

Victor Central School  
Board of Education  
PROPOSED AGENDA  
Regular Meeting, Thursday, June 8, 2023 – 6:00 PM  
Early Childhood School Auditorium/Boardroom

***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 the employment history of a specific individual.*
- ✓ • *Motion to return to regular session and adjourn the meeting to attend tenure reception.*

**Meeting called to Order by President Tim DeLucia**

**A. Greetings to Visitors/Public Presentation Reminder**

**B. 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.)

**C. Moment of Silence**

**D. Pledge to the Flag**

✓ **2. Approval of the Agenda**

**3. Presentations/Recognitions:**

- **Permanent Art Collection**
- **Varsity Alpine Skiing NYS Section V Composite Team Champion**
- **Varsity Boys Golf Section V Composite Team Champion**
- **Individual Varsity Track and Field Section V Champions**
- **Recognition of the 2022-2023 Tenure Recipients**
- **Board Member Recognition**
- **Visual and Performing Arts Hall of Fame Recipient Announcement**

**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.

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- ✓ 6. **Acceptance of Consent Items (5 min.)**
- A. **Minutes of the Regular Board Meeting on May 11, 2023 and the Special Board Meeting on May 16, 2023;**
  - B. **Treasurer's Report for the month ending April 30, 2023;**
  - C. **Personnel Agenda;**
  - D. **Recommendations of the Committee on Special Education from the meetings of February 1, 6, 8, 15, 2023, March 1, 8, 21, 23, 27, 29, 30, 2023, April 14, 19, 21, 25, 28, 2023, May 3, 4, 9, 10, 11, 17, 18, 19, 22, 25, 26, 30, 31, 2023, June 1, 2, 5, 6, 7, 8, 2023 and from the Committee on Preschool Special Education meetings of April 20, 2023, May 2, 3, 9, 16, 19, 23, 30, 2023;**
  - E. **Approve Dr. Robert J. Tuite as Victor Central School's School Physician and Medical Director for the 2023-2024 School Year;**
  - F. **Approve Carla Ann Romeis as the Victor Central School's Nurse Practitioner for the 2023-2024 School Year;**
  - G. **Declare the following as surplus:**
    - **Powr-Flite Model No PFX 10s Floor Machine with VCS Tag # 03772;**
    - **Powr-Flite Model PFX 12300HDX Floor Machine with VCS Tag # 03770;**
    - **Advance Micromatic 14E Floor Machine with VCS Tag # 013931;**
    - **Tomcat Model 33-2707 Floor Machine with VCS Tag # 02811;**
    - **Colt Supersuction Floor Vacuum with VCS Tag # 03351;**
    - **Viper Model VN2015 Floor Scrubber with VCS Tag # 013811;**
    - **Hewlett Packard Laserjet P4015dn Printer with VCS Tag # 012551;**
    - **1 Textbook titled *Realidades* by Pearson with ISBN 978133691726;**
    - **3 Textbooks titled *Health* by Prentice Hall with ISBN 9780133672503;**
    - **2 Textbooks titled *A History of World Societies* by Bedford with ISBN 9780312643454;**
    - **1 Textbook titled *Physical Science* by Holt with ISBN 9780030664816;**
    - **7 Textbooks titled *Elements of Literature, Third Course* by Holt with ISBN 9780030683763;**
  - H. **Approve Board Member Adam Snyder and incoming Board Member Bryan Adams to participate in the 2023-2024 New York State School Boards Association Mandated Training for New School Board Members;**
  - I. **Approve Bond Resolutions for Various School Buses and Vehicle Purchases;**
  - J. **Approve two Permanent Utility Easements to the Village of Victor as shown on Map 1, Parcel 1 and Map 2, Parcel 1 as submitted;**
  - K. **Approve Resolution Funding of the 2022 Capital Reserve: Based on the recommendation of the Superintendent of Schools, we recommend the funding of the 2022 Capital Reserve, as authorized by Section 3651 of the New York State Education Law, up to a maximum of \$7,000,000 from unappropriated fund balance as of June 30, 2023.**
  - L. **Approve Resolution for the transfer of \$1,000,000 from the Tax Certiorari Reserves to the 2022 Capital Project Reserve;**
  - M. **Approve the Terms and Conditions between the Victor Central School District and the Assistant Superintendent for Business for 7/1/2023 – 6/30/2026;**

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- N. Approve the Terms and Conditions between the Victor Central School District and the Assistant Superintendent for Instruction for 7/1/2023 – 6/30/2026;
  - O. Approve the Terms and Conditions between the Victor Central School District and the Assistant Superintendent for Personnel for 7/1/2023 – 6/30/2026;
  - P. Approve the Terms and Conditions between the Victor Central School District and the Assistant Superintendent for Pupil Services for 7/1/2023 – 6/30/2026;
  - Q. Approve the Superintendent’s Contract for the period of July 1, 2023 through June 30, 2028 and authorize the Board of Education President to execute it on behalf of the Board;
  - R. Acceptance of the Revised Corrective Action Plan for the Internal Audit Report for year ended June 30, 2022.
7. A. Campus News
- ✓ B. Textbook Presentation and Adoption (*Kristin Williamson, LeeAnne Birkemeier; 5 min.*)
- *Hiawatha and the Peacemaker* published by Abrams the Art of Books, 2015
  - *Owl Eyes* published by Lothrop Lee and Shepard Books NY, 1994
  - *Rabbit’s Snow Dance: A Traditional Iroquois Story* published by Dial Books for Young Readers, 2012
  - *Turtle’s Race with Beaver* published by Dial Books for Young Readers, 2003
  - *Just Mercy* (Adapted for Young Adults) by Bryan Stevenson published by Delacorte Press, 2018;
- C. Review the Implementation of the 2022-2023 Management Plan (*Dorothy DiAngelo, Karen Finter, Karyn Ryan, Derek Vallese; 20 min.*)
- D. First reading of the following policy:
- Code of Conduct; Policy 5300
- E. Mentors for New Board of Education Members
8. Meeting Reports
- A. Monroe County School Boards Association Committee Reports
  - B. Standing Committee Updates
9. Upcoming Events/Meeting Reports
- A. Organizational Meeting July 13, 2023, at 7:15 PM
- ✓ 10. Adjourn

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Unapproved Minutes of the Regular Meeting of May 11, 2023  
Early Childhood School Auditorium/Boardroom  
953 High Street  
Victor, New York 14564**

- CALL TO ORDER** President Tim DeLucia called the meeting to order at 5:36 PM.
- Members Present** Tim DeLucia, Lisa Kostecki, Elizabeth Mitchell, Debbie Palumbo-Sanders, Christopher Parks (arrived at 7:15 PM)
- Members Absent** Kristin Elliott, Trisha Turner
- ENTER EXECUTIVE SESSION** A motion was made by L. Kostecki, seconded by E. Mitchell, to enter executive session at 5:36 PM to discuss the employment history of specific individuals. The motion was carried. 4 yes 0 no 0 abstentions
- REGULAR SESSION AND ADJOURN** A motion was made by D. Palumbo-Sanders, seconded by E. Mitchell, to return to regular session and adjourn the meeting at 6:34 PM. The motion was carried. 4 yes 0 no 0 abstentions
- CALL TO ORDER** President Tim DeLucia called the meeting to order at 7:16 PM.
- APPROVE AGENDA** 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
- PRESENTATIONS AND RECOGNITIONS DECA** President DeLucia introduced DECA advisor Sue Utz. Mrs. Utz introduced her co-advisor Mike Cutaia. Mrs. Utz spoke about the DECA International Career Development Conference participants. This conference was in Orlando, Florida where over 10,000 high school students attended from around the world. Victor had 18 students that went. Mrs. Utz said it is a challenge to get to the conference. Students have to compete regionally, in New York State and then they earn the opportunity to compete internationally. She said it wouldn't be possible to do it without the support of the School Board, Superintendent, and administrators. She also thanked the businesses who sponsor them, parents and mentors. This is DECA's 10<sup>th</sup> year. They started with 25 students and this year there are 204. This is an academic club that also has a good time. She then presented the students with their certificates acknowledging their accomplishments.
- VICTOR INDOOR PERCUSSION ENSEMBLE (VIPE) STATE CHAMPIONS** Mr. DeLucia introduced VIPE Director Mark Gowman who spoke about their season. Mr. Gowman said it was a very special season and not without hardship. He said he is very proud of all of them. They did not have an undefeated season as they lost two shows by 500ths of a point and they new they had to work through that. Mr. Gowman said now they are onto Marching Band and most everyone in VIPE is in Marching Band. He thanked everyone for the recognition. Mr. Gowman was presented with a plaque and the students were presented with certificates recognizing their accomplishment.

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

### **2022-2023 RETIREES**

In recognition of their years of service to the District, the following retirees attended the Board meeting and were personally recognized: Elementary Teacher and District Mentor Teacher Linda Izzo, Early Childhood Building Secretary Deb Putch, Music Teacher Joanne Lowe, Social Studies Suzanne Gassmann, Science Teacher Karen Brion. Retirees who were unable to attend but will also be receiving recognition are Bus Driver Wayne Broach, Elementary Teacher Nancy Iadanza, Occupational Therapist Jennifer Eveleigh, Payroll Clerk Sheila Rittenhouse, Physical Education Teacher Frank Clark, Social Worker John Ryan, Teacher Aides Kathryn Bell, Debra “Suzie” Blanding, Wendy Corso, and Linda Holly.

### **GRADUATE OF DISTINCTION**

#### **Mr. David Wadhani Class of 1989**

Mr. DeLucia introduced Jenner Davis who spoke about her Graduate of Distinction Nomination for David Wadhvani. She said last evening they had a Victor Central Schools Education Foundation Event where Mr. Wadhvani demonstrated the depth and breadth of his knowledge on a wide variety of topics. Today he spent all day in the Senior High School with students who asked insightful questions as he talked about his path of leadership and while he demonstrated new technologies that are not yet on the market. Ms. Davis said his gracious donation of his knowledge and time to his alma mater has been a true gift. He left a lasting impression on the students. Mr. Wadhvani graduated in 1989 from Victor Central Schools and then went on to attend Brown University where he majored in computer science. Upon his graduation in 1993 he held a variety of positions in the San Francisco area with technology companies. He has been a driver of technology innovations and achievements that many of us use on a daily basis. Ms. Davis said very few, if any, Victor Central School Graduates have been projected from a multi-story screen over Times Square highlighting a corporate milestone. He has also attended the World Economic Forum in Davos, an event reserved for world political and business leaders. He is consistently ranked as a top business leader and has been named a top CEO through Glassdoor. She then spoke the timeline of his employment. He returned to Adobe a few years ago where he is President of Digital Media. The portfolio services he oversees accounts for  $\frac{3}{4}$  of Adobe’s revenue, which last year was \$20 billion and one of the most valuable companies globally. Mr. Wadhvani also finds time for extensive philanthropic and volunteer service. He is on the Board of Directors of the San Francisco Fine Arts Museums and the de Young and Legion of Honor. He is on the Digital Advisory Board of the New York Metropolitan of Museum of Art, a Board Member of Story Core, which is an organization that strives to preserve and restore humanities stories, and the Board of Advisors for the Computer Science Department at Brown University. He has also served on the Board of the San Francisco Education Fund. She said he embodies all that VCS envisions for their students. Mr. David Wadhvani thanked Jenner Davis, the Board of Education and everyone who has recognized him. He talked about coming to Victor in 2<sup>nd</sup> grade when he was 7 years old. He moved six times, lived in six houses in three countries. He said he was enrolled in every remedial class that Victor had to offer. Mrs.

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**GRADUATE OF  
DISTINCTION  
Mr. David Wadhani  
Class of 1989  
Continued**

Hinchcliffe recognized he had more in him for math than he realized himself. Mr. Pierce gave him his first leadership roll as the treasurer of the Yorker Club. Mr. Rychlik constantly challenged him intellectually about the world. Mr. Simpson saw more in him that he saw in himself. Mr. Wadhvani said Victor Schools took a scared 7-year-old and put him on the right path. It set him up to go to Brown University and ultimately resulted in his career to date. He said enjoyed being at the meeting tonight where the retirees are being recognized. He had an amazing day spending time with the students. He was struck by how deeply they were listening and understanding what he was saying but what surprised him most were the quality of the questions and the conversations they had. He said it was clear he wasn't speaking, and they were listening. He said it was clear he was speaking and they actively listening and actively questioning whether this guy standing in front of them working on so many of the technology problems and everything to do with AI was really thinking about the implications and not just in terms of the business but in terms of society. He said the fact the Victor has created a culture where students can have that kind of confidence to sit in front of him and have that kind of dialogue and challenge him on different things is a testament to the teachers and the faculty and Board's support as where Victor has moved over the 30 years since he has been there. He thanked everyone for the recognition. He said this recognition is for the teachers who got him where he needed to be and it's wonderful to be here with the retirees at a time when they are celebrating their next milestone. Superintendent Terranova thanked Jenner Davis and Liz Welch for coordinating the Graduate of Distinction events and recognition. Dr. Terranova said he was able to interact with Mr. Wadhvani today and watch the interactions he had with students. Beyond the very clear messages he gave he showed his humility and his unselfishness of giving back to the students. On behalf of the Board of Education and the Victor Central School District Dr. Terranova presented a plaque to Mr. David Wadhvani as the 2023 Graduate of Distinction.

**SUPERINTENDENT'S  
UPDATE**

Dr. Terranova congratulated all the retirees as well as the Graduate of Distinction David Wadhvani. He thanked the Victor Educational Foundation for sponsoring David's presentation last evening for the community. Dr. Terranova said there were a couple of things he took away from his David's messages he gave the students. One was never be afraid to fail as you learn more from failure than from your successes. Also, complexity is the enemy of productive growth. When things are complex, make them simple; keep it simple for everyone. Organize your thoughts and learn how to communicate and listen to others before yourself. He reminded everyone of the budget vote on Tuesday, May 16<sup>th</sup> from 6:00 AM – 9:00 PM in the ECS Boardroom as well as other events taking place on campus that day. This week was Nurses Week. Dr. Terranova said we cannot thank them enough for supporting all of the staff and students. This week is also Teacher Appreciation Week. A special shout out to the Victor PTSA who has been putting on a variety of staff lunches this week as well as some coming up in the future. Lastly, Dr. Terranova said he, along with Board member Debbie Palumbo-Sanders and

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Assistant Superintendent for Pupil Services Karen Ryan attended the LifePrep@Naz Completion Ceremony. He congratulated Victor graduates Nicole DelBono, Isabel Newton, and Ben Raimondi.

**PUBLIC PARTICIPATION**

None at this time.

**CONSENT ITEMS**

A motion was made by D. Palumbo-Sanders, seconded by L. Kostecki, to approve, upon recommendation of the Superintendent, the following consent items:

**MINUTES**

Minutes of the Regular Board Meeting on April 13, 2023, the Special Board Meetings on April 26, 2023, May 4, 2023 and the Public Budget Hearing on May 4, 2023;

**FINANCIAL STATEMENTS**

Treasurer’s Report for the month ending March 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 **Brian Bresnan**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$26,849, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Polly Alexander**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$27,585, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Carly Walters**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$27,105, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Melissa Hunt**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$29,535, leading towards tenure as a Teacher Assistant.

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The probationary appointment of **Amy Joseph**, who has certification as a School Psychologist, to a probationary position as a School Psychologist, effective July 1, 2023, at an annual salary of \$60,668, leading toward tenure as a School Psychologist.

The probationary appointment of **Nicole Jones**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$26,849, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Kimberly Natale**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$26,849, leading towards tenure as a Teacher Assistant.

The probationary appointment of **April Pettee**, who has certification in English Grades 7-12, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$28,249, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Leslie Gallagher**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$26,849, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Jennifer Briggs**, who has certifications in Home Economics, to a probationary position as a Teacher Assistant, effective August 30, 2023, with Jarema credit for her 2022/2023 LTS assignment, at an annual salary of \$32,000, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Cher Fosco**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$28,875, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Rachel Wolfe**, who has certifications in Students with Disabilities Grades 1-6, Childhood Education Grades 1-6, and English Language Arts Grades 7-9, to a probationary position as a Special Education Teacher, effective August 30, 2023, at an annual salary of \$50,656, leading towards tenure in Special Education.



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The probationary appointment of **Kiah Bowerman**, who has certification as a School Social Worker, to a probationary position as a School Social Worker, effective July 1, 2023, at an annual salary of \$64,537, leading towards tenure as a School Social Worker.

The probationary appointment of **Natalie Coots**, who has pending certification in Music Education, to a probationary position as a Music Teacher, effective August 30, 2023, at an annual salary of \$55,876, leading towards tenure in Music Education.

The probationary appointment of **Erika Maxwell**, who has certification as a School Psychologist, to a probationary position as a School Psychologist, effective July 1, 2023, at an annual salary of \$68,522, leading towards tenure as a School Psychologist.

### Appointments:

The appointment of the following as Summer Academy Teachers at an hourly rate of \$40.00: **Stephanie Bock, Mikayla Brennan, Katie Convertino, Grace Dunnigan, Lauren Freitas, Kim Gallina, Claire Gaynor, Brittany Gordon, Allison Jensen, Katherine Jerabeck, Vanessa Kelly, Holly Knox, Gina Lahue, Lauri Lamb, Carey Land, Kim McConnell, Allison McKinnon, Elizabeth McLean, Samantha Monagan, Hilary Ross, Lisa Shaw, Tyler Spitz, Nicholas Swansfeger, and Dan Taylor**

The appointment of **Laura Davis**, who holds certifications in Physical Education, Health Education, Childhood Education Grades 1-6, and Students with Disabilities Grades 1-6, as a Physical Education Teacher, effective August 30, 2023.

The appointment of **Jan Soucier**, who holds certifications in Special Education and Nursery, Kindergarten, and Grades 1-6, as a Mentor Teacher, effective July 1, 2023, and ending June 30, 2024.

The appointment of **Kristina Judge**, who holds certifications in Early Childhood Education Birth-Grade 2, Childhood Education Grades 1-6, Students with Disabilities Grades 1-6, Literacy Birth-Grade 6, and Dance, as a Mentor Teacher, effective July 1, 2023, and ending June 30, 2024.

The appointment of **Michael Ferreri**, who holds certifications in Physical Education and Health, as an Assistant to the Athletic Director Teacher on Special Assignment, effective August 30, 2023.

The appointment of the following as Extended School Year Teachers at an hourly rate of \$40.00: **Danielle DiSabato, Erin Hart, Michael Guido, Shawna Spriggs, Rachel Farrell, Julia Postilli, Anna Kenyon, Tamara Gilmore, and Katherine McGoey**

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The appointment of the following as Extended School Year Registered Professional Nurse at an hourly rate of \$30.00: **Kristin Renkert**

The appointment of the following as Extended School Year School Psychologist at an hourly rate of \$40.00: **Julie Braniecki**

The appointment of the following as Extended School Year Behavior Analyst at an hourly rate of \$40.00: **Nathaniel Hill**

The appointment of the following as Extended School Year Music Therapist at an hourly rate of \$40.00: **Lindsay Oliver**

The appointment of the following as Summer Enrichment Teachers at an hourly rate of \$40.00: **Rachel Farrell, Claire Gaynor, Rachel Lowe, Shari Bischooping, Stephanie Bock, Marissa Birke, Lauren Spitaliere, Michele Linse, Amy Smith-Faczan, Katie Convertino, Kim Gallina, and Karen Varricchio**

**Tenure  
Appointments:**

The appointment to tenure of **Staci Thibodeau**, who is certified as a School Building Leader, School District Leader, and School Psychologist, upon the successful completion of her probationary period as an Assistant Principal, effective June 30, 2023.

The appointment to tenure of **Benjamin Raymo**, who is certified as a School Counselor, upon the successful completion of his probationary period as a School Counselor, effective June 30, 2023.

The appointment to tenure of **Sarah Annlee**, who is certified as a School Social Worker, upon the successful completion of her probationary period as a School Social Worker, effective June 30, 2023.

The appointment to tenure of **Naomi Foley**, who is certified in Music Education, upon the successful completion of her probationary period as a Music Teacher, effective August 31, 2023.

The appointment to tenure of **Holly DeVito**, who is certified in Childhood Education Grades 1-6, upon the successful completion of her probationary period as an Elementary Teacher, effective August 31, 2023.

The appointment to tenure of **Jocelyn Danieluk**, who is certified in Childhood Education Grades 1-6, Students with Disabilities Grades 1-6, and Students with Disabilities Birth-Grade 2, upon the successful completion of her probationary period as a Special Education Teacher, effective August 31, 2023.

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The appointment to tenure of **Stephanie Bock**, who is certified in Literacy Grades 5-12, Early Childhood Education Birth-Grade 2, Literacy Birth-Grade 6, Childhood Education Grades 1-6, Students with Disabilities Grades 1-6, and Students with Disabilities Birth-Grade 2, upon the successful completion of her probationary period as an Elementary Teacher, effective August 31, 2023.

The appointment to tenure of **Deagan Voorheis**, who is certified in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, upon the successful completion of her probationary period as an Elementary Teacher, effective August 31, 2023.

The appointment to tenure of **Hilary Ross**, who is certified in PreKindergarten, Kindergarten, and Grades 1-6 and Reading, upon the successful completion of her probationary period as a Reading Teacher, effective August 31, 2023.

The appointment to tenure of **Lauren Spitaliere**, who is certified in Music Education, upon the successful completion of her probationary period as a Music Teacher, effective August 31, 2023.

The appointment to tenure of **Kyle Pecora**, who is certified in English to Speakers of Other Languages and as a School Building Leader, upon the successful completion of his probationary period as an ENL Teacher, effective August 31, 2023.

The appointment to tenure of **Anna Atwater**, who is certified in Music Education, upon the successful completion of her probationary period as a Music Teacher, effective August 31, 2023.

The appointment to tenure of **Leah Sarneckis**, who is certified in Art Education, upon the successful completion of her probationary period as an Art Teacher, effective August 31, 2023.

The appointment to tenure of **Ashlee VanKouwenberg**, who is certified in Family and Consumer Science, upon the successful completion of her probationary period as a Home and Careers Teacher, effective August 31, 2023.

The appointment to tenure of **Gretchen Judge**, who is certified in Music Education, upon the successful completion of her probationary period as a Music Teacher, effective August 31, 2023.

The appointment to tenure of **Peter Pouliot**, who is certified in Technology Education, upon the successful completion of his probationary period as a Technology Education Teacher, effective August 31, 2023.

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**Leaves of Absence:** The granting of an extension of childcare leave of absence for **Marissa Lawrence**, School Social Worker, effective July 1, 2023, and extending through December 15, 2023.

The granting of a maternity and subsequent childcare leave of absence for **Lauren Less**, ELA Coach, effective August 17, 2023, and extending through February 16, 2024.

**Resignations:** The resignation of **Sara Coykendall**, Elementary Teacher, effective June 30, 2023.

The resignation of **Mardie Vella**, School Counselor, effective June 21, 2023.

The resignation of **Kateri Quercia**, Special Education Teacher, effective August 29, 2023.

