

VICTOR CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

Approved Minutes of the Regular Meeting of November 9, 2023

Early Childhood School Boardroom

953 High Street

Victor, New York 14564

CALL TO ORDER	President Tim DeLucia called the meeting to order at 6:25 PM.
Members Present	Bryan Adams, Tim Delucia, Kristin Elliott, Lisa Kostecki, Elizabeth Mitchell, Christopher Parks
Member Absent	Adam Snyder
EXECUTIVE SESSION	A motion was made by E. Mitchell, seconded by L. Kostecki, to enter executive session at 6:25 PM to discuss the employment history of specific individuals. The motion was carried. 6 yes 0 no 0 abstentions
REGULAR SESSION	A motion was made by L. Kostecki, seconded by C. Parks, to return to regular session at 7:15 PM. The motion was carried. 6 yes 0 no 0 abstentions
APPROVE AGENDA	A motion was made by B. Adams, seconded by C. Parks, to approve the agenda for the meeting. The motion was carried. 6 yes 0 no 0 abstentions

SUPERINTENDENT’S UPDATE: Superintendent Terranova started out by talking about Veteran’s Day. He thanked all those that who have and continue to serve in the military. Dr. Terranova then went on to thank Mark Gydesen, Melissa Gydesen, Pete Fleckenstein and Alayna Murphy for their continued advocacy for our outstanding Robotics Program. They met with the District to advocate for a sustainable site for practicing as this has been a challenge. Dr. Terranova said he is setting up a Superintendent summit between Victor, Fairport, Pittsford, Webster, Palmyra-Macedon, and Penfield to look at either renting or purchasing a shared space at minimal cost. Thanks to PTSA Co-presidents Tara Glynn and Kristen Morabito they are not only looking for ways to increase membership and collaborate with the District, but they are also helping the District with the substitute shortage by putting a message out to their membership about subbing opportunities. Superintendent Terranova talked about the Roc2Change Summit being held on Friday, November 17, 2023 at Monroe 2 BOCES in Spencerport. The theme for the summit is “Give Respect 2 Get Respect”. Victor is co-hosting the summit with Wilson High School and they are expecting between 300-400 students.

PRESENTATIONS / RECOGNITIONS: Board of Education President Tim DeLucia spoke about Veterans Day on Saturday, November 11th. The Veterans Day holiday started as a day to reflect upon the heroism of those who died in our country’s service and was originally called Armistice Day. It feel on November 11th because that is the anniversary of the signing of the Armistice that ended World War I. However, in 1954, the holiday was changed to “Veterans Day” in order to account for all veterans in all wars. Mr. DeLucia said, Victor Central Schools has many veterans who now serve our students. The Community Relations Department reached out to all staff asking for them to submit their stories on being a veteran. Their photos have been shared on the District’s social media. He shared a quote from Harry S. Truman, “Our debt to the heroic men and valiant women in the service of our country can never be repaid.

They have earned our undying gratitude. America will never forget their sacrifices.” Mr. DeLucia then asked everyone to silently reflect on not only our own VCS veterans but all veterans.

PUBLIC PARTICIPATION: Jim Andre, VCS Physical Education Teacher and community member commended the District Safety Team including Safety Coordinator Steve Slavny and School Resource Officer Boyer as well as the administrators on a great job during the lockdown today.

CONSENT ITEMS: A motion was made by E. Mitchell, seconded by K. Elliott, to approve, upon recommendation of the Superintendent, the following consent items:

MINUTES: Minutes of the Regular Meeting of October 12, 2023;

FINANCIAL STATEMENTS: Treasurer’s Report for the month ending September 30, 2023;

PERSONNEL: *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

Appointments: The appointment of **Jeffrey Pistritto**, 2024 Extended School Year Teacher on Special Assignment, at an hourly rate of \$40.00.

Leaves of Absence: The granting of a childcare leave of absence for **Kasey Riedl**, School Counselor, effective approximately December 19, 2023, and extending through March 26, 2024.

The granting of a childcare leave of absence for **Bridget Murphy**, Elementary Teacher, effective approximately November 9, 2023, and extending through December 21, 2023.

Resignations: The resignation of **Andrea Burney**, Teacher Assistant, effective December 22, 2023.

