

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
MONDAY, APRIL 16, 2018
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. 2018-2019 PROPOSED BUDGET PRESENTATION AND ADOPTION (BOARD ACTION)
- V. PRINCIPAL’S REPORT – Ms. Heather Clayton – Mendon Center Elementary School
- VI. ENVIRONMENTAL CLUB PRESENTATION
- VII. APPROVAL OF MINUTES: March 26, 2018 (BOARD ACTION)
- VIII. PUBLIC COMMENT
The Board of Education invites you, the residents of our school community, to feel comfortable in sharing matters of interest or concern about the District. If you have a question or a statement to make to the Board of Education, we ask that you fill out an index card, available at the sign-in table, and hand it to the School District Clerk. The Board President will recognize those of you who wish to speak. We ask that you raise your hand in order to be recognized and then identify yourself with your name and address.
Those items brought to the attention of the board during this time may be taken under consideration for future response or action. We ask that individual comments be limited to three minutes in order to accomplish the evening’s agenda. We respectfully ask that issues related to specific school district personnel or students, be brought to the attention of the superintendent of schools privately.
- IX. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board President’s – next meeting – 5/2/18
 - 2. Executive Committee – next meeting – 4/25/18
 - 3. Information Exchange Committee – next meeting – 4/18/18
 - 4. Labor Relations Committee – next meeting – 4/25/18
 - 5. Legislative Committee – next meeting – 5/2/18
 - 6. Steering Committee
 - B. Meeting Reports
 - 1. Law Conference Update
 - C. Dates to Remember
 - 1. 4/23/18 – Schools Closed for Superintendent’s Conference Day
 - 2. 5/7/18 – Next Regularly Scheduled Meeting and Budget Hearing
 - D. BOCES Annual Election/Budget Vote
 - 1. Candidates (BOARD ACTION)
 - 2. Administrative Budget (BOARD ACTION)
- X. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 - 1. Tax Certiorari Resolution (BOARD ACTION)
 - 2. Best Value Purchasing Resolution (BOARD ACTION)
 - B. Discussion:
 - C. Other:

- XI. HUMAN RESOURCE REPORT – Mr. Leone
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - 1. Administrative Tenure Recommendations – 1st Reading
 - C. Other:

- XII. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items (See Consent Agenda)
 - 1. Committee on Special Education: Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews.
 - 2. Sub-Committee on Special Education: Annual Reviews, Reevaluation Reviews.
 - 3. Committee on Preschool Special Education: Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews.
 - B. Discussion:
 - C. Other:

- XIII. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Inclusivity Advisory Committee Charter (BOARD ACTION)
 - 3. Field Trip Approval to Paris, France (MHS/SHS) (BOARD ACTION)
 - B. Discussion:
 - C. Other:

- XIV. CONSENT AGENDA (BOARD ACTION)
 - A. Committee on Special Education
 - B. Sub-Committee on Special Education
 - C. Committee on Preschool Special Education

- XV. OLD BUSINESS

- XVI. NEW BUSINESS

- XVII. PUBLIC COMMENT

- XVIII. ADJOURNMENT/RECESS (BOARD ACTION)

Next Regularly Scheduled Meeting: May 7, 2018



Mission: *The Pittsford Central School District community works collaboratively to inspire and prepare our students to be their best, do their best and make a difference in the lives of others.*

For school district information, visit our website at pittsfordschools.org

Pittsford Schools

Administrative Offices
75 Barker Road - East Wing
Pittsford, NY 14534

585.267.1053

Fax: 585.381.9368

Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: April 12, 2018
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*
Re: Budget Adoption Resolution

An electronic and a hard copy binder of the Superintendent's Proposed 2018-2019 Programs and Services Budget have been prepared for your review. The format encapsulates extensive detail for the budget you will be recommending to the Board of Education to adopt as its own at the April 16th meeting. I have also included for your and the Board of Education's information, the legally required document (Property Tax Report Card) that will be appended to the Public Budget Document. The Property Tax Report Card has evolved over time to a complex document that I will cover in detail in the April 16th presentation.

The Board of Education will be adopting and the community voting on your total 2018-19 Proposed Budget (spending plan, inclusive of Full Day Kindergarten) of \$136,544,880, which is \$6,480,362 or 4.98% more than the current year. The Property Tax Levy increase is estimated to be 2.64%.

Please advise if LeeAnne or I may be of further assistance to you in attaining Board of Education adoption of your budget. For your convenience I have provided a resolution below:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District, at its regular meeting of April 16, 2018, does hereby adopt and support as a corporate body the Superintendent's 2018-2019 Proposed Budget in the total amount of \$136,544,880 as presented.

BE IT FURTHER RESOLVED that the Board of Education of the Pittsford Central School District approves the Property Tax Report Card and authorizes the Assistant Superintendent for Business to electronically submit to the New York State Commissioner of Education within 24 hours, as per law.

DTK:kd

Attachment

2018-19 Property Tax Report Card

261401 - Pittsford CSD		
Contact Person: Leeanne Reister		
Telephone Number: 565-267-1038		
	Budgeted 2017-18 (A)	Proposed Budget 2018-19 (B)
Total Budgeted Amount, not including Separate Propositions	130,064,516	136,644,880
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	97,875,108	100,480,555
B. Tax Levy to Support Library Debt, if Applicable	0	0
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0
E. Total Proposed School Year Tax Levy (A + B + C - D)	97,875,108	100,480,555
F. Permissible Exclusions to the School Tax Levy Limit	3,062,691	3,078,800
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	94,827,544	97,381,955
H. Total Proposed School Year Tax Levy, <u>Excluding</u> Levy to Support Library Debt and/or Permissible Exclusions (E - B - F + D)	94,812,417	97,381,955
I. Difference: (G - H); (negative value requires 60.0% voter approval) ²	15,127	0
Public School Enrollment	5,685	5,734
Consumer Price Index		2.13%