<b>Co-Curriculars:</b>	<b><u>Clubs &amp; Advisors</u></b>	<b><u>Name</u></b>	<b><u>Group</u></b>
	Sr. High Diversity, Equity Inclusion	Todd Forrest	1 (2)
	Sr. High Diversity, Equity Inclusion	Emily Paolicelli	1 (2)

**Amendments:** The revised start date to August 30, 2023, for the below individuals.

Kealan Devanny	Elementary Teacher
Valerie Falagan	Teacher Assistant
Christine Evans	Teacher Assistant
Cory Grant	Teacher Assistant
Amanda Jorgensen	Teacher Assistant
Suzette Hughes	Teacher Assistant
Pamela Shufelt	Teacher Assistant
Christin Crossing	Teacher Assistant
Julie Fiannaca	Teacher Assistant
Sapna Bhargava	Teacher Assistant
Deborah Goebel	Teacher Assistant
Catherine Stimmel	Teacher Assistant
Emily Cook	Special Education Teacher
Rohini Arumugam	Teacher Assistant
Joanne Chappell	Teacher Assistant
Marsha Maxon	Teacher Assistant
Karen Blaney	Teacher Assistant
Makayla Wright	Teacher Assistant
Samantha Dwello	Teacher Assistant
Shawn Stalker	Teacher Assistant

<b>Per Diem Substitutes:</b>	<b><u>Candidate</u></b>	<b><u>Area of Certification</u></b>
	Lauren LaDue	Uncertified
	Jeffrey Nersinger	Uncertified
	Anna Lazeski	Uncertified

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Katelyn Spath	Uncertified
Melissa Benulis	Spanish
David Labman	Music
Emma Senglaub	Uncertified
Bianca Laudise	Uncertified
Danielle Gatto	Uncertified
Brynne Kessler	Uncertified

**Non-Instructional  
Appointments:**

The appointment of the following as Summer Academy Teacher Aides at their 2023/2024 hourly rate: **Kristy Folkerth** and **Donna Ryan**

The appointment of the following as Summer Academy Teacher Aide at \$14.20 hourly: **Alexa Schreiber**

The reappointment of **Pamela Havill**, Food Service Supervisor, effective June 14, 2023, at an hourly rate of \$16.15.

The appointment of **Dawn Piotrowski**, Part Time Teacher Aide, effective April 17, 2023, at an hourly rate of \$14.20.

The appointment of **Luis Cruz**, Full Time Cleaner, effective April 25, 2023, at an hourly rate of \$14.65.

The appointment of **Ayeisha Otano Morales**, Full Time Cleaner, effective April 25, 2023, at an hourly rate of \$14.65.

The promotional appointment of **Robbie McKown**, from Building Maintenance Assistant to Building Maintenance Mechanic, effective March 6, 2023, at an hourly rate of \$22.41.

The appointment of **Tina LaBorde**, from School Bus Driver to School Bus Dispatcher, effective May 1, 2023, at an hourly rate of \$26.26.

The appointment of the following as Extended School Year Teacher Aides at their 2023/2024 hourly rate: **Michele Alden, Andrea Burney, Joanne Chappell, Jaclyn Corrado, Christin Crossing, Wendy Dattilo, Caitlin Goodemote, Cory Grant, Mindylou Gutterson, Elizabeth Harvey, Jayde Hicks, Brian Hill, Marleah Holmes, Amy Hotto, Suzette Hughes, Melissa Hunt, Paul Kaseman, Natalia Lewis, Margaret Lynch, Pratima Purcell, Lori Reynolds, Petrita Sanchez Llanos, Eric Wachob, Brianna Walden, and Morgan West**

The appointment of the following as Extended School Year Teacher Aides at the 2023/2024 teacher aide substitute rate: **Lillian Hewitson, Stephanie Seavert, Katelyn Spath, and Marcia Tobin**

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

The appointment of **Emmie Gurnell**, Full Time Lifeguard, effective May 15, 2023, at an hourly rate of \$17.97.

**Resignations:** The resignation of **Deborah Goebel**, Full Time Teacher Aide, effective August 29, 2023.

The resignation of **Cory Grant**, Full Time Teacher Aide, effective August 29, 2023.

The resignation of **Cassidy Reiber**, Part Time Teacher Aide, effective May 12, 2023.

The resignation of **Kandy DeNardo**, Food Service Helper, effective May 19, 2023.

The resignation of **Joanna Panosetti**, Registered Professional Nurse, effective June 23, 2023.

The resignation of **Rhonda Dodson**, Full Time School Bus Driver, effective May 19, 2023.

**Terminations:** The termination of **Zachary Guidarelli**, Full Time Cleaner, effective April 14, 2023.

**Per Diem and  
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Wanda Morales Ortiz	Cleaner
Timothy Bader	Cleaner
Michael Burke	School Bus Monitor
Jenna Yattaw	Lifeguard
Ashley Ziegelmann	Lifeguard
Kristi Patton	Teacher Aide
Bianca Laudise	Teacher Aide
Leishla Vazquez Burgos	Cleaner
Stephanie Seavert	Cleaner
Truman Mortillaro	Teacher Aide

**CSE/CPSE  
RECOMMENDATIONS**

Recommendations of the Committee on Special Education from the meetings of February 7, 17, 2023, March 1, 8, 15, 16, 22, 23, 27, 28, 31, 2023, April 11, 12, 13, 14, 17, 18, 20, 21, 24, 25, 26, 27, 2023, May 4, 5, 8, 9, 10, 11, 2023 and from the Committee on Preschool Special Education from the meetings of March 28, 29, 30 2023, April 11, 12, 17, 18, 25, 2023, May 2, 3, 2023;

**ELECTION  
INSPECTORS**

Election inspectors for the May 16, 2023 Annual Vote and Election as submitted;

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

### **SURPLUS**

Declare the following as surplus:

- Curriculum material as listed in a memo from Carrie Goodell to Tim Terranova dated May 1, 2023;

### **DONATIONS**

Accept the following donations:

- Maypex Pro Kit Drumset, Dearing Goodtime Banjo, PSRE333 Yamaha Keyboard, Cowbell and Bongos valued at \$1,540.00 from Sandy Sconfiatti to the Victor Central School District Music Department
  - \$10,000.00 from the Tabit Family to the Victor Central School District Cafeteria Fund to pay off student lunch account balances
  - \$1,500.00 from Partners in Education (PIE/Parent Teacher Student Association (PTSA) to the Victor Central Schools Inquiry Program
- Mrs. Palumbo-Sanders said they would like to express their appreciation to the community for the donations. The devotion from the community to the District is very much appreciated. Thank you!

### **INTERNAL AUDIT REPORT AND CORRECTIVE ACTION PLAN**

Accept the Internal Audit Report as well as the corresponding Corrective Action Plan for year ended June 30, 2022.

The motion to accept the foregoing consent items was carried.

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

### **CAMPUS NEWS**

VCS administrators summarized campus news and events.

### **CYBERSECURITY PRESENTATION**

Director of Technology Angela Affronti and Assistant Superintendent for Instruction Karen Finter provided the Board of Education with a cybersecurity update, specifically talking about what is done to keep the network and students safe. All endpoints, including laptops and desktops issued by the District have an anti-virus software installed. All the servers for the Student Management System are kept off-site. The reason to keep this off-site is because if anything ever happened on campus all the student personal identifiable information will be safe for any data breach or attack on campus. Incremental back-ups are done Monday – Friday and stored in Newark. A full back-up is done for every server and every file that is saved on the hard drive and shared drive starting on Fridays around 4:00 PM and ends Monday morning early before anyone is on campus. The staff complete a cybersecurity mandatory training every September. This training includes information on Education Law 2d as well as how to determine if an email is a phishing email. The District has a firewall that is maintained in Newark and they tweak it as needed to make sure it is up-to-date. Wayne-Finger Lakes BOCES just helped the District do a Nessus Scan, which is an automated scan of our environment to expose different vulnerabilities that we didn't know we had. Different patches have been applied and the scan will be completed again in a week or so to make sure the patches worked. Mrs. Affronti then talked about how the District is keeping students safe. We have a software called GoGuardian. She said she can look and see what any student is doing on a Chromebook at any day/time. Alerts and flags are also triggered on different language or words and will cause an alert to the Director of Technology and the Assistant Principals.

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

### **CYBERSECURITY PRESENTATION Continued**

It will be reviewed by those that receive the alert and they will determine if any action needs to be taken. Teachers can also use GoGuardian to set-up a scene that blocks students from going to different websites and can have them hone in on what they are supposed to be doing. There are different levels of GoGuardian. GoGuardian Beacon is for suicide prevention. It uses artificial intelligence to alert the Director of Technology, Director of Safety and the principals regarding if a student is actively planning suicide. The alerts come through any day of the week or time of the day. As soon as a text message and email are received the protocol is initiated and followed. The response protocol has been refined with the Director of Safety. Mrs. Affronti then talked about New York State releasing Digital Citizenship and Computer Science Standards. This was released in 2021 and is a phased in approach. She said they are looking at the standards with the librarian's help of being the front runners. Teachers have the opportunity to participate in the Smart Start Grant, which is through Wayne-Finger Lakes BOCES, where they receive some funding to take some classes at U of R and dig deeper into the standards and write some curriculum. In years three and four they are looking at taking the standards and integrating them into all the curriculum. Mrs. Palumbo-Sanders thanked Mrs. Affronti for the presentation. She said it is a very important aspect for students. Mrs. Mitchell asked for clarification around the GoGuardian Beacon alert. She said because you are using AI has there ever been false alarms and what is the protocol. Mrs. Affronti provided the clarification. She said it works in an email, Google Docs. It doesn't just monitor what they are searching for. It works on campus and off campus.

### **Adopt Incident Response Plan**

A motion was made by C. Parks, seconded by D. Palumbo-Sanders, to adopt the Incident Response Plan for the Victor Central School District. The motion was carried. 5 yes 0 no 0 abstentions

### **MANAGEMENT PLAN UPDATE; CURRICULUM**

Assistant Superintendent for Instruction Karen Finter provided the Board with a Management Plan Curriculum Plan update on behalf of the Office of Curriculum and Instruction. She said this summer will be filled with a tremendous amount of curriculum writing work leading into the 2023-2024 school year. One of the pillars in the Strategic Plan is around learning and instruction. As the Strategic Plan came together last year the idea was to think about what would a guaranteed and viable curriculum across the District look like. How do we address and unpack the current state standards and determine and address what the essential priorities are and then move that work forward in a way that balances the swift need for change while helping our teachers drive the work. The approach that is being taken is a backwards design. What do we want the students know and be able to do. The curriculum teams are using a District template. Curriculum Council is a fantastic Shared Decision Making group that started last year thinking about what is the right template, the right approach to curriculum. They worked collaboratively to adopt the template as well as helping to support the process that teams use when they write curriculum. The template focuses on four stages. Stage 1 is desirable results. What should kids know and be able to do? Stage 2 is evidence. How will you and your students know what has been learned? Stage 3 is the learning



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

### **MANAGEMENT PLAN UPDATE; CURRICULUM Update**

plan. What learning experiences will foster student learning and meet student needs? In stage 3 there has to be flexibility to meet the needs of all learners. Throughout this winter and spring there has been a big focus on the implementation around the adoption of Super Kids as a resource to help shape the curriculum at the K-2 level in literacy. At the grade 3-6 level there are a lot of teams coming together that are doing foundational work to get ready for writing this summer. They spent time unpacking the standards in English Language Arts and Social Studies, doing comprehension research and long-range scope and sequence development. At the secondary level there has been a lot of focus on revisions at the secondary level. They are taking a look at some of the assessments and how we might rethink some of those assessments. They are also digging into some research-based strategies and how those could be used to help support comprehension. Mrs. Finter said almost every grade level has written some new unit for science instruction this year or will be tackling that this summer. There has been some movement from the state in terms of science assessments. They will now be in Grade 5 and Grade 8. Part of the assessments include an investigation, a hands-on investigation. Grades 7-12 have been focused on the use of story lines. How do we develop a unit around a compelling question. They are also working on unit development in mathematics. Mrs. Finter then highlighted the STEM curriculum writing that will take place over the summer. K-6 health has been a discussion. There is not a course that they can take like at the secondary level. It is a lot of mandates that the state has stacked up over the years. A team came together and unpacked the standards. Teachers came together across K-6 along with counselors, building administrators and looked at ways to group the mandates. They settled on four themes and recognized that there is a lot of overlap across the themes. Theme 1 is growth, development and identity, theme 2 is social emotional learning, theme 3 is healthy habits and theme 4 is personal safety. Mrs. Finter then spoke about the Curriculum Audit and what that looks like.

### **CAPITAL PROJECT UPDATE**

Assistant Superintendent for Business Derek Vallese started out his presentation by clarifying a typographical error in the Budget News Magazine. He then spoke about the Capital Project. There were four themes that were presented from the staff survey. Staff were excited to see that additional parking was considered. Staff were appreciative that renovations to the bathrooms were included in the scope of the project. Some staff would have liked to see an auditorium for the Intermediate and Primary School for performances included in the scope of the project as well as conditioned air. Given the other needs from the District and the lack of aid from the State the committee, which was comprised of Mr. Vallese, Dr. Terranova, Mr. Marshall, the architect, construction manager and financial advisor, felt it was necessary to remove it from the immediate scope to address other space needs and also have a project that is palatable for the community. As part of the scope collection process of each Capital Project, we examine projects that did not get included in the previous project. Due to this process, the auditorium will make the beginning list of the next Capital Project. Mr. Vallese said in response to the conditioned air they realize the benefits of having conditioned air. The District is also dealing with space issues. The committee felt it was important

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**CAPITAL  
PROJECT UPDATE  
Continued**

to table this project because of the cost of \$25,000,000. The Facilities Committee has discussed possible plans to propose another Capital Project before the completion of this project to deal with air temperature during warm months. The goal would be to continue funding our Capital Reserves to propose this project with minimal or no tax implications. Mr. Vallese talked about the state approval process. The District, with the assistance of our architect, SWBR, have submitted the proposal to the NYS Education Department. Earlier this week, the District had a call with the NYSED Regional Special Education Representative to get their support. SWBR sent them the requested information the same day, and we were told we should receive their approval by Friday, May 12th. We cannot proceed without the NYSED's approval because we will not know how much of the project will receive aid. We want to be transparent about how much the project will actually cost before asking the Board to approve it. Because of this, we are hopeful for a vote sometime in the fall, possibly in late September or October. Mr. Vallese then went over the next steps. They will continue providing additional information to NYSED's Facilities Planning in a timely manner to keep the approval process on track and provide continuous progress updates to the Facilities Committee and the Board of Education. They will continue to be available for staff to share feedback on the proposed Capital Project Scope. The hope is to have Board of Education approval in the summer with a Capital Project vote in the early fall. Board President DeLucia said he knows they are beyond the planning stage, however would they ever consider solar energy for any of the projects or is it at a point where it is affordable or aidable. Mr. Vallese said we did consider it however most of the space available is on the roofs. The roofs are flat with a rubber membrane and in order to affix the solar panels to the roof you have to penetrate and compromise the integrity of the rubber membrane. The alternative is placing them on the ground, however currently the ground is completely utilized by athletic fields and playgrounds. Where you may see available ground it is most likely wetlands that cannot be built on. Mrs. Mitchell asked if the roof on 200 High Street similar to the roofs on campus. Mr. Vallese said that is a peaked roof so there is potential for that building to have solar panels.

**FIELD TRIP  
APPROVAL**

A motion was made by D. Palumbo Sanders, seconded by C. Parks to approve the following field trip:

- Senior High School Art Club to Paris, France and Amsterdam, Netherlands from 2/16/24 – 2/25/24;

The motion was carried. 5 yes 0 no 0 abstentions

**MEETING  
REPORTS  
MCSBA**

Mrs. Palumbo-Sanders spoke about attending the Monroe County School Boards Association Spring Law Conference.

Mrs. Palumbo-Sanders said she also attended the LifePrep@Naz Completion Ceremony with Dr. Terranova.

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Standing Committee  
Updates**

Dr. Parks attended a Safety Committee meeting on Wednesday, May 10th.

**UPCOMING EVENTS**

**Annual Vote and  
Election**

The Annual Vote and Election will be held on Tuesday, May 16, 2023, from 6:00 AM – 9:00 PM in the Early Childhood School Boardroom.

**Regular Board  
Meeting**

The next Regular Board meeting will be held on Thursday, June 8, 2023, at 7:15 PM in the Early Childhood School Boardroom.

**ADJOURN**

A motion was made by E. Mitchell, seconded by D. Palumbo-Sanders, to adjourn the meeting at 9:11 PM.

The motion was carried. 5 yes 0 no 0 abstentions

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk

**VICTOR CENTRAL SCHOOL  
BOARD OF EDUCATION**

**Unapproved Minutes of a Special Meeting of May 16, 2023  
Victor Central School District Office Conference Room  
953 High Street  
Victor, NY 14564**

- CALL TO ORDER** President Tim DeLucia called the meeting to order at 7:38 PM.
- Members Present** Tim DeLucia, Kristin Elliott, Lisa Kostecki, Elizabeth Mitchell, Christopher Parks, Debbie Palumbo-Sanders
- Members Absent** Trisha Turner
- APPROVE AGENDA** A motion was made by L. Kostecki, seconded by D. Palumbo-Sanders, to approve the agenda. The motion was carried. 6 yes 0 no 0 abstentions
- EXECUTIVE SESSION** A motion was made by C. Parks, seconded by E. Mitchell, to enter executive session at 7:38 PM to discuss the employment history of a specific individual. The motion was carried. 6 yes 0 no 0 abstentions
- REGULAR SESSION** A motion was made by E. Mitchell, seconded by L. Kostecki, to return to regular session at 8:36 PM.  
The motion was carried. 6 yes 0 no 0 abstentions
- ADJOURN** A motion was made by C. Parks, seconded by K. Elliott, to adjourn the meeting at 8:37 PM.  
The motion was carried. 6 yes 0 no 0 abstentions

Respectfully submitted,

Maureen A. Goodberlet  
District Clerk



## Treasurer's Report

April 2023

<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	2,414,353.54	2,729,715.70	3,581,957.68	1,562,111.56
General Fund Money Market	Canandaigua National Bank	400,926.48	50,541.60	-	451,468.08
General Fund Tax Checking	Canandaigua National Bank	-	-	-	-
General Fund Tax Money Market	Five Star Bank	-	-	-	-
Multifund Insured Cash Sweep	Five Star Bank	9,149,952.84	26,660.05	2,761,646.48	6,414,966.41
School Lunch Fund Checking	Canandaigua National Bank	6,417.76	95,344.97	95,344.34	6,418.39
School Lunch Fund Money Market	Canandaigua National Bank	1,163,881.72	170,031.62	156,585.11	1,177,328.23
Special Aid Fund Checking/Sweep	Canandaigua National Bank	320,740.85	470,944.92	547,258.79	244,426.98
Capital Fund Checking-29M	Canandaigua National Bank	2,222,679.20	58.06	174,235.48	2,048,501.78
Trust & Agency Fund - Checking	Canandaigua National Bank	588,624.41	1,323,096.97	1,324,342.49	587,378.89
Trust & Agency Fund - Payroll Checking	Canandaigua National Bank	4,214.23	34,956.16	38,082.53	1,087.86
Trust & Agency Fund - Direct Deposit Checking	Five Star Bank	12.30	2,761,646.48	2,761,646.48	12.30
	<b>Total Cash</b>	<b>\$ 16,271,803.33</b>	<b>\$ 7,662,996.53</b>	<b>\$ 11,441,099.38</b>	<b>\$ 12,493,700.48</b>
<b>Investments</b>					
General Fund Certificate of Deposit	Canandaigua National Bank	8,000,000.00	-	-	8,000,000.00
General Fund	NYCLASS	32,546,449.28	124,909.76	1,850,000.00	30,821,359.04
Capital Fund	NYCLASS	-	-	-	-
Debt Service Fund	NYCLASS	-	-	-	-
	<b>Total Investments</b>	<b>\$ 40,546,449.28</b>	<b>\$ 124,909.76</b>	<b>\$ 1,850,000.00</b>	<b>\$ 38,821,359.04</b>
	<b>District Totals</b>	<b>\$ 56,818,252.61</b>	<b>\$ 7,787,906.29</b>	<b>\$ 13,291,099.38</b>	<b>\$ 51,315,059.52</b>

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

  
 School District Treasurer

Extraclass Fund

From April 1, 2023 to April 30, 2023

<u>Activities</u>	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
CLASS OF 2022	-			-
CLASS OF 2023	3,366.24		(355.86)	3,722.10
CLASS OF 2024	7,182.13	18,939.42	997.92	25,123.63
CLASS OF 2025	3,881.46	1,940.47	1,641.01	4,180.92
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	7,487.56	750.00	7,256.11	981.45
DRAMA CLUB	20,060.28		3,250.00	16,810.28
FRENCH CLUB	6,845.53	35.00	168.22	6,712.31
GO GREEN GARDEN TEAM	66.27			66.27
GLOBAL COMPETENCY	460.55			460.55
INTERNATIONAL CLUB	208.02			208.02
J.H. MUSICAL	29,122.80			29,122.80
J.H. STORE	996.37			996.37
J.H. ST. CO.	6,662.50	77.29		6,739.79
J.H. YEARBOOK	(7.54)			(7.54)
KEYCLUB	1,333.52			1,333.52
MEDICAL EXPLORERS	110.75			110.75
MENTORING CLUB	3,816.46			3,816.46
N.H.S.	2,140.67			2,140.67
OUTDOOR ACTIVITY	1,647.48	200.46	1,108.71	739.23
POSITIVE SCHOOL CLIMATE	3,364.82			3,364.82
SALES TAX	192.57	1,650.43		1,843.00
SEAS	323.93	660.00		983.93
S.H. ORCHESTRA	16,357.00	500.00	8,890.00	7,967.00
SH SCHOOL STORE	4,872.38	1,203.72		6,076.10
S.H. ST. CO.	14,383.60		439.48	13,944.12
SH YEARBOOK	(249.41)			(249.41)
SPANISH CLUB	2,962.87			2,962.87
VICTOR MUSIC SOCIETY	840.04	826.70	279.88	1,386.86
VICTOR CARES	8,978.96		579.44	8,399.52
WELLNESS CLUB	379.26			379.26
<b>TOTALS</b>	<b>150,965.76</b>	<b>26,783.49</b>	<b>24,254.91</b>	<b>153,494.34</b>

Bank Balance	168,722.17
Checks Outstanding	15,292.83
Interest Not Posted	-
Bank Error	
Outstanding Transfer to General	
Returned Checks	65.00
Electronic Payment	
<b>Total Reconciled Bank Balance</b>	<b>153,494.34</b>

