

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**
Approved Minutes of the Regular Meeting of March 9, 2023
Early Childhood School Boardroom
953 High Street
Victor, New York 14564

CALL TO ORDER	President Tim DeLucia called the meeting to order at 6:33 PM.
Members Present	Tim DeLucia, Kristin Elliott, Lisa KostECKi, Elizabeth Mitchell, Debbie Palumbo-Sanders, Christopher Parks
Member Absent	Trisha Turner
ENTER EXECUTIVE SESSION	A motion was made by D. Palumbo-Sanders, seconded by K. Elliott, to enter executive session at 6:33 PM to discuss the employment history of specific individuals. The motion was carried. 6 yes 0 no 0 abstentions
REGULAR SESSION	A motion was made by C. Parks, seconded by E. Mitchell, to return to regular session at 7:07 PM. The motion was carried. 6 yes 0 no 0 abstentions
APPROVE AGENDA	A motion was made by E. Mitchell, seconded by D. Palumbo-Sanders, to approve the agenda. The motion was carried. 6 yes 0 no 0 abstentions
SUPERINTENDENT'S UPDATE	Superintendent Terranova talked about the New York State School of Superintendents Conference he attended earlier this week in Albany, NY. He said the presentations were all excellent however, four stood out to him. One presentation was around student voice, one around dealing with conflict and two around equity and inclusion. All of them talked about the concept of utilizing voice and understanding perspectives across different viewpoints, which leads to awareness and empathy. He then spoke more in depth about each of the four presentations. Finally, Dr. Terranova gave a shout out to all the students doing exceptional things whether its through athletics, DECA, robotics, the high school musical or VIPE. This speaks to the comprehensive nature of our offerings.
PRESENTATIONS/ RECOGNITIONS	Board President Tim DeLucia took this opportunity to thank Dr. Terranova, Mr. Vallese and his team, also the building leaders and staff that provide information to help build the budget. Mr. DeLucia also thanked the Facilities Committee and all of those involved who help to plan for the next capital project.
PUBLIC PARTICIPATION	Cheryl Jones-Richter, a community member, talked about Diversity, Equity and Inclusion and the importance of looking at the perspective of the receivers when dealing with diversity and racism. She said it is important to look at what actions can be taken to improve Diversity, Equity and Inclusion within the District.

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PUBLIC PARTICIPATION Continued

Claire Noonan, a community member and retiree from Victor Central Schools, spoke about the experiences in her family dealt with around Diversity, Equity and Inclusion. She said she glad there is a DEI Committee presentation and respects the Superintendent, the Board of Education and the committees who are working to move the District forward on this topic. She offered her help if they need it.

CONSENT ITEMS

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

MINUTES

Minutes of the Regular Board Meeting of February 9, 2023 and the Special Meeting of February 16, 2023;

FINANCIAL STATEMENTS

Treasurer's Report for the month ending January 31, 2023;

PERSONNEL

The following personnel items:

All appointments on these pages are made in compliance with New York State Education Law relating to criminal history background clearances for new employees. Conditional clearances under that law have been requested for all new employees.

Instructional Probationary Appointments:

The probationary appointment of **Nicholas Davidson**, who has certification in Social Studies Grades 7-12, to a probationary position as a Teacher on Special Assignment, effective March 13, 2023, at an annual salary of \$58,688, which will be prorated based on start date, leading towards tenure in Social Studies Education.

The probationary appointment of **Jessica Corniffe**, who has certifications in Students with Disabilities Grades 1-6 and Childhood Education Grades 1-6, to a probationary position as a Special Education Teacher, effective March 14, 2023, at an annual salary of \$57,250, which will be prorated based on start date, leading towards tenure in Special Education.

Long Term Substitute Appointments:

The appointment of **Cara Donaloio**, who has pending certification as a School Psychologist, to a long term substitute position as a School Psychologist, effective February 7, 2023, and ending June 30, 2023, at an annual salary of \$45,231, which will be prorated based on the length of the assignment.

The appointment of **Jennifer Briggs**, who has certification in Home Economics, to a long term substitute position as a Teacher Assistant, effective February 27, 2023, and end June 30, 2023, at an annual salary of \$30,642.