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2018-19, includes any carryover from 2017-18 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2017-18 (D)	Estimated 2018-19 (E)
Adjusted Restricted Fund Balance	30,913,495	28,827,057
Assigned Appropriated Fund Balance	1,534,000	2,654,508
Adjusted Unrestricted Fund Balance	5,202,581	5,481,796
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00%	4.00%

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/18 Actual Balance	6/30/18 Estimated Ending Balance	Intended Use of the Reserve in the 2018-2019 School Year
Capital	Capital Reserve	To pay the cost of any object or purpose for which bonds may be issued.	14,100,036	14,100,036	For parking lot expansion and room renovations to add Full Day Kindergarten, buses and staff in the amount of \$575,000
Capital	Bus Purchase Reserve	To pay the cost of the purchase of school buses.	5,133,091	3,809,044	To purchase five additional school buses for Full Day Kindergarten in the amount of \$610,000.
Capital	Capital Technology Reserve	To pay the cost of the capital technology purchases.	1,501,617	1,501,617	
Workers' Compensation	Workers' Compensation Reserve	To pay for Workers Compensation and benefits.	180,111	160,111	To offset an increase in workers' compensation costs in the amount of \$20,000.
Unemployment Insurance	Unemployment Insurance Reserve	To pay the cost of reimbursement to the State Unemployment Insurance Fund.	392,483	352,483	To offset Unemployment Insurance costs up to \$40,000.
Mandatory Reserve for Debt Service	Mandatory Reserve for Debt Service	To cover debt service payments on outstanding obligations (bonds, BANS) after the sale of district capital assets or improvements.	1,159,619	1,159,619	
Insurance	Insurance Resev	To pay liability, casualty, and other types of uninsured losses.	1,220,527	1,220,527	
Liability	Reserve for Liability	To establish and maintain a program of reserves to cover liability claims incurred.	1,684,337	1,634,337	To cover the cost of a possible settlement from pending litigation in the amount of \$50,000.
Tax Certiorari	Reserve for Tax Certiorari	To establish a reserve fund for tax certiorari settlements	738,415	926,958	
Employee Benefit Accrued Liability	Reserve for Employee Benefits Accrued Liability	For the payment of accrued employee benefits due to employees upon termination of service.	2,059,919	1,659,919	To offset accrued benefit costs at the time of retirement up to the amount of \$400,000.
Retirement Contribution	Retirement Contribution Reserve	To fund employer retirement contributions to the State and Local Employees' Retirement System	2,003,404	1,800,404	To offset Employee Retirement Costs in the amount of \$203,000.

* Note: Reserves with blue boxes will be allowed to add rows for multiple entries. Use a different name for each in the Reserve Name column.

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Monday, March 26, 2018
Board Room - Barker Road Middle School

A BUDGET WORKSESSION of the Pittsford Central School District Board of Education was held at 6:00 p.m. in the Board Room, Barker Road Middle School on Monday, March 26, 2018. Mr. Pero gave an update on where we are on full-day kindergarten, highlighting the difference between Foundation Aid vs. Conversion Aid, funding sources, state aid proposals, use of reserves and cost impacts. He noted that the Governor's budget is due on Monday, April 1. When we receive state aid runs for foundation aid and conversation aid, we will begin analyzing the figures and any hurdles. Dr. Jerry Emmons and Mrs. Tiphaine Ketch, parents, expressed their support of a full-day kindergarten program. Mr. Pero said the District is taking work on this program very seriously.

The REGULAR MEETING of the Pittsford Central School District Board of Education was held at 7:00 p.m. in the Board Room, Barker Road Middle School on Monday, March 26, 2018.

BOARD MEMBERS PRESENT: A. Thomas, K. McCluski, V. Baum, I. Narotsky, P. Sullivan
R. Sanchez-Kazacos.

BOARD MEMBER ABSENT: T. Aroesty

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer M. Leone, P. Vaughan-Brogan, M. Ward, E. Woods,
S. Cutaia, T. Seeler

OTHERS PRESENT: S. Warchol, M. Sykes, T. Ketch, S. Pelusio, K. Huels, J & C Emmons, L. Porzio, J. Cincotta, C. Coleman, L. Beckford, M. Delgato, L. Norton, P. Gholkar, K. Manske, J. Pink, H. Pink, M. Graham, T. Bonus, T. Rosenberg, E. Galusha, A. Azzaro, I. Schmitt, R. Weiner, J. Theodorou, R. Leidold, K. Melvin, K. Ronan, L. Shack, S. Gould

1. Mrs. Thomas called the Regular meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos and carried **APPROVED:**
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **AGENDA**
the agenda for this evening's meeting with the following deletion: X.B.1. Driver's Ed presentation
and budget, which will come back to the Board in the near future.
Vote: Unanimously carried by Board members present

3. Mrs. Shana Cutaia, principal, was present to give the Board an update on the activities taking place at Barker Road Middle School. Mrs. Cutaia publicly thanked Mrs. Seeler, vice principal, for all her support. Mrs. Cutaia noted that both BRMS and CRMS have been awarded the title of National Schools to Watch. Mr. Pero thanked Mrs. Cutaia and staff for pulling together the activities on March 14.

4. Motion was made by Mrs. Baum, seconded by Mrs. Narotsky and carried regarding the **APPROVED:**
following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of **MINUTES**
its Regular meeting of March 12, 2018.
Vote: Unanimously carried by Board members present

5. Public comment period:

Mrs. Meredith Graham, parent, asked about the communication of state-aid budget information and where to find extra-curricular activities. Mr. Pero noted they are on our webpage along with high school course of studies.

Mrs. Tiphaine Ketch noted the amazing math talent in CRMS and BRMS

Mrs. Jessie Keating, parent, addressed the Dignity for All Students Act (DASA) reporting and its transparency and read a statement to the Board.

6. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: **BE IT RESOLVED**, that the Board of Education accepts the Treasurer's Report for the period ending February 28, 2018.

Vote: Unanimously carried

**ACCEPTED:
TREASURER'S
REPORT**

7. Motion was made by Mr. Sullivan, seconded by Mrs. Narotsky and carried regarding the following resolution: **BE IT RESOLVED**, that the Board of Education approves the following bus proposition that will be placed before the voters on May 15, 2018:

Vote: Unanimously carried by Board members present

**APPROVED:
BUS
PROPOSITION**

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District is hereby authorized to withdraw from the "Capital Reserve Fund – Purchase of Buses" a sum of money not to exceed One Million, Three Hundred Twenty-four Thousand, Forty-seven Dollars (\$1,324,047), less trade-in allowance, to be used for the purchase of nine (9) replacement sixty-five passenger buses, one (1) wheel chair bus and two (2) thirty-six passenger buses and communications equipment used in the operation of such buses. State Aid generated on these purchases may be returned to the Capital Reserve Fund – Purchase of Buses

8. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Baum and carried regarding the following resolution: **BE IT RESOLVED**, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:

Vote: Unanimously carried by Board members present

**APPROVED:
PROFESSIONAL
STAFF REPORT**

A. Change of Status – Probationary to Tenure

Name: Anne Muoio
Position: MHS English
Tenure Area: English
Probationary Period: 04/07/2015 – 04/06/2018
Certification: Initial

B. Appointment – School Related Professional

Name: Marie Jubert
Position: DO Media Specialist
Type of Position: Civil Service
Probationary Period: 03/29/2018 – 09/29/2018
Salary: \$44,300
Effective Date: March 29, 2018

9. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: **BE IT RESOLVED**, that the Board of Education, upon the Superintendent's recommendation, approves the following Support Staff Report:

Vote: Unanimously carried by Board members present

**APPROVED:
SUPPORT
STAFF REPORT**

RETIREMENTS

<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Amy Iserson	PT Off Clk 4	MCE	14 yrs	6/30/18
Anna Walter	Off Clk 3	SHS	16 yrs	6/15/18

RESIGNATIONS

<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Barbara Maltese	Off Clk 3	MHS	4 days	3/12/18
Jessica Zepp	Off Clk 3	BARK E	13 mo	April

RETIREMENTS

<u>CUST /MAINT</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Somlith Liou	Cleaner	BRMS	11 yrs	4/28/18

APPOINTMENTS

<u>TRANSPORTATION</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Patricia Wolk	Attendant	BG	AM/PM	3/12/18	\$11.41/hr.

10. Mr. Leone noted that the large group interviews have taken place with the pool of candidates for the principalship at Mendon High School as a result of Mr. Karl Thielking's retirement and has sent two candidates forward for a superintendent's interview. Both candidates will now present to the Mendon High School staff. Mr. Leone said he is confident that the Board will be able to approve the new principal for a July 1 starting date.

11. Mrs. Tracey Dickerson, teacher and Director of Summer Enrichment Program gave the Board an overview of the program. This is a self-funding program, is under umbrella of PCSD and uses Pittsford school facilities. This program began in 1995. Mrs. Dickerson reviewed the mission, components and focus, program description, goals, instructors, internships and student assistant enrollment influences. Two to four hundred students is a typical enrollment. On-line registration opens March and closes on May 1. Mrs. Thomas complimented Mrs. Dickerson for her incredible work and the fact that all students participate.

12. Mr. Pero thanked our PTSA for their annual donation to the Unified Basketball program.

13. Mr. Pero noted the first reading of the new Inclusivity Charter. The hope is that by calling together a diverse section of people, along with District members, we will have good representation to advise Mr. Pero regarding systems, structures, policies, regulations and experiences that will lead to an environment of enhanced school/community engagement, respect and connection – where diverse ideas, backgrounds and perspectives are tied together in a caring environment. This will be brought back to the Board for action at its next meeting. The process will then move forward to advertise for committee members. It would be great to get people with different experiences and mindsets for powerful results in our schools.

14. Motion was made by Mrs. McCluski, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:

**APPROVED:
CONSENT
AGENDA**

Vote: Unanimously carried by Board members present

Committee on Special Education: Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation Reviews.

Sub-Committee on Special Education: Annual Reviews, Reevaluation Reviews.

Gift to the District

Annual donation of \$2500.00 to the Unified Basketball program from the Pittsford District PTSA.

15. Motion was made by Mrs. McCluski, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at approximately 8:20 p.m.

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Veronica M. Walker
School District Clerk



monroe one
EDUCATIONAL SERVICES

Daniel T. White
District Superintendent

To: Monroe #1 BOCES Component Districts
From: Dan White *Dan*
Date: March 2018
Re: Annual Election/Budget Vote – Voting and Ballot

On April 17, 2018 your Board of Education, at a regular or special meeting, may vote on the BOCES administrative budget and on the candidates for membership on the BOCES board. Each nominee for the BOCES board is elected by a plurality of the votes cast (**one vote per component board**); the budget must be approved by a majority of the component districts that vote on the budget.

If your board votes, your District Clerk must complete the attached Resolution/Ballot form. Once completed, please email it to Val Leonardo *and* Lisa Ryan on April 18, 2018 at Valerie.Leonardo@boces.monroe.edu; Lisa.Ryan@boces.monroe.edu, and then send the original to Val.

If you have any questions, please call Val at 383-2200.

/v

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
First Supervisory District of Monroe County
41 O'Connor Road - Fairport, New York 14450

ANNUAL MEETING

Thursday April 12, 2018 – BOCES Board Room (R13)
7:00 p.m.

