

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
MONDAY, MAY 13, 2019  
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

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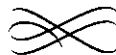
AGENDA

7:00 p.m.

(Meeting will begin in the Auditorium)

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PITTSFORD PRIDE
- V. APPROVAL OF MINUTES: April 23, 2019 (BOARD ACTION)
- VI. PUBLIC BUDGET HEARING
- VII. PUBLIC COMMENT  
*The Board of Education offers this time for those wishing to express public opinion. When addressing the Board, you will be asked to clearly state your name and address and limit your comment/s to approximately three minutes in order for the Board to accomplish the evening's agenda.*
- VIII. BOARD OF EDUCATION REPORT
  - A. Monroe County School Boards Association Meeting Reports
    - 1. Board President's
    - 2. Executive Committee
    - 3. Information Exchange Committee
    - 4. Labor Relations Committee
    - 5. Legislative Committee
    - 6. Steering Committee
    - 7. Community Outreach Advisory Committee
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 5/16/19 – Board Visit/Tour at Mendon Center Elementary School (7:15 am tour/7:30 am visit)
    - 2. **5/21/19 – Budget Vote/Election – 7:00 am-9:00 pm – Barker Road Middle School**
    - 3. 5/24/19-5/27/19 – Schools Closed for Memorial Day Recess
    - 4. 5/27/19 – Memorial Day Parade – 10:00 a.m.
    - 5. 5/28/19 – (Tuesday) Next Regularly Scheduled Meeting (6:30 p.m. – Tenure Reception, 7:00-Regular Meeting)
    - 6. 5/29/19 – MCSBA Annual Meeting – 5:30 p.m. – Webster Schroeder
  - D. Approval of Annual Vote and Poll Workers
- IX. FINANCIAL REPORT – Mr. Kenney
  - A. Action Items:
    - 1. Budget Transfers – Technology Purchases (BOARD ACTION)
    - 2. Budget Transfers – Buildings and Grounds Equipment (BOARD ACTION)
    - 3. Bid Awards (See Consent Agenda)
      - a. Art Supplies
      - b. BOCES 2 Cooperative Natural Gas Supply
      - c. Dust Mop and Uniform Services
      - d. Field Maintenance Supplies
      - e. Gym Doors Inspection
      - f. Industrial Art Supplies
      - g. Pool Supplies
  - B. Discussion:
  - C. Other:

- X. HUMAN RESOURCE REPORT – Mr. Leone
  - A. Action Items:
    - 1. Professional Staff Report (BOARD ACTION)
    - 2. Support Staff Report (BOARD ACTION)
  - B. Discussion:
    - 1. Tenure Recommendations – 1<sup>st</sup> Reading
  - C. Other:
  
- XI. CURRICULUM REPORT – Mrs. Ward
  - A. Action Items: (See Consent Agenda)
    - 1. Text Book Adoption – 2nd Reading
      - a. American Government: Stories of a Nation
  - B. Discussion:
  - C. Other:
  
- XII. SPECIAL EDUCATION REPORT – Ms. Woods
  - A. Action Items: (See Consent Agenda)
    - 1. Committee on Special Education: Amendment, Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation/Annual Reviews, Requested Review, Requested Review Transfer Student.
    - 2. Sub-Committee on Special Education: Amendment – Agreement No Meetings, Annual Reviews, Reevaluation/Annual Reviews, Requested Reviews.
    - 3. Committee on Preschool Special Education: Annual Reviews, Initial Eligibility Determination Meetings, Reevaluation/Annual Review, Reevaluation Meeting.
  - B. Discussion:
  - C. Other:
  
- XIII. SUPERINTENDENT’S REPORT – Mr. Pero
  - A. Action Items:
    - 1. Call for Executive Session (BOARD ACTION)
  - B. Discussion:
  - C. Other:
  
- XIV. CONSENT AGENDA (BOARD ACTION)
  - A. Bid Awards
  - B. Text Book Adoption: American Government Stories of a Nation
  - C. Committee on Special Education
  - D. Sub-Committee on Special Education
  - E. Committee on Preschool Special Education
  
- XV. OLD BUSINESS
- XVI. NEW BUSINESS
- XVII. PUBLIC COMMENT
- XVIII. ADJOURNMENT/RECESS (BOARD ACTION)



**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](http://pittsfordschools.org)**

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, April 23, 2019

Barker Road Middle School

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A RECEPTION celebrating the 40<sup>th</sup> anniversary of the Teacher's Center was held at 6:30 p.m. where friends and family members attended to celebrate the occasion.

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, April 23, 2019.

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

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, D. Kenney, M. Leone, P. Vaughan-Brogan M. Ward, N. Wayman, E. Woods

OTHERS PRESENT: *The sign-in sheets in their entirety are duly made a part of these minutes and are kept in a supplemental file for this meeting.*

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

2. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this meeting. **APPROVED: AGENDA**  
Vote: Unanimously carried

3. Mr. Pero and Mr. Kenney presented the 2019/2020 proposed budget. The presentation began with Mr. Pero stating the purpose to present the 2019/2020 proposed budget to the Board of Education and noted that official Board action will be required. He thanked the Central Office Team, the District Planning Team, Leeanne Reister, Director of Finance and her staff, as well as Darrin Kenney, Assistant Superintendent for Business, for all of their efforts and their on-going work with the budget. Mr. Kenney thanked Leeanne Reister for her hard work, and noted that this year was challenging due to ESSA requirements. Mr. Kenney then reviewed in detail the 2019/2020 proposed budget. The Board was asked to adopt the Superintendent's proposed budget as their own, to be presented to the taxpayers to vote on. May 13<sup>th</sup> a public budget hearing is scheduled and the Board of Education election and budget vote will be on May 21<sup>st</sup>.