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Leaves of Absence: The granting of an extension of maternity and subsequent childcare leave of absence for **Jamie Fraser**, Elementary Teacher, effective July 1, 2023, and extending through June 30, 2024.

Resignations: The resignation, due to retirement, of **Joanne Lowe**, Music Teacher, effective June 30, 2023.

The resignation, due to retirement, of **Linda Izzo**, Elementary Teacher, effective June 30, 2023.

The resignation, due to retirement, of **Jennifer Eveleigh**, Occupational Therapist, effective June 30, 2023.

The resignation of **Rebecca Morrill**, Long Term Substitute Foreign Language Teacher, effective March 15, 2023.

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Baseball	Volunteer	Tom Delaney	-	-
	Volunteer	Peter Carrier	-	-
	Volunteer	Michael Guido	-	-
	Volunteer	Hunter Ruthven	-	-
Golf – Boys	Volunteer	Brian Bailey	-	-
Lacrosse – Girls	Volunteer	Mary Allen	-	-
	JV	Alyssa Sproule	4	1
Softball	JV	Craig Morley	4	14
	Modified B	Shelby Erhard-Rappold	6	1
Track & Field	Head Varsity	Ross Hunkovic	2	13
	Varsity Assistant	Ryan Horst	5	9

Athletics Resignations: The resignation of **Ross Hunkovic**, Track and Field Varsity Assistant Coach.

Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>
	Jennifer Wozniak	Uncertified
	James Taylor	Elementary
	Matthew Rice	Physical Education
	Michele Maloney	School District Administrator/ Elementary
	Kimberly Cooney	Special Education/ Speech

Non-Instructional
Appointments: The appointment of **Kenneth Poole**, Full Time Teacher Aide, effective February 15, 2023, at an hourly rate of \$14.20.

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The appointment of **Denise Vargas Muniz**, Full Time Teacher Aide, effective February 15, 2023, at an hourly rate of \$14.20.

The appointment of **Jeiry Diaz Ramos**, from Full Time Cleaner to Part Time Cleaner, effective February 1, 2023.

The appointment of **Timothy Bader**, Food Service Helper, effective February 15, 2023, at an hourly rate of \$14.20.

The appointment of **Miranda Berdy**, Full Time Teacher Aide, effective February 13, 2023, at an hourly rate of \$15.07.

The appointment of **Brian Wagner**, Full Time Teacher Aide, effective February 27, 2023, at an hourly rate of \$14.20.

The appointment of **Shaunna Schaufelberger**, Full Time Teacher Aide, effective February 27, 2023, at an hourly rate of \$14.20.

The appointment of **Rhonda Dodson**, Full Time School Bus Driver, effective, February 25, 2023, at an hourly rate of \$21.19.

The appointment of **Cassidy Reiber**, from Full Time Teacher Aide to Part Time Teacher Aide, effective February 16, 2023.

The appointment of **Ted Thull**, from School Bus Driver Trainee to Full Time School Bus Driver, effective February 17, 2023, at an hourly rate of \$20.99.

The appointment of **Sara Jones**, from Part Time Teacher Aide to Full Time Teacher Aide, effective February 27, 2023.

Resignations:

The resignation of **Rhonda Dodson**, Dispatcher, effective February 24, 2023.

The resignation of **Michaela Williams**, Food Service Helper, effective February 24, 2023.

The resignation of **Michele Liddle**, Part Time School Bus Driver, effective February 16, 2023.

The resignation of **Jeiry Diaz Ramos**, Cleaner, effective February 23, 2023.

The resignation of **Marisol Martinez Marroquin**, Cleaner, effective March 10, 2023.

The resignation of **Tirsa Alvarado**, Food Service Helper, effective March 17, 2023.

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Terminations: The termination of **Steven Bellis**, Full Time Cleaner, effective February 9, 2023.

The separation from service pursuant to New York State Civil Service Law Section 71 of **Izabel Cursino dos Santos**, Full Time Cleaner, effective March 10, 2023.