AGENDA

1. Meeting called to order (Pledge to the Flag) and welcome by Board President Robert A. Dickson
2. Election of Chairperson for the meeting
3. Election of Recorder for the meeting
4. Recognition of Component Superintendents and Board Members
5. Introduction of Board Candidates
6. Explanation of election and budget vote to be held on ***April 17, 2018***
7. **2018-2019 Budget**
 - *Budget Overview
 - *Administrative/Capital budget
8. Questions/Answers – Board and Staff
9. Adjournment

MONROE #1 BOCES ANNUAL ELECTION/BUDGET VOTE

April 17, 2018

RESOLUTION/BALLOT

The undersigned, being the duly appointed and acting clerk of the _____ School District (the "district"), hereby certifies as follows:

The board of education of the District, at a meeting duly called and held on April 17, 2018 which _____ members were present and _____ members were absent, and at which a quorum was present and voting throughout, took the following action: (check "yes" if the board adopted the resolution, "no" if the board voted against the resolution, "abstain" if the board decides not to vote).

SEAT #1

RESOLVED: to cast one vote for the election of Robert Dickson, resident of West Irondequoit Central Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2018 and end June 30, 2021.

VOTE
Yes___No___
Abstain___

SEAT #2

RESOLVED: to cast one vote for the election of Thomas Nespeca, resident of the Webster Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2018 and end on June 30, 2021.

Yes___No___
Abstain___

SEAT #3

RESOLVED: to cast one vote for the election of Maureen Nupp, resident of the Fairport Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2018 and end on June 30, 2021.

Yes___No___
Abstain___

Seat #4

RESOLVED: to cast one vote for the election of Sora Sachs, resident of the Brighton Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2018 and end on June 30, 2021.

Yes___No___
Abstain___

Seat #5

RESOLVED: to cast one vote for the election of Nancy Semal, resident of the East Irondequoit Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2018 and end on June 30, 2021.

Yes___No___

Abstain___

ADMINISTRATIVE BUDGET VOTE

RESOLVED: that the Board of Education of the _____ School District votes to approve the proposed BOCES administrative budget in the amount of \$5,647,175 for the 2018-2019 fiscal year.

Yes___No___

Abstain___

Dated: April____, 2018

District Clerk

****Please complete this ballot, email it to Val Leonardo at Valerie.Leonardo@boces.monroe.edu, and Lisa Ryan at Lisa.Ryan@boces.monroe.edu. Please send the signed original to Val.***

**NOTICE OF
ANNUAL MEETING
BOARD OF COOPERATIVE
EDUCATIONAL SERVICES
FIRST SUPERVISORY
DISTRICT OF MONROE COUNTY
(MONROE #1 BOCES)**

Please take notice that Monroe #1 BOCES will hold the annual meeting of the members of the Boards of Education of its Component Districts on April 12, 2018 at 7:00 p.m. at the Lester B. Foreman Area Educational Center, Board Room R13, 41 O'Connor Road, Fairport, New York. Monroe #1 BOCES will present its proposed Administrative, Capital and Program budgets for 2018-2019 to those in attendance at the annual meeting for their review. The following are summaries of the proposed Administrative, Capital and Program budgets. The amounts stated are based on current estimates and may be subject to change. Copies of the complete proposed Administrative, Capital and Program budgets will be available for inspection by the public between the hours of 8:00 a.m. and 4:00 p.m. in the District Superintendent's office, Monroe #1 BOCES, which is located in the Lester B. Foreman Area Educational Center, 41 O'Connor Road, Fairport, New York, commencing on March 30, 2018 and will also be available after that by contacting the superintendent's office in each of the BOCES component districts.

**SUMMARY OF PROPOSED
ADMINISTRATIVE BUDGET**

TOTAL PERSONNEL SERVICES (salaries of all central administrative and supervisory personnel): \$1,822,990
TOTAL EMPLOYEE BENEFITS (included are benefits for all central administrative and supervisory personnel and in addition, health benefits for all Monroe #1 BOCES retirees, a supplemental teacher retirement assessment for certified salaries): \$5,464,158; EQUIPMENT: \$14,750; SUPPLIES: \$32,925; REVENUE NOTE INTEREST: \$50,000; TOTAL CONTRACTUAL EXPENSE: \$631,861; NET TRANSFERS: <\$2,369,509> Included in the total above is the compensation for the district superintendent of schools as follows: BOCES SALARY: \$123,201; BOCES ANNUALIZED BENEFITS: \$41,979; OTHER REMUNERATION: \$43,499.

**TOTAL ADMINISTRATIVE BUDGET
\$5,647,175**

**SUMMARY OF PROPOSED
CAPITAL BUDGET**

RENTAL OF FACILITIES: \$2,739,747; PAYMENT TO DORMITORY AUTHORITY: \$0; TRANSFER TO CAPITAL PROJECTS FUND: \$1,500,000; BOND TRUSTEE FEE OR DORMITORY AUTHORITY \$0; OVERHEAD FEE: \$0.

**TOTAL CAPITAL BUDGET
\$ 4,239,747**

**SUMMARY OF PROPOSED
PROGRAM BUDGET**

VOCATIONAL EDUCATION: \$7,918,877; SPECIAL EDUCATION: \$62,949,920; SUPPORT SERVICES: \$21,536,042; TECHNOLOGY: \$25,996,064; ACADEMIC AND ENRICHMENT: \$4,494,396; MANAGEMENT SERVICES: \$4,809,072; TRANSPORTATION: \$6,579,299

**TOTAL PROGRAM BUDGET
\$134,283,670**

**Valerie Leonardo
District Clerk**

Robert A. Dickson

229 Briarwood Drive
Rochester, New York 14617

Objective: Continue to represent West Irondequoit Schools on the Monroe #1 BOCES Board of Education given my . . . years of experience in that capacity

Education: State University of New York at Brockport
M.S. in Education, May, 1971
B.S. in Education, January, 1967

Teaching Experience:

Adjunct Professor - St. John Fisher College (1999-2011)
College supervisor of teacher candidates for secondary English and special education (urban/suburban)