The resignation of **Amelia Paas**, Special Education Teacher, effective November 1, 2023.

Co-Curriculars:

<u>Clubs & Advisors</u>	<u>Name</u>	<u>Band</u>
HS Positive School Climate Committee – shared position	Todd Forrest	2 (2)
HS Positive School Climate Committee – shared position	Johanna Arnitz	2 (2)
HS National Honor Society – shared position	Elizabeth Davey	2 (2)
HS National Honor Society – shared position	Tara Harradine	2 (2)
Int. Student Council	Kristin Munski	1

Athletics:	<u>Position</u>	<u>Name</u>	<u>Level</u>	<u>Years</u>
Indoor Track & Field	Modified Assistant	Christopher Levy	5	15
	Modified Assistant	Lauren O'Dell	5	2
Basketball – Boys	JV	Patrick Broderick	3	2
	Volunteer	David Vistocco	-	-

Per Diem Substitutes:	<u>Candidate</u>	<u>Area of Certification</u>
	Meghan Sheehan	Social Studies/ Special Ed
	David Lynch	Uncertified
	Morgan Gallagher	Uncertified
	Alexander Ciccone	Uncertified
	Carol Prescott	Uncertified
	Katherine Collins	Social Studies/Literacy
	Ashley Cook	Uncertified

Non-Instructional

Appointments: The appointment of **Shaunna Schaufelberger**, from Teacher Aide Substitute to Full Time Teacher Aide, effective October 16, 2023, at an hourly rate of \$15.45.

The appointment of **Laela Overmoyer**, Full Time Cleaner, effective October 16, 2023, at an hourly rate of \$15.65.

The appointment of **John Crandall**, from Part Time School Bus Driver to Full Time School Bus Driver, effective September 6, 2023, at an hourly rate of \$23.72.

The appointment of **Melissa Peters**, from Full Time Teacher Aide to Part Time Teacher Aide, effective October 16, 2023.

The appointment of **Eulogia Gordon**, Part Time Food Service Helper, effective October 23, 2023, at an hourly rate of \$15.45.

The appointment of **Jennifer Walton**, Part Time Food Service Helper, effective November 1, 2023, at an hourly rate of \$15.17.

The appointment of **Rachel York**, Full Time Teacher Aide, effective October 30, 2023, at an hourly rate of \$16.12.

The appointment of **Javiangelis Roman Miranda**, Part Time Food Service Helper, effective October 31, 2023, at an hourly rate of \$15.17.

The appointment of **Emily Reed**, from Substitute Teacher Aide to Full Time Teacher Aide, effective November 6, 2023, at an hourly rate of \$15.17.

The appointment of **Lisa Hagen**, from Long Term Substitute Payroll Clerk to Probationary Payroll Clerk, effective October 19, 2023, at an hourly rate of \$27.50.

The appointment of **Marylou Dalo**, Full Time Teacher Aide, effective November 7, 2023, at an hourly rate of \$15.17.

Resignations:

The resignation of **Lillian Hewitson**, Full Time Teacher Aide, effective October 18, 2023.

The resignation of **Emma Wade**, Full Time Teacher Aide, effective October 19, 2023.

The resignation of **Jennifer Soper**, Typist, effective November 10, 2023.

**Per Diem and
Substitute Positions:**

<u>Candidate</u>	<u>Position</u>
Julie Herman	Teacher Aide
Lillian Hewitson	Teacher Aide
Grace Bacher	Student Helper
Erin Moussallem	Registered Professional Nurse
Alexander Ciccone	Teacher Aide
James Mack	School Bus Monitor

CSE/CPSE RECOMMENDATIONS: Recommendations of the Committee on Special Education from the meetings of September 20, 29, 2023, October 3, 4, 5, 11, 12, 13, 18, 19, 20, 23, 24, 25, 26, 27, 30, 31, 2023, November 1, 2, 3, 6, 7, 8, 2023 and from the Committee on Preschool Special Education from the meetings of October 10, 24, 31, 2023.

DONATIONS: \$338.16 from the Victor Football Boosters Club to the Victor Central School District to be applied toward purchasing nine (9) TD 900 Lithium Rechargeable Batteries for headsets, \$6,000.00 from Victor Community Baseball/Softball for the addition of a second Baseball Modified B Team for Spring 2024.