4. Motion was made by Mr. Aroesty, seconded by Mrs. McCluski and carried, regarding the following resolutions: **APPROVED: 2019/2020 BUDGET**  
Vote: Unanimously carried

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby adopt and support as a corporate body the Superintendent's 2019-2020 Proposed Budget in the total amount of \$136,689,421 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.

87.

5. Principal's Report: Mrs. Thomas welcomed Mrs. Shana Cutaia, Barker Road Middle School principal. Mrs. Cutaia acknowledged the 40<sup>th</sup> anniversary of the Teacher's Center and expressed gratitude for her mentor when she was hired as a new teacher. She said it was wonderful seeing the former directors and to be a part of this celebration. Mrs. Cutaia went on to present the activities taking place at Barker Road Middle School.

Mrs. Cutaia honored and recognized Mrs. Teresa Seeler, Barker Road Middle School Asst. principal on her contributions made over the years and on her upcoming retirement.

Mrs. Thomas thanked Mrs. Cutaia for her comprehensive report. Mrs. Thomas also thanked Mrs. Seeler for all her years of service and impact on so many lives.

Mrs. Seeler thanked everyone for the support to staff and students over the years, and she noted that Pittsford is a wonderful place in which to work.

6. Mrs. Julie Barker, current Teacher Center director, thanked everyone for celebrating the 40<sup>th</sup> Anniversary of Pittsford's Teacher Center. Mrs. Wanda Ward and Mrs. Ruth Hollis, previous Teacher Center directors, attended the special gathering and Board presentation. Mrs. Barker shared the history of the Teacher Center and noted that in 1978, Mrs. Ward, founding director, established not only the district's Teacher Center, but that it was also the first center of its kind in New York State.

Mrs. Thomas thanked everyone who has helped the Teacher Center become what it is today.

Mr. Dwayne Cerbone, Pittsford District Teachers Association (PDTA) president and Mrs. Stephanie Warchol, Pittsford District Teachers Association vice president, celebrated and recognized the accomplishments of the Teacher Center. PDTA unanimously voted to rename their study grant in honor of Mrs. Wanda Ward; it will now be the Wanda Ward Honorary Study Grant. PDTA will also be purchasing a banner that will be displayed outside the center.

7. 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 minutes of its April 1, 2019, meeting.

Vote: Unanimously carried

**APPROVED:**  
**MINUTES**  
**4/1/19**

8. Public Comment: Resident Tim O'Neil thanked the Board for the proposed budget, which includes bringing back gymnastics to Pittsford. Mr. Pero noted how collaborative the process has been, and working with Mr. O'Neil through creative problem solving and being a true partner helped to make this happen.

Residents Jessie Keating, Kim Melvin, Tanisha Johnson, Mark Diggory, Catherine Doyle and student Alyssa Coleman all spoke on their feelings of racism.

Mr. Pero responded by saying, "I genuinely thank you for caring, I thank you for being here and thank you for sharing what you shared". Mr. Pero said there needs to be kindness, respect and dignity for every single student without exception. He noted that the expectation from everyone is that kids go through their day feeling dignified, valued, respected and loved. Mr. Pero listed a large number of issues, concerns and worries that kids come to us with, and noted that each one needs attention. Mr. Pero said that he is seeing and hearing progress, growth and positive changes are happening, but acknowledged that it isn't happening fast enough. Mr. Pero said that racism won't be tolerated under any circumstances and that progress and improvements will continue to be made. He noted that the Board along with input from kids plan to work on the wording in the code of conduct as part of those ongoing improvements. He asked for a partnership to help make things better.

9. Mrs. Thomas reviewed the upcoming meeting dates and dates to remember.

10. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District votes to approve the proposed BOCES administrative budget in the amount of \$5,586,353 for the 2019/2020 fiscal year.

Vote: Unanimously carried

**APPROVED:  
2019/2020  
BOCES  
BUDGET**

11. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. McCluski and carried Regarding the following resolutions:

Vote: Unanimously carried

**APPROVED:  
BOCES BOARD  
CANDIDATES**

**SEAT#1**

RESOLVED: to cast one vote for the election of Bryan Buttram, resident of Rush-Henrietta Central School District, as a member of the Monroe #1 BOCES board for a term of office which will begin on July 1, 2019 and end June 30, 2022.

**B. BUTTRAM**

**SEAT#2**

RESOLVED: to cast one vote for the election of Laura Whitcomb, resident of the East Rochester Union Free School District, as a member of the Monroe # 1 BOCES board for a term of office which will begin on July 1, 2019 and end on June 30, 2022.

**L. WHITCOMB**

**SEAT#3**

RESOLVED: to cast one vote for the election of Nita Singh, resident of the Pittsford Central School District, as a member of the Monroe # 1 BOCES board for a term of office which will begin on July 1, 2019 and end on June 30, 2022.

**N. SINGH**

12. Motion was made by Mr. Aroesty, 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 March 31, 2019.

Vote: Unanimously carried

**ACCEPTED:  
TREASURER'S  
REPORT**

13. 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 approves the 3<sup>rd</sup> Quarter Extraclassroom Activities Report.