Jill Smith, Extraclass Treasurer

**Victor Central School District**  
Revenue Status Report As Of: 04/30/2023  
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	52,555,468.35	0.00	2,490,097.65	0.00
1081		Other Pmts in Lieu of Taxes	2,666,480.00	2,666,480.00	3,203,636.60	0.00	0.00	537,156.60
1085		STAR Reimbursement	0.00	0.00	2,455,275.55	0.00	0.00	2,455,275.55
1090		Int. & Penal. on Real Prop.Tax	40,000.00	40,000.00	51,485.11	296.13	0.00	11,485.11
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	147,421.00	13,796.00	0.00	147,421.00
1410		Admissions (from Individuals)	0.00	0.00	8,215.25	-4,142.00	0.00	8,215.25
2230		Day School Tuit-Oth Dist. NYS	20,000.00	20,000.00	19,959.12	0.00	40.88	0.00
2401		Interest and Earnings	45,000.00	45,000.00	1,179,060.08	164,037.99	0.00	1,134,060.08
2410		Rental of Real Property,Indiv.	40,000.00	40,000.00	23,882.97	0.00	16,117.03	0.00
2440		Rental of Buses	10,000.00	10,000.00	7,716.93	0.00	2,283.07	0.00
2450		Commissions	0.00	0.00	1,447.76	96.31	0.00	1,447.76
2680		Insurance Recoveries	0.00	0.00	173,941.36	24,227.00	0.00	173,941.36
2690		Other Compensation for Loss	0.00	0.00	25,816.88	14,587.13	0.00	25,816.88
2701		Refund PY Exp-BOCES Aided Srvc	80,000.00	80,000.00	378,091.07	378,091.07	0.00	298,091.07
2703		Refund PY Exp-Other-Not Trans	45,000.00	45,000.00	317,561.45	13,144.45	0.00	272,561.45
2705		Gifts and Donations	0.00	0.00	6,000.00	0.00	0.00	6,000.00
2770		Other Unclassified Rev.(Spec)	30,000.00	30,000.00	267,786.84	33,603.74	0.00	237,786.84
3101		Basic Formula Aid-Gen Aids (Ex	27,098,744.00	27,098,744.00	12,364,272.49	44,589.06	14,734,471.51	0.00
3102		Lottery Aid	0.00	0.00	7,229,132.31	0.00	0.00	7,229,132.31
3103		BOCES Aid (Sect 3609a Ed Law)	2,476,716.00	2,476,716.00	642,015.50	0.00	1,834,700.50	0.00
3260		Textbook Aid (Incl Txtbk/Lott)	258,980.00	258,980.00	209,914.00	0.00	49,066.00	0.00
3262		Computer Sftwre, Hrdwre Aid	133,243.00	133,243.00	130,673.00	0.00	2,570.00	0.00
3263		Library A/V Loan Program Aid	26,750.00	26,750.00	26,468.00	0.00	282.00	0.00
3289		Other State Aid	0.00	0.00	11,792.80	0.00	0.00	11,792.80
4601		Medic.Ass't-Sch Age-Sch Yr Pro	75,000.00	75,000.00	108,475.67	25,230.06	0.00	33,475.67
5031		Interfund Transfers(Not D.Serv	0.00	0.00	175.00	175.00	0.00	175.00
5999		Appropriated Fund Balance	1,030,000.00	1,897,382.86	0.00	0.00	1,897,382.86	0.00
<b>Total GENERAL FUND</b>			<b>89,198,479.00</b>	<b>90,065,861.86</b>	<b>81,618,685.09</b>	<b>707,731.94</b>	<b>21,031,011.50</b>	<b>12,583,834.73</b>

**Selection Criteria**

\* 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: 04/30/2023  
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	16,378.98	15,918.98	0.00	610.00	-150.00
45 Materials & Supplies		1,700.00	1,442.61	1,306.35	143.00	697.00	-560.74
49 BOCES Services		3,000.00	4,205.00	1,436.00	179.50	1,564.00	1,205.00
<b>Subtotal of 1010 Board Of Education</b>		<b>10,700.00</b>	<b>22,026.59</b>	<b>18,661.33</b>	<b>322.50</b>	<b>2,871.00</b>	<b>494.26</b>
<b>1040 District Clerk</b>							
16 Noninstructional Salaries		49,496.00	49,496.00	39,853.00	3,935.30	7,870.47	1,772.53
<b>Subtotal of 1040 District Clerk</b>		<b>49,496.00</b>	<b>49,496.00</b>	<b>39,853.00</b>	<b>3,935.30</b>	<b>7,870.47</b>	<b>1,772.53</b>
<b>1060 District Meeting</b>							
4 Contractual and Other		1,400.00	1,941.13	1,941.13	0.00	0.00	0.00
45 Materials & Supplies		3,500.00	6,873.58	2,862.03	1,473.49	4,011.55	0.00
<b>Subtotal of 1060 District Meeting</b>		<b>4,900.00</b>	<b>8,814.71</b>	<b>4,803.16</b>	<b>1,473.49</b>	<b>4,011.55</b>	<b>0.00</b>
<b>1240 Chief School Administrator</b>							
15 Instructional Salaries		212,328.00	212,328.00	174,700.00	17,470.00	34,940.00	2,688.00
16 Noninstructional Salaries		49,496.00	49,496.00	39,352.80	3,935.28	7,870.58	2,272.62
4 Contractual and Other		5,975.00	7,261.40	6,919.01	0.00	30.00	312.39
45 Materials & Supplies		1,000.00	1,000.00	960.16	23.94	0.00	39.84
<b>Subtotal of 1240 Chief School Administrator</b>		<b>268,799.00</b>	<b>270,085.40</b>	<b>221,931.97</b>	<b>21,429.22</b>	<b>42,840.58</b>	<b>5,312.85</b>
<b>1310 Business Administration</b>							
15 Instructional Salaries		137,148.00	145,852.80	122,186.20	11,833.34	23,666.60	0.00
16 Noninstructional Salaries		143,151.00	133,210.29	103,103.63	10,724.75	21,792.61	8,314.05
4 Contractual and Other		15,600.00	19,371.83	15,150.47	4,002.00	3,818.00	403.36
45 Materials & Supplies		2,200.00	3,682.08	1,877.78	257.03	1,463.67	340.63
49 BOCES Services		106,605.00	111,192.68	78,284.56	8,674.50	28,320.44	4,587.68
<b>Subtotal of 1310 Business Administration</b>		<b>404,704.00</b>	<b>413,309.68</b>	<b>320,602.64</b>	<b>35,491.62</b>	<b>79,061.32</b>	<b>13,645.72</b>
<b>1320 Auditing</b>							
16 Noninstructional Salaries		42,000.00	35,105.00	5,000.00	500.00	1,000.00	29,105.00
4 Contractual and Other		0.00	23,125.00	18,425.00	0.00	4,700.00	0.00
<b>Subtotal of 1320 Auditing</b>		<b>42,000.00</b>	<b>58,230.00</b>	<b>23,425.00</b>	<b>500.00</b>	<b>5,700.00</b>	<b>29,105.00</b>
<b>1325 Treasurer</b>							
16 Noninstructional Salaries		93,822.00	87,880.35	73,990.65	6,833.34	13,666.60	223.10
4 Contractual and Other		500.00	71.91	0.00	0.00	0.00	71.91
45 Materials & Supplies		1,000.00	1,000.00	102.35	0.00	856.02	41.63
<b>Subtotal of 1325 Treasurer</b>		<b>95,322.00</b>	<b>88,952.26</b>	<b>74,093.00</b>	<b>6,833.34</b>	<b>14,522.62</b>	<b>336.64</b>
<b>1330 Tax Collector</b>							
4 Contractual and Other		11,250.00	17,191.65	14,986.65	0.00	0.00	2,205.00
45 Materials & Supplies		100.00	100.00	0.00	0.00	0.00	100.00
<b>Subtotal of 1330 Tax Collector</b>		<b>11,350.00</b>	<b>17,291.65</b>	<b>14,986.65</b>	<b>0.00</b>	<b>0.00</b>	<b>2,305.00</b>
<b>1345 Purchasing</b>							



**Victor Central School District**  
Budget Status Report As Of: 04/30/2023  
Fiscal Year: 2023

**Fund: A GENERAL FUND**

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
4 Contractual and Other		14,500.00	14,928.09	14,928.09	0.00	0.00	0.00
<b>Subtotal of 1345 Purchasing</b>		<b>14,500.00</b>	<b>14,928.09</b>	<b>14,928.09</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>1420 Legal</b>							
4 Contractual and Other		100,000.00	100,000.00	72,398.19	15,866.00	47,601.81	-20,000.00
49 BOCES Services		27,810.00	28,737.23	21,016.13	2,629.83	6,793.87	927.23
<b>Subtotal of 1420 Legal</b>		<b>127,810.00</b>	<b>128,737.23</b>	<b>93,414.32</b>	<b>18,495.83</b>	<b>54,395.68</b>	<b>-19,072.77</b>
<b>1430 Personnel</b>							
15 Instructional Salaries		149,824.00	155,039.76	129,902.20	12,568.82	25,137.56	0.00
16 Noninstructional Salaries		245,317.00	289,199.65	226,281.04	22,950.72	64,995.16	-2,076.55
4 Contractual and Other		126,000.00	75,584.76	61,439.89	2,523.44	8,233.52	5,911.35
45 Materials & Supplies		1,350.00	2,667.67	2,252.23	1,704.12	415.44	0.00
49 BOCES Services		8,000.00	23,830.29	10,478.96	547.04	13,351.33	0.00
<b>Subtotal of 1430 Personnel</b>		<b>530,491.00</b>	<b>546,322.13</b>	<b>430,354.32</b>	<b>40,294.14</b>	<b>112,133.01</b>	<b>3,834.80</b>
<b>1480 Public Information and Services</b>							
15 Instructional Salaries		54,028.00	54,028.00	45,037.85	4,493.66	8,987.40	2.75
16 Noninstructional Salaries		34,873.00	67,296.80	41,043.68	3,865.20	26,253.12	0.00
4 Contractual and Other		22,500.00	37,549.92	16,646.00	599.00	20,903.92	0.00
45 Materials & Supplies		13,000.00	13,179.57	10,716.57	1,295.73	2,463.00	0.00
49 BOCES Services		64,000.00	65,907.80	52,264.80	6,533.10	11,735.20	1,907.80
<b>Subtotal of 1480 Public Information and Services</b>		<b>188,401.00</b>	<b>237,962.09</b>	<b>165,708.90</b>	<b>16,786.69</b>	<b>70,342.64</b>	<b>1,910.55</b>
<b>1620 Operation of Plant</b>							
16 Noninstructional Salaries		1,856,019.00	1,559,369.80	1,040,727.59	98,794.50	161,212.89	357,429.32
4 Contractual and Other		1,068,100.00	1,196,746.61	849,119.53	60,242.09	274,793.02	72,834.06
45 Materials & Supplies		138,000.00	158,013.08	137,895.71	12,663.47	20,117.27	0.10
<b>Subtotal of 1620 Operation of Plant</b>		<b>3,062,119.00</b>	<b>2,914,129.49</b>	<b>2,027,742.83</b>	<b>171,700.06</b>	<b>456,123.18</b>	<b>430,263.48</b>
<b>1621 Maintenance of Plant</b>							
16 Noninstructional Salaries		503,229.00	645,801.57	547,691.80	55,028.51	102,539.17	-4,429.40
2 Equipment		191,763.00	196,763.20	170,025.68	3,421.00	15,651.00	11,086.52
4 Contractual and Other		519,050.00	654,816.97	524,237.49	52,118.32	181,173.85	-50,594.37
45 Materials & Supplies		250,000.00	337,808.29	256,132.38	17,388.61	95,135.43	-13,459.52
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>1,876,245.03</b>	<b>1,498,087.35</b>	<b>127,956.44</b>	<b>416,499.45</b>	<b>-38,341.77</b>
<b>1622 Security of Plant</b>							
16 Noninstructional Salaries		60,000.00	145,371.57	175,776.65	27,128.40	49,333.32	-79,738.40
4 Contractual and Other		155,000.00	154,595.00	54,179.82	180.00	93,700.18	6,715.00
45 Materials & Supplies		0.00	1,805.00	1,805.00	0.00	0.00	0.00
<b>Subtotal of 1622 Security of Plant</b>		<b>215,000.00</b>	<b>301,771.57</b>	<b>231,761.47</b>	<b>27,308.40</b>	<b>143,033.50</b>	<b>-73,023.40</b>
<b>1670 Central Printing &amp; Mailing</b>							
4 Contractual and Other		70,000.00	70,171.00	47,414.15	1,802.63	13,472.92	9,283.93
<b>Subtotal of 1670 Central Printing &amp; Mailing</b>		<b>70,000.00</b>	<b>70,171.00</b>	<b>47,414.15</b>	<b>1,802.63</b>	<b>13,472.92</b>	<b>9,283.93</b>

**Victor Central School District**  
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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>1680 Central Data Processing</b>							
49 BOCES Services		675,000.00	675,000.00	535,458.54	57,149.01	139,541.46	0.00
<b>Subtotal of 1680 Central Data Processing</b>		<b>675,000.00</b>	<b>675,000.00</b>	<b>535,458.54</b>	<b>57,149.01</b>	<b>139,541.46</b>	<b>0.00</b>
<b>1910 Unallocated Insurance</b>							
4 Contractual and Other		300,000.00	262,903.11	309,655.56	60,346.88	0.00	-46,752.45
<b>Subtotal of 1910 Unallocated Insurance</b>		<b>300,000.00</b>	<b>262,903.11</b>	<b>309,655.56</b>	<b>60,346.88</b>	<b>0.00</b>	<b>-46,752.45</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	37,096.89	37,096.89	0.00	0.00	0.00
<b>Subtotal of 1964 Refund on Real Property Taxes</b>		<b>0.00</b>	<b>37,096.89</b>	<b>37,096.89</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>1981 BOCES Administrative Costs</b>							
49 BOCES Services		785,000.00	804,226.92	688,214.05	135,249.25	145,190.23	-29,177.36
<b>Subtotal of 1981 BOCES Administrative Costs</b>		<b>785,000.00</b>	<b>804,226.92</b>	<b>688,214.05</b>	<b>135,249.25</b>	<b>145,190.23</b>	<b>-29,177.36</b>
<b>2010 Curriculum Devel and Suprvsn</b>							
15 Instructional Salaries		708,510.00	708,510.00	566,544.29	55,667.00	103,254.08	38,711.63
16 Noninstructional Salaries		125,798.00	127,782.24	103,013.35	10,021.68	24,768.89	0.00
4 Contractual and Other		30,000.00	31,383.00	28,682.26	7,329.08	1,290.00	1,410.74
45 Materials & Supplies		30,900.00	5,809.14	5,736.09	276.25	41.89	31.16
<b>Subtotal of 2010 Curriculum Devel and Suprvsn</b>		<b>895,208.00</b>	<b>873,484.38</b>	<b>703,975.99</b>	<b>73,294.01</b>	<b>129,354.86</b>	<b>40,153.53</b>
<b>2020 Supervision-Regular School</b>							
15 Instructional Salaries		1,259,224.00	1,264,075.08	1,054,363.53	104,363.68	206,323.51	3,388.04
16 Noninstructional Salaries		411,048.00	409,477.69	332,015.44	32,593.16	80,989.41	-3,527.16
2 Equipment		245.00	245.00	0.00	0.00	235.97	9.03
4 Contractual and Other		11,356.00	11,356.00	3,548.94	113.00	4,558.00	3,249.06
45 Materials & Supplies		10,200.00	10,422.05	7,886.62	1,341.99	1,698.23	837.20
49 BOCES Services		0.00	30,467.37	22,356.29	2,248.85	7,643.71	467.37
<b>Subtotal of 2020 Supervision-Regular School</b>		<b>1,692,073.00</b>	<b>1,726,043.19</b>	<b>1,420,170.82</b>	<b>140,660.68</b>	<b>301,448.83</b>	<b>4,423.54</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	3,464.93	1,205.27	0.00	41,535.07
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	3,250.00	1,358.80	624.61	112.18	1,779.02
49 BOCES Services		95,000.00	95,000.00	26,917.86	3,674.44	68,082.14	0.00
<b>Subtotal of 2070 Inservice Training-Instruction</b>		<b>155,000.00</b>	<b>153,449.00</b>	<b>31,741.59</b>	<b>5,504.32</b>	<b>68,393.32</b>	<b>53,314.09</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
<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	10,422,233.90	7,465,613.03	932,532.93	2,830,483.40	126,137.47
13 Teacher Salaries, 7-12		9,436,597.00	9,602,864.19	6,853,854.91	848,295.15	2,659,910.95	89,098.33
14 Substitute Tchr Salaries		603,000.00	725,688.53	676,805.53	95,480.85	75,522.56	-26,639.56
16 Noninstructional Salaries		1,106,501.00	1,144,223.38	927,467.52	110,902.82	221,143.14	-4,387.28
2 Equipment		84,817.00	91,002.70	37,761.89	2,844.01	20,509.33	32,731.48
4 Contractual and Other		94,410.00	91,762.26	55,509.69	4,547.57	15,765.64	20,486.93
45 Materials & Supplies		373,985.00	418,883.91	342,228.64	44,541.93	43,993.37	32,661.90
471 Tuition Pd To NYS Pub Sch		60,000.00	60,000.00	6,884.26	0.00	16,564.97	36,550.77
473 Payment to Charter School		25,000.00	22,681.65	0.00	0.00	0.00	22,681.65
48 Textbooks		127,576.00	209,144.02	47,476.53	0.00	161,667.40	0.09
49 BOCES Services		421,510.00	442,108.92	274,637.89	34,574.01	146,872.11	20,598.92
<b>Subtotal of 2110 Teaching-Regular School</b>		<b>23,135,827.00</b>	<b>23,284,112.46</b>	<b>16,688,239.89</b>	<b>2,073,719.27</b>	<b>6,192,432.87</b>	<b>403,439.70</b>
<b>2250 Prg For Sdnts w/Disabil-Med Elgble</b>							
15 Instructional Salaries		3,749,811.00	3,439,785.18	2,212,000.35	284,777.47	823,425.55	404,359.28
16 Noninstructional Salaries		2,799,996.00	2,992,448.43	2,056,899.15	255,500.22	573,307.00	362,242.28
4 Contractual and Other		224,860.00	319,904.00	214,562.03	21,898.90	105,341.97	0.00
45 Materials & Supplies		40,000.00	40,000.00	33,419.45	752.32	5,371.63	1,208.92
471 Tuition Pd To NYS Pub Sch		9,000.00	28.95	0.00	0.00	0.00	28.95
472 Tuition-All Other		700,000.00	788,402.52	571,230.52	123,581.69	246,706.67	-29,534.67
473 Payment to Charter School		20,000.00	19,935.00	13,970.98	2,017.33	696.02	5,268.00
49 BOCES Services		3,500,000.00	3,510,575.25	1,682,970.11	193,400.97	1,817,029.89	10,575.25
<b>Subtotal of 2250 Prg For Sdnts w/Disabil-Med Elgble</b>		<b>11,043,667.00</b>	<b>11,111,079.33</b>	<b>6,785,052.59</b>	<b>881,928.90</b>	<b>3,571,878.73</b>	<b>754,148.01</b>
<b>2259 Prg for English Language Learners</b>							
15 Instructional Salaries		547,378.00	546,601.39	379,012.65	49,025.93	148,504.18	19,084.56
45 Materials & Supplies		3,091.00	3,867.61	1,704.82	372.85	1,152.42	1,010.37
<b>Subtotal of 2259 Prg for English Language Learners</b>		<b>550,469.00</b>	<b>550,469.00</b>	<b>380,717.47</b>	<b>49,398.78</b>	<b>149,656.60</b>	<b>20,094.93</b>
<b>2280 Occupational Education(Grades 9-12)</b>							
49 BOCES Services		660,000.00	681,928.00	642,056.80	80,257.10	17,943.20	21,928.00
<b>Subtotal of 2280 Occupational Education(Grades 9-12)</b>		<b>660,000.00</b>	<b>681,928.00</b>	<b>642,056.80</b>	<b>80,257.10</b>	<b>17,943.20</b>	<b>21,928.00</b>
<b>2330 Teaching-Special Schools</b>							
4 Contractual and Other		0.00	3,999.00	3,999.00	359.00	359.00	-359.00
49 BOCES Services		38,800.00	39,413.34	36,701.81	18,315.75	1,626.00	1,085.53
<b>Subtotal of 2330 Teaching-Special Schools</b>		<b>38,800.00</b>	<b>43,412.34</b>	<b>40,700.81</b>	<b>18,674.75</b>	<b>1,985.00</b>	<b>726.53</b>
<b>2610 School Library &amp; AV</b>							
15 Instructional Salaries		375,428.00	374,647.90	257,878.95	32,208.90	111,525.20	5,243.75
16 Noninstructional Salaries		111,290.00	112,070.10	89,180.24	10,982.90	22,017.92	871.94
2 Equipment		0.00	2,360.00	2,356.94	2,356.94	0.00	3.06
4 Contractual and Other		5,480.00	1,060.00	0.00	0.00	0.00	1,060.00

**Victor Central School District**  
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Fiscal Year: 2023

**Fund: A GENERAL FUND**

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
45	Materials & Supplies	6,000.00	7,829.00	6,486.28	2,165.55	612.61	730.11
46	Sch. Library AV Loan Prog	62,600.00	77,841.59	53,824.88	2,997.31	23,887.54	129.17
49	BOCES Services	85,160.00	91,070.10	79,183.49	9,966.33	5,976.51	5,910.10
<b>Subtotal of 2610 School Library &amp; AV</b>		<b>645,958.00</b>	<b>666,878.69</b>	<b>488,910.78</b>	<b>60,677.93</b>	<b>164,019.78</b>	<b>13,948.13</b>
<b>2630 Computer Assisted Instruction</b>							
15	Instructional Salaries	105,406.00	105,406.00	87,585.00	8,758.50	17,517.00	304.00
16	Noninstructional Salaries	401,262.00	401,262.00	289,192.01	32,495.87	109,889.75	2,180.24
22	State Aided Comp Hardware	155,000.00	129,249.00	87,551.83	7,264.26	40,674.96	1,022.21
4	Contractual and Other	87,000.00	42,200.00	18,502.33	895.94	16,948.92	6,748.75
45	Materials & Supplies	30,000.00	49,200.00	42,762.02	6,318.41	3,209.48	3,228.50
46	Sch. Library AV Loan Prog	118,000.00	88,800.00	55,123.21	308.00	402.18	33,274.61
49	BOCES Services	1,143,000.00	1,242,850.00	1,043,404.03	213,692.62	133.49	199,312.48
<b>Subtotal of 2630 Computer Assisted Instruction</b>		<b>2,039,668.00</b>	<b>2,058,967.00</b>	<b>1,624,120.43</b>	<b>269,733.60</b>	<b>188,775.78</b>	<b>246,070.79</b>
<b>2810 Guidance-Regular School</b>							
15	Instructional Salaries	1,161,410.00	1,178,344.25	907,670.45	102,913.90	269,198.90	1,474.90
16	Noninstructional Salaries	146,848.00	129,913.75	79,202.35	7,546.68	23,994.21	26,717.19
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	1,178.10	0.00	193.66	2,728.24
<b>Subtotal of 2810 Guidance-Regular School</b>		<b>1,313,758.00</b>	<b>1,313,758.00</b>	<b>988,050.90</b>	<b>110,460.58</b>	<b>293,386.77</b>	<b>32,320.33</b>
<b>2815 Health Svcs-Regular School</b>							
16	Noninstructional Salaries	325,859.00	423,960.54	338,602.60	41,892.80	87,005.60	-1,647.66
4	Contractual and Other	160,000.00	166,400.00	90,215.13	28,623.84	70,721.75	5,463.12
45	Materials & Supplies	27,000.00	27,000.00	16,701.34	359.80	1,167.14	9,131.52
<b>Subtotal of 2815 Health Svcs-Regular School</b>		<b>512,859.00</b>	<b>617,360.54</b>	<b>445,519.07</b>	<b>70,876.44</b>	<b>158,894.49</b>	<b>12,946.98</b>
<b>2820 Psychological Svcs-Reg Schl</b>							
15	Instructional Salaries	1,033,666.00	1,033,666.00	679,331.89	78,187.01	184,301.69	170,032.42
4	Contractual and Other	1,300.00	3,946.50	3,946.50	0.00	0.00	0.00
45	Materials & Supplies	1,300.00	545.96	428.10	0.00	0.00	117.86
<b>Subtotal of 2820 Psychological Svcs-Reg Schl</b>		<b>1,036,266.00</b>	<b>1,038,158.46</b>	<b>683,706.49</b>	<b>78,187.01</b>	<b>184,301.69</b>	<b>170,150.28</b>
<b>2825 Social Work Svcs-Regular School</b>							
15	Instructional Salaries	465,447.00	465,447.00	270,141.95	29,182.76	69,219.83	126,085.22
<b>Subtotal of 2825 Social Work Svcs-Regular School</b>		<b>465,447.00</b>	<b>465,447.00</b>	<b>270,141.95</b>	<b>29,182.76</b>	<b>69,219.83</b>	<b>126,085.22</b>
<b>2830 Pupil Personnel Svcs-Special Schools</b>							
15	Instructional Salaries	378,709.00	368,665.04	170,437.17	17,083.34	34,166.68	164,061.19
16	Noninstructional Salaries	188,914.00	198,957.96	144,630.93	17,788.75	35,490.98	18,836.05
4	Contractual and Other	800.00	800.00	499.00	0.00	0.00	301.00
45	Materials & Supplies	550.00	550.00	334.26	0.00	0.00	215.74
<b>Subtotal of 2830 Pupil Personnel Svcs-Special Schools</b>		<b>568,973.00</b>	<b>568,973.00</b>	<b>315,901.36</b>	<b>34,872.09</b>	<b>69,657.66</b>	<b>183,413.98</b>
<b>2850 Co-Curricular Activ-Reg Schl</b>							
15	Instructional Salaries	219,351.00	219,351.00	187,286.56	12,658.48	31,112.05	952.39