Per Diem and Substitute Positions:	<u>Candidate</u>	<u>Position</u>
	Carolyn Hughes	Food Service Helper
	Nicholas Castiglia	School Bus Driver Trainee
	Arleen McWilliams	Food Service Helper
	Michael Kirsch	Lifeguard
	Eileen Kopp	Lifeguard
	Lisa Werner	Teacher Aide
	Osman Muya	Cleaner
	Erin DeHollander	Lifeguard
	MacKenzie Connors	Teacher Aide
	Veronica Geremia	School Bus Monitor
	Brianna Perales	Teacher Aide

CSE/CPSE RECOMMENDATIONS Recommendations of the Committee on Special Education from the meetings of January 4, 11, 18, 26, 31, 2023, February 1, 2, 6, 7, 8, 9, 10, 14, 15, 16, 27, 28, 2023, March 1, 2, 3, 6, 7, 8, 9, 2023 and from the Committee on Preschool Special Education from the meetings of February 7, 14, 28, 2023, March 7, 2023;

REFERENDUM AND LEGAL NOTICE FOR BUS BOND AND VEHICLE BOND PROPOSITIONS **RESOLVED**, that, upon recommendation of the Superintendent, the Bus Bond Proposition for the May 16, 2023 vote be approved as submitted, for a total sum not to exceed \$1,185,000, subject to approval by the qualified voters of the District at the Annual Vote and Election on May 16, 2023; and

RESOLVED, that, upon recommendation of the Superintendent, the Vehicle Bond Proposition for the May 16, 2023 vote be approved as submitted, for a total sum not to exceed \$210,000, subject to approval by the qualified voters of the District at the Annual Vote and Election on May 16, 2023.

COMMUNITY BASED ORGANIZATIONS FOR UPK Accept the proposals from the following Community Based Organizations to provide Universal Preschool Instructional services:

- TLC Adventures in Childcare, 7375 Route 96, Victor, NY 14564
- Doodlebugs, 7383 State Route 96, Victor, NY 14564
- Victor Child Care, 66 School Street, Victor, NY 14564

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DONATIONS

The following donations:

- 2014 Steinway Baby Grand Piano to the Victor Central School District Music Department from Patrick Martin on behalf of alum Mrs. Rogina;
- \$6,000.00 from Victor Community Baseball/Softball for the addition of a second Baseball Modified B Team for Spring 2023;

Mrs. Elliott said the District has a great deal of gratitude for the two significant donations from the community.

READING PROGRAM

The purchase of The Superkids Reading Program to support K-2 English Language Arts.

AGREEMENT BETWEEN VCSD AND EMPLOYEE

An agreement between the Victor Central School District and an Employee executed on March 3, 2023.

The motion to accept the foregoing consent items was carried.

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

CAMPUS NEWS

VCS administrators summarized campus news and events at this time.

DIVERSITY, EQUITY, AND INCLUSION COMMITTEE UPDATE

Third Grade English as a New Language Teacher Heather Boyle and Senior High School Assistant Principal Jennifer Grimes provide an update on the actions of the Diversity, Equity, and Inclusion (DEI) Committee. Ms. Grimes started out by talking about the creation of the committee and the purpose. The purpose is to integrate Diversity, Equity, and Inclusion throughout the three primary focus areas in the Victor Central School District Strategic Plan. The goal of the committee is to develop a five-year DEI Plan to support the Strategic Plan. Ms. Grimes said from the 35-member committee there is a team of five who make up the Steering Committee. Ms. Grimes and she and Ms. Boyle are part of that Steering Committee who help drive the larger committee and make decisions on how to accomplish the tasks. They want to create a DEI Plan not just to carry out performance-based tasks but to be meaningful and purposeful with a lot of student voice and a lot of student input. Some of the things they have been talking about are classroom environments and how they are welcoming to all students, identifying gaps in the current curriculum and looking at the idea of equity versus equality by providing equitable opportunities not just equal opportunities for all students. She said they want to have students take accountability for the learning and their growing. They want to review school policies, specifically around the Code of Conduct along with expectations around athletic events. She said they want to look at home-school communication, start to develop restorative practices and educational opportunities not just disciplinary consequences. Ms. Boyle gave some background on some of the work that has been started this year. The committee started in January 2023. It is made up of 35 members from across the District and community which include Board