Vote: Unanimously carried

**APPROVED:  
3<sup>rd</sup> QUARTER  
EXTRAClassroom  
ACTIVITIES REPORT**

14. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan 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

**APPROVED:  
PROFESSIONAL  
STAFF REPORT**

**A. Change of Status - Probationary to Tenure**

Name: Michael Falzoi  
Position: CRMS Assistant Principal  
Tenure Area: Assistant Principal - Jr HS  
Probationary Period: 08/31/2015 - 08/30/2019  
Certification: Permanent

89.

Name: Maria Hill  
 Position: DO CSE Coordinator  
 Tenure Area: CSE Coordinator  
 Probationary Period: 08/31/2015 – 08/30/2019  
 Certification: Professional

**B. Appointment – Teacher**

Name: Miranda Pusateri  
 Position: JRE – Grade 2  
 Type of Position: Regular Substitute – 2nd Semester  
 Tenure Area: Elementary  
 Probationary Period: N/A  
 Certification: Initial  
 Salary: \$44,386  
 Effective Date: January 25, 2019 – June 30, 2019

Name: Andrea Kaminski  
 Position: CRMS – Reading  
 Type of Position: Regular Substitute – 2nd Semester  
 Tenure Area: Reading  
 Probationary Period: N/A  
 Certification: Initial  
 Salary: \$47,401  
 Effective Date: January 28, 2019 – June 30, 2019

**C. Resignation for Retirement – School Related Professional – Letter Attached**

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Kathleen	Kloc	PRE	Educational Assistant	23	6/30/2019

**D. Resignation for Retirement– Technical & Supervisory – Original Letter and Amended Letter Attached**

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Karen	Houston	BR East	Purchasing Agent	22.5	10/16/2019

A special note was made that both the above long time retirees have been with Pittsford for over 20 years.

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, upon the Superintendent’s recommendation, approves the following Support Staff Report:  
 Vote: Unanimously carried

**APPROVED:  
 SUPPORT  
 STAFF REPORT**

**CLERICAL**

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Kathleen Kyhos	School Aide Sub			4/9/19	\$11.10/hr
Anya LaSpina	Accounts Payable Clk	BR East	7.5 hrs/day	4/24/19	\$28,275
		Ofc.			

RESIGNATIONS	POSITION	BLDG	YEARS OF SVC	DATE
Daniel Rosica	School Aide	MCE		3/22/2019



91.

Public Comment: Resident Jennifer Cunningham noted that people would never be perfect when it comes to racism, and to not be afraid to share experiences and have conversations about race, religion and politics.

Mr. Pero thanked Mrs. Cunningham for her approach and noted that everyone needs to communicate better.

Residents Andrew Evans and Tharaha Thavakumar-Slavin also spoke on racism.

Mrs. Thomas thanked those who spoke this evening and said, "we are listening". She noted that interest groups would be coming to the district. Mrs. Thomas again thanked everyone for taking the time to attend tonight's meeting and said "we do hear what you are saying" and "we are listening intently to what you are saying".

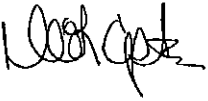
21. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves recessing its Regular Meeting in order to enter into Executive Session at 9:14 p.m.  
Vote: Unanimously carried

**APPROVED:  
RECESS**

22. Motion was made by Mrs. Thomas, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session and Regular Meeting at 9:46 p.m.  
Vote: Unanimously carried

**APPROVED:  
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk



**PITTSFORD CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
RESOLUTION FOR ANNUAL MEETING AND POLL WORKERS  
OF MAY 21, 2019**

At a meeting of the Board of Education of Pittsford Central School District, New York, held at Barker Road Middle School, in the Town of Pittsford, Monroe County, New York, on the 13th day of May 2019, the following were acted upon:

BE IT RESOLVED, that the Board of Education approves that the Annual Meeting of the Pittsford Central School District, Town of Pittsford, Monroe and Ontario Counties, New York, shall be held in the Barker Road Middle School, 75 Barker Road, Pittsford, New York, in said District, on the 21st day of May, 2019, with the polls to be open between the hours of 7:00 a.m. and 9:00 p.m. for the purpose of voting upon the budget resolution, capital reserve fund-purchase of buses proposition, proposition - general capital reserve fund and two Board of Education seats as noted below. (the proposed budget and propositions have previously been approved by the Board) AND, BE IT RESOLVED, that the Board of Education approves the Chief Inspector of Election/Chairperson of Election, Inspectors of Election, Assistant Inspector of Elections and Substitutes as listed below.

**I.**

**BUDGET RESOLUTION**

SHALL THE FOLLOWING RESOLUTION BE ADOPTED:

**RESOLVED**, that the Board of Education of the Pittsford Central School District be authorized to expend the amount of \$136,689,421 for the 2019-2020 school year, **AND FURTHER**, that said Board of Education be authorized and directed to levy and collect a tax upon all taxable property in said School District in an amount necessary therefore.

**II.**

**Proposition No. 1**

**Capital Reserve Fund - Purchase of Buses**

Shall the following resolution be adopted, to wit:

**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, Twenty-One Thousand, Three Hundred Forty-Nine Dollars (\$1,021,349), less trade-in allowance, to be used for the purchase of four (4) replacement sixty-five passenger buses, three (3) thirty-six passenger buses with air, two (2) thirty-six passenger buses without air, and communications equipment used in the operation of such buses. State Aid generated on these purchases will be returned to the Capital Reserve Fund - Purchase of Buses.