**Victor Central School District**  
Budget Status Report As Of: 04/30/2023  
Fiscal Year: 2023

**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	33,025.00	34,465.00	2,396.80	0.00	17,174.00	14,894.20
45	Materials & Supplies	16,105.00	21,105.00	4,322.49	153.60	8,416.67	8,365.84
<b>Subtotal of 2850 Co-Curricular Activ-Reg Schl</b>		<b>268,481.00</b>	<b>274,921.00</b>	<b>194,005.85</b>	<b>12,812.08</b>	<b>56,702.72</b>	<b>24,212.43</b>
<b>2855 Interscholastic Athletics-Reg Schl</b>							
15	Instructional Salaries	822,995.00	827,070.76	723,084.52	72,459.30	139,220.73	-35,234.49
16	Noninstructional Salaries	60,000.00	60,000.00	58,176.02	7,329.75	0.00	1,823.98
2	Equipment	2,500.00	2,500.00	370.00	370.00	2,130.00	0.00
4	Contractual and Other	225,000.00	240,191.56	190,771.81	23,294.95	34,903.33	14,516.42
45	Materials & Supplies	75,000.00	108,013.95	94,010.57	-8,252.55	5,092.45	8,910.93
<b>Subtotal of 2855 Interscholastic Athletics-Reg Schl</b>		<b>1,185,495.00</b>	<b>1,237,776.27</b>	<b>1,066,412.92</b>	<b>95,201.45</b>	<b>181,346.51</b>	<b>-9,983.16</b>
<b>5510 District Transportation Services</b>							
16	Noninstructional Salaries	1,814,067.00	1,985,039.25	1,720,648.32	185,092.42	370,118.74	-105,727.81
2	Equipment	6,500.00	6,500.00	622.70	0.00	0.00	5,877.30
4	Contractual and Other	308,500.00	330,600.00	279,880.32	35,203.58	51,319.99	-600.31
45	Materials & Supplies	579,900.00	597,866.95	506,661.10	70,328.71	25,807.14	65,398.71
<b>Subtotal of 5510 District Transportation Services</b>		<b>2,708,967.00</b>	<b>2,920,006.20</b>	<b>2,507,812.44</b>	<b>290,624.71</b>	<b>447,245.87</b>	<b>-35,052.11</b>
<b>5530 Garage Building</b>							
16	Noninstructional Salaries	416,058.00	386,005.74	326,169.06	36,052.10	50,522.64	9,314.04
4	Contractual and Other	59,550.00	66,959.93	35,014.34	2,273.82	29,491.01	2,454.58
<b>Subtotal of 5530 Garage Building</b>		<b>475,608.00</b>	<b>452,965.67</b>	<b>361,183.40</b>	<b>38,325.92</b>	<b>80,013.65</b>	<b>11,768.62</b>
<b>5581 Transportation from Boces</b>							
49	BOCES Services	15,965.00	20,374.78	12,293.55	1,701.99	3,671.45	4,409.78
<b>Subtotal of 5581 Transportation from Boces</b>		<b>15,965.00</b>	<b>20,374.78</b>	<b>12,293.55</b>	<b>1,701.99</b>	<b>3,671.45</b>	<b>4,409.78</b>
<b>7310 Youth Program</b>							
15	Instructional Salaries	0.00	17,901.01	17,901.01	0.00	0.00	0.00
<b>Subtotal of 7310 Youth Program</b>		<b>0.00</b>	<b>17,901.01</b>	<b>17,901.01</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>9010 State Retirement</b>							
8	Employee Benefits	1,747,757.00	1,746,757.00	788,451.12	95,197.60	206,322.19	751,983.69
<b>Subtotal of 9010 State Retirement</b>		<b>1,747,757.00</b>	<b>1,746,757.00</b>	<b>788,451.12</b>	<b>95,197.60</b>	<b>206,322.19</b>	<b>751,983.69</b>
<b>9020 Teachers' Retirement</b>							
8	Employee Benefits	3,760,965.00	3,753,115.00	2,363,064.74	293,800.36	837,083.34	552,966.92
<b>Subtotal of 9020 Teachers' Retirement</b>		<b>3,760,965.00</b>	<b>3,753,115.00</b>	<b>2,363,064.74</b>	<b>293,800.36</b>	<b>837,083.34</b>	<b>552,966.92</b>
<b>9030 Social Security</b>							
8	Employee Benefits	3,305,621.00	3,262,871.00	2,396,978.77	285,278.45	794,085.67	71,806.56
<b>Subtotal of 9030 Social Security</b>		<b>3,305,621.00</b>	<b>3,262,871.00</b>	<b>2,396,978.77</b>	<b>285,278.45</b>	<b>794,085.67</b>	<b>71,806.56</b>
<b>9040 Workers' Compensation</b>							
8	Employee Benefits	390,000.00	390,000.00	289,280.00	0.00	0.00	100,720.00
<b>Subtotal of 9040 Workers' Compensation</b>		<b>390,000.00</b>	<b>390,000.00</b>	<b>289,280.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100,720.00</b>
<b>9045 Life Insurance</b>							

**Victor Central School District**  
Budget Status Report As Of: 04/30/2023  
Fiscal Year: 2023

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Current Appropriation	Year-to-Date Expenditures	Cycle Expenditures	Encumbrance Outstanding	Unencumbered Balance
8 Employee Benefits		22,000.00	26,500.00	24,141.63	2,462.58	2,358.37	0.00
<b>Subtotal of 9045 Life Insurance</b>		<b>22,000.00</b>	<b>26,500.00</b>	<b>24,141.63</b>	<b>2,462.58</b>	<b>2,358.37</b>	<b>0.00</b>
<b>9050 Unemployment Insurance</b>							
8 Employee Benefits		15,000.00	15,000.00	2,540.89	0.00	0.00	12,459.11
<b>Subtotal of 9050 Unemployment Insurance</b>		<b>15,000.00</b>	<b>15,000.00</b>	<b>2,540.89</b>	<b>0.00</b>	<b>0.00</b>	<b>12,459.11</b>
<b>9055 Disability Insurance</b>							
8 Employee Benefits		30,000.00	30,000.00	17,463.50	1,645.00	4,368.50	8,168.00
<b>Subtotal of 9055 Disability Insurance</b>		<b>30,000.00</b>	<b>30,000.00</b>	<b>17,463.50</b>	<b>1,645.00</b>	<b>4,368.50</b>	<b>8,168.00</b>
<b>9060 Hospital, Medical, Dental Insurance</b>							
8 Employee Benefits		14,846,261.00	14,210,701.18	10,401,879.44	949,262.50	1,818,960.94	1,989,860.80
<b>Subtotal of 9060 Hospital, Medical, Dental Insurance</b>		<b>14,846,261.00</b>	<b>14,210,701.18</b>	<b>10,401,879.44</b>	<b>949,262.50</b>	<b>1,818,960.94</b>	<b>1,989,860.80</b>
<b>9089 Other (specify)</b>							
8 Employee Benefits		225,000.00	225,000.00	500.00	0.00	0.00	224,500.00
<b>Subtotal of 9089 Other (specify)</b>		<b>225,000.00</b>	<b>225,000.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>224,500.00</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	630,075.00	0.00	0.00	78,278.00
<b>Subtotal of 9711 Serial Bonds-School Construction</b>		<b>4,201,566.00</b>	<b>4,201,566.00</b>	<b>630,075.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,571,491.00</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	16,765.52	16,765.52	0.00	0.00	0.00
<b>Subtotal of 9732 Bond Antic Notes-Bus Purchases</b>		<b>402,971.00</b>	<b>402,971.52</b>	<b>402,971.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</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	223,213.45	223,213.45	0.00	0.00	0.00
7 Interest		108,528.00	108,527.55	108,527.52	0.00	0.00	0.03
<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>9950 Transfer to Capital Fund</b>							
9 Transfer to Capital Funds		0.00	425,000.00	425,000.00	0.00	0.00	0.00
<b>Subtotal of 9950 Transfer to Capital Fund</b>		<b>0.00</b>	<b>425,000.00</b>	<b>425,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Victor Central School District**  
Budget Status Report As Of: 04/30/2023  
Fiscal Year: 2023

**Fund: A GENERAL FUND**

<b>Budget Account</b>	<b>Description</b>	<b>Initial Appropriation</b>	<b>Current Appropriation</b>	<b>Year-to-Date Expenditures</b>	<b>Cycle Expenditures</b>	<b>Encumbrance Outstanding</b>	<b>Unencumbered Balance</b>
<b>Total GENERAL FUND</b>		<b>89,198,479.00</b>	<b>90,065,861.86</b>	<b>61,145,135.32</b>	<b>6,770,815.66</b>	<b>17,701,118.23</b>	<b>11,219,608.31</b>

**Victor Central School District**  
Budget Status Report As Of: 04/30/2023  
**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: 04/30/2023  
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, June 8, 2023

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 **Alice Fitch**, who has certifications in Childhood Education Grades 1-6 and Early Childhood Education Birth-Grade 2, to a probationary position as an Elementary Teacher, effective August 30, 2023, at an annual salary of \$59,453, leading towards tenure in Elementary Education.

The probationary appointment of **Amy Hotto**, who will have certification as a Teacher Assistant by October 1, 2023, to a probationary position as a Teacher Assistant, effective August 30, 2023, at an annual salary of \$28,470, leading towards tenure as a Teacher Assistant.

The probationary appointment of **Olivia Iannone**, who has pending certification as an Occupational Therapist, to a probationary position as an Occupational Therapist, effective August 30, 2023, at an annual salary of \$46,826, leading towards a permanent appointment as an Occupational Therapist.

The probationary appointment of **Sarah Funk**, who has certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a probationary position as a Special Education Teacher, effective August 30, 2023, at an annual salary of \$48,926, leading towards tenure in Special Education.

The probationary appointment of **Erin Delavak**, who has certifications in Childhood Education Grades 1-6, Early Childhood Education Birth-Grade 2, Students with Disabilities Birth-Grade 2, and Students with Disabilities Grades 1-6, to a probationary position as a Special Education Teacher, effective August 30, 2023, at an annual salary of \$52,076, leading towards tenure in Special Education.

The probationary appointment of **Carey Land**, who has certifications in Childhood Education Grades 1-6 and Early Childhood Education Birth-Grade 2, to a probationary position as an Elementary Teacher, effective August 30, 2023, at an annual salary of \$44,969, leading towards tenure in Elementary Education.

**Part Time  
Appointments:**

The appointment of **Megan Steger**, who is certified in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6 and has pending certification in Literacy Birth-Grade 6, to a part-time (.6fte) position as a Reading Teacher effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$31,665.

The appointment of **Amanda Muster**, who is certified in Health, Childhood Education Grades 1-6, and Students with Disabilities Grades 1-6, to a part-time (.4fte) position as a Health Teacher effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$25,078.

**Appointments:**

The appointment of the following as Summer Academy Teacher at an hourly rate of \$40.00: **Heidi Searing-Post**

The appointment of **Marcy Pembroke**, who holds certifications in Earth Science and General Science Grades 7-12 and Nursery, Kindergarten, and Grades 1-6, as a Science Teacher, effective August 30, 2023.

The appointment of the following as Extended School Year Teacher at an hourly rate of \$40.00: **Quintin Peacock, Bryn Kowba, Taylor Baita, and Nolan Moore**

The appointment of the following as Summer Academy Teacher at an hourly rate of \$40.00: **Jacquelyn Walker**

The appointment of **Jeffrey Pistritto**, Extended School Year Teacher on Special Assignment, from July 5, 2023, through August 15, 2023, at an hourly rate of \$40.00.

**Long Term  
Substitute  
Appointments:**

The appointment of **Sarah Lanpher**, who has certifications in Early Childhood Education Birth-Grade 2, Students with Disabilities Birth-Grade 2, and Students with Disabilities Grades 1-6, to a long term substitute position as an Elementary Teacher, effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$49,009.

The appointment of **Lisa Souch**, who has pending certifications in Childhood Education Grades 1-6 and Students with Disabilities Grades 1-6, to a long term substitute position as a Special Education Teacher, effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$48,126.

The appointment of **Natalie Powers**, who has certifications in Childhood Education Grades 1-6 and Early Childhood Education Birth-Grade 2, to a long term substitute position as an Elementary Teacher, effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$50,776.

The appointment of **Michael Guido**, who has pending certifications in Students with Disabilities Grades 7-12 Social Studies and Students with Disabilities Grades 7-12, to a long term substitute position as an Special Education Teacher, effective August 30, 2023, and ending June 30, 2024, at an annual salary of \$45,406.

**Leaves of Absence:** The granting of an extension of childcare leave of absence for **Brittany Gordon**, Elementary Teacher, effective September 9, 2023, and extending through June 30, 2024.

**Resignations:** The resignation of **Julie Braniecki**, School Psychologist, effective June 30, 2023.

The resignation of **Staci Thibodeau**, Assistant Principal, effective June 30, 2023.

The resignation of **Sarah Wood**, Occupational Therapist, effective June 30, 2023.

**Benefits:** Benefits for non-affiliated District Office Confidential Staff as described in the Confidential Staff Handbook as submitted.

**Salaries:** The following salaries for non-affiliated district office staff will be effective for the 2023-2024 school year:

Confidential Staff	Patricia Chapman	Human Resources Clerk	\$20.17/hour
	Maureen Goodberlet	District Clerk/Secretary to the Superintendent	\$98,045.27
	Lisa Hagen	Payroll Clerk, Part Time	\$21.97/hour
	Penny Johnston	School District Treasurer	\$85,113.60
	Katie Lew	Employee Relations Assistant	\$57,532.80
	Jill Smith	Deputy District Treasurer	\$51,743.20
	Elizabeth Temple	School District Data Specialist	\$57,054.40
	Linda Tice	Employee Relations Assistant	\$64,105.60

<b>Per Diem Substitutes:</b>	<b><u>Candidate</u></b>	<b><u>Area of Certification</u></b>
	Emma Bentley	Uncertified

**Non-Instructional Appointments:** The appointment of **Matthew Laursen**, from Working Supervisor to Custodian, effective May 8, 2023, at an hourly rate of \$17.52.

The appointment of **Roman Lewyckyj**, from School Bus Driver Trainee to Full Time School Bus Driver, effective June 1, 2023, at an hourly rate of \$20.99.

The appointment of the following as Extended School Year Teacher Aides at their 2023/2024 hourly rate: **Shauna Schond**

The appointment of the following as Extended School Year Teacher Aides at the 2023/2024 teacher aide substitute hourly rate: **Meaghan Nash, Jenna Wagner, Lauren Fosegan, Emily Francher, Brynne Kessler, Grayson Natale, and Melissa Benulis**

The appointment of **Lucas Mastin**, Extended School Year Teacher Aide, at an hourly rate of \$17.62.

The appointment of **Makayla Wright**, Extended School Year Teacher Aide, at an hourly rate of \$17.45.

The re-appointment of **Sherryl Knoebel** as Records Clerk Part-Time, effective July 1, 2023, at an hourly rate of \$20.95.

The appointment of **Lynne Lubaszewski** as Claims Auditor, effective July 1, 2023, at an annual rate of \$6,000.

**Resignations:**

The resignation of **Rebecca Voica**, Typist, effective May 11, 2023.

The resignation of **Kathy Ryan**, Full Time Teacher Aide, effective May 18, 2023.

The resignation, due to retirement, of **JoAnn Bobzien**, Full Time Teacher Aide, effective June 30, 2023.

The resignation, due to retirement, of **Elaine Robinson**, Teacher Aide, effective June 30, 2023.

The resignation, due to retirement, of **Sheila Bowerman**, Food Service Supervisor, effective July 1, 2023.

The resignation of **Denice Deters**, Part Time Teacher Aide, effective June 21, 2023.

The resignation of **Katelyn DeMeyers**, Full Time Cleaner, effective May 31, 2023.

**Leave of Absence:**

The granting of an extension to the unpaid leave of absence for **Andrew Habecker**, Full Time Teacher Aide, effective January 18, 2023, through May 12, 2023.

**Position Action:** The Board of Education authorizes the following action to be effective July 1, 2023:

- Abolish the position of Part Time Graphic Designer.

**Lay Offs:** The layoff due to job abolishment of **Sherri Lasky**, Part Time Graphic Designer, effective June 30, 2023.

**Amendment:** The rescinded resignation of **Rhonda Dodson**, School Bus Driver, effective May 19, 2023.

**Per Diem and  
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Jenna Wagner	Teacher Aide
Grayson Natale	Teacher Aide
Rebecca Voica	Typist
Paige Ford	Teacher Aide
Emily Francher	Teacher Aide
Jackson Potter	Lifeguard
Sophia Novak	Lifeguard
Lauren Fosegan	Teacher Aide
Jayson Morales Ortiz	Cleaner
Denice Deters	Teacher Aide
Alexander LaBarge	Teacher Aide

**TO:** DR. TIM TERRANOVA, SUPERINTENDENT OF SCHOOLS  
**FROM:** KARYN RYAN, ASSISTANT SUPERINTENDENT FOR  
PUPIL SERVICES  
**SUBJECT:** SCHOOL PHYSICIAN RECOMMENDATION  
**DATE:** 6/1/23  
**CC:** DOROTHY DIANGELO, DEREK VALLESE, DUEY WEIMER

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It is my recommendation that the name of Dr. Robert J. Tuite be presented to the Victor Central School District Board of Education for their approval as School Physician/Medical Director.

Based on his experience as a pediatrician and successful work as a consultant to our school district the past five years, I believe he has proven to be reliable, thorough and responsive to the needs of the District, students and staff.

The annual fee requested for Dr. Tuite for the 2023-24 school year, July 1, 2023 – June 30, 2024, is \$27,810.

Should you have any questions regarding this recommendation, please feel free to contact me.

**TO:** DR. TIM TERRANOVA, SUPERINTENDENT OF SCHOOLS  
**FROM:** KARYN RYAN, ASSISTANT SUPERINTENDENT FOR PUPIL SERVICES  
**SUBJECT:** SCHOOL NURSE PRACTITIONER RECOMMENDATION  
**DATE:** 6/1/23  
**CC:** DOROTHY DIANGELO, DEREK VALLESE, DUEY WEIMER

---

It is my recommendation that the name of Carla Ann Romeis be presented to the Victor Central School District Board of Education for their approval as nurse practitioner. Carla's employment history with the District and work ethic indicate that she has been reliable, thorough and responsive to the needs of our students, staff and the District.

The budgeted annual fee for Ms. Romeis for the 2023-2024 school year, July 1, 2023 – June 30, 2024, is \$7,210.

Should you have any questions regarding this recommendation, please feel free to contact me.

**BOND RESOLUTION OF THE VICTOR CENTRAL SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 8, 2023, AUTHORIZING THE PURCHASE OF VARIOUS SCHOOL BUSES FOR USE BY THE DISTRICT, STATING THE ESTIMATED TOTAL COST THEREOF IS \$1,052,000, APPROPRIATING SAID AMOUNT THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$1,052,000 SERIAL BONDS OF SAID DISTRICT TO FINANCE SAID APPROPRIATION.**

Recital

WHEREAS, at the Annual District Meeting and Election duly called and held on May 16, 2023, in the Victor Central School District, in the Counties of Ontario, Monroe and Wayne, New York, a majority of the qualified voters present and voting approved the Bond Proposition authorizing the Board of Education to purchase various school buses for use by the District at the estimated total cost of \$1,052,000, and to levy and collect a tax to be collected in annual installments to pay the principal of and interest on the serial bonds authorized to be issued;

Now, therefore,

THE BOARD OF EDUCATION OF THE VICTOR CENTRAL SCHOOL DISTRICT, IN THE COUNTIES OF ONTARIO, MONROE AND WAYNE, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Education) AS FOLLOWS:

Section 1. The Victor Central School District, in the Counties of Ontario, Monroe and Wayne, New York (herein called "District"), is hereby authorized to purchase various school buses for use by the District. The estimated total cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is \$1,052,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$1,052,000 serial bonds of the District to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Serial bonds of the District in the principal amount of \$1,052,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness of the class of objects or purposes for which said serial bonds are authorized to be issued, within the limitations of Section 11.00 a. 89 of the Law, is five (5) years.

(b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made after the effective date of this resolution for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.



Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 of the Law, the powers and duties of the Board of Education relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in the official newspapers of the District each having a general circulation in the District and hereby designated the official newspaper of said District for such publication.