2024-2025 BUDGET DEVELOPMENT CALENDAR: Adopt the 2024-2025 Budget Development Calendar as submitted.

DECLARE THE FOLLOWING AS SURPLUS: 201 textbooks titled *No Promises in the Wind* with ISBN 0-425-09969-5, 64 textbooks titled *Branded: The Buying and Selling of Teenagers* with ISBN 978-07382-0862-6, 27 textbooks titled *The Invisible Man* with ISBN 0-394-71715-5, 16 textbooks titled *Social Studies: Our Neighbors Canada and Latin America* with ISBN 0-15-316093-4, 34 textbooks titled *Our Country's Regions* with ISBN 0-02-149265-4, 50 textbooks titled *The NYSTROM Desk Atlas* with ISBN 0-7825-0349-7, Tape Player with VCS tag #01442, Stereo Receiver with VCS Tag #01443, 5 sections of cheerleading mats, 7 sections of wrestling mats, 1 pole vault mat, 4 softball bownets, 39 boys lacrosse cascade S helmets, 15 modified softball jerseys, 35 JV softball jerseys, 40 varsity softball jerseys, 20 softball JV jackets, 20 softball varsity jackets, 40 modified softball uniforms, 37 blue boys lacrosse jerseys, 36 blue boys lacrosse shorts, 36 white boys lacrosse jerseys, 34 white boys lacrosse shorts

The motion to accept the foregoing consent items was carried.

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

CAMPUS NEWS: VCS administrators summarized campus news and events.

MANAGEMENT PLAN UPDATE; Safety and Security: District Safety Coordinator Steve Slavny introduced the Campus Security Team. Deputy Conor Boyer from the Ontario County Sheriff's Department is the School Resource Officer. Fred Bonhag and Sarah Redington are in the Senior High School. Dennis Cole is in the Junior High School. Mike Santana is in the Elementary Buildings and Dan Heusler is District-wide during the evening. He said due to the support of Superintendent Terranova and the Board of Education they have hired very well. On any given day there is over 100 years of law enforcement on campus. Under the direction of Dr. Terranova they are constantly reassessing what is done during the drills so it is not foreign to people. Mr. Slavny said if the adults are comfortable the students are comfortable. The District has connections to the outside including the New York State Police, Ontario County and Monroe County Sheriff Departments, Rochester Police Department, Canandaigua Police Department, the Federal Bureau of Investigation (FBI) and the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). ATF Agent Mr. Martinek helped the District develop the bomb threat protocol. Mr. Slavny said the students and staff are treated as our own and protected as our own. He then talked about the emergency drills that are conducted. New York State has mandated fire drills that have to take place in October. There is also an emphasis on lockdown drills, when they would occur, and the general procedures for them. Mr. Slavny said they will not rest on their laurels. He said they are in the final stages of an evacuation/reunification plan for the District. This is being done in cooperation with the Ontario County Sheriff's Department, the New York State Police, the Fire Department and contiguous schools. He then talked about traffic safety and the traffic plans during arrival and dismissal. The traffic guards represent the District very well and are consistently reassessing, realigning and trying to make things safe for students, pedestrians and vehicles. Dr. Parks said he has so much gratitude for all the safety on campus.

MANAGEMENT PLAN UPDATE; Professional Learning Communities (PLC): Assistant Superintendent for Instruction Karen Finter, Early Childhood School Principal Rob DeRose and Senior High School Principal Brian Siesto provided a PLC update. Mrs. Finter said PLCs are the heart of learning and instruction. This is year 2 of the Management Plan. One of the major themes is aligning goals between the District, buildings and departments which then leads to PLC and individual goals. This includes targeting the work of PLCs and refining the practices to re-energize and direct the focus. Mrs. Finter said they are looking at assessment data, curriculum revision and review and instructional best practices. The questions driving PLCs is aligned with the Backwards Design. PLCs is parallel to the work being done with individual teachers. The focus is on what students needs to know and be able to do, how will we know if the students have learned the information, what will be done if they haven't learned it,