III.

**Proposition No. 2**

**PROPOSITION – General Capital Reserve Fund**

Shall the following resolution be adopted, to wit:

**BE IT RESOLVED**, that the Board of Education of the Pittsford Central School District is hereby authorized to withdraw from the “General Capital Reserve Fund” a sum of money not to exceed Three Million Dollars (\$3,000,000) to be used for the partial replacement of the roof at Barker Road Middle School, the partial replacement of the roof at Park Road Elementary, the replacement of the fuel farm storage at the Transportation facility and other incidental work associated with said projects consistent with the established purpose of such Fund.

IV.

**TWO (2) BOARD OF EDUCATION MEMBERS**

**TWO - THREE YEAR TERMS**

V.

**POLL WORKERS**

Cynthia Coleman is hereby appointed as **Chief Inspector of Election/Chairperson of Election** for this annual district election.

The following are hereby appointed to act as **Inspectors of Election/Volunteer Election Clerks**

Monroe County Trained Inspectors of Election:

Dolores Hoffmann, Rosemarie Burke, Ruth Hedin, Anna Walter, Nancy Chodak, Deborah Cole, Karen Dumont, Holly Foertsch, Krystal Lorenzo, John Pizzutelli, Gary Vaningen, Patricia Costello, James Hughes, John Walsh.

Volunteer Election Clerks/Substitutes:

The following are hereby appointed as Volunteer Election Clerks/Substitutes:

Mackenzie Carpenter, Heather Frank, Marty Walker, Marigrace Piazza, Linda Traynor, Katherine Matychak, Donna Nelson, Tina Maffuci, Judy Weniger, Suzanne Remington, Joel Evans, Marlain Evans, Marilyn Meritt, Judy Wallace, Anna Gorbald, Brenda Gaston, Suzanne Isgrigg, George Isgrigg, Gael Garrity, Alice Silver, Pat Long, Sharon Maragus, Camille Clayton, Karen Newman, Ronald Newman, Margaret Schenkel, Cheryl Barcomb, Barb Chiacchierini, Dan Sanfratello, Roni Walker, Logan Hazen, Liz Norton, Diane Reeve. *Each Election Clerk appointed for said vote, as herein provided, having volunteered, shall be entitled to no compensation for the work performed. The Clerk of said school district is hereby authorized and directed to give a written notice of appointment to the persons herein appointed.*

***For your information: The Chief Inspector of Election/Chairperson of Election and Monroe County Trained Inspectors are the only paid positions. All others are gracious volunteers.***

# 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 29, 2019  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business  
Re: Budget Transfers –Technology Purchases

DTK

Please find attached a budget transfer request to provide the necessary funds to place an order for technology purchases. The Technology Department has recommended the purchase of interactive panels for grades four and five to provide consistency throughout the Elementary schools.

Pursuant to Board Policy 5330, any transfer in excess of \$75,000 requires Board of Education approval.

I therefore recommend the following resolution to wit:

**Be It Resolved**, that the Board of Education of the Pittsford Central School District at its regular meeting does hereby approve the budget transfer of funds as stated below:

**\$243,500**

From:  
830 9060 800/906K.800 Health Insurance

To:  
660 2630 490 Instruc. Tech BOCES

DTK:kd  
Attachment

# 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: Leeanne Reister, Director of Finance 

DATE: April 26, 2019

RE: Budget Transfer Request – EOY Technology Purchases

Recently we have been working through the year-end closeout and fine tuning fund balance projections. As the picture becomes clearer the closer we get to year-end, I am projecting enough funds to further support the Elementary Interactive Panel initiative. I would like to recommend another budget transfer that will need the approval of the Board of Education. With the support of the DASNY grant secured by Senator Funke the District outfitted each kindergarten classroom with Smart interactive panels. Installation of these boards expanded into first grade classrooms as well. Then in March, the BOE approved funding to expand this technology into grade two and three classrooms.

For consistency throughout Elementary level classrooms, the Technology Department would like to implement this initiative into grades four and five by purchasing 44 more boards. Along with the boards, they would like to provide 44 Elmo's to pair with the boards. The estimate for the last phase of this initiative will cost approximately \$243,500.

Due to the one percent increase in health care premiums for 2019, we are projecting to have an additional \$297,270 available in this budget code to purchase these items in the 2018-19 school year. If approved, an order will be placed with BOCES thus generating aid on them. BOCES purchasing deadline is on May 17, 2019.

Therefore, I am requesting a resolution to transfer \$243,500 from 830.9060/906K.800 Health Insurance to code 660.2630.490 Instructional Technology – BOCES.

# Pittsford Schools

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Pittsford, NY 14534  
585.267.1053

fax: 585.381.9368

Darrin\_Kenney@pittsford.monroe.edu

Darrin Kenney  
Assistant Superintendent for Business

Date: May 10, 2019  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*  
Re: Budget Transfers – Buildings and Grounds Equipment

The Director of Facilities has reported that the aged HVAC unit at Jefferson Road Elementary auditorium has catastrophically failed. At this time the unit is unable to generate heat or provide the required fresh air circulation to the auditorium. Due to the age and lack of parts availability a repair is expensive and unreliable. Therefore, we are recommending the replacement of the rooftop unit. Generally, a transfer of budget funds into an equipment code is not permissible; however, due to the current unit not providing fresh air to the area as required by NYS Building Health Code, this expenditure is deemed an ordinary contingent expense by the NYSED. Therefore, we are requesting Board Education approval to transfer funds into the Building and Grounds equipment code for health and safety purposes.