\* \* \*

The adoption of the foregoing resolution was seconded by Board Member \_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

Board Member \_\_\_\_\_ offered the following resolution  
and moved its adoption:

**BOND RESOLUTION OF THE VICTOR CENTRAL SCHOOL DISTRICT, NEW YORK, ADOPTED JUNE 8, 2023, AUTHORIZING THE PURCHASE OF VARIOUS VEHICLES FOR USE BY THE DISTRICT, STATING THE ESTIMATED TOTAL COST THEREOF IS \$210,000, APPROPRIATING SAID AMOUNT THEREFOR, AND AUTHORIZING THE ISSUANCE OF \$210,000 SERIAL BONDS OF SAID DISTRICT TO FINANCE SAID APPROPRIATION.**

Recital

WHEREAS, at the Annual District Meeting and Election duly called and held on May 16, 2023, in the Victor Central School District, in the Counties of Ontario, Monroe and Wayne, New York, a majority of the qualified voters present and voting approved the Bond Proposition authorizing the Board of Education to purchase various vehicles for use by the District at the estimated total cost of \$210,000, and to levy and collect a tax to be collected in annual installments to pay the principal of and interest on the serial bonds authorized to be issued;

Now, therefore,

THE BOARD OF EDUCATION OF THE VICTOR CENTRAL SCHOOL DISTRICT, IN THE COUNTIES OF ONTARIO, MONROE AND WAYNE, NEW YORK, HEREBY RESOLVES (by the favorable vote of not less than two-thirds of all the members of said Board of Education) AS FOLLOWS:

Section 1. The Victor Central School District, in the Counties of Ontario, Monroe and Wayne, New York (herein called "District"), is hereby authorized to purchase various vehicles for use by the District. The estimated total cost thereof, including preliminary costs and costs incidental thereto and to the financing thereof, is \$210,000 and said amount is hereby appropriated therefor. The plan of financing includes the issuance of \$210,000 serial bonds of the District to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds and the interest thereon as the same shall become due and payable.

Section 2. Serial bonds of the District in the principal amount of \$210,000 are hereby authorized to be issued pursuant to the provisions of the Local Finance Law, constituting Chapter 33-a of the Consolidated Laws of the State of New York (herein called "Law"), to finance said appropriation.

Section 3. The following additional matters are hereby determined and declared:

(a) The period of probable usefulness of the class of objects or purposes for which said serial bonds are authorized to be issued, within the limitations of Section 11.00 a. 89 of the Law, is five (5) years.

(b) The proceeds of the bonds herein authorized, and any bond anticipation notes issued in anticipation of said bonds, may be applied to reimburse the District for expenditures made after the effective date of this resolution for the purpose or purposes for which said bonds are authorized. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 4. Each of the bonds authorized by this resolution, and any bond anticipation notes issued in anticipation of the sale of said bonds, shall contain the recital of validity as prescribed by Section 52.00 of the Law and said bonds, and any notes issued in anticipation of said bonds, shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The faith and credit of the District are hereby irrevocably pledged to the punctual payment of the principal of and interest on said bonds, and any notes issued in anticipation of the sale of said bonds, and provision shall be made annually in the budget of the District by appropriation for (a) the amortization and redemption of the bonds and any notes in anticipation thereof to mature in such year and (b) the payment of interest to be due and payable in such year.

Section 5. Subject to the provisions of this resolution and of the Law and pursuant to the provisions of Section 21.00 relative to the authorization of the issuance of bonds with substantially level or declining annual debt service, Section 30.00 relative to the authorization of the issuance of bond anticipation notes and Section 50.00 and Sections 56.00 to 60.00 of the Law, the powers and duties of the Board of Education relative to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized, and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said bond anticipation notes, are hereby delegated to the President of the Board of Education, the chief fiscal officer of the District.

Section 6. The validity of the bonds authorized by this resolution, and of any notes issued in anticipation of the sale of said bonds, may be contested only if:

(a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

(b) the provisions of law which should be complied with at the date of the publication of such resolution, or a summary thereof, are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

(c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. This bond resolution shall take effect immediately, and the District Clerk is hereby authorized and directed to publish the foregoing resolution, in summary, together with a Notice attached in substantially the form prescribed by §81.00 of the Law in the official newspapers of the District each having a general circulation in the District and hereby designated the official newspaper of said District for such publication.

\* \* \*

The adoption of the foregoing resolution was seconded by Board Member \_\_\_\_\_ and duly put to a vote on roll call, which resulted as follows:

AYES:

NOES:

The resolution was declared adopted.

\*\*\*\*\*

CERTIFICATE

I, Maureen Goodberlet, District Clerk of the Victor Central School District, in the Counties of Ontario, Monroe and Wayne, State of New York, HEREBY CERTIFY that the foregoing annexed extract from the minutes of a meeting of the Board of Education of said Victor Central School District duly called and held on June 8, 2023, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said Board of Education and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the  
corporate seal of said Victor Central School District  
this \_\_\_\_ day of June, 2023.

(SEAL)

\_\_\_\_\_  
District Clerk

**THE VILLAGE OF VICTOR  
PERMANENT UTILITY EASEMENT**

The undersigned Owner ("Owner"), in consideration of \$1.00 and other good and valuable consideration paid by the Village of Victor, New York, the receipt whereof is acknowledged, hereby grants to the Village of Victor, ("Village"), a municipal corporation maintaining offices at 60 East Main Street, Victor, New York 14564, within the County of Ontario, New York.

A **PERMANENT EASEMENT** to construct, reconstruct, operate, maintain, and/or improve an underground line or lines, main or mains, and/or services and/or laterals with all associated fixtures and/or appurtenances, with free ingress and egress for the all of the enumerated purposes, including the right to trim and/or remove trees, shrubs and/or other obstructions, and to store, pile, and/or remove material, and/or fill, in and over the parcel of land, described and/or as otherwise illustrated on any attached maps, other illustrations, and/or legal descriptions.

**ALL THAT TRACT OR PARCEL OF LAND** situate in the Village of Victor, within the Town of Victor, County of Ontario and State of New York, as shown on a map entitled "Permanent Easement to the Village of Victor", designated as Map 1, Parcel 1, prepared by MRB/group and dated 4/12/2023, and bounded and described as follows:

Beginning 599.5'± southeasterly from the intersection of the existing easterly highway boundary of High Street with the existing common division line between Tax Map Parcel 16.13-1-7.100 with Tax Map Parcel 16.17-1-1.000; thence

Along the last mentioned existing easterly highway boundary the following three (3) courses and distances:

1. Southeasterly, a distance of 85.0'± to an angle point; thence
2. Southeasterly, a distance of 274.2'± to an angle point; thence
3. Southeasterly, a distance of 7.8'± to a point; thence

Through lands of Tax Map Parcel 16.17-1-1.000 the following four (4) courses and distances:

4. Easterly, a distance of 9.3'± to a point; thence
5. Northwesterly, running parallel to and 15.0' easterly of, as measured at right angles of, course two (2) as described above a distance of 280.2'± to a point; thence
6. Northwesterly, running parallel to and 15.0' easterly of, as measured at right angles of, course (1) as described above a distance of 85.6'± to a point; thence
7. Westerly, a distance of 15.0'± to the point and place of beginning containing 5,462.4± square feet, or 0.13± acres, more or less.

The Village hereby agrees to restore and finish surface grade the easement area to a reasonable condition, including appropriate seeding weather permitting, upon completion of the installation, including restoring any asphalt driveway outside of the highway right-of-way to its original condition, including binder coat and finish coat.

Owner covenants with the Village that it is lawfully seized and possessed of the real property above described, that it has a good and lawful right to convey it, and any part thereof, including the rights conveyed by this instrument, and that it will forever warrant and defend the title thereto against the claims of any persons.

Owner hereby releases the Village from all claims for damage, from whatsoever cause, incidental to the exercise of any of the rights herein granted at any time hereafter.

IN WITNESS WHEREOF, the undersigned has caused this Easement to be duly executed on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Owner

STATE OF NEW YORK     )  
COUNTY OF             )   ss.:

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
Notary Public

Village of Victor

\_\_\_\_\_  
Gary Hadden, Mayor

STATE OF NEW YORK     )  
COUNTY OF             )   ss.:

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared **GARY HADDEN**, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

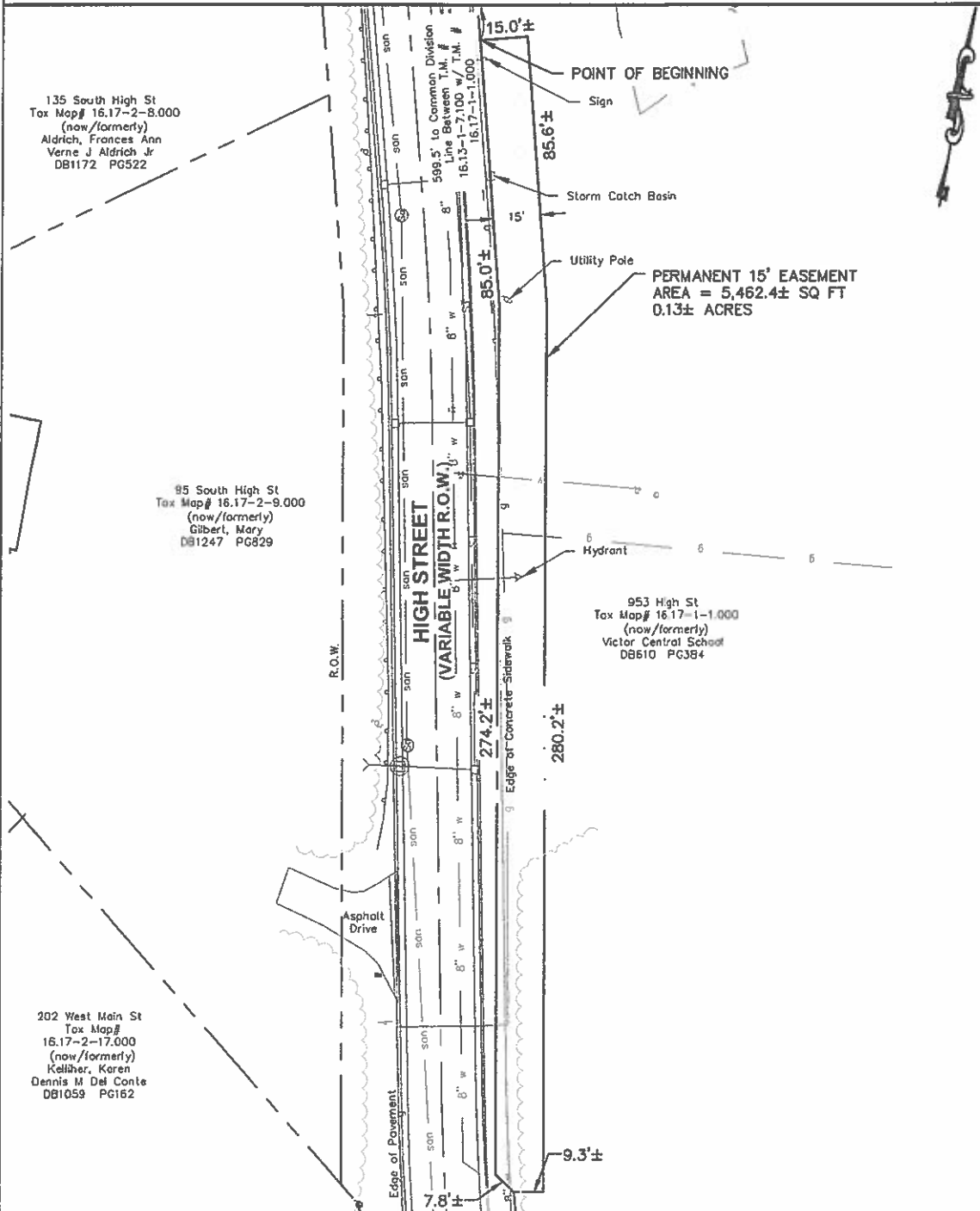
\_\_\_\_\_  
Notary Public



TAX MAP NUMBER 16.17-1-1.000  
 OWNER N/F VICTOR CENTRAL SCHOOL

MAP No. M-1  
 PARCEL No. P-1

STREET ADDRESS 953 HIGH STREET



**PERMANENT EASEMENT  
 TO THE  
 VILLAGE OF VICTOR  
 ONTARIO COUNTY, NEW YORK**

Unauthorized alteration or addition to a survey map bearing a Licensed Land Surveyor's seal is in violation of Article 145, Section 7206, Subdivision 2 of the New York State Education Law.

Copies from the original of this survey map not marked with an original of the licensed land surveyor's inked seal or his embossed seal shall not be considered to be a valid true copy.

Certifications shown hereon shall run only to the person for whom the survey is prepared and, on his behalf, to the Title Company, Government Agency, and Lending Institution listed hereon, and to the assignees of the Lending Institution. Certifications are not transferable to additional institutions or subsequent owners.

Scale:  
 1" = 40'  
 Date:  
 4/12/2023  
 Project:  
 2209.22001

**MRB** group

Engineering, Architecture & Surveying, D.P.C.  
 The Cedar Road Building, 145 Cedar Road, Suite 100, Rochester, New York 14620  
 Phone 585.384.0700  
 www.mrbgroup.com

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 MRB Group  
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**THE VILLAGE OF VICTOR  
PERMANENT UTILITY EASEMENT**

The undersigned Owner ("Owner"), in consideration of \$1.00 and other good and valuable consideration paid by the Village of Victor, New York, the receipt whereof is acknowledged, hereby grants to the Village of Victor, ("Village"), a municipal corporation maintaining offices at 60 East Main Street, Victor, New York 14564, within the County of Ontario, New York,

A **PERMANENT EASEMENT** to construct, reconstruct, operate, maintain, and/or improve an underground line or lines, main or mains, and/or services and/or laterals with all associated fixtures and/or appurtenances, with free ingress and egress for the all of the enumerated purposes, including the right to trim and/or remove trees, shrubs and/or other obstructions, and to store, pile, and/or remove material, and/or fill, in and over the parcel of land, described and/or as otherwise illustrated on any attached maps, other illustrations, and/or legal descriptions.

**ALL THAT TRACT OR PARCEL OF LAND** situate in the Village of Victor, within the Town of Victor, County of Ontario and State of New York, as shown on a map entitled "Permanent Easement to the Village of Victor", designated as Map 2, Parcel 1, prepared by MRB/group and dated 4/12/2023, and bounded and described as follows:

Beginning 150' southeasterly from the intersection of the existing easterly highway boundary of High Street with the existing common division line between Tax Map Parcel 16.13-1-7.100 with Tax Map Parcel 16.13-1-8.100; thence

1. Southeasterly, along the last mentioned existing easterly highway boundary a distance of 150.0'± to a point, thence

Through lands of Tax Map Parcel 16.13-1-8.100 the following three (3) courses and distances:

2. Easterly, forming an interior angle of 90 degrees with the last described course a distance of 15.0'± to a point, thence
3. Northwesterly, running parallel to and 15.0' easterly of, as measured at right angles of, course one (1) as described above a distance of 150.0'± to a point; thence
4. Westerly, a distance of 15.0'± to the point and place of beginning containing 2,250.0± square feet, or 0.05± acres, more or less.

The Village hereby agrees to restore and finish surface grade the easement area to a reasonable condition, including appropriate seeding weather permitting, upon completion of the installation, including restoring any asphalt driveway outside of the highway right-of-way to its original condition, including binder coat and finish coat.

Owner covenants with the Village that it is lawfully seized and possessed of the real property above described, that it has a good and lawful right to convey it, and any part thereof, including the rights conveyed by this instrument, and that it will forever warrant and defend the title thereto against the claims of any persons.

Owner hereby releases the Village from all claims for damage, from whatsoever cause, incidental to the exercise of any of the rights herein granted at any time hereafter.

IN WITNESS WHEREOF, the undersigned has caused this Easement to be duly executed on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Owner

STATE OF NEW YORK    )  
COUNTY OF            ) ss.:

On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared \_\_\_\_\_, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
Notary Public

Village of Victor

\_\_\_\_\_  
Gary Hadden, Mayor

STATE OF NEW YORK    )  
COUNTY OF            ) ss.:

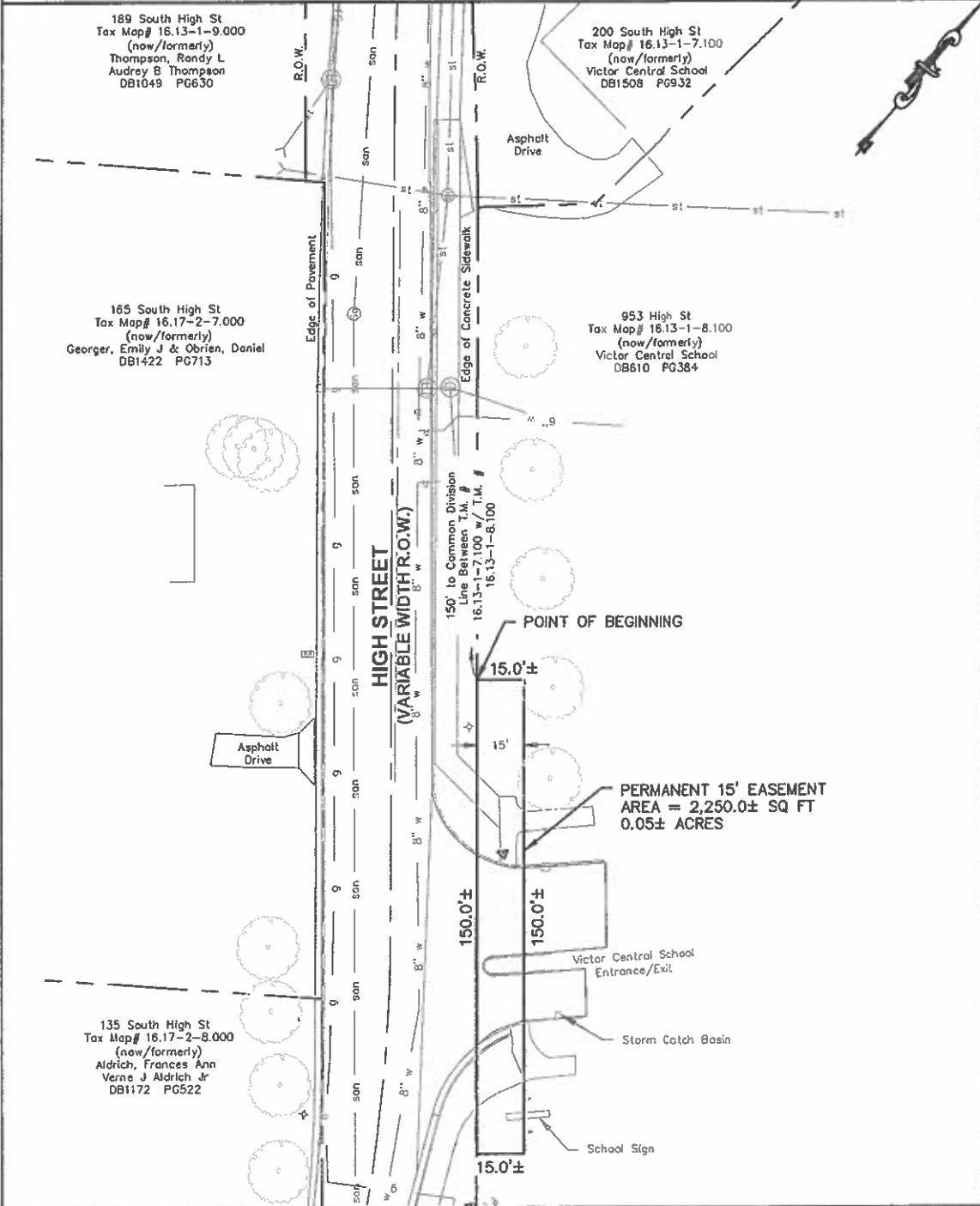
On the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, before me, the undersigned, a Notary Public in and for said State, personally appeared **GARY HADDEN**, known to me or proved to me on the basis of satisfactory evidence to be the same individual(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his /her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s) or the person upon behalf of which the individual(s) acted, executed the instrument.

\_\_\_\_\_  
Notary Public

TAX MAP NUMBER 16.17-1-1.000  
 OWNER N/F VICTOR CENTRAL SCHOOL

MAP No. M-2  
 PARCEL No. P-1

STREET ADDRESS 953 HIGH STREET



**PERMANENT EASEMENT  
 TO THE  
 VILLAGE OF VICTOR  
 ONTARIO COUNTY, NEW YORK**

Unauthorized alteration or addition to a survey map bearing a Licensed Land Surveyor's seal is in violation of Article 145, Section 7209, Subdivision 2 of the New York State Education Law.

Copies from the original of this survey map not marked with an original of the licensed land surveyor's inked seal or his embossed seal shall not be considered to be a valid true copy.

Certifications shown hereon shall run only to the person for whom the survey is prepared and, on his behalf, to the Tills Company, Government Agency, and Lending Institution listed hereon, and to the assignees of the Lending Institution. Certifications are not transferable to additional institutions or subsequent owners.

Scale: 1" = 40'  
 Date: 4/12/2023  
 Project: 2209.22001

**MRB** | group

Engineering, Architecture & Surveying, D.P.L.  
 The Cyber Road, Albany, 143 Cyber Road, Suite 160, Rochester, New York 14620  
 Phone: 585-531-9294  
 www.mrbgroup.com

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

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

To: Tim Terranova, Superintendent  
From: Derek Vallese, Assistant Superintendent for Business  
Date: June 1, 2023  
Topic: Acceptance of the Internal Audit

Dr. Terranova,

Last month you accepted the *Internal Audit* and the correlating corrective action plan. Due to changes with NYSED, they no longer want to see “immediately” as the effective date and are requiring that we update the corrective action plan to reflect a date. This change has no material effect on the corrective action plan, but they are still requiring a new resolution accepting the revised corrective action plan.

Attached is the Revised Corrective Action Plan. If you have any questions, comments or concerns, please let me know.

Best Regards,

A handwritten signature in black ink that reads "Derek Vallese". The signature is written in a cursive, flowing style.

Derek Vallese



**Victor Central School District Code of Conduct  
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# Victor Central School District Code of Conduct

## 5300.05 Introduction

The Board of Education of the Victor Central School District is committed to providing a safe and orderly school environment where students may receive and District personnel may deliver quality educational services without disruption or interference. Responsible behavior by students, teachers, other District personnel, parents and other visitors is essential to achieving this goal.

The District has a long-standing set of expectations for conduct on school property and at school functions. These expectations are based on the principles of civility, mutual respect, citizenship, character, tolerance, honesty and integrity.

The Board recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline when necessary is administered promptly and fairly. To this end, the Board adopts this code of conduct (“code”).

Unless otherwise indicated, this code applies to all students, school personnel, parents and other visitors when on school property or attending a school function.

This code was developed in consultation with teachers, administrators, school board members, other school service professionals, students and parents/legal guardians. This code is also compliant with the Dignity for All Students Act (Dignity Act).

The intent of the amended Dignity Act is to provide all public school students with an environment free from harassment, bullying (including cyberbullying) and discrimination, as well as to foster civility in public schools. The Dignity Act focuses on the prevention of discriminatory behaviors, including harassment/bullying, through the promotion of educational measures meant to positively impact school culture and climate.

## 5300.10 Definitions

For purposes of the code, the following definitions apply.

**“Cyberbullying”** means harassment/bullying, as defined below, through any form of electronic communication including, but not limited to, email, Instant messaging, blogs, chat rooms, cell phones, gaming systems and social media to deliberately harass or threaten others.