and what can be done if they already know the information. Mr. Siesto said the heart of any PLC is the use of data. Data can come in many forms such as attendance, discipline, assessment alignment and unit data. He talked about the history of PLCs at the Victor Central School District, which started during the summer of 2014. PLC is the entire District, as it is an umbrella term. Collaborative Teams (CTs) are the smaller groups of teachers and educators who meet regularly to do the work. At the heart of the CT is to be able to work independently to achieve a common goal. The team concept is the driving force between PLCs and CTs. The idea is to have the collaborative teams create a SMART Goal. SMART stands for “Specific”, Why is this important, “Measurable”, How will we measure progress and what historical or live data do we have, “Attainable”, Can this goal be reached and do we have control/influence over this, “Results Oriented”, What will it look like when we reach our goal and is the goal connected to student learning, and “Timebound”, What are the target benchmark dates/goal completion dates. Mr. Siesto then provided examples of SMART Goals at the secondary level and what is being done to help achieve them. Every professional in the buildings is tied to a Collaborative Team who is part of a SMART Goal. Administrators at the Senior High School have been split up to attend department meetings and provide feedback on the SMART Goals. Mr. DeRose provided examples of where PLCs are helpful at the elementary level. With the implementation of the new English Language Arts Program SuperKids the PLCs have been extremely helpful in understanding and implementing the program with fidelity. They looked at using student data to target areas of need and guide instruction. Board President DeLucia thanked the administrators for the presentation. He said it was very informative.

PROJECTED CAPITAL PROJECT UPDATE: Assistant Superintendent for Business Derek Vallese provided an overview of the scope of the project. This project includes adding five additional classrooms for the Intermediate School, a larger cafeteria for the Intermediate and Junior High Schools, and 20,000 sq. feet of additional classrooms/hallways for the Junior and Senior High Schools. Bathroom renovations will take place in the Primary, Intermediate, Junior and Senior High Schools. Heating systems at the Early Childhood and Primary Schools will be upgraded. Roof repairs will take place at the Intermediate, Junior and Senior High Schools. Security enhancements will include secure entrances at the Early Childhood, Junior High and Senior High Schools, public announcement and clock upgrades for better communication in all buildings and additional parking at the Early Childhood, Primary and Intermediate Schools. The District is also exploring the possibility of renovating the old bus garage (currently the Operations Center) into a space for vocational/real world courses, such as automotive repairs. Mr. Vallese then talked about a Preliminary Review. This is a request from a school district to the New York State Education Department (NYSED) for approval of “new” spaces. This is not required when you are renovating existing facilities. This is even more important to our District because we are also requesting to be aided on the new space. According to the existing calculation for Building Aid Units (BAUs), we have enough space for our programming. We are asking for additional BAUs due to changes in programming such as bringing special education classrooms back in District. Mr. Vallese provided an update on the status of the NYSED Facilities Planning Review. On September 12th, the District was informed that the Preliminary Review was going to commence on October 25th. Dave Phelps, from SWBR Architects, sent a follow-up email on November 1st and they have not responded to that email. Mr. Vallese said he called Wendy Clark at Facilities Planning on November 3rd and left a voicemail and followed-up with an email. On November 6th Mr. Vallese received a voicemail from Wendy Clark and in her response, she used comments like “that tentative date was ambitious, it’s coming up in my queue in the near future, we will not have anything for your meeting on Thursday, and I am hesitant to give you another tentative date”. Mr. Vallese said the District has continued to work on the project. In October, the Office of Instruction and the Senior High leadership team met to discuss the possibility of transforming the old bus garage into a vocational/real world instructional space. On November 3rd, District and building leadership met to review proposed drawings, from SWBR Architects, of what the additions would look like. This will be used for communication once the project is approved by NYSED Facilities Planning. SWBR is going to