I therefore recommend the following resolution to wit:

**Be It Resolved**, that the Board of Education of the Pittsford Central School District at its regular meeting does hereby approve the budget transfer of funds as stated below:

**\$21,434**

From:  
830 9060 800 Health Insurance

To:  
640 1920 200 Bldg. & Grounds  
Equipment

*DTK:kd*  
Attachment

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

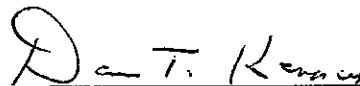
## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE Date: May 13, 2019  
TOPIC: Art Supplies  
Bid Advertised: February 15, 2019, *The Daily Record*  
Bid Opening Date: March 8, 2019 @ 11:00AM  
FUNDS: 2019-2020 Art Supplies Budget - Each Building

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendors as low responsive bidders meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Art Supplies	Blick Art Materials	\$ 227.99
	Cascade School Supply, Inc.	332.98
	Lakeshore	73.92
	National Art & School Supplies	473.08
	Pyramid Paper	1,597.82
	Rochester Ceramics & Greenware Inc.	592.02
	S&S Worldwide	173.94
	School Specialty Inc	3,320.17
	Standard Stationary Supply Co.	117.23
	WB Mason	1,460.63
<b>TOTAL BIDS BY VENDOR</b>		<b>\$ 8,369.78</b>

**Comments:** Art Supplies Bid runs from date awarded by BOE to 01/31/2020. The bid was reviewed by Maribeth Curran, District Leader for Art; Kimberly Palumbos, Assistant Purchasing Agent; and Karen L. Houston, Purchasing Agent. The bid represents 222 items with 211 being awarded. It is recommended for award on a line item basis to the lowest responsive and responsible bidder meeting all required bid specifications. Vendors offered catalog discounts for items ordered during the 19-20 school year.

  
\_\_\_\_\_  
Darrin Kenney, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston)  
BOE DATE: May 13, 2019  
TOPIC: BOCES II Cooperative Natural Gas Supply RFB-1891-19  
Date Advertised: April 3, 2019, *Democrat & Chronicle*  
Date of Bid Opening: April 25, 2019  
Time of Bid Opening: 2:00 PM at BOCES II  
Source of Funds: 2019-2020 Budget: 640-1622-420 & 670-5530-420

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
<b>NATURAL GAS</b>	2019-2020 Budget	<u>\$790,000.00</u> (Budgeted)

SC-3 Accounts	National Fuel Resources Inc: *Single Fixed Basis = $-\$0.1380$ per Decatherm
SC-5 Accounts	New Wave Energy Corp: *Single Fixed Basis = $\$0.2690$ per Decatherm

\*Single Fixed Basis is cost of all charges associated with the purchase and transportation of gas to point of delivery.

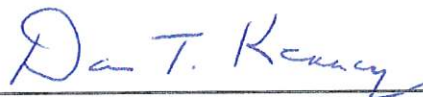
At this time the NYMEX WACOG (New York Mercantile Exchange Weighted Average Cost of Gas) is not locked in. Mr. Baker, KB Marketing Associates, will monitor the gas market conditions to advise the NYMEX gas prices and various purchasing options available to keep the total price of gas to the Districts minimized.

Final gas price includes NYMEX (New York Mercantile Exchange) commodity price.

**Comments:** The Boces II Cooperative Bid period is 07/01/19 - 06/30/20. Pittsford, 13 Districts, and BOCES I and II participated. The bids were reviewed by Rose Brennan, BOCES II Coordinator, and William A. Baker, KB Marketing Associates, BOCES II energy consultant.

**Information:** William A. Baker, KB Marketing Associates, recommendation letter states, "New Wave Energy Corp would best serve these districts with the lowest possible cost and meet the bid specifications for the SC-5 RG&E accounts" and "The bid submitted by National Fuel Resources Inc. (NFR) would best serve these districts with the lowest possible cost and meet the Bid Specification for the SC-3 RG&E accounts." Letter and Spreadsheet Analysis regarding bids received is attached.

**Note:** RG&E invoices delivery charges separately. These charges are not tied to the BOCES II bid in any manner.



Darrin Kenney, Assistant Superintendent for Business



KB Marketing Associates  
Energy Professionals  
PO Box 455, Walworth, NY 14568-0455  
(315) 986-1012 Office  
(585) 507-7451 Cell  
[kbma1@rochester.rr.com](mailto:kbma1@rochester.rr.com)

April 25, 2019

Rose Brennan, Purchasing Agent  
Monroe 2-Orleans BOCES  
3599 Big Ridge Road  
Spencerport, NY 14559-1799

Subject: School District Bid Professional Advisement for FY19/20 final version

Dear Rose:

After reviewing the four (4) bid submissions for the supply of Transportation Gas to the school districts participating in the Monroe 2-Orleans BOCES bid for FY19/20, I have concluded that; the bid submitted by **New Wave Energy Corp.** (NW) would best serve these districts with the lowest possible cost and meet the Bid Specifications for the **SC-5 RG&E** accounts. The bid submitted by **National Fuel Resources Inc.** (NFR) would best serve these districts with the lowest possible cost and meet the Bid Specifications for the **SC-3 RG&E** accounts and the bid submitted by **UGI Energy Services Inc.** (UGI) would best serve the **SC-5 NYSEG** account. Swing volume variations would be handled by these Suppliers through their gas market pools established with the LDC's and pipelines to maintain a reliable gas supply process.