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DIVERSITY, EQUITY, AND INCLUSION COMMITTEE UPDATE Continued

members, community members, parents, administrators, teachers and students. Ms. Boyle said so far they have had three meetings and are planning to meet five more times prior to May 2023 to do some of the initial work and long-range planning. The work has been grounded in the Victor School's five-year Strategic Plan, as well as New York State's Culturally Sustaining-Responsive Framework, along with the book *Belonging Through a Culture of Dignity*, by Floyd Cobb and John Krownapple. In addition, seven of the DEI Committee Members (administrators and teachers) have been attending the Wayne Finger Lakes BOCES Diversity, Equity, and Inclusion consortium that is made up of other local districts where they can collaborate and be given guidance on how to create a performance-based DEI action plan. She then talked about the four charges that the DEI Committee came up with to help create the 5-year DEI Action Plan. First, they will analyze multiple data sets to determine the extent of equitable and inclusive access to Advanced Placement Courses, Dual-enrollment Courses, Music Ensembles and Performing Groups as well as participation in field trips, athletics, and other extracurricular events. In addition, annual student subgroup performance data will be analyzed. The committee will review and recommend hiring practices that are supportive of building a diverse workforce that represents our school community. They will unpack the NYS Culturally Responsive – Sustaining Educational (CRSE) Framework and recommend roll-out opportunities for both staff and the greater District-wide community. The committee will review District curriculum to ensure that both content and instruction aligns with inclusive and equitable research-based best practices. Ms. Grimes talked about things the DEI Committee has already accomplished. They have reviewed specific roles and guidelines of the CRSE Framework, created a smaller Steering Committee (which meets weekly), debriefed about the recent incident at a basketball game. Future plans include defining Diversity, Equity, and Inclusion for the Victor Central School District, gathering data to further analyze the four committee charges, creating an authentic plan to make a difference and ongoing and continuous assessment of current needs and potential future needs from the committee. Mrs. Palumbo-Sanders said she, Lisa Kostecki and Kristin Elliott are on the DEI Committee and she has started reading the book *Belonging Through a Culture of Dignity*. She said it is a very powerful book and she would recommend it to the other Board members. She said having the students on the committee bring the awareness that adults fully realize what the students experience. Ms. Grimes said the students are incredibly honest about their experiences in an effort to try and help others understand and to educate, not to be hurtful. Mrs. Mitchell thanked them for the brief presentation with regards to the massive amount of work the committee has. She asked about the possibility of the older students from various backgrounds to mentor younger students to be a source of support and strength to the younger students and to perhaps create a bridge. Ms. Grimes said they

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DIVERSITY, EQUITY, AND INCLUSION COMMITTEE UPDATE Continued

will definitely bring that back to the committee. Dr. Parks said he really applauds the student voice piece. He said his charge to the committee going beyond this year and the next is to continually refresh that voice and continually involve the students. Mrs. Elliott said she hopes that there is a time that there is so much voice that there becomes a culture in Victor that we don't have to deal with "incidents" anymore. That we become a culture that we are empathetic and less authoritative. She said she is immensely proud of the committee. Mr. DeLucia thanked them for the information and the great work they are doing.

BUDGET STATUS UPDATE; PERSONNEL

Assistant Superintendent for Business Derek Vallese and Assistant Superintendent for Personnel Dorothy DiAngelo provided a budget update. Mr. Vallese started out by reviewing the goals of the budget. The District will maintain a comprehensive education that the Victor Central School District community expects. The District will improve alignment of resources toward District initiatives, maintain stabilization of Reserves, maximize the use of every dollar spent, maximize the ability to generate aid for future years and be transparent. Mr. Vallese then provided a budget update as of February 16, 2023. He said the biggest expense, 75% of the budget comes from the staff as we are a staff driven organization. There is approximately \$47 million in salaries and \$26 million in benefits. There is also an increase in capital in the budget. Overall the budget is up roughly \$8 million or 8.94%. Mr. Vallese said the District is experiencing a large increase in State Aid. There is a little over \$7 million in Foundation Aid. For years the District has suffered from being underfunded and now it appears the state is going to actually fully fund us. In addition, there is an increase in the tax levy of 2.18%. In prior years the District has used reserves to balance the budget. In reality, we had a budget deficit and were using our savings to balance it and this year, because of the increase in state aid, we no longer have to tap into our savings to balance the budget. Mrs. DiAngelo presented a personnel budget update to the Board. She said they will see positions that are definitely being planned for in the budget and then others that are italicized. Those positions are potential adds to the budget. Mrs. DiAngelo said she will be speaking tonight about the positions that will definitely be added to the budget with a plan on returning on March 23rd when they can finalize plans around the potential positions. Mrs. DiAngelo then spoke about the significant number of teaching assistant positions being added. Teaching assistants are able to plan and provide direct instruction support to students. That is the reason the shift is being made. This will be accomplished by transitioning current teacher aide positions to teaching assistant positions. She said the District is planning to support existing aides who want to get the training and certification to become teaching assistants. There won't be anyone who is losing their job. Mrs. DiAngelo talked about the enrollment study. The information from that study was used to determine staffing needs that we have due to enrollment. Overall, the