**“Disability”** means (a) a physical, mental or medical impairment resulting from anatomical, physiological, genetic or neurological conditions which prevents the exercise of a normal bodily function or is demonstrable by medically accepted clinical or laboratory diagnostic techniques or (b) a record of such an impairment or (c) a condition regarded by others as such an impairment, provided, however, that in all provisions of this article dealing with employment, the term must be limited to disabilities which, upon the provision of reasonable accommodations, do not prevent the complainant from performing in a reasonable manner the activities involved in the job or occupation sought or held.

**“Discrimination”** means discrimination against any student by a student or students and/or employee or employees on school property or at a school function including, but not limited to,



discrimination based on a person’s actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

**“Disruptive student”** means an elementary or secondary student under the age of 21 who is substantially disruptive of the educational process or substantially interferes with the teacher’s authority over the classroom or an administrator’s authority over a school building.

**“Emotional harm”** that takes place in the context of “harassment or bullying” means harm to a student’s emotional well-being through creation of a hostile school environment that is so severe or pervasive as to unreasonably and substantially interfere with a student’s education.

**“Employee”** means any person receiving compensation from a school district or employee of a contracted service provider or worker placed within the school under a public assistance employment program, pursuant to title 9-B of article 5 of the Social Services Law, and consistent with the provisions of such title for the provision of services to such district, its students or employees, directly or through contract, whereby such services performed by such person involve direct student contact.

**“Gender”** means a person’s actual or perceived sex and shall include a person’s gender identity or expression.

**“Gender expression”** is the manner in which a person represents or expresses gender to others, often through behavior, clothing, hairstyle, activities, voice or mannerisms.

**“Gender identity”** is one’s self-conception as being male or female, as distinguished from actual biological sex or sex assigned at birth.

**“Harassment/bullying”** (as defined in Education Law §11(7)) means the creation of a hostile environment by conduct or by threats, intimidation or abuse, including cyberbullying (as defined in Education Law §11(8)), that

- a) has or would have the effect of unreasonably and substantially interfering with a student’s educational performance, opportunities or benefits, or mental, emotional or physical well-being; or
- b) reasonably causes or would reasonably be expected to cause a student to fear for his or her physical safety; or
- c) reasonably causes or would reasonably be expected to cause physical injury or emotional harm to a student; or
- d) occurs off school property and creates or would foreseeably create a risk of substantial disruption within the school environment, where it is foreseeable that the conduct, threats, intimidation or abuse might reach school property.

For purposes of this definition, the term “threats, intimidation or abuse” shall include verbal and non-verbal actions.

Acts of harassment and bullying that are prohibited include those acts based on a person’s actual or perceived membership in the following groups including, but not limited to:

- race
- color

- weight
- national origin
- ethnic group
- religion
- religious practice
- disability
- sex
- sexual orientation
- gender (which includes a person’s actual or perceived sex, as well as gender identity and expression).

**“Parent”** means parent, guardian, or person in parental relation to a student.

**“School Bus”** means every motor vehicle owned by a public or government agency or private school and operated for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity, to or from school or school activities, or, privately owned and operated for compensation for the transportation of pupils, children of pupils, teachers and other persons acting in a supervisory capacity to or from school or school activities.

**“School function”** means any school-sponsored event or extra-curricular activity.

**“School property”** means in or within any building, structure, athletic playing field, playground, parking lot or land contained within the real property boundary line of a public elementary or secondary school, including property owned by the District or used by the District for school activities or functions, or in or on a school bus, as defined in Vehicle and Traffic Law §142.

**“School rules”** means all District and Board of Education policies, rules, regulations and procedures, including this code.

**“Sexual orientation”** means actual or perceived heterosexuality, homosexuality or bisexuality or sexuality of preference.

**“Student”** means any person between the ages of 4 and 21 who is enrolled in an educational program.

**“Violent student”** means a student under 21 who:

1. Commits an act of violence upon a school employee, or attempts to do so.
2. Commits, while on school property or at a school function, an act of violence upon another student or any other person lawfully on school property or at the school function, or attempts to do so.
3. Possesses, while on school property or at a school function, a weapon.
4. Displays, while on school property or at a school function, what appears to be a weapon.
5. Threatens, while on school property or at a school function, to use a weapon.
6. Knowingly and intentionally damages or destroys the personal property of any student, school employee or any person lawfully on school property or at a school function.
7. Knowingly and intentionally damages or destroys School District property.

**“Weapon”** means a firearm as defined in 18 USC §921 for purposes of the Gun-Free Schools Act. It also means any other gun, BB gun, pistol, revolver, shotgun, rifle, machine gun, disguised gun, dagger, dirk, razor, stiletto, switchblade knife, gravity knife, brass knuckles, sling shot,

metal knuckle knife, box cutter, cane sword, electronic dart gun, Kung Fu star, electronic stun gun, pepper spray or other noxious spray, explosive or incendiary bomb, or other device, instrument, material or substance that can cause physical injury or death when used to cause physical injury or death. In addition, this code further prohibits the possession or display of any toy, facsimile or replica of a weapon.

## **5300.15 Student Rights and Responsibilities**

### **A. Student Rights**

The District is committed to safeguarding the rights given to all students under state and federal law and District policy. In addition, to promote a safe, healthy, orderly and supportive school environment, all District students have the right to:

1. Take part in all District activities on an equal basis regardless of race, weight, color, creed, national origin, ethnic group, religion, religious practice, gender or sexual orientation or disability.
2. Present their version of the relevant events to school personnel authorized to impose a disciplinary penalty in connection with the imposition of the penalty.
3. Access school policies, regulations and rules and, when necessary, receive an explanation of those rules from school personnel.

### **B. Student Responsibilities**

All District students have the responsibility to:

1. Act in an empathetic and respectful manner toward others while on school property.
2. Contribute to maintaining a safe, supportive and orderly school environment that is conducive to learning.
3. Attend school every day unless they are legally excused and be in class, on time, and prepared to learn.
4. Work to the best of their ability in all academic and extracurricular pursuits and strive toward their highest level of achievement possible.
5. Ask questions when they do not understand.
6. Seek help in solving problems.
7. Dress appropriately for school and school functions (as outlined in respective handbooks).
8. Accept responsibility for their actions.
9. Be familiar with and abide by District policies, rules and regulations dealing with student conduct.
10. React to direction given by teachers, administrators and other school personnel in a respectful, positive manner.
11. Work to develop mechanisms to manage their anger.
12. Conduct themselves as representatives of the District when participating in or attending school-sponsored extracurricular events and to hold themselves to the highest standards of conduct, demeanor, and sportsmanship.
13. Inform school officials of knowledge of potential safety issues.
14. Promptly report violations of the code of conduct to a teacher, school counselor, administrator or appropriate staff member.
15. Use technology resources, including the Internet and email, in a responsible manner.

## **5300.20 Essential Partners**

### **A. Parents**

All parents are required to:

1. Recognize that the education of their child(ren) is a joint responsibility of the parents and the school community and collaborate with the District to optimize their child's educational opportunities.
2. Send their children to school ready to participate and learn.
3. Ensure their children attend school regularly and on time.
4. Ensure absences are excused.
5. Ensure their children be dressed and groomed in a manner consistent with the student dress code (policy 5300.25).
6. Help their children understand that in a democratic society appropriate rules are required to maintain a safe, orderly environment.
7. Know and comply with school rules and help their children understand them so that their children can help create a safe, supportive school environment.
8. Convey to their children a supportive attitude toward education and the District.
9. Build positive, constructive relationships with teachers, other parents and their children's friends.
10. Help their children deal effectively with peer pressure.
11. Inform school officials of changes in the home situation that may affect student conduct or performance.
12. Provide a place for study and ensure homework assignments are completed.
13. Inform school officials of knowledge of potential safety issues.
14. Promptly report violations of the code of conduct to a teacher, school counselor, administrator or appropriate staff member.
15. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

### **B. Teachers**

All District teachers are required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.
2. Know school policies and rules and enforce them in a fair and consistent manner.
3. Be prepared to teach.
4. Demonstrate interest in teaching and concern for student achievement.
5. Communicate to students and parents:
  - a) Course objectives and requirements
  - b) Marking/grading procedures
  - c) Assignment deadlines
  - d) Expectations for students
  - e) Classroom discipline plan
6. Communicate regularly with students, parents and other teachers concerning students' growth and achievement.
7. Maintain confidentiality in accordance with federal and state law.
8. Work towards strengthening students' social and emotional well being.
9. Inform school officials of knowledge of potential safety issues.

10. Work with administrators in enforcing the code of conduct and ensuring that all issues are addressed promptly and fairly.
11. Promptly report violations of the code of conduct to a school counselor, administrator, or appropriate staff member.
12. Participate in school-wide efforts to provide adequate supervision in all school spaces, in conformity with the Taylor Law (Public Employees Fair Employment Act).
13. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee or any person who is lawfully on school property or at a school function.
14. Address personal biases that may prevent equal treatment of all students in the school or classroom setting.
15. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

### **C. School Counselors, School Psychologists and School Social Workers**

All school counselors, school psychologists and social workers are required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.
2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Encourage students to benefit from the curriculum and extracurricular programs.
4. Assist students in coping with peer pressure and emerging personal, social and emotional problems.
5. Work towards strengthening students' social and emotional well being.
6. Initiate conferences, with necessary parties, as a way to resolve problems.
7. Regularly review with students their educational progress and career plans.
8. Maintain confidentiality in accordance with federal and state law.
9. Provide information to assist students with career planning.
10. Make known to students and families the resources in the community that are available to meet their needs.
11. Inform school officials of knowledge of potential safety issues.
12. Work with administrators in enforcing the code of conduct and ensuring that all issues are addressed promptly and fairly.
13. Participate in school-wide efforts to provide adequate supervision in all school spaces.
14. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
15. Address personal biases that may prevent equal treatment of all students.
16. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

### **D. School Resource Officer ("SRO")**

The School Resource Officer is required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.

2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Promote a safe and orderly school environment.
4. Educate students, staff and parents on matters of safety and law.
5. Work towards strengthening students' social and emotional well being.
6. Assist students in coping with peer pressure and emerging personal problems.
7. Ensure that students, staff, and parents have the opportunity to communicate regularly with the SRO and to approach the SRO for resolution of conflicts.
8. Maintain confidentiality in accordance with federal and state law.
9. Inform administration of knowledge of potential safety issues.
10. Be responsible for enforcing matters of law and ensuring that all issues are addressed promptly and fairly.
11. Work with the Superintendent and administrators in enforcing the code of conduct and ensuring that all issues are addressed promptly and fairly.
12. Participate in school-wide efforts to provide adequate supervision in all school spaces.
13. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function
14. Address personal biases that may prevent equal treatment of all students.
15. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

#### **E. Other School Personnel**

All other school personnel are required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.
2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Maintain confidentiality in accordance with federal and state law.
4. Inform school officials of knowledge of potential safety issues.
5. Work with administrators in enforcing the code of conduct and ensuring that all issues are addressed promptly and fairly.
6. Help children understand the District's expectations for maintaining a safe, orderly environment.
7. Participate in school-wide efforts to provide adequate supervision in all school spaces.
8. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
9. Address personal biases that may prevent equal treatment of all students.
10. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

#### **F. District Administrators**

District administrators are required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.

2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
4. Support the development of and student participation in appropriate extracurricular activities.
5. Evaluate all instructional programs on a regular basis.
6. Ensure that students, staff and parents have the opportunity to communicate regularly with administrators and to approach administrators for resolution of conflicts.
7. Maintain confidentiality in accordance with federal and state law.
8. Review Board policies and state/federal laws relating to school operations and management.
9. Provide support in the development of the code of conduct, when called upon. Disseminate the code of conduct and anti-harassment policies.
10. Work with the Superintendent in enforcing the code of conduct and ensuring that all issues are addressed promptly and fairly.
11. Participate in school-wide efforts to provide adequate supervision in all school spaces.
12. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
13. Address personal biases that may prevent equal treatment of all students and staff.
14. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

## **G. Superintendent**

The Superintendent is required to:

1. Maintain a climate of mutual respect and dignity for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression), which will strengthen students' self-concept and promote confidence to learn.
2. Know school policies and rules, and enforce them in a fair and consistent manner.
3. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning.
4. Support the development of and student participation in appropriate extracurricular activities.
5. Evaluate all instructional programs on a regular basis.
6. Ensure that students, staff and parents have the opportunity to communicate regularly with administrators and to approach administrators for resolution of conflicts.
7. Work to create instructional programs that minimize problems of misconduct and are sensitive to student and teacher needs.
8. Review with District administrators Board of Education policies and state/federal laws relating to school operations and management.
9. Maintain confidentiality in accordance with federal and state law.
10. Inform the Board about educational trends relating to student discipline.
11. Work with District administrators in enforcing the code of conduct and ensuring that all issues are resolved promptly and fairly.
12. Participate in school-wide efforts to provide adequate supervision in all school spaces.
13. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.

14. Address personal biases that may prevent equal treatment of all students and staff.
15. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

## **H. Board of Education**

Members of the Board of Education are required to:

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning for all regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression).
2. Maintain confidentiality in accordance with federal and state law.
3. Develop and recommend a budget that provides programs and activities that support achievement of the goals of the code of conduct.
4. Know school policies and rules, and enforce them in a fair and consistent manner.
5. Collaborate with students, teachers, administrators, and parent organizations, school safety personnel and other school personnel to develop a code of conduct that clearly defines expectations for the conduct of students, District personnel and visitors on school property and at school functions.
6. Adopt and review the District's code of conduct to evaluate the code's effectiveness and the fairness and consistency of its implementation annually.
7. Lead by example by conducting Board meetings in a professional, respectful, courteous manner.
8. Address issues of harassment or any situation that threatens the emotional or physical health or safety of any student, school employee, or any person who is lawfully on school property or at a school function.
9. Address personal biases that may prevent equal treatment of all students and staff.
10. Maintain appropriate boundaries with students, staff and all others on District property and/or at District events.

## **I. The Dignity Act Coordinators**

The Dignity Act also requires that at least one staff member at every school be thoroughly trained to handle human relations in the areas of race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender, and sex.

The Dignity Act Coordinator is expected to:

1. Promote a safe, orderly and stimulating school environment, supporting active teaching and learning for all students regardless of actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression).
2. Oversee and coordinate the work of the District-wide and building-level Bullying Prevention Committees.
3. Identify curricular resources that support infusing civility in classroom instruction and classroom management; and provide guidance to staff as to how to access and implement those resources.
4. Coordinate, with the Professional Development Committee, training in support of the Bullying Prevention Committees.
5. Be responsible for monitoring and reporting on the effectiveness of the District's bullying prevention policy.





shall be subject to further discipline, up to and including out of school suspension.

### **5300.30 Prohibited Student Conduct**

The Board of Education expects requires all students to conduct themselves in an appropriate and civil manner. Students should must have, proper regard for the rights and welfare of students, District personnel, other members of the school community, and for the care of school facilities and equipment. **This conduct supports our goals of making school a community free of violence, intimidation, bullying, harassment, and discrimination.**

The best discipline is self-imposed, and students must learn to assume and accept responsibility for their ~~own~~ behavior, as well as the consequences of their ~~mis~~behavior, **regardless of intent but rather by considering the impact of their actions. Intent refers to what you thought you were doing. Impact refers to how that action was perceived by or affected the other person.** District personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on educating students so they may grow in self-discipline.

The Board recognizes the need to make its ~~expectations~~ requirements for student conduct while on school property or engaged in a school function specific and clear. The rules of conduct listed below are intended to do that and focus on safety and respect for the rights and property of others. **The expectation is that students will accept responsibility for their behavior, the impact of their behavior, and accept consequences for their conduct.**

Students may be subject to disciplinary action, up to and including suspension from school, when they:

#### **A. Engage in conduct that is disorderly**

Examples of disorderly conduct include but are not limited to:

1. Running in hallways.
2. Making unreasonable noise.
3. Using language, **noises**, gestures, or visual images that are profane, lewd, vulgar, **discriminatory, offensive**, or abusive.
4. Obstructing vehicular or pedestrian traffic.
5. Engaging in any willful act which disrupts the normal operation of the school community.
6. Trespassing. Students are not permitted in any school building, other than the one they regularly attend, without permission from the administrator in charge of the building.
7. Computer/electronic communications misuse, including any unauthorized use of computers, software, recording devices, cell phones or internet/intranet accounts; accessing inappropriate websites; or any other violation of District policy.

#### **B. Engage in conduct that is insubordinate**

**Insubordinate conduct occurs when a student goes against or does not comply with what they have been asked directed to do or where they were supposed to be at a given time.** Examples of insubordinate conduct include but are not limited to:

1. Failing to comply with the reasonable directions of teachers, school administrators or other school employees in charge of students or otherwise demonstrating disrespect.
2. Lateness for, missing or leaving school without permission.
3. Skipping assigned detention and/or assigned tutoring sessions.

### **C. Engage in conduct that is disruptive**

**Conduct that prevents others from being able to learn, focus, or be engaged in their work.**

Examples of disruptive conduct include, but are not limited to:

1. Continually impeding the teaching and learning process.
2. Continually interfering with the teacher's authority over the classroom.
3. Failing to comply with the reasonable directions of teachers, school administrators or other school personnel in charge of students.
4. Inappropriate public sexual contact.
5. Display or use of personal electronic devices, such as, but not limited to cell phones, iPods, digital cameras, in a manner that is in violation of District policy.
6. **Disrespect to a staff member or student.**

### **D. Engage in conduct that is violent**

Examples of violent conduct include but are not limited to:

1. Committing an act of violence (such as biting, hitting, kicking, punching and scratching) upon another student, teacher, administrator or other school employee or attempting or threatening to do so.
2. Committing an act of violence that results in physical injury or depraved indifference to another person on school property or attempting or threatening to do so.
3. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the School District.
4. Displaying what appears to be a weapon.
5. Threatening to use any weapon.
6. Intentionally damaging or destroying the personal property of a student, teacher, administrator, other District employee or any person on school property, including graffiti or arson, or threatening or attempting to do so.
7. Intentionally damaging or destroying School District property.

### **E. Engage in any conduct that endangers the safety, physical or mental health or welfare of others**

Examples of such conduct include but are not limited to:

1. Lying to school personnel.
2. Subjecting other students, school personnel or any other person lawfully on school property or attending a school function to danger by recklessly engaging in conduct which creates a substantial risk of physical injury.
3. Stealing the property of other students, school personnel or any other person lawfully on school property or attending a school function.
4. Defaming or denigrating an individual or a group, which includes making false or unprivileged statements or representations about an individual or identifiable group of individuals that harm the reputation of the person or the identifiable group by demeaning them and/or intentional or unintentional language, including language that is hurtful, discriminatory and/or offensive communicated directly or indirectly.
5. Discrimination, which includes the use of race, color, creed, national origin, ethnic group, religion, religious practice, sex, gender (identity and expression), sexual orientation, weight or disability as a basis for treating another in a negative manner.
6. Harassment, which includes a sufficiently severe action or a persistent, pervasive pattern of actions or statements directed at an identifiable individual or group which are intended to be or which a reasonable person would perceive as ridiculing or demeaning.

Harassment is also the creation of a hostile environment. (See policy 0115, Student Harassment and Bullying Prevention and Intervention for a more complete definition.)

7. Intimidation, which includes engaging in actions or statements that put an individual in fear of bodily harm.
8. Bullying, including cyberbullying, which consists of inappropriate persistent behavior including threats or intimidation of others, treating others cruelly, terrorizing, coercing, or habitual put-downs and/or badgering others. (See policy 0115 for a more complete definition.)
9. Hazing, which includes an induction, initiation or membership process involving harassment. (See policy 0115 for a more complete definition.)
10. Selling, using, transmitting or possessing obscene material.
11. Using vulgar or abusive language or visual images, cursing or swearing.
12. Possessing, using, selling, distributing or exchanging any tobacco product.
13. Possessing, using, selling, distributing or exchanging any smoking and/or vaping device and/or paraphernalia.
14. Possessing, consuming, selling, distributing or exchanging alcoholic beverages or illegal substances, or being under the influence of either. "Illegal substances" include, but are not limited to, inhalants, marijuana, cocaine, LSD, PCP, amphetamines, heroin, steroids, look-alike drugs, substances commonly referred to as "designer drugs", and substances marked not for "human consumption".
15. Inappropriately using or sharing prescription and over-the-counter drugs.
16. Possessing, consuming, selling, distributing or exchanging any substance that alters perception or behavior, reducing that individual's ability to function appropriately in the academic environment.
17. Gambling.
18. Indecent exposure, that is, exposure to sight of the private parts of the body in a lewd or indecent manner either in person, via photos or electronically.
19. Initiating a report warning of fire, bomb threat or other catastrophe without valid cause, misuse of 911, or discharging a fire extinguisher.
20. Using any technological devices to inappropriately photograph, record, or videotape another person without the consent of those present.
21. Using an unmanned aerial vehicle (also known as a drone) or any remote controlled aircraft on school property or during any school functions without obtaining prior written permission from the District's Superintendent and demonstrating compliance with any and all applicable Federal Aviation Administration rules and regulations.

#### **F. Engage in misconduct while on a school bus**

It is crucial for students to behave appropriately while riding on District buses, to ensure their safety and that of other passengers and to avoid distracting the bus driver. Students are required to conduct themselves on the bus in a manner consistent with established standards for classroom behavior. Excessive noise, pushing, shoving, throwing objects, standing while the bus is in motion, and fighting will not be tolerated.

#### **G. Engage in any form of academic misconduct**

Examples of academic misconduct include but are not limited to:

1. Plagiarism.
2. Cheating.
3. Copying.
4. Altering records.
5. Assisting another student in any of the above actions.

**H. Engage in off-campus misconduct that interferes with or can reasonably be expected to substantially disrupt the educational process in the school or at a school function.** ~~Off campus misconduct after school hours, over the weekend and/or during school breaks that is determined to be in direct violation of the code of conduct can potentially result in disciplinary action, dependent on the circumstance of the event and the impact it might have on the school community.~~ Examples of such misconduct include but are not limited to:

1. Cyberbullying.
2. Threatening, hazing, and harassing others over the phone, through social media, in-person or otherwise ~~while in attendance at a school-sponsored function.~~
3. Using message boards to convey threats, derogatory comments or post pornographic pictures of students or school personnel.

**I. Engage in inappropriate use of technology, such as the Internet, email, or social media**

1. In a manner that violates local, state, or federal laws, including, but not limited to, those pertaining to, intellectual property, harassment, discrimination, bullying, defamation, or unauthorized access to any computer system (including so called “hacking”);
2. In a manner that disrupts or damages hardware or software, such as virus creation, planting, transmission or sabotage;
3. In a manner that violates District policy, rule, regulation or the Code of Conduct;
4. In a manner that violates the privacy rights or the respect of the student or others (e.g., sharing password information, photographs, or other personal information);
5. To access sexually oriented/adult oriented chat rooms bulletin boards or sexually explicit sites, or any chat rooms inappropriate for minors;
6. To access dangerous information that if acted upon could cause damage to persons or property; and/or
7. To buy or sell products or services or otherwise use the resources for personal profit or gain.

### **5300.35 Reporting Violations**

All students are expected to promptly report violations of the code of conduct to a teacher, school counselor, administrator or appropriate staff member.

All District staff who are authorized to impose disciplinary sanctions (policy 5300.40) are expected to do so in a prompt, fair and lawful manner. District staff who are not authorized to impose disciplinary sanctions are expected to promptly report violations of the code of conduct to a supervisor who is authorized to act.

