

PITTSFORD CENTRAL SCHOOL DISTRICT  
PITTSFORD, NEW YORK  
BOARD OF EDUCATION MEETING  
MONDAY, FEBRUARY 10 2020  
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

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AGENDA

6:00 P.M. – Budget Work Session

7:00 P.M. – Regular Meeting (**will begin in the Auditorium**)

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. PITTSFORD PRIDE
- V. PRINCIPAL’S REPORT – Mrs. Shana Cutaia – Barker Road Middle School
- VI. ROC2CHANGE SUMMIT ON RACE - Presentation by PCSD Student Leaders
- VII. APPROVAL OF MINUTES: January 27, 2020 (BOARD ACTION)
- VIII. 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.*
- IX. BOARD OF EDUCATION REPORT
  - A. Monroe County School Boards Association Meeting Reports
    - 1. Board President’s – next meeting – 3/4/20
    - 2. Executive Committee – next meeting – 2/26/20
    - 3. Information Exchange Committee – next meeting – 2/12/20
    - 4. Labor Relations Committee – next meeting – 2/26/20
    - 5. Legislative Committee – next meeting – 3/4/20
    - 6. Steering Committee – next meeting – 3/18/20
    - 7. Communications Outreach Advisory Committee- next meeting-TBD
  - B. Other Meeting Reports
  - C. Dates to Remember
    - 1. 2/17/20-2/21/20 – Schools Closed for Presidents’ Week Recess
    - 2. 2/26/20 – Board Retreat – 4:15-5:30 p.m.
    - 3. 3/4/20 – (**Wednesday**) Next Regularly Scheduled Budget WS and Meeting
    - 4. 3/5/20 – Board Visit/Tour at Sutherland High School (Visit 7:00 am/Tour 7:30)
- X. FINANCIAL REPORT – Darrin Kenney
  - A. Action Items:
    - 1. Tax Certiorari Agreement – Heather Heights of Pittsford (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:
  - C. Other:

- XII. CURRICULUM REPORT – Mrs. Ward
  - A. Action Items: (See Consent Agenda)
    - 1. Approval of Digital Techbook – 2nd Reading
      - a. Discovery Techbook Science 6-8
  - B. Discussion:
  - C. Other:
  
- XIII. SPECIAL EDUCATION REPORT – Ms. Woods
  - A. Action Items: (See Consent Agenda)
    - 1. Committee on Special Education: Amendments – Agreements No Meetings, Annual Reviews, Initial Eligibility Meetings, Reevaluation Review, Reevaluation/ Annual Review Meetings, Requested Reviews, Transfer Student – Agreement No Meeting.
    - 2. Sub-Committee on Special Education: Amendment, Amendments – Agreement No Meetings, Reevaluation Reviews, Requested Review.
    - 3. Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Amendment Agreement – No Meeting, Reevaluation Reviews.
  - B. Discussion:
  - C. Other:
  
- XIV. SUPERINTENDENT’S REPORT – Mr. Pero
  - A. Action Items:
    - 1. Call for Executive Session (BOARD ACTION)
    - 2. Approval of 2020-2021 Budget Guidelines (BOARD ACTION)
    - 3. Policy Approval – 2nd Reading (See Consent Agenda)
      - a. #7130-Entitlement to Attend – Age and Residency
  - B. Discussion:
  - C. Other:
  
- XV. CONSENT AGENDA (BOARD ACTION)
  - A. Approval of Digital Techbook - Discovery Techbook Science 6-8
  - B. Committee on Special Education
  - C. Sub-Committee on Special Education
  - D. Committee on Preschool Special Education
  - E. Policy Approval: #7130-Entitlement to Attend – Age and Residency
  
- XVI. OLD BUSINESS
  
- XVII. NEW BUSINESS
  
- XVIII. PUBLIC COMMENT
  
- XIX. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: **(Wednesday)** March 4, 2020



**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  
Monday, January 27, 2020  
Barker Road Middle School

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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 Monday, January 27, 2020.

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

BOARD MEMBERS ABSENT: T. Aroesty

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 Mr. Sullivan, seconded by Mrs. Sanchez-Kazacos 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 by those present

3. Principal's Report: Mrs. Thomas welcomed Dr. Balsamo and thanked him for the tour last Thursday. Dr. Mark Balsamo, principal, was present to update the Board on the activities taking place at Park Road Elementary School. Staff members Tami Holihan, Spencer Jones, Angela Stewart, Rachel Sweet and Kerri Yacono presented along with Dr. Balsamo.

4. 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 January 13, 2020, meeting. **APPROVED: MINUTES 1/13/20**

Vote: Unanimously carried by those present

5. Board Reports: Mrs. Thomas read the MCSBA meeting dates as well as other dates to remember.

6. Motion was made by Mrs. McCluski, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the period ending December 31, 2019. **ACCEPTED: TREASURER'S REPORT**

Vote: Unanimously carried by those present

7. Motion was made by Mr. Sullivan, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Extraclassroom Activities Report. **APPROVED: EXTRACLASSROOM ACTIVITIES REPORT**

Vote: Unanimously carried by those present

8. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos and carried, regarding the following resolutions: **APPROVED: AUDIT REPORTS**

Vote: Unanimously carried by those present

62.

BE IT RESOLVED, that the Board of Education, on the recommendation of the Audit Oversight Committee, accepts the Single Audit Report for year ended June 30, 2019.

BE IT ALSO RESOLVED, that the Board of Education, on the recommendation of the Audit Oversight Committee, accepts the Extraclassroom Activity Funds Financial Report for year ended June 30, 2019.