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BUDGET STATUS UPDATE; PERSONNEL Continued

K-12 enrollment is flat. At grades K-6 there is an increase of 9 students. In K-3 there is a decrease of 29 students. There is an increase of 38 student at the Intermediate School. That is not because of students moving in, that is because cohorts have slowly moved up that are larger. At the secondary level, 7-12, there is an overall decrease of 38 students. She then talked about the commitment to maintaining appropriate class sizes. Based on the increase at the Intermediate School they are proposing a total of three positions. Two will be new positions and one will be an existing position at the K-3 level, due to the reduction of one section at K-3. The positions being added are 2 Full-time Equivalent (FTE) General Education Teachers, .2 FTE Music Teacher and .2 FTE Physical Education Teacher. There is a potential addition of a .2 FTE Art Teacher. Mrs. DiAngelo said in addition to enrollment there are identified staffing needs through the Strategic Plan. She said while there is good work being done throughout all areas of the plan they may not have staffing in the 2023-2024 proposal. For example, Diversity, Equity and Inclusion is at the planning stage in terms of the staffing process. The planning piece is critically important. She said we don't want to add staff without a plan. In engaging in a thorough analysis of our needs in DEI and identifying the required infrastructure to support it we will develop the comprehensive staffing plan as we have done with other areas of the Strategic Plan. We have done this with Safety and Security, Special Education and Student Services. Mrs. DiAngelo then talked about the Strategic Plan areas of need. Last year a Director of Security was added along with security guards at the Junior High and Senior High Schools. One of the focuses for safety and security this year was to do a gap analysis on safety and security. This did show a need for an additional security guard at the elementary level. For year two and this person would be housed at the Intermediate School. This year the security staff at the secondary level are helping with the elementary. With relation to consistency and continuity across the district a gap analysis on staff infrastructure was conducted. There is a proposal for a .8 Music Teacher. This would be a strings teacher for the Intermediate and Primary Schools. There is also a proposal of a .6 World Language Teacher at the Junior High School. The potential additions include \$20,000 of additional section coverage at the Junior and Senior High Schools, 1 Track and Field Coach, 1 Cross Country Coach, 1 Football Modified B Coach and additional .6 Athletic Assistant Teacher on Special Assignment (TOSA). The Strategic Plan work this year has included a focus on communication and the processes around communicating. While the District has grown over the years the staff has never been increased in the Communications or Public Relations Department. Historically it has been staffed by two part-time positions. The proposal is to increase one of the part-time positions by .7 to create a full-time position and a part-time position in totality and to shift the full-time position to a District Public Relations Specialist. Mrs. DiAngelo said there is always a focus on increasing student