Any weapon, alcohol or illegal substance found shall be confiscated immediately, if possible, followed by notification to the parent of the student involved and the appropriate disciplinary sanction, which may include permanent suspension and referral for prosecution.

The principal or his/her designee must notify parents and the appropriate local law enforcement agency of those code violations that constitute a crime and substantially affect the order or security of a school as soon as practical, but in no event later than the close of business the day the principal or his/her designee learns of the violation. Parent notification may be made by telephone, followed by a letter mailed within 24 hours. The notification must identify the student and explain the conduct that violated the code of conduct and constituted a crime.

## **5300.40 Disciplinary Consequences, Procedures and Referrals**

Discipline is most effective when it deals directly with the problem at the time and place it occurs, and in a way that students view as fair and impartial. School personnel who interact with students are expected to use disciplinary action only when necessary and to place emphasis on the students' ability to grow in self-discipline.

Disciplinary action, when necessary, will be firm, fair and consistent so as to be the most effective in changing student behavior. In determining the appropriate disciplinary action, school personnel authorized to impose disciplinary penalties will consider the following:

1. The student's age.
2. The nature of the offense and the circumstances which led to the offense.
3. **The impact of the offense.**
4. The student's prior disciplinary record.
5. The effectiveness of other forms of discipline.
6. Information from parents, teachers and/or others, as appropriate
7. Other extenuating circumstances.

As a general rule, discipline will be progressive. This means that a student's first violation will usually merit a lighter penalty than subsequent violations.

If the conduct of a student is related to a disability or suspected disability, the student shall be referred to the Committee on Special Education. Discipline, if warranted, shall be administered consistent with the separate requirements of this code of conduct for disciplining students with a disability or presumed to have a disability. A student identified as having a disability shall not be disciplined for behavior related to his/her disability.

### **A. Disciplinary Consequences**

Students who are found to have violated the District's code of conduct may be subject to any of the following consequences, either alone or in combination. The school personnel identified after each consequence are authorized to impose that consequence, consistent with the student's right to due process.

- Oral warning – any member of the District staff
- Disciplinary referrals to parent – bus driver, hall and lunch monitors (through administrator), coaches, school counselors, teachers, building administration, Superintendent
- Detention – teachers, building administration, Superintendent
- Suspension from transportation – Director of Transportation, principal, Superintendent
- Suspension from athletic participation – coaches, Athletic Director, principal, Superintendent
- Suspension from social or extracurricular activities – activity advisor, principal, Superintendent
- Suspension of other privileges – principal, Superintendent
- In-school suspension – principal, Superintendent
- Removal from classroom – teachers, counselors, building administration
- Short-term (five days or less) suspension from school – principal, Superintendent, Board of Education
- Long-term Suspension Hearing/Long-term (more than five days) suspension from school – principal, Superintendent, Board of Education.

- Permanent suspension from school – Superintendent, Board of Education.

Restorative mediation between student and student and/or staff and student may be offered as an alternative to disciplinary consequences in appropriate circumstances, as determined by the District.

## **B. Procedures**

The amount of due process a student is entitled to receive before a consequence is imposed depends on the consequence being imposed. In all cases, regardless of the consequence imposed, the school personnel authorized to impose the consequence must inform the student of the alleged misconduct and must investigate, to the extent necessary, the facts surrounding the alleged misconduct. All students will have an opportunity to present their version of the facts to the school personnel imposing the disciplinary consequence in connection with the imposition of the penalty.

Students who are to be given penalties other than an oral warning or disciplinary referrals to their parents are entitled to additional rights before the consequence is imposed. These additional rights are explained below.

### **1. Detention**

Teachers, principals, and the Superintendent may use after school (beyond the regular school day) detention as a consequence for student misconduct in situations where removal from the classroom or suspension would be inappropriate. Detention will be imposed as a consequence only after the student's parent has been notified to confirm that there is no conflict with the time/date of the detention and that the student has appropriate transportation home following detention.

If a student receives detention during a non-instructional period of the day, the student's parent will be notified and transportation home will be provided.

### **2. Suspension from transportation**

If a student does not conduct himself/herself properly on a bus, the bus driver is expected to bring such misconduct to the principal's attention. Students who become a serious disciplinary problem may have their riding privileges suspended by the principal, Director of Transportation, Superintendent, or their designees. In such cases, the student's parent will become responsible for seeing that his/her child gets to and from school safely. Should the suspension from transportation amount to a suspension from attendance, the District will make appropriate arrangements to provide for the student's education.

A student subjected to a suspension from transportation is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal meeting with the principal or the principal's designee to discuss the conduct and the consequence involved.

### **3. Suspension from athletic participation, extracurricular activities and other privileges**

A student subjected to a suspension from athletic participation, extra-curricular activities or other privileges is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student's parent will be provided with a reasonable opportunity for an informal meeting with the appropriate District official and/or the

Athletic Standards Review Board imposing the suspension to discuss the conduct and the consequence involved.

#### **4. In-school suspension**

The Board recognizes the school must balance the need of students to attend school and the need for order in the classroom to establish an environment conducive to learning. As such, the Board authorizes principals/designees and the Superintendent/designee to place students who would otherwise be suspended from school as the result of a code of conduct violation in “in-school suspension.”

A student subjected to an in-school suspension is not entitled to a full hearing pursuant to Education Law §3214. However, the student and the student’s parent will be provided with a reasonable opportunity for an informal meeting with the District official imposing the in-school suspension to discuss the conduct and the consequence involved.

#### **5. Teacher disciplinary removal of disruptive students**

A student’s behavior can affect a teacher’s ability to teach and make it difficult for other students in the classroom to learn. In most instances, the classroom teacher can control a student’s behavior and maintain or restore control over the classroom by using good classroom management techniques. These techniques may include practices that involve the teacher directing a student to briefly leave the classroom to give the student an opportunity to regain his/her composure and self-control in an alternative setting. Such practices may include, but are not limited to:

- short-term “time out” in a classroom or in an administrator’s office with a staff member present;
- sending a student into the hallway briefly;
- sending a student to the principal’s office for the remainder of the class time only; or
- sending a student to a school counselor or other District staff member for counseling.

Time-honored classroom management techniques such as these do not constitute disciplinary removals for purposes of this code.

On occasion, a student’s behavior may become disruptive. For purposes of this code of conduct, a disruptive student is a student who is substantially disruptive of the educational process or substantially interferes with the teacher’s authority over the classroom. A substantial disruption of the educational process or substantial interference with a teacher’s authority occurs when a student demonstrates a persistent unwillingness to comply with the teacher’s instructions or repeatedly violates the teacher’s classroom behavior rules.

A classroom teacher may remove a disruptive student from class for up to two class periods, as outlined in the procedures that follow. The removal from class applies to the class of the removing teacher only. A removed student shall be sent to the principal’s office.

If the disruptive student does not pose a danger or ongoing threat of disruption to the academic process, the teacher must provide the student with an explanation for why he/she is being removed and an opportunity to explain his/her version of the relevant events before



the student is removed. Only after the informal discussion may a teacher remove a student from class.

If the student poses a danger or ongoing threat of disruption to persons or property, the teacher may order the student to be removed immediately. The teacher must, however, explain to the student why he/she was removed from the classroom and give the student a chance to present his/her version of the relevant events within 24 hours.

The teacher must complete a District-established disciplinary removal form and meet with the principal or his/her designee as soon as possible, but no later than the end of the school day, to explain the circumstances of the removal and to present the removal form. If the principal or designee is not available by the end of the same school day, the teacher must leave the form with the secretary and meet with the principal or designee prior to the beginning of classes on the next school day.

Within 24 hours after the student's removal, the principal or another District administrator designated by the principal must notify the student's parents that the student has been removed from class and why. The notice must also inform the parent that he/she has the right, upon request, to an informal meeting with the principal or the principal's designee to discuss the reasons for the removal. A written copy of this information will follow.

The principal may require the teacher who ordered the removal to attend the informal meeting in accordance with contractual requirements.

If at the informal meeting the student denies the charges, the principal or the principal's designee must explain why the student was removed and give the student and the student's parents a chance to present the student's version of the relevant events. The informal meeting must be held within 48 hours of the student's removal. The timing of the informal meeting may be extended by mutual agreement of the parent and principal.

The principal or the principal's designee may overturn the removal of the student from class if the principal finds any one of the following:

- The charges against the student are not supported by substantial evidence.
- The student's removal is otherwise in violation of law, including the District's code of conduct.
- The conduct warrants suspension from school pursuant to Education Law §3214 and a suspension will be imposed.

The principal or his/her designee may overturn a removal at any point between receiving the referral form issued by the teacher and the close of business on the day following the 48-hour period for the informal meeting, if a meeting is requested. No student removed from the classroom by the classroom teacher will be permitted to return to the classroom until the principal makes a final determination, or the period of removal expires, whichever is less.

Any disruptive student removed from the classroom by the classroom teacher shall be offered continued educational programming and activities by the classroom teacher until he/she is permitted to return to the classroom.

Each teacher must keep a complete log for all cases of removal of students from his/her class. The principal must keep a log of all removals of students from class.

Removal of a student with a disability, under certain circumstances, may constitute a change in the student's placement. Accordingly, no teacher may remove a student with a disability from his/her class until he/she has verified with the principal or the chairperson of the Committee on Special Education that the removal will not violate the student's rights under state or federal law or regulation.

## **6. Suspension from school**

Suspension from school is a severe consequence, which may be imposed only upon students who are insubordinate, disorderly, violent or disruptive, or whose conduct otherwise endangers the safety, morals, health or welfare of others.

The Board retains its authority to suspend students, but places primary responsibility for the suspension of students with the Superintendent and the principals.

Any staff member may recommend to the principal or the Superintendent that a student be suspended. All staff members must immediately report and refer a violent student to the principal or the Superintendent for a violation of the code of conduct. All recommendations and referrals shall be made in writing unless the conditions underlying the recommendation or referral warrant immediate attention. In such cases a written report is to be prepared as soon as possible by the staff member recommending the suspension.

The Superintendent or principal, upon receiving a recommendation or referral for suspension or when processing a case for suspension, shall gather the facts relevant to the matter and record them for subsequent presentation, if necessary.

### **a) Short-term (5 days or less) suspension from school**

When the Superintendent, Assistant Superintendent or principal (referred to as the "suspending authority") proposes to suspend a student charged with misconduct for five days or less pursuant to Education Law §3214(3), the suspending authority must immediately notify the student orally. If the student denies the misconduct, the suspending authority must provide an explanation of the basis for the proposed suspension. The suspending authority must also notify the student's parents in writing that the student may be suspended from school. The written notice must be provided by personal delivery, express mail delivery, or some other means that is reasonably calculated to assure receipt of the notice within 24 hours of the decision to propose suspension at the last known address for the parents. Where possible, notice should also be provided by telephone if the school has been provided with a telephone number(s) for the purpose of contacting the parents.

The notice shall provide a description of the charges against the student and the incident for which suspension is proposed and shall inform the parents of the right to request an immediate informal meeting with the principal or his/her designee. Both the notice and informal meeting shall be in the dominant language or mode of communication used by the parents. At the conference, the parents shall be permitted to ask questions of complaining witnesses under such procedures as the principal may establish.

The notice and opportunity for an informal meeting shall take place before the student is suspended unless the student's presence in school poses a continuing danger to persons or property or an ongoing threat of disruption to the academic process. If the student's presence does pose such a danger or threat of disruption, the notice and opportunity for an informal meeting shall take place as soon after the suspension as is reasonably practicable.

After the meeting, the principal shall promptly advise the parents in writing of his/her decision. The principal shall advise the parents that if they are not satisfied with the decision and wish to pursue the matter, they must file a written appeal to the Superintendent within five business days, unless they can show extraordinary circumstances precluding them from doing so. The Superintendent shall issue a written decision regarding the appeal within 10 business days of receiving the appeal. If the parents are not satisfied with the Superintendent's decision, they must file a written appeal to the Board of Education with the District Clerk within 30 business days of the date of the Superintendent's decision. Only final decisions of the Board may be appealed to the Commissioner within 30 business days of the decision.

**b) Long-term (more than 5 days) suspension from school**

When the Superintendent or principal determines that a suspension for more than five days may be warranted, he/she shall give reasonable notice to the student and the student's parents of their right to a fair hearing. At the hearing, the student shall have the right to be represented by counsel, the right to question witnesses against him or her and the right to present witnesses and other evidence on his/her behalf.

The Superintendent shall personally hear and determine the proceeding or may, in his/her discretion, designate a hearing officer to conduct the hearing. The hearing officer shall be authorized to administer oaths and to issue subpoenas in conjunction with the proceeding before him/her. A record of the hearing shall be maintained, but no stenographic transcript shall be required. A tape recording shall be deemed a satisfactory record. The hearing officer shall make findings of fact and recommendations as to the appropriate measure of discipline to the Superintendent. The report of the hearing officer shall be advisory only, and the Superintendent may accept all or any part thereof.

An appeal of the decision of the Superintendent may be made to the Board that will make its decision based solely upon the record before it. All appeals to the Board must be in writing and submitted to the District Clerk within 30 business days of the date of the Superintendent's decision. The Board may adopt in whole or in part the decision of the Superintendent. Final decisions of the Board may be appealed to the Commissioner within 30 business days of the decision.

**c) Permanent suspension**

Permanent suspension is reserved for extraordinary circumstances such as where a student's conduct poses a life-threatening danger to the safety and well-being of other students, school personnel or any other person lawfully on school property or attending a school function.

## **C. Minimum Periods of Suspension**

### **1. Students who bring to or possess a weapon on school property:**

Any student, other than a student with a disability, found guilty of bringing to or possessing a weapon on school property will be subject to a long term suspension from school for at least one calendar year. Under certain mitigating circumstances a shorter suspension may be considered. Before being suspended, the student will have an opportunity for a hearing pursuant to Education Law §3214. The Superintendent has the authority to modify the one-year suspension on a case-by-case basis. In deciding whether to modify the consequence, the Superintendent may consider the following:

- a) The student's age.
- b) The student's grade in school.
- c) The student's prior disciplinary record.
- d) The Superintendent's belief that other forms of discipline may be more effective.
- e) Input from parents, teachers and/or others.
- f) Other extenuating circumstances.

A student with a disability may be suspended only in accordance with the requirements of state and federal law.

### **2. Students who commit violent acts other than bringing to or possessing a weapon on school property:**

Any student, other than a student with a disability, who is found to have committed a violent act, other than bringing to or possessing a weapon on school property, shall be subject to a short or long term suspension from school. If the proposed consequence is a five-day suspension, the student and the student's parent will be given the same notice and opportunity for an informal meeting given to all students subject to a short-term suspension. If the proposed consequence exceeds a five-day suspension, the student and the student's parents will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The Superintendent has the authority to modify a five-day suspension on a case-by-case basis. In deciding whether to modify the consequence, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

### **3. Students who are repeatedly substantially disruptive of the educational process or substantially interfere with the teacher's authority over the classroom:**

Any student, other than a student with a disability, who repeatedly is substantially disruptive of the educational process or substantially interferes with the teacher's authority over the classroom will be suspended from school for at least one day and can be suspended up to five days. For purposes of this code of conduct, "repeatedly is substantially disruptive" means engaging in conduct that results in the student being removed from the classroom by teacher(s) pursuant to Education Law §3214(3-a) and this code on four or more occasions during a semester, or three or more occasions during a trimester. The proposed consequence is a minimum one-day suspension and up to five days suspension. The student and the student's parent will be given the same notice and opportunity for an informal meeting given to all students subject to a short-term suspension. If the proposed consequence exceeds the minimum five-day suspension, the student and the student's parent will be given the same notice and opportunity for a hearing given to all students subject to a long-term suspension. The Superintendent has the authority to modify the suspension on a case-by-case basis. In deciding whether to

modify the consequence, the Superintendent may consider the same factors considered in modifying a one-year suspension for possessing a weapon.

#### **D. Referrals**

##### **1. Counseling**

The principal or his/her designee (including counseling staff) shall handle all referrals of students to counseling.

##### **2. PINS Petitions**

The District may file a PINS (person in need of supervision) petition in Family Court on any student under the age of 18 who demonstrates that he/she requires supervision and treatment by:

- a) Being habitually truant and not attending school as required by part one of Article 65 of the Education Law.
- b) Engaging in an ongoing or continual course of conduct, which makes the student ungovernable or habitually disobedient, and beyond the lawful control of the school.
- c) Knowingly and unlawfully possesses marijuana in violation of Penal Law §221.05. A single violation of §221.05 will be a sufficient basis for filing a PINS petition.

##### **3. Juvenile Delinquents and Juvenile Offenders**

The Superintendent is required to refer the following students to the appropriate law enforcement authorities for a juvenile delinquency proceeding before the Family Court:

- a) Any student under the age of 16 who is found to have brought a weapon to school, or
- b) Any student 14 or 15 years old who qualifies for juvenile offender status under the Criminal Procedure Law §1.20 (42).

The Superintendent or his/her designee is required to refer students age 16 and older or any student 14 or 15 years old who qualifies for juvenile offender status to the appropriate law enforcement authorities.

#### **5300.45 Alternative Instruction**

When a student of any age is removed from class by a teacher or a student of compulsory attendance age is suspended from school pursuant to Education Law §3214, the District will take immediate steps to provide alternative means of instruction for the student.

#### **5300.50 Discipline of Students with Disabilities**

The Board of Education recognizes that it may be necessary to suspend, remove or otherwise discipline students with disabilities who violate the District's student code of conduct, and/or to temporarily remove a student with disabilities from his or her current placement because maintaining the student in that placement is substantially likely to result in injury to the student or to others. The Board also recognizes that students with disabilities deemed eligible for special education services under the IDEA and Article 89 of New York's Education Law enjoy certain procedural protections that school authorities must observe when they decide to suspend or remove them. Under certain conditions those protections extend, as well, to students not currently deemed to be a student with a disability but determined to be a student presumed to have a disability for discipline purposes.

Therefore, the Board is committed to ensuring that the District follows suspension and removal procedures that are consistent with those protections. The code of conduct for students is intended to afford students with disabilities and students presumed to have a disability for discipline purposes the express rights they enjoy under applicable law and regulations.

## Definitions

For purposes of this portion of the code of conduct, and consistent with applicable law and regulations, the following definitions will apply:

1. **Behavioral Intervention Plan (BIP)** means a plan that is based on the results of a functional behavioral assessment and that, at a minimum, includes a description of the problem behavior, global and specific hypotheses as to why the problem behavior occurs, and intervention strategies that include positive behavioral supports and services to address the behavior.
2. **Controlled substance** means a drug or other substance identified under schedule I, II, III, IV, or V in section 202(c) of the Controlled Substances Act (21 USC § 812(c)).
3. **Disciplinary change in placement** means a suspension or removal from a student's current educational placement that is either:
  - a) For more than 10 consecutive school days; or
  - b) For a period of 10 consecutive school days or less if the student is subjected to a series of suspensions or removals that constitute a pattern because they cumulate to more than 10 school days in a school year, because the student's behavior is substantially similar to the student's behavior in previous incidents that resulted in the series of removals, and because of such additional factors as the length of each suspension or removal, the total amount of time the student has been removed and the proximity of the suspensions or removals to one another. The School District determines on a case-by-case basis whether a pattern of removals constitutes a change of placement.
4. **Illegal drug** means a controlled substance, but does not include a controlled substance legally possessed or used under the supervision of a licensed health-care professional, or a substance that is otherwise legally possessed or used under the authority of the Controlled Substances Act or under any other provision of federal law.
5. **Interim alternative educational setting (IAES)** means a temporary educational placement, other than the student's current placement at the time the behavior precipitating the IAES placement occurred. An IAES must allow a student to continue to receive educational services that enable him or her to continue to participate in the general curriculum and progress toward meeting the goals set out in the student's individualized education program; as well as to receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.
6. **Manifestation review** means a review of the relationship between the student's disability and the behavior subject to disciplinary action, which is required when the disciplinary action results in a disciplinary change of placement, and conducted in accordance with requirements set forth later in this policy.
7. **Manifestation team** means a District representative knowledgeable about the student and the interpretation of information about child behavior, the parent, and relevant members of the Committee on Special Education as determined by the parent and the District.

8. **Removal** means a removal of a student with a disability for disciplinary reasons from his or her current educational placement, other than a suspension; and a change in the placement of a student with a disability to an IAES.
9. **School day** means any day, including a partial day, which students are in attendance at school for instructional purposes.
10. **Serious bodily injury** means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement or protracted loss or impairment of the function of a bodily member, organ or mental faculty.
11. **Student presumed to have a disability for discipline purposes** means a student who, under the conditions set forth later in this policy, the District is deemed to have had knowledge was a student with a disability before the behavior that precipitated the disciplinary action.
12. **Suspension** means a suspension pursuant to §3214 of New York’s Education Law.
13. **Weapon** means the same as the term “dangerous weapon” under 18 USC §930(g)(2) which includes a weapon, device, instrument, material or substance, animate or inanimate, that is used for, or is readily capable of causing death or serious bodily injury, except a pocket knife with a blade of less than two and one-half inches in length.

### **Authority of School Personnel to Suspend or Remove Students with Disabilities**

The Board, District Superintendent, Superintendent of Schools or a principal with authority to suspend students under the Education Law may order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed five consecutive school days.

The Superintendent may, directly or upon the recommendation of a designated hearing officer, order the placement of a student with a disability into an IAES, another setting or suspension for a period not to exceed ten consecutive school days inclusive of any period in which the student has been suspended or removed for the same behavior pursuant to the above paragraph, if the Superintendent determines that the student’s behavior warrants the suspension. The Superintendent also may order additional suspensions of not more than ten consecutive school days in the same school year for separate incidents of misconduct, as long as the suspensions do not constitute a disciplinary change of placement.

In addition, the Superintendent may order the placement of a student with a disability into an IAES, another setting or suspension for a period in excess of ten consecutive school days if the manifestation team determines that the student’s behavior was not a manifestation of the student’s disability. In such an instance, the Superintendent may discipline the student in the same manner and for the same duration as a non-disabled student.

Furthermore, the Superintendent may, directly or upon the recommendation of a designated hearing officer, order the placement of a student with a disability to an IAES to be determined by the Committee on Special Education for a period of up to 45 school days if the student either:

1. Carries or possesses a weapon to or at school, on school premises or to a school function, under the jurisdiction of the educational agency, or
2. Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance while at school, on school premises or at a school function under the District’s jurisdiction, or

3. Has inflicted serious bodily injury upon another person while at school, on school premises or at a school function under the District's jurisdiction.

The Superintendent may order the placement of a student with a disability to an IAES under such circumstances, whether or not the student's behavior is a manifestation of the student's disability. However, the Committee on Special Education will determine the IAES.