Junior/Senior High English teacher-West Irondequoit School District
(1967-1999)

Teaching literature and writing to students of varying ability in accordance with District objectives and New York State Standards. Instruct students with learning disabilities in included classroom. Coordinate individualized educational plans with special education teachers. Engage students in weekly writing and reading instruction utilizing authentic assessment through student writing portfolios. Collaborate with team teachers to devise interdisciplinary approaches to student instruction and to create authentic assessment measures. Throughout these years worked with several student teachers from local colleges

Junior High English Department Leader-West Irondequoit School(1971-1999)

Served as lead teacher for department members as instructional needs arose throughout the year. Curriculum and classroom supervisor of department members responsible for evaluating through pre and post-conferencing using District evaluation model including Madeline Hunter's Mastery Teaching skills as well as Effective Teaching Skills based on John Saphier's model. Designed and implemented innovative instructional units and worked to design various curricular programs relevant to the junior high and according to District curricular guidelines. Oversaw adoption and implementation of textbooks for junior high English curriculum. Instrumental in recruitment and orientation of new junior high English personnel

Thomas J. Nespeca - Treasurer



Thomas J. Nespeca is treasurer of the New York State School Boards Association.

NYSSBA provides advocacy, training and information to school boards in support of their mission to govern the state's public schools. The NYSSBA board establishes policies to supervise, control and direct the business of the Association.

Nespeca chairs the board's Investment Advisory Council. He previously served as NYSSBA's president, vice president and Area 2 Director, representing school boards in Livingston, Monroe, Ontario, Seneca, Wayne and Yates counties. He is a member of NYSSBA's Federal Relations Network and State Legislative Network.

Nespeca is a member of the Monroe 1 BOCES Board. He served on the Webster Board of Education for 17 years, and was both president and vice president. He is a member of the Monroe County School Boards Association, having served as president and co-chaired the county's legislative committee.

Nespeca was a member of the New Yorkers for an On-Time Budget advocacy group.

Nespeca works for Carestream Health Inc. as the WW Trade and Regulatory Compliance Manager. He retired from Eastman Kodak Company. He represents Carestream Health Inc. on the Rochester International Business Advisory Council. He was president of the Rochester International Development Council.

Nespeca earned a bachelor's degree in business management from St. Joseph's College and a graduate certificate in international business from SUNY Brockport. He is also a licensed U.S. Customs Broker, granted by the U.S. Department of Treasury.

He and his wife Elaine reside in Webster. They have three grown children and two grandchildren.

~ Improved Import Processes regarding duty management and operational effectiveness to a level recognized as "Best in Class" by the Center for Supply Chain Research, Penn State University; a level of distinction maintained for three consecutive years.

~ Defined and implemented a "total delivered cost model" by incorporating transportation and duties into an "easy to use" checklist for the facilitation of international sourcing decisions.

~ Achieved a first year savings of 16% or \$4 Million by developing a Container Utilization Process, as Manager of the US Ocean transportation network.

PERSONAL

Married with three grown children and I enjoy an occasional round of golf.

CAREER PROFILE

CARESTREAM HEALTH INC.

WW Trade & Regulatory Compliance Manager 2007-current

EASTMAN KODAK COMPANY

Director, Global Duty Management & Operations Initiatives 2002-2007

Director, Import Services 2000-2002

Manager, International Transportation Ocean Services 1998-2000

COMMUNITY SERVICE

Member of Webster CSD BoE, (Board officer for 6 of the 18 years either Pres or VP 1998- Jan1, 2016

Member of NYS School Boards Assoc, Board of Directors (Past President and current Treasurer) 2006 Present

Member of Monroe 1 BOCES 2015 - Present

Member of Monroe County School Board Association, (held officer positions 2003 - 2006) 1998-Present

ACADEMICS

CALUMET COLLEGE of ST. JOSEPH: **BS Business Management**,

INTERNATIONAL BUSINESS INSTITUTE, SUNY BROCKPORT & ROCHESTER

INTERNATIONAL BUSINESS COUNCIL: **Certificate International Business Operations**,

U.S. DEPARTMENT of TREASURY: **Licensed U.S. Customs Broker**.

CERTIFIED; Management Black Belt

HONORS

New York State Senate Proclamation: Honoring service as the New York State School Boards Association President and to the Public School Children of NYS, during years 2012 and 2013.

Received New York State School Boards Association: Board Mastery Achievement Certificate 2013

Received New York State School Boards Association: Board Lifetime Achievement Certificate 2016

Thomas J. Nespeca

440 Thrushwood Lane, Webster NY, 14580 585-627-6425, DAY, 585-671-7858 Eve,
585-747-9922 CELL TJNespeca@Gmail.Com

20 plus years of operations, transportation, international logistics, including US Customs and Logistics operations encompassing project management experience. Highly effective in leading teams, including project oversight and education aimed at developing quality processes. Consistently able to improve productivity; through streamlining operations and strategic communications resulting in attaining accomplishments set by senior company management.

PROFESSIONAL CONTRIBUTIONS

COMPLIANCE RESPONSIBILITIES

~ Completed Global Logistics Compliance requirements to launch Carestream Health Inc., as an independent company for the May 1, 2007 company inception date.

~ Provided management oversight and training for transitioning Carestream Health to replacement INCOTERMS 2010

~ Represented Eastman Kodak Company and Now Carestream Health Inc. on the Advisory Board of Directors for The Rochester International Business Council, a sub-group of Greater Rochester Enterprise formed to help inform and educate the Greater Rochester international business community regarding international compliance and business requirements to attain international marketing goals.

~ Represented Eastman Kodak Company for four years on the Board of Directors for the Rochester International Development Corporation, an oversight compliance board for the Monroe County Foreign Trade Zone Grantee, serving in the capacity of board President for two years.