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BUDGET STATUS UPDATE; PERSONNEL Continued

achievement. Over the past few years staff was intentionally front loaded in this realm. She said the District is at the refining stage where they will be adding a few remaining positions. They are asking for a .4 FTE Junior High School Science Teacher and a 1.0 Teaching Assistant for the Online Learning Lab. The potential additions include a 1.0 FTE Primary School Support Teacher (TOSA), a 1.0 FTE Intermediate School Support Teacher (TOSA), and a 1.0 FTE P-12 Science, Technology, Engineering, Mathematics (STEM) Coach. Over the course of the last three years there was a lot of work to be done around Special Education. They have been looking at current continuum gaps, data analysis and program reviews, appropriate training and staffing, services available in each building, caseloads, and state requirements. In this area the District is still in the front loading stage to support Special Education. This is largely due to the integrated co-teaching model. Mrs. DiAngelo said they are looking to add 1.0 FTE Special Education Teachers in the Early Childhood School and the Primary School, 2.0 FTE Special Education Teachers in the Junior High and Senior High Schools, 6.0 FTE Teaching Assistants in the Early Childhood School, Primary School, and Junior High School, 3.0 FTE Teaching Assistants in the Intermediate School, and 9.0 FTE Teaching Assistants in the Senior High School. Mrs. DiAngelo said as a reminder, the teaching assistant positions are a transition from the aide positions to the teaching assistant positions. The caseload for the Speech Pathologist in grades K-3 is currently maxed out. Mrs. DiAngelo said they are currently able to meet the need for the mandated services but cannot help Tier 2 level support. To address that they are requesting to add .5 FTE Speech Language Pathologist for the Early Childhood School and .5 FTE Speech Language Pathologist for the Primary School. One person split between two buildings. The District currently has one Occupational Therapist who spans from grades 4-12. That caseload is at 69 students. There are additional students who need support. By adding a 1.0 FTE Occupational Therapist District-wide it will allow us to provide more service at the Intermediate School, where there is the greatest area of need. Mrs. Elliott said we have an Occupational Therapist who is retiring this year so we will be hiring two? Mrs. DiAngelo said yes, we will be hiring two with a net gain of one. Mrs. Mitchell asked if this person would work with students with IEP's or will they work with the Tier 2 Response to Intervention students? Assistant Superintendent for Pupil Services, Karyn Ryan said these therapists will do both. Under student services, they assessed current staffing needs to ensure all student social emotional needs are met. This is an area where positions were frontloaded previously. The District is finetuning areas and is recommending a 1.0 FTE Psychologist at the Intermediate School. The potential additions in this area are a 1.0 FTE Counseling Support for 7-12, a 1.0 FTE Tutoring Center Teacher and a 1.0 FTE Tutoring Center Teaching Assistant. Dr. Terranova said with regards to the potential addition of the 7-12 counseling position it might be a counselor or a

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BUDGET STATUS UPDATE; PERSONNEL Continued

social worker and that person might be focused on supporting our students around drug and alcohol needs and some things going on at the secondary level. Mrs. DiAngelo said this year they reviewed the supports available in the Counseling and Career Center as a result of that review they are recommending a Work Based Learning Coordinator. There are students that engage in internships for course credit and this individual would provide direct support for students. Mrs. Palumbo-Sanders asked for clarification on the responsibilities of a STEM Coach. Dr. Parks asked for clarification on how the average class size numbers are established. Dr. Parks asked if the potential additional positions are listed in priority order or just as a group. Mrs. DiAngelo said they are just as a group. Dr. Parks said with regards to the Track and Field and Cross Country Coaches are those for both male and female athletes or is it for one team or another. Mr. Weimer said they are for both male and female athletes. Dr. Parks said he is really excited about moving to teaching assistants. He then asked if hiring one additional Occupational Therapist is enough at this time or from a caseload standpoint or will we back next year asking for the same thing. If so would it be better to potentially address it this year? Mrs. Ryan said right now the caseloads would be ok, what they are really monitoring are the incoming kindergartners from preschools. A lot of the services were interrupted during COVID. Dr. Parks said he wants to make sure they are asking for enough. Mr. Vallese talked about how the District will pay for the additional positions. The District has the \$717,000 which is the difference between the revenues and expenses, the \$778,000 of High Impact Tutoring Set-aside and the \$500,000 from BOCES Aid. If the BOCES Aid can be corrected all the positions, even those in italics, would be covered. Dr. Parks said at the last meeting the estimate for BOCES Aid was between \$500,000 and \$700,000. Mr. Vallese said he is being conservative as he does not want to over promise and under deliver. Mrs. Mitchell asked if we bring in the italicized positions can we sustain them. Mr. Vallese said BOCES is an expenditure-based aid and according to our Technology Plan of continuing to bring in new devices it should be sustainable. Mr. Vallese then reviewed the upcoming meetings on the Budget Development Calendar. Mr. DeLucia said it was a very thorough and thoughtful analysis.