Attached is my analysis of the bids received at Monroe-2 BOCES on April 25, 2019. The bids received from **UGI**, **NW** and **NFR** met the Bid Specifications and all necessary documents were completed and signed.

The BASIS bid prices increased the BASIS cost by \$73,745 for RG&E SC-3 accounts, by \$47,241 for RG&E SC-5 accounts and \$2,520 for the NYSEG SC 5 account compared to FY18/19. Total increase in BASIS costs for FY19/20 is \$123,506 compared to FY18/19.

The final gas price to the schools will include the NYMEX commodity price. I will continue to watch the gas market to advise you regarding the NYMEX gas prices and various purchasing options available to keep the total price of gas to the Districts minimized.

Thank you for this opportunity to continue serving you in energy related matters.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bill Baker'.

Bill Baker, Consultant

Attachment: Natural Gas BASIS Bid Analysis for Monroe-2 BOCES FY 19/20 dated 4-25-2019



**NATURAL GAS BASIS BID ANALYSIS FOR MONROE-2 BOCES - FY19/20**

(Daily Metered)	SC-3 \$/Dt		RG&E Is LDC
BIDDER	Bid \$/Dt	Action	Comments
UGI Energy Services Inc	-\$0.0110		Met all conditions of bid spec including contract wording. Need to change contract to 30 days to pay.

National Fuel Resources Inc	-\$0.1380	Low Bidder	Met all conditions of bid spec including contract wording. No penalty for over or under use of nominated volumes unless pretriggered. Need to change contract to 30 days to pay.
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New Wave Energy Corp	No Bid		
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Mirabito Natural Gas	No Bid		
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(Non-daily Metered)	SC-5 \$/Dt		RG&E Is LDC
BIDDER	Bid \$/Dt	Action	Comments
UGI Energy Services Inc	\$0.4240		Met all conditions of bid spec including contract wording. Need to change contract to 30 days to pay.

National Fuel Resources Inc	\$0.6530		Met all conditions of bid spec including contract wording. No penalty for over or under use of nominated volumes unless pretriggered. Need to change contract to 30 days to pay.
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New Wave Energy Corp	\$0.2690	Low Bidder	
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Mirabito Natural Gas	\$0.6930		Added condition that final BASIS price would be determined at time each district signed their contract with them. Would not hold bid price until contracts signed which did not meet bid spec conditions.
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TGP (Daily Metered)	SC-5 \$/Dt		NYSEG Is LDC
BIDDER	Bid \$/Dt	Action	Comments
UGI Energy Services Inc	0.1730	Low Bidder	Met all conditions of bid spec including contract wording. Need to change contract to 30 days to pay.

National Fuel Resources Inc	0.4390		Met all conditions of bid spec including contract wording. No penalty for over or under use of nominated volumes unless pretriggered. Need to change contract to 30 days to pay.
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New Wave Energy Corp	No Bid		
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Mirabito Natural Gas	No Bid		
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# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

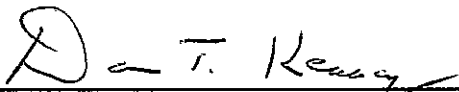
TO: Board of Education  
FROM: Darrin Kenny, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE DATE: May 13, 2019  
TOPIC: Dust Mop and Uniform Service  
Advertised Date: April 9, 2019, *The Daily Record*  
Date of Bid Opening: April 17, 2019  
Time of Bid Opening: 11:00 A.M.  
SOURCE OF FUNDS: 2019-2020 O&M and Food Service Contractual Budgets

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
19-20 Dust Mop & Uniform Service	Aramark	\$ 23,305.51

**TOTAL:** \$ 23,305.51  
(Cost Estimated)

**Comments:** Dust Mop and Uniform Service Bid contract runs July 1, 2019 through June 30, 2020. Aramark was the only bidder. Bid response was reviewed by Jeff Beardsley, Director of Operations, Kimberly Palumbos, Assistant Purchasing Agent, and Karen Houston, Purchasing Agent.

  
\_\_\_\_\_  
Darrin Kenney, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

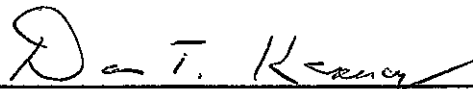
## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE Date: May 13, 2019  
Bid Title: Field Maintenance Products  
Advertised Date: April 9, 2019, *The Daily Record*  
Date of Bid Opening: April 22, 2019  
Time of Bid Opening: 11:00 A.M.  
FUNDS: O&M Supply Budget A-640-1620-500

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Field Maintenance Products	Lakeside Sod Supply	\$ 30,013.00
<b>TOTAL:</b>		\$ 30,013.00

Comments: Field Maintenance Products Bid was reviewed by Jeff Beardsley, Director of Operations, Kimberly Palumbos, Assistant Purchasing Agent, and Karen Houston, Purchasing Agent. Lakeside Sod Supply Co. Inc. was the only vendor to submit a bid response.