### **Procedures for the Suspension or Removal of Students with Disabilities by School Personnel**

1. In cases involving the suspension or removal of a student with a disability for a period of five consecutive school days or less, the student's parents or persons in parental relation to the student will be notified of the suspension and given an opportunity for an informal meeting in accordance with the same procedures that apply to such short term suspensions of non-disabled students.
2. The suspension of students with disabilities for a period in excess of five school days will be subject to the same due process procedures applicable to non-disabled students, except that the student disciplinary hearing conducted by the Superintendent or a designated hearing officer shall be bifurcated into a guilt phase and a penalty phase. Upon a finding of guilt, the Superintendent or the designated hearing officer will await notification of the determination by the manifestation team as to whether the student's behavior was a manifestation of his or her disability. The penalty phase of the hearing may proceed after receipt of that notification. If the manifestation team determined that the behavior was not a manifestation of the student's disability, the student may be disciplined in the same manner as a non-disabled student, except that he or she will continue to receive services as set forth below. However, if the behavior was deemed a manifestation of the student's disability, the hearing will be dismissed, unless the behavior involved concerned weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury, in which case the student may still be placed in an IAES.

### **Limitation on Authority of School Personnel to Suspend or Remove Students with Disabilities**

The imposition of a suspension or removal by authorized school personnel may not result in a disciplinary change of placement of a student with a disability that is based on a pattern of suspensions or removals as set forth above in the *Definitions* section of this policy, unless:

1. The manifestation team determines that the student's behavior was not a manifestation of the student's disability, or
2. The student is removed to an IAES for behavior involving weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury as set forth above.

School personnel will consider any unique circumstances on a case-by-case basis when determining whether a disciplinary change in placement is appropriate for a student with a disability who violates the District's code of conduct.

In addition, school personnel may not suspend or remove a student with a disability in excess of the amount of time that a non-disabled student would be suspended for the same behavior.



## **Parental Notification of a Disciplinary Change of Placement**

The District will provide the parents of a student with a disability notice of any decision to make a removal that constitutes a disciplinary change of placement because of a violation of the student code of conduct. Such notice will be accompanied by a copy of the procedural safeguards notice.

## **Authority of an Impartial Hearing Officer to Remove a Student with a Disability**

An impartial hearing officer may order the placement of a student with a disability to an IAES for up to 45 school days at a time if he or she determines that maintaining the current placement of the student is substantially likely to result in injury to the student or to others. This authority applies whether or not the student's behavior is a manifestation of the student's disability.

## **Manifestation Review**

A review of the relationship between a student's disability and the behavior subject to disciplinary action to determine if the conduct is a manifestation of the student's disability will be made by the manifestation team immediately, if possible, but in no case later than 10 school days after a decision is made by:

1. The Superintendent to change the placement of a student to an IAES;
2. An impartial hearing officer to place a student in an IAES; or
3. The Board, the Superintendent, or principal to impose a suspension that constitutes a disciplinary change in placement.

The manifestation team must determine that the student's conduct was a manifestation of the student's disability if it concludes that the conduct in question was either:

1. Caused by or had a direct or substantial relationship to the student's disability, or
2. The direct result of the District's failure to implement the student's individualized education program.

The manifestation team must base its determination on a review all relevant information in the student's file including the student's individualized education program, any teacher observations, and any relevant information provided by the parents.

If the manifestation team determines that the student's conduct is a manifestation of the student's disability, the Committee on Special Education (CSE) will:

1. Conduct a functional behavioral assessment of the student and implement a behavioral intervention plan, unless the District had already done so prior to the behavior that resulted in the disciplinary change of placement occurred. However, if the student already has a behavioral intervention plan, the CSE will review the plan and its implementation, and modify it as necessary to address the behavior; and
2. Return the student to the placement from which he or she was removed, unless the change in placement was to an IAES for conduct involving weapons, illegal drugs or controlled substances or the infliction of serious bodily injury, or the parents and the District agree to a change in placement as part of the modification of the behavioral intervention plan.

If the manifestation team determines that the conduct in question was the direct result of the District's failure to implement the student's individualized education program, the District will take immediate steps to remedy those deficiencies.

### **Services for Students with Disabilities during Periods of Suspension or Removal**

Students with disabilities who are suspended or removed from their current educational setting in accordance with the provisions of this policy and applicable law and regulation will continue to receive services as follows:

1. During suspensions or removals of up to 10 school days in a school year that do not constitute a disciplinary change in placement, the District will provide alternative instruction to students with disabilities of compulsory attendance age on the same basis as non-disabled students. Students with disabilities who are not of compulsory attendance age will receive services during such periods of suspension or removal only to the same extent as non-disabled students of the same age would if similarly suspended.
2. During subsequent suspensions or removals of up to 10 school days that in the aggregate total more than 10 school days in a school year but do not constitute a disciplinary change in placement, the District will provide students with disabilities services necessary to enable them to continue to participate in the general education curriculum and to progress toward meeting the goals set out in their respective individualized education program. School personnel, in consultation with at least one of the student's teachers, will determine the extent to which services are needed to comply with this requirement.

In addition, during such periods of suspension or removal the District will also provide students with disabilities services necessary for them to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications designed to address the behavior violation so that it does not recur.

3. During suspensions or removals in excess of 10 school days in a school year that constitute a disciplinary change in placement, including placement in an IAES for behavior involving weapons, illegal drugs or controlled substances, or the infliction of serious bodily injury, the District will provide students with disabilities services necessary to enable them to continue to participate in the general curriculum, to progress toward meeting the goals set out in their respective individualized education program, and to receive, as appropriate, a functional behavioral assessment, and behavioral intervention services and modifications designed to address the behavior violation so it does not recur.

In such an instance, the Committee on Special Education will determine the appropriate IAES and services to be provided.

### **Students Presumed to Have a Disability for Discipline Purposes**

The parent of a student who is facing disciplinary action but who was not identified as a student with a disability at the time of misconduct has the right to invoke any of the protections set forth in this policy in accordance with applicable law and regulations, if the District is deemed

to have had knowledge that the student was a student with a disability before the behavior precipitating disciplinary action occurred and the student is therefore a student presumed to have a disability for discipline purposes.

If it is claimed that the District had such knowledge, it will be the responsibility of the Superintendent, principal or other authorized school official imposing the suspension or removal in question for determining whether the student is a student presumed to have a disability for discipline purposes. The District will be deemed to have had such knowledge if:

1. The student's parent expressed concern in writing to supervisory or administrative personnel, or to a teacher of the student that the student is in need of special education. Such expression may be oral if the parent does not know how to write or has a disability that prevents a written statement; or
2. The student's parent has requested an evaluation of the student; or
3. A teacher of the student or other school personnel has expressed specific concerns about a pattern of behavior demonstrated by the student, directly to the District's Director of Special Education or other supervisory personnel.

Nonetheless, a student will not be considered a student presumed to have a disability for discipline purposes if notwithstanding the District's receipt of information supporting a claim that it had knowledge the student has a disability,

1. The student's parent has not allowed an evaluation of the student; or
2. The student's parent has refused services; or
3. The District conducted an evaluation of the student and determined that the student is not a student with a disability.

If there is no basis for knowledge that the student is a student with a disability prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures as any other non-disabled student who engaged in comparable behaviors. However, if the District receives a request for an individual evaluation while the student is subjected to a disciplinary removal, the District will conduct an expedited evaluation of the student in accordance with applicable law and regulations. Until the expedited evaluation is completed, the student shall remain in the educational placement determined by the District which can include suspension.

### **Expedited Due Process Hearings**

The District will arrange for an expedited due process hearing upon receipt of or filing of a due process complaint notice for such a hearing by:

1. The District to obtain an order of an impartial hearing officer placing a student with a disability in an IAES where school personnel maintain that it is dangerous for the student to be in his or her current educational placement;
2. The District during the pendency of due process hearings where school personnel maintain that it is dangerous for the student to be in his or her current educational placement during such proceedings;
3. The student's parent regarding a determination that the student's behavior was not a manifestation of the student's disability; or
4. The student's parent relating to any decision regarding placement, including but not limited to any decision to place the student in an IAES.

The District will arrange for, and an impartial hearing officer will conduct, an expedited due process hearing in accordance with the procedures established in Commissioner's regulations. Those procedures include but are not limited to convening a resolution meeting, and initiating and completing the hearing within the timelines specified in those regulations.

When an expedited due process hearing has been requested because of a disciplinary change in placement, a manifestation determination, or because the District believes that maintaining the student in the current placement is likely to result in injury to the student or others, the student will remain in the IAES pending the decision of the impartial hearing officer or until the expiration of the period of removal, whichever occurs first unless the student's parent and the District agree otherwise.

### **Referral to Law Enforcement and Judicial Authorities**

Consistent with its authority under applicable law and regulations, the District will report a crime committed by a student with a disability to appropriate law enforcement and judicial authorities. In such an instance, the Superintendent will ensure that copies of the special education and disciplinary records of the student are transmitted for consideration to the appropriate authorities to whom the crime is reported, to the extent that the transmission is permitted by the Family Educational Rights and Privacy Act (FERPA).

### **5300.55 Corporal Punishment**

Corporal punishment is any act of physical force upon a student for the purpose of punishing that student. Corporal punishment of any student by any District employee is strictly forbidden.

However, in situations where alternative procedures and methods that do not involve the use of physical force cannot reasonably be used, reasonable physical force may be used to:

1. Protect oneself, another student, teacher or any person from physical injury.
2. Protect the property of the school or others.
3. Restrain or remove a student whose behavior interferes with the orderly exercise and performance of School District functions, powers and duties, if that student has refused to refrain from further disruptive acts.

The District will file all complaints about the use of corporal punishment with the Commissioner of Education in accordance with Commissioner's regulations.

### **5300.60 Student Searches and Interrogations**

The Board of Education is committed to ensuring an atmosphere on school property and at school functions that is safe and orderly. To achieve this kind of environment, any school official authorized to impose a disciplinary consequence on a student may question a student about an alleged violation of law or the District code of conduct. Students are not entitled to any sort of "Miranda"-type warning before being questioned by school officials, nor are school officials required to contact a student's parent before questioning the student. However, school officials will tell all students why they are being questioned.

In addition, the Board authorizes the Superintendent, building administrators or his/her designee and the school nurse to conduct searches of students and their belongings, in most instances, with the exceptions set forth below in A and B, if the authorized school official has reasonable suspicion to believe that the search will result in evidence that the student violated the law or the District code of conduct.

An authorized school official may conduct a search of a student's property that is minimally intrusive, such as touching the outside of a book bag, without reasonable suspicion, so long as the school official has a legitimate reason for the very limited search.

An authorized school official may search a student or the student's property (for example, a backpack, book bag, purse, car, etc.) based upon information received from a reliable informant. Individuals, other than the District employees, will be considered reliable informants if they have previously supplied information that was accurate and verified, or they make an admission against their own interest, or they provide the same information that is received independently from other sources, or they appear to be credible and the information they are communicating relates to an immediate threat to safety. District employees will be considered reliable informants unless they are known to have previously supplied information that they knew was not accurate.

Before searching a student or the student's property, the authorized school official should encourage the student to admit that he/she possesses physical evidence that they violated the law or the District code, or get the student to voluntarily consent to the search. Searches will be limited to the extent necessary to locate the evidence sought.

Whenever practicable, searches will be conducted in the privacy of administrative offices and students will be present when their possessions are being searched.

#### **A. Student Lockers, Desks and other School Storage Places**

The rules in this code of conduct regarding searches of students and their belongings do not apply to student lockers, desks and other school storage places. Students have no reasonable expectation of privacy with respect to these places and school officials retain complete control over them. This means those student lockers, desks and other school storage places may be subject to search at any time by school officials, without prior notice to students and without their consent.

#### **B. Strip Searches**

A strip search is a search that requires a student to remove any or all of his/her clothing, other than an outer coat or jacket. If an authorized school official believes it is necessary to conduct a strip search of a student, the school official may do so only if the search is authorized in advance by the Superintendent or the school attorney. The only exception to this rule requiring advanced authorization is when the school official believes there is an emergency situation that could threaten the safety of the students or others.

Strip searches may only be conducted by an authorized school official of the same sex as the student being searched and in the presence of another District professional employee who is also of the same sex as the student.

In every case, the school official conducting a strip search must have reasonable suspicion to believe the student is concealing evidence of a violation of law or the District code. In addition, before conducting a strip search, the school official must consider the nature of the alleged

violation, the student's age, the student's record, the quality of the knowledge that lead to the reasonable suspicion and the need for such a search.

School officials will attempt to notify the student's parent by telephone before conducting a strip search, or in writing after the fact if the parent could not be reached by telephone.

### **C. Documentation of Searches**

The authorized school official conducting the search shall be responsible for promptly recording the following information about each search:

1. Name, age and grade of student searched.
2. Reasons for the search.
3. Name of any informant(s).
4. Purpose of search (that is, what item(s) were being sought).
5. Type and scope of search.
6. Person conducting search and his or her title and position.
7. Witnesses, if any, to the search.
8. Time and location of search.
9. Results of search (that is, what item(s) were found).
10. Disposition of items found.
11. Time, manner and results of parental notification.

The principal or the principal's designee shall be responsible for the custody, control and disposition of any illegal or dangerous item taken from a student. The principal or his/her designee shall clearly label each item taken from the student and retain control of the item(s), until the item is turned over to the police. The principal or his/her designee shall be responsible for personally delivering dangerous or illegal items to police authorities.

### **D. Police Involvement in Searches and Interrogations of Students**

District officials are committed to cooperating with police officials and other law enforcement authorities to maintain a safe school environment. Police officials, however, have limited authority to interview or search students in schools or at school functions, or to use school facilities in connection with police work. Police officials may enter school property or a school function to question or search a student or to conduct a formal investigation involving students only if they have:

1. A search or an arrest warrant; or
2. Probable cause to believe a crime has been committed on school property or at a school function; or
3. Been invited by school officials.

Before police officials are permitted to question or search any student, the principal or his/her designee shall try to notify the student's parent to give the parent the opportunity to be present during the police questioning or search. If the student's parent cannot be contacted prior to the police questioning or search, the questioning or search shall not be conducted by a police officer. The principal or designee will also be present during any police questioning or search of a student on school property or at a school function. The primary goal of law enforcement is as an advisor. However, under law, police can speak to and remove a student 16 years or older for matters of law.

Students who are questioned by police officials on school property or at a school function will be afforded the same rights they have outside the school. This means:

1. They must be informed of their legal rights.
2. They may remain silent if they so desire.
3. They may request the presence of an attorney.

### **E. Child Protective Services Investigations**

Consistent with the District's commitment to keep students safe from harm and the obligation of school officials to report to child protective services when they have reasonable cause to suspect that a student has been abused or maltreated, the District will cooperate with local child protective services workers who wish to conduct interviews of students on school property relating to allegations of suspected child abuse, and/or neglect, or custody investigations. Please refer to Board Policy 5460 for a list of mandated reporters.

All requests by child protective services to interview a student on school property shall be made directly to the principal or his/her designee. The principal or his/her designee shall set the time and place of the interview. The principal or designee shall be present during the interview. If the nature of the allegations is such that it may be necessary for the student to remove any of his/her clothing in order for the child protective services worker to verify the allegations, the school nurse or other District medical personnel must be present during that portion of the interview. No student may be required to remove his/her clothing in front of a child protective services worker or School District official of the opposite sex.

A child protective services worker may not remove a student from school property without a court order, unless the worker reasonably believes that the student would be subject to danger of abuse if he/she were not removed from school before a court order can reasonably be obtained. If the worker believes the student would be subject to danger of abuse, the worker may remove the student without a court order and without the parent's consent.

### **5300.65 Visitors to the Schools**

The Board encourages parents and other District citizens to visit the District's schools and classrooms to observe the work of students, teachers and other staff. Since schools are a place of work and learning, however, certain limits must be set for such visits. The principal or his/her designee is responsible for all persons in the building and on the grounds. For these reasons, the following rules apply to visitors to the schools:

1. Anyone who is not a regular staff member or student of the school will be considered a visitor.
2. All visitors to the school must report to the main office or other secure entrances upon arrival at the school. There they will be required to present their ID for verification through our electronic check-in system and will be issued a visitor's identification badge, which must be worn at all times while in the school or on school grounds. The visitor must return the identification badge to the office before leaving the building.
3. Visitors attending school functions that are open to the public outside of the regular school day, such as parent-teacher organization meetings or public gatherings, are not required to register.

4. Parents or citizens who wish to observe a classroom while school is in session are required to get permission from the building administrator to arrange such visits in advance with the classroom teacher(s), so that class disruption is kept to a minimum.
5. Teachers are expected not to take class time to discuss individual matters with visitors.
6. Any unauthorized person on school property will be reported to the principal or his/her designee. Unauthorized persons will be asked to leave. The police may be called if the situation warrants.
7. All visitors are expected to abide by the rules for public conduct on school property contained in this code of conduct.
8. Using an unmanned aerial vehicle (also known as a drone) or any remote controlled aircraft on school property or during any school functions without the prior written authorization from the District's Superintendent is prohibited. Prior to such use, users must also demonstrate compliance with any and all applicable Federal Aviation Administration rules and regulations.

### **5300.70 Public Conduct on School Property**

The District is committed to providing an orderly, respectful environment that is conducive to learning. To create and maintain this kind of an environment, it is necessary to regulate public conduct on school property and at school functions. For purposes of this section of the code, "public" shall mean all persons when on school property or attending a school function including students, teachers and District personnel.

The restrictions on public conduct on school property and at school functions contained in this code are not intended to limit freedom of speech or peaceful assembly. The District recognizes that free inquiry and free expression are indispensable to the objectives of the District. The purpose of this code is to maintain public order and prevent abuse of the rights of others.

All persons on school property or attending a school function shall conduct themselves in a respectful and orderly manner. In addition, all persons on school property or attending a school function are expected to be properly attired for the purpose they are on school property.

#### **A. Prohibited Conduct**

No person, either alone or with others, shall:

1. Intentionally injure any person or threaten or attempt to do so.
2. Intentionally damage or destroy School District property or the personal property of a student, District employee or any person lawfully on school property, including graffiti or arson or threaten or attempt to do so.
3. Disrupt the orderly conduct of classes, school programs or other school activities.
4. Distribute or wear materials on school grounds or at school functions that are obscene, advocate illegal action, appear libelous, obstruct the rights of others, or are disruptive to the school program.
5. Intimidate, harass or discriminate against any person on the basis of actual or perceived race, color, creed, weight, national origin, ethnic group, religion, religious practice, disability, sex, sexual orientation, or gender (including gender identity and expression).
6. Enter any portion of the school premises without authorization or remain in any building or facility after it is normally closed.
7. Remain on campus from 11:00 PM to 5:00 AM, when the campus is closed, unless authorized by a school administrator.



8. Obstruct the free movement of any person in any place to which this code applies.
9. Violate the traffic laws, parking regulations or other restrictions on vehicles.
10. Possess, consume, sell, distribute or exchange alcoholic beverages, controlled substances or any substance marked “not for human consumption”, or be under the influence of any of these substances on school property or at a school function.
11. Consume, sell, distribute or exchange tobacco products including e-cigarettes on school property or at a school function.
12. Consume any substance that alters perception or behavior, reducing that individual’s ability to function appropriately in the academic environment.
13. Possess or use weapons in or on school property or at a school function, except in the case of law enforcement officers or except as specifically authorized by the School District.
14. Loiter on or about school property.
15. Gamble on school property or at school functions, unless such activity is permitted by law and approved by the District in advance.
16. Refuse to comply with any reasonable order of identifiable School District personnel performing their duties.
17. Willfully incite others to commit any of the acts prohibited by this code.
18. Bring a dog on campus to walk, exercise, or attend an athletic or extra-curricular event except in accordance with the District’s Animals on School Grounds Policy (policy 1501).
19. Violate any federal or state statute, local ordinance, this code or Board policy while on school property or while at a school function.

## **B. Penalties**

Persons who violate this code shall be subject to the following penalties:

1. Visitors. Their authorization, if any, to remain on school grounds or at the school function shall be withdrawn and they shall be directed to leave the premises. If they refuse to leave, they shall be subject to ejection and/or police action. Visitors may be banned from being physically present on District property by the Superintendent.
2. Students. They shall be subject to disciplinary action as the facts may warrant, in accordance with the due process requirements.
3. Tenured faculty members. They shall be subject to disciplinary action as the facts may warrant in accordance with Education Law §3020-a or any other legal rights that they may have.
4. Staff members in the classified service of the civil service entitled to the protection of Civil Service Law §75. They shall be subject to immediate ejection and to disciplinary action as the facts may warrant in accordance with Civil Service Law §75 or any other legal rights that they may have.
5. Staff members other than those described in subdivisions 3 and 4. They shall be subject to warning, reprimand, suspension or dismissal as the facts may warrant in accordance with any legal rights they may have.

## **C. Enforcement**

District personnel shall be responsible for enforcing the conduct required by this code.

When District personnel sees an individual engaged in prohibited conduct, which in his/her judgment does not pose any immediate threat of injury to persons or property, the District personnel shall tell the individual that the conduct is prohibited and attempt to persuade the individual to stop. The District personnel shall also warn the individual of the consequences for failing to stop. If the person refuses to stop engaging in the prohibited conduct or if the person’s conduct poses an immediate threat of injury to persons or property, the District

personnel shall have the individual removed immediately from school property or the school function. If necessary, local law enforcement authorities will be contacted to assist in removing the person.

The District shall initiate disciplinary action against any student or staff member, as appropriate, with the “Penalties” section above. In addition, the District reserves its right to pursue a civil or criminal legal action against any person violating the code.

## **5300.75 Dissemination and Review**

### **A. Dissemination of Code of Conduct**

The Board will work to ensure that the community is aware of this code of conduct by:

1. Providing copies of an age-appropriate, written in plain language, summary of the code to all students at an assembly to be held at the beginning of each school year.
2. Providing a plain language summary to all parents at the beginning of the school year, and thereafter on request.
3. Posting the complete code of conduct on the District’s website.
4. Providing all current teachers and other staff members with a copy of the code and a copy of any amendments to the code as soon as practicable after adoption.
5. Providing all new employees with a copy of the current code of conduct when they are first hired.
6. Making copies of the code available for review by students, parents and other community members.

The Board will sponsor in-service education programs for all District staff members to ensure the effective implementation of the code of conduct. The Superintendent may solicit the recommendations of the District staff, particularly teachers and administrators, regarding in service programs pertaining to the management and discipline of students. On-going professional development will be included in the District’s professional development plan, as needed.

### **B. Review of Code of Conduct**

The Board of Education will review this code of conduct every year and update it as necessary. In conducting the review, the Board will consider how effective the code’s provisions have been and whether the code has been applied fairly and consistently. The Board of Education may appoint an advisory committee to assist in reviewing the code. The committee will be made up of representatives of student, teacher, administrator, and parent organizations, school safety personnel and other school personnel.

Before adopting any revisions to the code, the Board will hold at least one public hearing at which school personnel, parents, students and any other interested party may participate.

The code of conduct and any amendments to it will be filed with the Commissioner of Education, in a manner prescribed by the Commissioner, no later than 30 days after adoption.

## **5300.80 Compliance**

If at any time a part of this code of conduct is inconsistent with applicable law, that part of the code is to be considered amended so that it complies with applicable law.

This code of conduct is effective as of June 29, 2012.

*Reviewed: 07/14/2022*

*Approved by the Board of Education as ~~Revised 11/10/2022~~*

**Policy Cross References:**

5460 – Child Abuse, Maltreatment or Neglect in a Domestic Setting