of settings including schools. A handler is defined as an individual that has been trained, evaluated, and certified to work with a particular therapy dog. Therapy dogs are not covered by the same laws that protect service animals.

Although there is no formal identification or certification for therapy dogs, the District requires that any therapy dog and accompanying handler permitted on school grounds to be certified by an American Kennel Club (AKC) recognized therapy dog organization such as Therapy Dogs International. Further, the therapy dog must not pose a health and safety risk to any individual on school grounds. In order to use a therapy dog in the District, a written request must be submitted to the Superintendent or his/her designee. The request must include the following:



- A) General information about the proposed use of the therapy dog including when and where;
- B) Personal information about the therapy dog and handler including name, address, and phone;
- C) Copies of the therapy dog's:
  - a. Current licensure from the local licensing authority;
  - b. Vaccination and immunization records from a licensed veterinarian;
- D) Copy of a certification from an AKC recognized therapy dog organization;
- E) Copy of an insurance policy that provides liability coverage for the work of the therapy dog and handler while on school grounds and names the District as an additional insured;
- F) Certification from the handler that, while on school grounds, the therapy dog will:
  - a. Be clean, well-groomed, and free of parasites, illness, or injury;
  - b. Remain under the handler's control through the use of a leash or other tether unless the use of a leash or other tether would interfere with the therapy dog's service;
  - c. Be supervised and accompanied by the handler;
  - d. Wear a therapy dog ID and/or a bandana;
  - e. Not disrupt the educational process by excessive barking or any other behavior;
  - f. Only go to locations that have been authorized by District administrators;
  - g. Be fed, exercised, and cleaned-up after by the handler.

Additionally, handlers who are not employed by the District must comply with all requirements for volunteers in the District. Volunteers will work under the supervision of appropriate staff and are expected to comply with all District rules and regulations.

A new request must be submitted for each proposed use of a therapy dog. There must be one request for each dog. In no case will a request for the use of a therapy dog be valid for more than one school year.

The District reserves the right to deny a request for the use of a therapy dog for any reason. Once a request has been granted, the District reserves the right to exclude a therapy dog from school grounds for any reason including, but not limited to, the therapy dog:

- A) Presenting a direct and immediate threat to others;
- B) Not being under the handler's control;
- C) Interfering ~~with~~ with the educational process;
- D) Going into a location in the district that has not been authorized by District administrators.

If any individual suffers an allergic reaction while in the presence of a therapy dog, the District will require the handler to move the therapy dog to a different location designated by a District administrator.

The handler of a therapy dog is solely responsible and liable for any damage to school property, or any injury caused by the therapy dog. Further, the District bears no financial responsibility for the required training, care, or feeding for the therapy dog.

Parents/Guardians will be notified prior to any therapy dog being permitted on school grounds.



**Policy References:**

Americans with Disabilities Act (ADA), 42 USC § 12101 et seq.

28CFR §§ 35.104 and 35.136

Civil Rights Law §§ 47, 47-a, and 47-b

Executive Law § 296

**Policy Cross References:**

» 1501 – Animals on School Grounds

Adoption Date:

1000 – Community Relations



### **Complaints about Curricula or Instructional Materials**

The Board of Education recognizes its responsibility for the selection of instructional materials. The Board encourages district teachers and administrators to select books and other materials in accord with sound educational principles and practices, and to use them effectively in the classrooms. However, the Board also recognizes the right of community members to voice concerns and/or complaints regarding the implementation of a particular curriculum and/or instructional material.

All complaints concerning textbooks, library books and other instructional material shall be submitted to the Superintendent of Schools in writing. The Superintendent shall promulgate regulations establishing a complaint procedure which shall include:

1. an opportunity for an informal conference with the complainant;
2. the submission of formal written complaints;
3. a shared decision making team, the District's Curriculum Council, will review any objections to instructional materials. The committee is composed of faculty, administration, parents, students, and higher education representation. The committee shall make recommendations to the Superintendent concerning the disposition of any complaint;
4. a decision by the Superintendent; and
5. an appeal to the Board. The decision of the Board shall be final.

#### **Policy References:**

Education Law §§1709(15); 1711(5)(f) Board of Educ., Island Trees Union Free School District v. Pico, 457 US 853 (1982)

Adoption Date: 3/9/1999, Revised 11/12/2009, [12/8/2022](#)  
1000 - Community Relations