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Darrin Kenney, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

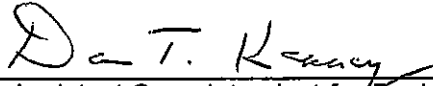
## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE Date: May 13, 2019  
Bid Title: Safety Gym Door Services  
Advertised Date: April 9, 2019, *The Daily Record*  
Date of Bid Opening: April 17, 2019  
Time of Bid Opening: 11:00 A.M.  
FUNDS: O&M Supply Budget A-640-1620-500

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
Safety Gym Door Services	G. E. P. Services, Inc.	\$ 4,300.00
<b>TOTAL:</b>		<u>\$ 4,300.00</u>

**Comments:** Safety Gym Door Services Bid was reviewed by Jeff Beardsley, Director of Operations, Kimberly Palumbos, Assistant Purchasing Agent, and Karen Houston, Purchasing Agent. G. E. P. Services, Inc. was the only vendor to submit a bid response.



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Darrin Kenny, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

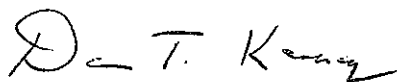
## RECOMMENDATION FOR COMPETITIVE BID AWARD

TO: Board of Education  
FROM: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE DATE: May 13, 2019  
TOPIC: 19-20 Industrial Arts Supplies  
Advertised Date: March 1, 2019 *The Daily Record*  
Bid Opening Date: March 15, 2019  
FUNDS: 2019-2020 Industrial Art Technology Budget, Each Building

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendors as low responsive bidders meeting specifications:

Item Bid	RECOMMENDED VENDOR	AMOUNT
Industrial Arts Supplies:	Kelvin LP	475.90
	Pitsco Inc.	66.56
	Metco Supply Inc.	331.20
	Klingspor Corporation	116.75
	Ridgewood Oil & Chemical Group	376.65
	Midwest Shop Supplies Inc.	933.88
	Colony Hardware	718.00
	Paxton Patterson	123.05
		<u>\$ 3,141.99</u>

**Comments:** Industrial Art Supplies Bid runs from date awarded by BOE to May 31, 2020. The bid was reviewed by Peter Pratt, District Leader for Industrial Art; Kimberly Palumbos, Assistant Purchasing Agent; and Karen L. Houston, Purchasing Agent. Bid represents 76 items. It is recommended for award on a line item basis to the lowest responsive and responsible bidder meeting all required bid specifications. Vendors offered catalog discounts for items ordered during the 19-20 school year.



Darrin Kenney, Assistant Superintendent for Business

# PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

## RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education  
From: Darrin Kenney, Assistant Superintendent for Business  
(Prepared by Karen L. Houston, Purchasing Agent)  
BOE Date: May 13, 2019  
Bid Title: Swimming Pool Supplies  
Advertised Date: April 9, 2019, *The Daily Record*  
Date of Bid Opening: April 22, 2019  
Time of Bid Opening: 11:00 A.M.  
FUNDS: 2019-2020 O&M Supply Budget A-640-1620-500

**BE IT RESOLVED**, That the Board of Education of the Pittsford Central School District award a contract to the following vendor as low responsive bidder meeting specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
19-20 Swimming Pool Supplies	Leslie's Poolmart	See attached item list for price per unit.

**Other Bidder:**  
Aqua Brothers

**Comments:** Pool Supplies Bid contract runs July 1, 2019 through June 30, 2020. Leslie's Poolmart was the lowest bidder. Bid responses were reviewed by Jeff Beardsley, Director of Operations, Kimberly Palumbos, Assistant Purchasing Agent, and Karen Houston, Purchasing Agent

  
\_\_\_\_\_  
Darrin Kenny, Assistant Superintendent for Business

PITTSFORD CENTRAL SCHOOL  
 75 BARKER ROAD – EAST OFFICES  
 PITTSFORD, NY 14534

POOL SUPPLIES BID FORM

2019 -2020

Bids will be received at 75 Barker Road, East Offices Room 418, Pittsford, NY until  
 11:00 a.m., Monday, April 22, 2019.

ITEM	PRICE	UNIT	Vendor #	Substitute
Liquid Chlorine (Sodium Hypochlorite), Gal.	No Bid			
ACCU-TAB Blue 55 lb. PPG calcium Hypochlorite	No Bid			
Muriatic Acid (Hydrochloric), 4 gal/cs	19.4	4.85	14015	
Sodium Bicarbonate – 50 lb bag	18	0.36	81292	
Calcium Chloride Flake – 50 lb bag	22	0.44	81269	
Super Clarifier (Clear Result)	11.19	11.19	14290	Natural Chemistry Clear & Perfect
Wipe Out – 25 lb pail	89.75	3.59	14546	Fresh N Clear, 50 lb pail
R-0870-1 DPD Powder. 10 gm	7.67	7.67	81331	
8100 Filter Bag, Fine	52.19	52.19	627081	
R0871-C FAS DPT Titrating, chlorine	10.78	10.78	81349	
R-1003J Phenol Red, 2 oz.	6.39	6.39	81377	
Midget Comparator, pH, 6.8.-8.2	43.49	43.49	200069	
R-0007-C Thiosulfate N/10	4.46	4.46	81367	
R0008-C Total Alklnity Indicator	4.69	4.69	81372	
R-0009-C Sulfuric Acid.12N	4.29	4.29	81377	
R0010-C Calcium Buffer	5.59	5.59	81382	
R-0012-C Hardness Reagent	5.01	5.01	81396	
4024 Test Cell, 11.5 mL	5.59	5.59	903129	
Sodium Thiosulfate 20 lb. pail	44	0.88	81276	50 lb pail
R-0003 DPD reagent #3	7.59	7.59	81352	
Poly Clear 60 (Algaecide) (case)	274.08	17.13	14025	
R-0011L-C Calcium Indicator Liquid	8.3	8.3	81387	
4030 – Pipet – 0.5-1.0 ml with cap	2.49	2.49	901245	
CASE DEPOSIT (4 gal)	N/A			
CASE RETURN (4 gal)	N/A			
Discount on items not listed	10%			