CAPITAL PROJECT DEVELOPMENT; INITIAL PRESENTATION

Assistant Superintendent for Business Derek Vallese presented on the development of the upcoming Capital Project. The scope was developed using several mechanisms, two were surveys one to staff and one to the community. In addition to the surveys two building walk troughs were completed with building leadership. The first occurred over the summer with the primary focus on the beautification of the buildings. In the fall there was a second walkthrough that talked about what type of needs did the buildings have. The last way they extracted information to develop the scope was through hosting meetings with groups of administrators including the architect. The architect asked pertinent questions

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CAPITAL PROJECT DEVELOPMENT; INITIAL PRESENTATION Continued

necessary to design and estimate the cost of the different ideas. After the list of all requests were compiled there was a scope list over \$1 billion. The Executive Team, comprised of Mr. Vallese, Superintendent Terranova, Director of Facilities Chris Marshall, the Architect, the Construction Manager and the District's Financial Advisors, began eliminating high dollar, low probability projects to generate a reasonable starting scope. After the initial cuts, the list was reduced to just shy of \$148 million, which includes renovations to 200 South High Street and the necessary upgrades for electric buses. The revised list was then sent to the building leadership teams and they were asked to prioritize the items. Mr. Vallese said they also took into consideration the enrollment projections. He said in the upcoming scope there are a couple of additions and the idea is to make sure the additions are reasonable and that the District was not over building. The enrollment projection specialists indicate that we should not be building additions based on future enrollment and that in the current capital project planning phase we should address known space needs in the buildings. Mr. Vallese then presented the current scope of the project. The themes of the project are to address the infrastructure of existing facilities including roofs, parking lots, windows, masonry, and elevators. To address a portion of the space concerns along with safety and security infrastructure and expand parking. They are looking to enhance 21st century facilities space and create warm and welcoming facilities as well as address the ability to maintain more consistent temperatures in the buildings/classrooms through HVAC controls and Heat Generating Systems. Finally, to implement infrastructure for electric buses. Mr. Vallese discussed the scope of every building including the Operations/Maintenance Facility, Transportation Building, and 200 South High Street. Mr. Vallese said there is still a very large scope and everything is important. They are now looking to categorize the current scope and possibly build multiple proposals. One proposal that can be supported tax free due to Capital Reserves. One that may have a small tax impact or a series of referendums with the primary one being the largest most likely supported tax free while the second has critical items but impacts taxes. The second one would be contingent on the primary referendum being approved. The next steps are to address the needs through a review of both critical and important items from staff input to make informed decisions and continue to meet with building and District leadership to develop a long-range facilities plan. This may include pushing some items on the scope list out to the following Capital Project. Mr. Vallese said they will work with the Financial Advisors to continue to explore the aidability of each item and compare the local share to the impact. He then went over the tentative timeline. Mrs. Palumbo-Sanders said there is about \$5 million set aside for the electric buses, what about the changes needed for the mechanics. Mr. Vallese said when they did the original design of the Transportation Center the lifts were designed to hold heavier buses. The main \$5 million is for a

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CAPITAL PROJECT DEVELOPMENT; INITIAL PRESENTATION Continued

transformer to breakdown the electricity. Mrs. Elliott asked Mr. Vallese to give more information on the mandate of the electric buses. He said beginning 2027 Districts can no longer purchase diesel buses. The fleet has to be completely retrofitted by 2035. Right now, the buses are running between \$425,000-\$450,000. There is a two-year lead time on buses and the transformer necessary for the electricity.