~ Global oversight education responsibilities for Kodak's annual \$6-\$8 Billion and current Carestream Health's \$1 - \$2 Billion of compliant international trade, including Duty Management and semi-annual presentations to the CEO and Senior Executives on the corporation's "Effective Duty Rate"; consistently maintaining a reduced global duty spend by an average of over 36.5%. (2015 Duty Savings over \$17 Million)

~ Provided successful corporate management education responsibility for Kodak's C-TPAT (Customs-Trade Partnership Against Terrorism) application and certification, attaining a Tier III certification level. Less than 3% of the certified companies had reached Tier III at the time Kodak's certification was granted.

~ Directed US Import Service operations with day to day management responsibility for the importation of an annual \$1-\$1.4 Billion in commodity value for Kodak's US locations, including the oversight of Kodak's FTZ (Foreign Trade sub-Zone 141A) and Duty Draw-Back processes.

~ Managed a team of individuals from multiple disciplines within Carestream to redesign a compliant corporate record keeping process to meet the requirements of the FDA.

PROCESS IMPROVEMENTS:

~ Developed consolidation procedures as Director, Global Duty Management with internal and external legal counsel to maximize synergies with our recently acquired wholly owned subsidiaries regarding logistics operations and Import/Export operations and compliance opportunities.

~ Developed procedures as new Director of Import Services that restored Kodak's US Customs Compliance rate from 72% to 94% within two years.

**Committee &
Curriculum
Experience:**

- Monroe#1 BOCES Audit Committee chairman	2008 - present
- Monroe#1 BOCES Policy Committee member	2007 - present
- Monroe #1 BOCES Scoring Leader/trainer ELA Regional Scoring	2001
- English Language Arts State Standards (turn-key trainer)	1998 - 1999
- SCANS / CDOS State Standards (turn-key trainer)	1998 - 1999
- District K-12 Language Arts Ad-hoc Committee (writing, literature, spelling)	1980 - 1999
- District in service on Effective Teaching (3 levels)	1993 - 1997
- District Mentor Program	1991 - 1993
- District Teaching/Learning Center Board	1986 - 1990
- District Thinking/Planning Committee	1986 - 1990
- District Curriculum Council	1978 - 1982

**Other Related
Experiences:**

- Monroe#1 BOCES President	2011 - present
- Monroe#1 BOCES Board Vice President	2010 - 2011
- Monroe#1 BOCES Board member representing W. Irondequoit	2006 - present
- St. John Fisher College N.C.A.T.E. Standard 3 committee	2003-2005
- West Irondequoit School District Foundation Board	1998 - 2005
- Junior High School Ski Club advisor	1993 - 1999
- District Teacher/Learning Center in service work	1986 - 1999
- Building level policy/faculty/planning committees	1971 - 1995
- West Irondequoit Teachers Association treasurer	1988 - 1994
- Building P.T.A. Teen Center advisor	1989 - 1992

Accomplishments: Who's Who Among America's Teachers (1992)

References available upon request

Monroe 1 BOCES Board of Education

Maureen M Nupp

48 Whippletree Road

Fairport NY 14450

maureennupp@gmail.com

585 377-1237

585 507-7688

PERSONAL INFORMATION

2 children who graduated Fairport HS, 3 grandchildren

Member of Fairport Community 40 years

Member – Board of Education Fairport Central School District 1998- present

EDUCATIONAL BACKGROUND

BA Nazareth College of Rochester

MPA SUNY Brockport

PROFESSIONAL ACTIVITIES

Teacher – East Rochester Middle School 27 years

Health Care Professional 12 years

PRALID, Center for Disability Rights, Unlimited Care

Worked with adults with different abilities and disabilities to provide services and opportunities to live successfully in the community-- PRIMARILY with Traumatic Brain Injuries

WHY DO I WANT TO BE ON THE MONROE 1 BOCES BOARD?

Because One Size does not Fit All. We hear that phrase so often when we discuss the educational needs of our students. As members of local Boards of Education, we struggle to provide the most appropriate learning for our students. As a partner with our component districts, BOCES provides additional pieces to the puzzle of what appropriate education involves. The services BOCES provides to our local districts enable us to do a better job to help us meet our local visions and missions. With BOCES support, we help students with specific needs enumerated in their Instructional Support Plans; we help our students who are seeking specific career paths; we also can meet our fiscal responsibilities by using BOCESE provided services in a cost-effective manner.

As a local Board member in Fairport, I have always sought to do the best for all our students. As a new member of the Board for Monroe 1 BOCES I will continue to make that my goal. And then of course the compensation. I understand BOCES Board members get double digit increases for our service!

SORAR SACHS
20 Chalet Circle
Rochester, NY 14618
585 473-9731
srscad.rit.edu

PROFESSIONAL EXPERIENCE

Rochester Institute of Technology

Rochester, NY

Associate Professor

Learning Development Center Staff Chair Reading and Writing Dept. 1995-present

Responsibilities include:

Director of the Writing Lab – hire, schedule, establish policies, market, supervise 10 professional writing instructors, and handle referrals.

Instructor – teach credit courses for the College of Liberal Arts, writing courses for the College Restoration Program and Higher Education Opportunities Program, on-line learning courses, numerous workshops on writing and study skills

Present Committees: serve on LDC Advisory Board Committee, CRP committees, LDC Professional Development committee, SA Assessment Team, RIT Academic Affairs, RIT Institute Writing Committee.

Awards: Outstanding Adjunct Teacher for the College of Continuing Education, Teacher Recognition for HEOP

RIT Training and Development

1983-1995

Writing Instructor – taught workshops on Letter Writing, Memo Writing, Conciseness, Business Writing, and Punctuation. Clients included Kodak, Preferred Care, Monroe County Dept. of Justice, Corning, Fisons, and the general community.

BOCES #2

1988-1989

Writing instructor – taught Adult Literacy at Pfaudler

SALS (School of Applied Industrial Studies)

1981-1988

Writing Instructor – taught all 4 levels of Communication, including English Composition and Technical Communications.