make slight changes to the proposed drawings based on conversations with the District. The Facilities Committee will convene and review proposed drawings on December 14th. Mr. Vallese reviewed the next steps pending approval from New York State. Mrs. Elliott said with the State Education Department not giving us answers it really starts to disrupt the timeline and now you have to go back and reassess the cost of the scope. Mr. Vallese said one of his biggest concerns is the cost and being able to accomplish what we want to do with the money we have. The other concern is when breaking ground, you don't want students on campus. We may have to wait to break ground for the safety of students and staff. The big parts of the project, such as the additions could potentially be delayed a whole year. Mrs. Elliott asked if there is any thought as to what is creating the backlog? Mr. Vallese said for several years NYSED Facilities Planning has been understaffed and a lot of projects have been put on hold during COVID, now there is a backlog of projects. They always said it was first come first served. Mr. DeLucia said we are dealing with humans, if we push too hard is it going to irritate them and then they stamp it "return to sender"? Mr. Vallese said that is also a concern. If we push too hard, they may send it back giving us a non-favorable decision, saying "no aid". Dr. Parks asked if there is anything from the Board that they need as far as outreach and support. He said we are a unified front if need be. Superintendent Terranova said the next step is to move up to the Deputy Commissioner and that should come from himself. The other piece would be some sort of support from our attorneys. He said they are trying to balance the push versus alienating them.

APPROVE TRIPS: A motion was made by E. Mitchell, seconded by C. Parks, to approve the following trips: Boys Varsity Lacrosse to Ramsey, NJ and Rye, NY from 4/1/2024 to 4/4/2024 to participate in Spring Non-league Games and Outdoor Activities Club to Lake Placid, NY from 12/7/2023 to 12/10/2023. The motion was carried. 6 yes 0 no 0 abstentions

POLICY REVIEW Third and Final Reading: A motion was made by E. Mitchell, seconded by L. Kostecky to adopt the following policy: Use of Service and Therapy Animals; Policy 1499. The motion was carried. 6 yes 0 no 0 abstentions

POLICY REVIEW Second and Final Reading: A motion was made by B. Adams, seconded by C. Parks to adopt the following policy: Family Medical Leave Act (FMLA); Policy 9520.2. The motion was carried. 6 yes 0 no 0 abstentions

POLICY REVIEW First Reading: The following policies were brought to the Board of Education as a first reading: Field Trips and Excursions; Policy 4351 and Use of Time Out Rooms and Physical Restraints; Policy 4321.12. Mr. DeLucia asked for clarification on a statement in the Field Trips and Excursions Policy.

MEETING REPORTS: Monroe County School Boards Association: Mrs. Mitchell said she attended an Information Exchange Committee Meeting she said it was enlightening and appreciated the opportunity to sit in on it. Mr. DeLuca said he attended the same meeting. The theme was AI is here and how it's going to change instruction. He said there are a number of resources on the MCSBA website. He suggested the Board members take a look at them.

Mr. DeLucia attended the MCSBA Leadership Meeting with Board Presidents. He said the discussions in that meeting are treated the same as an Executive Session. Director Amy Thomas did talk about the website again and encouraged its use and talked about how not everyone yet signed in.

Dr. Parks attended the Steering Committee Meeting. He said similar to the Leadership Meeting, the topics they discuss are treated like Executive Session.

Mr. DeLucia attended the Legislative Committee Meeting. MCSBA met with Deputy Leaders, and they talked about what those meeting entailed. He said the Legislative Committee Report was well done. There are 10 positions papers, and he recommended the Board go to the website to take a look at the suggested letters to Governor Hochul.

Standing Committee Updates: Mrs. Elliott said the Diversity, Equity, and Inclusion (DEI) Committee has met and they are really deep diving into wordsmithing. They did a lot of work looking at other districts and the language being used to create a tone that is representative of Victor. A lot of credit goes to the Steering Committee.

Mrs. Mitchell said she and Mr. DeLucia attended the New York State School Boards Association Conference in Buffalo. They will be sharing more information soon.

Dr. Parks recognized former Board of Education Member Michael Young who was in the United States Marine Corps and current Board Member Adam Snyder who is a Naval Aviator in the United States Marine Corps Reserves. He thanked them for their service.

UPCOMING EVENTS: The next meeting will take place on Thursday, December 14, 2023 at 7:15 PM. In looking ahead at the January Board Meeting discussion took place around moving the meeting from Thursday, January 11, 2024 to Wednesday January 10, 2024. This is due to the Harlem Wizards coming to Victor on January 11th for the PTSA fundraiser. The Board of Education agreed to shift the meeting as a lot of administration and staff participate.

ADJOURN: A motion was made by C. Parks, seconded by L. Kostecki, to adjourn the meeting at 8:50 PM.

Respectfully submitted,

Maureen A. Goodberlet
District Clerk