POLICY MANUAL UPDATE

Superintendent Terranova provided information on a potential Policy Manual update. He talked about what is policy. Policies are an essential part of any organization and what the Board of Education oversees. Policies are critical to the success of a District. Revisions have continued to be made by Ms. Goodberlet on a year-to-year basis. The challenge is we have used two different services starting with the New York State School Boards Association and then shifting to Erie 1 BOCES. Because of that there is a bit of a disconnect as we try to revise policies that were written by New York State School Boards Association and now are being revised by Erie 1 BOCES. There is different writing styles and numbering. Ms. Goodberlet found out that Erie 1 BOCES, our new service provider, does offer a comprehensive service to create a completely new policy manual. That does not mean that the District will have completely new policies. The manual will be created by them with input from the District. Erie 1 will send a questionnaire to the District and customize the policies using the District's responses along with sample language from policy services. The complete first draft of the manual will take about 10 months to a year to review. After the first draft is sent back to Erie 1 they will incorporate revisions/changes and the District will receive a second draft which will take another 3-5 months to review. At the end of the process Erie 1 will send a final copy of the Policy Manual for the Board to adopt as a whole. This whole process will take 1 ½ - 2 years to complete. The cost is \$9,200 over two years and is BOCES aidable at 65.6%. This will allow us to have better control over our policies with timely revisions. Mrs. Elliott asked if they provide a red-lined copy so the Board can see the changes. Mrs. Goodberlet said they do. Mrs. Elliott asked if this is the type of work that would be done in a workshop, to review the revisions. Mr. DeLucia said it could be. He asked whose workload it is as far as the back and forth with Erie 1 BOCES. Mrs. Goodberlet said it would be many players and the Board can determine the process on how to review it. Mr. DeLucia said he supports the concept and likes the idea of a Board workshops. The Board agreed to move ahead with the Policy Manual Update from Erie 1 BOCES.

APPROVE TRIP

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

- Victor Indoor Percussion Ensemble to Dayton, Ohio from 3/17/23 – 3/19/23 to participate in the WGI Dayton Regional

The motion was carried. 6 yes 0 no 0 abstentions

VICTOR CENTRAL SCHOOL BOARD OF EDUCATION

POLICY REVIEW Second and Final

A motion was made by D. Palumbo-Sanders, seconded by K. Elliott, to approve the following policy:

- Gender Neutral Single-Occupancy Bathrooms; Policy 7600

The motion was carried. 6 yes 0 no 0 abstentions

NOMINATIONS FOR THE WFL BOCES BOARD

None

MEETING REPORTS Monroe County School Boards Association Committee Reports

Dr. Parks attended the Leadership Meeting on March 1st. It was a very rich discussion as far as the different topics that are impacting every district.

Standing Committee Updates

Mrs. Mitchell said the Technology Committee is rescheduled for later in the month.

Mrs. Kostecki said that with the DEI presentation this evening everyone is aware of the great work taking place on that committee she is part of.

Mrs. Elliott thanked Mr. Vallese for his update on the Facilities Committee she is part of.

Mrs. Elliott asked Mrs. Finter to provide a little information on the Visual and Performing Arts Hall of Fame Recognition. Mrs. Finter said just to save the date of April 13th. More official information will be coming out shortly. They are honored to have another inductee to the Arts Hall of Fame. This time from the Theatre Arts.

Mrs. Palumbo-Sanders attended the Intermediate School Science Fair. She said she was extremely impressed. Every student she spoke with delivered their project very well and professionally.

Mrs. Kostecki gave a shout out to the Library at the Intermediate School.

Mr. DeLucia said he, along with Dr. Terranova and Mrs. Palumbo-Sanders, attended the DECA Tour at the Convention Center today. He said it is quite impressive to see what the students do through DECA.

UPCOMING EVENTS

Board of Education Budget Workshop

Board of Education Budget Workshop will take place on Thursday, March 23, 2023 at 6:30 PM in the Boardroom.

Next Regular Board Meeting

The next regular Board meeting will take place on Thursday, April 13 2023 at 7:15 PM in the Boardroom.

**VICTOR CENTRAL SCHOOL
BOARD OF EDUCATION**

**Special Board
Meeting**

Board of Education Special Meeting on Thursday, April 26, 2023 to vote on the Wayne-Finger Lakes BOCES Budget. The time has yet to be determined.

ADJOURN

A motion was made by E. Mitchell, seconded by C. Parks, to adjourn the meeting at 9:35 PM. The motion was carried. 6 yes 0 no 0 abstentions

Respectfully submitted,

Maureen A. Goodberlet
District Clerk