BIDDER: Leslie's Poolmart, Inc. BY: *St. Willy*

ADDRESS: 2005 E Indian School Road, Phoenix, AZ 85016

PHONE: (602) 366-3848 DATE: 4/19/19

# Pittsford Schools

## RECOMMENDATION FOR TEXTBOOK ADOPTION

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**Recommended Text:** American

**Government:** Stories of a Nation

**Publisher:** Bedford, freeman,  
worth

**Copyright Date:** (c)2019

**Group / Grade Level:** AP/ 12th  
(for which material is intended)

**Cost Per Text:** \$141.34

**Edition:** 1st Edition

**Author(s):** Scott Abernathy,  
Karen Waples

**Readability Level:** 13

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**Leader of Selection Committee:** Nicole Barry

**Members of the Selection Committee:**

Al DeCarlo

Andy Radano

**Current Text Used:**

**Title:** American Government

**Edition:** 10

**Publishers:** Houghton Mifflin

**Copyright Date:** 2006

**Year Adopted by PCSD:** \_\_\_\_\_

**Rationale for seeking a new text: (State the weaknesses of the current text and strengths of the new text.)**

The College Board recently made changes to the curriculum and exam for AP US Government. The old text is aligned to the previous exam. The new textbook address the skills required by the new exam and better covers the updated curriculum.

**The four top goals identified by the Selection Committee that are met by this text:**

1. Aligned with new curriculum



2. Addresses historical thinking skills
3. College Board Approved
4. Readability

**Please describe the extent to which this text is better aligned to the most current standards and expectations for this course than the text currently in use as well as other texts considered as part of the selection process.**

The new exam is shifting from a stress on content to a stress on political science skills. The new exam will have 6 kinds of multiple choice questions, mostly geared towards different analysis, applications and comparisons. MCQ's will go to from 5 choices to 4. There will be 4 different types of free response questions, including concept application quantitative analysis, SCOTUS Comparison, and an Argumentative essay.

The Abernathy text is aligned with the course re-structure, and has host of documents and practice Qs to facilitate students learning/practicing what it means to be a political scientist. The old textbook is not aligned with the new test at all, there are no practice questions.

Also, the College Board has declared every student master (9) essential documents and (15) essential SCOTUS cases. Among the (9) essential documents:

- Brutus 1
- Federalist Papers 10 and 70
- MLKs Letter from a Birmingham Jail

These aren't included in old text, while all (9) are in Abernathy. Also, only 4 of the 15 essential cases are in the old text. Two of them, McDonald v. Chicago and Citizens United v. FEC happened after old text was published... so it's pretty dated. All cases can be found in Abernathy.

This text does a much better job of addressing the skills than the other texts we looked at.

**Please describe the online resources that accompany the text, if applicable.**

The textbook comes with LaunchPad which is an interactive etextbook. It includes videos, quizzes, auto-graded assignments, and various other activities.

**What training, if any, for students or staff will be needed in order to fully utilize the text and/or online supports?**

The textbook company will send a representative to train the teachers to use LaunchPad.

**List any auxiliary materials you plan to purchase along with the text. (Teacher's manual, multi media aids, tests for duplication, books, etc.) Indicate the expense involved for each and specify whether that expense is a one-time expense or annual.**

Item	Cost	(check one)	
LaunchPad	0	<input checked="" type="checkbox"/> Once	<input type="checkbox"/> Annual
Teacher Resource flashdrive	0	<input checked="" type="checkbox"/> Once	<input type="checkbox"/> Annual
Examview assessment suite	0	<input checked="" type="checkbox"/> Once	<input type="checkbox"/> Annual
Teachers addition of the textbook	0	<input checked="" type="checkbox"/> Once	<input type="checkbox"/> Annual

**Has this text been carefully reviewed and found not to discriminate or stereotype with regard to age, national or ethnic origin, race, sex, religion, color or marital status?**

Yes

**Recommendation from two other districts for this text:**

District	Person Contacted	Evaluation
Brand new textbook, no one has started using it yet. Other districts have adopted it.		

**Were you able to negotiate with the vendor for lower costs, free additional materials, training for staff, other?**

Yes, we will be getting all of the auxillary materials for free as well as training for our teachers.

**How long did the publisher ensure that this text and all associated materials would be available?**

**Cost of new texts:**

Building	Quantity Needed	Cost per Text	Total Cost
MHS	60	141.34	8480.40
SHS	60	141.34	8480.40

**Date texts will be implemented:** Sept. 2019

**Date Board approval is requested:** \_\_\_\_\_

**Date staff will be trained on new text:** Summer 2019

**Date of new text evaluation (one year from adoption):** Sept. 2020

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**Other texts considered:**

Title	Publisher
Gateways to Democracy: An introduction to American Government	Cengage
American Government: Institutions and Policies	Cengage