Monroe Community College

1980-1981, 1988-89

Writing Instructor – taught English Composition and Business Communications.

Rush-Henrietta Central Schools

1966-69, 1975-1980

English Teacher and Coordinator of GED – taught high school English and GED preparation

Nancy Semal
119 Foxhall Drive
Rochester, NY 14609
585-288-4868

Presently ~

Associate Real Estate Broker/REALTOR since 1980

Certified Residential Specialist

GRAR Sales Master Award

RE/MAX 100% Club Recipient

Business Affiliations ~

- Member, Greater Rochester Association of REALTORS
- Member, RE/MAX Worldwide Referral Network
- Member, New York State Association of REALTORS
- Member, The National Association of REALTORS
- Chairperson, Industry Advocacy Committee

Personal Affiliations ~

- Irondequoit Chamber of Commerce
 - Founder, WIN (Women's Irondequoit Network)
 - Children's Miracle Network
 - Board Member, Eastridge Foundation
 - Board Member, Monroe 1 Boces
-

EDUCATION

University of Rochester Rochester, NY
M.A English Education

University of Buffalo Buffalo, NY
B.A Major: English Minor: Education

COMMUNITY ACTIVITIES AND INTERESTS

Member of National Council of English Teachers, NY College Learning Skills Association, BOCES #1 School Board, Finger Lakes Community College Advisory Board
Interests include running, biking, skiing, knitting, reading

References Available upon Request

Pittsford Schools

Administrative Offices
75 Barker Road – East Wing
Pittsford, NY 14534
585.267.1053

fax: 585.381.9368

Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: April 2, 2018
To: Michael Pero, Superintendent of Schools
Board of Education
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Tax Certiorari Reserve

DTK

Over the last several years, the Board of Education has authorized establishing Tax Certiorari Reserve Funds according to NYS ED Law Section 3651: Reserve Fund. The law states:

“Any monies deposited to such reserve fund which are not expended for the payment of judgments or claims arising out of such tax certiorari proceeding for the tax roll in the year such monies are deposited to the said fund and/or which will not reasonably be required to pay any such judgment or claim shall be returned to the general fund on or before the first day of the fourth fiscal year following the deposit of such monies to said reserve.”

For 2017-18 there have been new claims and no settlements were reached or claims discontinued on existing cases. There is still a claim from 2014-15 being negotiated that could result in a sizable settlement, therefore we are leaving funding for said claim in the reserve. As such, the current Tax Certiorari Reserve should be adjusted to cover the potential liability the District could incur. The chart below shows the current reserve amount and the amount that may be needed to settle the pending claims. The Board of Education should consider passing a resolution to transfer funds to the Tax Certiorari Reserve.

		Balance	Amount		
		6/30/2017	Needed	6/30/2018	Difference
864-15	2014-15	\$ 352,846.48	\$ 352,846.48	\$ -	
864-16	2015-16	\$ 190,567.36	\$ 190,567.36	\$ -	
864-17	2016-17	\$ 195,000.89	\$ 190,153.37	\$ (4,847.52)	
864-18	2017-18	\$ -	\$ 193,390.71	\$ 193,390.71	
		\$ 738,414.73	\$ 926,957.92	\$ 188,543.19	

I therefore recommend the following resolution to wit:

BE IT RESOLVED THAT the Board of Education of the Pittsford Central School District authorizes the transfer of one hundred eighty-eight thousand five hundred forty-three dollars and nineteen cents (\$188,543.19) into the Tax Certiorari Reserve Funds from the General Fund Unrestricted Fund Balance for tax certiorari claims related to unsettled Notice of Petitions.

DTK:kd

Pittsford Schools

Administrative Offices
75 Barker Road - East Wing
Pittsford, NY 14534

585.267.1036

Fax: 585.381.9368

Leeanne_Reister@pittsford.monroe.edu

Leeanne G. Reister
Director of Finance

To: Darrin Kenney, Asst. Superintendent for Business

From: Leanne Reister, Director of Finance 

Date: March 28, 2018

Re: Best Value Purchasing

Effective August 1, 2012, a new subdivision 16 was added to General Municipal law (GML) section 103 to authorize political subdivisions and districts therein to purchase apparatus, materials, equipment and supplies, and to contract for services related to the installation, maintenance or repair of those items, through the use of contracts let by the United States or any agency thereof, any state or any other political subdivision or district therein. The contract must be made available for use by other governmental entities.

This exception to GML section 103(1), as originally enacted, provided that the contract must have been let in a manner that constitutes competitive bidding consistent with state law. GML section 103(16) was amended by chapter 497 of the Laws of 2013, to provide that the contract must be let either to the lowest responsible bidder or on the basis of best value in a manner consistent with GML section 103. Political subdivisions that wish to make procurements under GML section 103 (16) through the use of a contract let on the basis of best value must have first authorized the use of best value for awarding their own purchase contracts by local law, or in the case of school districts by resolution. The stated purpose of GML section 103 (16) is to reduce administrative and product cost and increase efficiencies. Therefore, for your consideration is the following resolution:

RESOLUTION

WHEREAS, New York State General Municipal Law Section 103(1) requires all purchase contracts with a value over \$20,000 and all public works contracts with a value over \$35,000 let by a school district to be awarded to the lowest responsible bidder, provided, however, that purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract) may be awarded on the basis of "best value," as that term is defined in New York State Finance Law Section 163;

WHEREAS, in order for a school district to award a contract on the basis of value, its Board of Education must adopt a resolution authorizing the same at a public meeting;

WHEREAS, the Board has determined that it is in the best interest of the District to adopt this resolution authorizing “best value” awards in accordance with this General Municipal Law Section 103; and therefore

BE IT RESOLVED THAT, the District may make “best value” awards in accordance with General Municipal Law Section 103(1), all applicable laws, and pursuant to the following:

General Purpose:

This resolution permits the District to award purchase contracts (including contracts for service work, but excluding any purchase contracts necessary for the completion of a public works contract) on the basis of “best value,” as that term is defined in New York State Finance Law Section 163.

Basis for award:

Goods and services procured and awarded on the basis of “best value,” as that term is defined in New York State Finance Law Section 163, shall be those the District determines will be of the highest quality while being the most cost efficient. The determination of quality and cost efficiency shall be based on objectively quantified, clearly described, and documented criteria, which may include, but shall not be limited to, any of the following: cost of maintenance, proximity to the end user if distance or response time is a significant term, durability, availability of replacement parts or maintenance contractors, longer product life, product performance criteria, and quality of craftsmanship.

Applicable Contracts:

This resolution applies to purchase contracts involving an expenditure of more than \$20,000, but excludes purchase contracts necessary for the completion of a public works contract pursuant to Article 8 of the New York Labor Law. If the monetary threshold for competitive bidding set forth in General Municipal Law Section 103 is increased or decreased in the future, the monetary threshold set forth herein shall be simultaneously amended to match the new monetary threshold.

PITTSFORD CENTRAL SCHOOLS COMMITTEE CHARTER

All Pittsford Central School District Committees shall:

- establish a process for maintaining compliance with relevant laws, contracts, policies and regulations
- operate in a manner that is fiscally responsible
- support the Mission, Vision and Values of the District
- provide orientation to new members

Committee Type: (see definitions*)	Inclusivity Advisory Committee
Contact:	
School Year:	
<p>Purpose: In a brief statement, describe:</p> <ul style="list-style-type: none"> • the committee's function. • how the committee contributes to desired student outcomes. • whether the committee is advisory, and to whom, or, decision-making. 	<p>The Inclusivity Advisory Committee provides guidance to the Superintendent of Schools regarding systems, structures, policies, regulations and experiences that will lead to an environment of enhanced school/community engagement, respect and connection – where diverse ideas, backgrounds and perspectives are tied together in a caring environment. Guidance areas will include, but are not limited to:</p> <ul style="list-style-type: none"> • Board of Education policy, regulations, procedures • Professional development, recruitment and retention • Community Education and Outreach • Curricular, Instructional and Extracurricular practices • Analysis of multiple types of data from varied stakeholders • Review of trends and best practices
<p>Membership: In a brief statement, indicate:</p> <ul style="list-style-type: none"> • the number of members and the constituency each represents. • how members are chosen. • the expected tenure and planned rotation of members. 	<p>The Committee will include representatives with diversity of thought from all school levels (elementary, middle, high school) selected by established processes for District constituent groups:</p> <p>PDAA = 3 members PDTA = 3 members PTSA = 4 parents/guardians, one to include Urban Suburban (all three levels represented) COT = 2 members</p> <p>Various recognized experts in the following areas will be selected via an interview process:</p> <ul style="list-style-type: none"> • Mental Health • Special Education • Interfaith • Sexual Orientation • Gender Equity • Diversity/Inclusion

	<p>The Superintendent shall appoint a COT member and a non-district expert as Co-chairs of the Committee. The Committee shall have the option to add up to three (3) ad hoc members who may advise or support particular goal areas. Duration of such appointments will be established and communicated to all members.</p> <p>Membership terms are for three years, such that membership rotates on a staggered basis for each constituent group.</p>
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<p>Operation: In a brief statement, indicate:</p> <ul style="list-style-type: none"> • how meeting minutes are kept and distributed. • the time commitment for committee members. • how the agenda is set (by whom). • the tasks participants may perform. • the “ground rules” by which the committee operates. 	<p>The Chairpersons will provide an orientation for new members to include overview and purpose of the Committee, review of the District vision, values and mission, and review of the charter, glossary of terms, and basic operations.</p> <p>Process for minutes to be taken and distributed will be created by co-chairs</p> <p>The Committee shall meet monthly during the school year. Additional meetings will be established as needed by the Chairpersons. Committee goals shall be developed via a collaborative process, based upon data gathered as outlined in the purpose of the IAC. The chairpersons shall develop agendas based upon the priorities of the Committee and with input from members. Agendas are sent to members prior to the meetings.</p> <p>Participants commit to the following tasks:</p> <ul style="list-style-type: none"> • Regular meeting attendance • Adherence to collaboratively established group norms • Active listening and participation in Committee meetings • Representation of and communication with constituency group • Participation on sub-committees or ad hoc committees • Review of information impacting the purpose and goals of the Committee • Respect for decisions made by consensus and the agreed upon data to be shared to those outside of the Committee; including meeting agendas and summaries
<p>Accountability: In a brief statement, indicate:</p> <ul style="list-style-type: none"> • the individual committee members responsible for reporting and to whom they report. • to which committee or individual the committee reports? 	<ul style="list-style-type: none"> • Committee members report to their respective groups (see membership list) • Committee reports to the Superintendent of Schools • Committee members who are also members of other District committees are responsible for maintaining effective communication with and among those groups, as appropriate

<p>Evaluation: In a brief statement describe:</p> <ul style="list-style-type: none"> • how the committee evaluates its operational functioning. • how the committee evaluated its contribution to the District's Vision and Values. • how those impacted by the work of the committee will assess the impact of the committee. 	<p>Committee will employ the committee evaluation rubric to evaluate its operational functioning by collating responses of the individual committee members</p> <p>Goals will be evaluated based upon the criteria established for each goal area.</p>
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3/15/18

*** Definitions:**

Standing Committee: Operates for more than one year, is expected to remain active; operates from a charter

Ad Hoc Committee: Operates for a short-term, has a specific, special purpose, disbands at completion of a task, operates from a charter

Subcommittee: Operates from a charge from a standing committee, is made up of members of that committee, could be short or long-term