9. Motion was made by Mrs. Baum, seconded by Mrs. Narotsky and carried, regarding the following resolutions: **APPROVED: INTERNAL AUDIT SERVICES**  
Vote: Unanimously carried by those present

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, in accordance with New York State General Municipal and New York State Education Laws, initiated a Request for Proposal (RFP) process for Internal Audit Services, and as a result of such process does hereby accept the proposal of the audit firm of Hungerford Vinton, LLC.

BE IT FURTHER RESOLVED, that the Board of Education, at its regular meeting does hereby appoint the firm of Hungerford Vinton, LLC for the 2019-2020 fiscal year under the terms and conditions of the RFP, and does hereby reserve the right to extend and/or modify services as permitted by law and the RFP.

10. Motion was made by Mrs. McCluski, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education establishes the non-resident tuition rates for the 2019-20 school year and until new rates are published as follows: **APPROVED: NON-RESIDENT TUITION RATES**  
Vote: Unanimously carried by those present

**Tuition charge for regular education students based on net cost per student:**

Grade K-6	\$13,967
Grades 7-12	\$15,223

**Tuition Charge for students receiving special education services:**

Grade 1-6	\$46,627
Grades 7-12	\$47,883

An agreement will be executed for each non-resident student enrolling in PCSD under the PDTA contract and will describe terms for payment of tuition per Board Policy 7132.

11. Financial Report: Mr. Kenney provided a high level report of what is circulating in the Governors budget.

12. Motion was made by Mr. Sullivan, 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 Professional Staff Report: **APPROVED: PROFESSIONAL STAFF REPORT**  
Vote: Unanimously carried by those present

**A. Appointment - Certificated Staff**

Name: Katherine Scorsone  
 Position: Special Education  
 Type of Position: Regular Sub  
 Tenure Area: N/A  
 Probationary Period: N/A  
 Certification: Initial  
 Salary: \$48,891.00  
 Effective Date: 01/06/2020

## B. Appointment – School Related Professional

Name: Susan Benson  
 Position: CSE Assigned Paraprofessional/ACE  
 Type of Position: Part-time  
 Probationary Period: N/A  
 Salary: \$7,829.00  
 Effective Date: 01/06/2020

Name: Gillian Merklinger  
 Position: CSE Assigned Paraprofessional/JRE  
 Type of Position: Full-time  
 Probationary Period: N/A  
 Salary: \$16,763.00  
 Effective Date: 02/03/2020

Name: Lauren Minter  
 Position: CSE Assigned Paraprofessional/PRE  
 Type of Position: Part-time  
 Probationary Period: N/A  
 Salary: \$8,108.00  
 Effective Date: 01/15/2020

Name: Bryan Kenville  
 Position: Tutor/BRMS  
 Type of Position: Regular Sub  
 Probationary Period: N/A  
 Salary: \$27,918.00  
 Effective Date: 12/16/2019

Name: Maura Kirby  
 Position: CSE Assigned Paraprofessional/PRE  
 Type of Position: Part-time  
 Probationary Period: N/A  
 Salary: \$8,530.00  
 Effective Date: 01/27/2020

## C. Resignation for Retirement – Letters Attached

**This group of professional educators has 336.5 dedicated full-time years of service to Pittsford CSD.**

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Nancy	Campbell	PRE	Instructional Challenge	22.4	6/30/2020
Allan	DeCarlo	MHS	Social Studies	25	6/30/2020
Joanne	Druziak	SHS	Speech	12.3	6/30/2020
Lois	Houlihan	MHS	Science	41	6/30/2020
Thomas	Indiano	SHS	Music – Instrumental	36	6/30/2020
Holly	Nathan-Colon	BRMS	Special Ed	16.8	4/01/2020
Besty (Elizabeth)	Parke (Coonan)	CRMS	Grade 6	21.7	6/30/2020
Bruce	Peachey	MHS	Science	21.8	6/30/2020

Mary	Renner	MHS	Special Ed	31.3	6/30/2020
Emma	Ricci	PRE	Grade 5	18.5	6/30/2020
Kathryn	Schreiber	TRE	Special Ed	11.2	6/30/2020
Janice	Sengillo	MCE	Reading	23.5	6/30/2020
M. David	Shemancik	SHS	Music - Instrumental	30	6/30/2020
Ronald	Waterbury	BRMS	Science	25	6/30/2020

D. Resignation for Retirement – School Related Professional – Letters Attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Faye	Shea	Allendale	Nurse	21	6/30/2020
Laura	Reinhart	CRMS	Educational Assistant	17	6/30/2020

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

**APPROVED:  
SUPPORT  
STAFF REPORT**

CLERICAL

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Eucelia Hill	Office Clerk IV	TRE	18.75/wk.	01/13/2020	\$13.45/hr.

CUSTODIAL/MAINTENANCE

RESIGNATIONS	POSITION	BLDG	LENGTH OF SVC	DATE
Michaela Ruggiero	Cleaner	MCE	1 wk.	01/14/2020

CUSTODIAL/MAINTENANCE

RETIREMENTS	POSITION	BLDG	LENGTH OF SVC	DATE
Philip Germano	Master Mechanic (Painter)	TMF	16.1 yrs.	02/15/2020

FOOD SERVICE

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Paula Willard	Food Service Sub	TMF	Per Diem	01/27/2020	\$11.80/hr.
Josephine Barbieri	Food Service Sub	TMF	Per Diem	01/27/2020	\$11.80/hr.

14. Curriculum Report: Mrs. Ward introduced Caitlin Ullock and Lisa Riley who reviewed the first reading of a new digital text book recommendation: Discovery Techbook Science 6-8.

15. Special Education Report: Mrs. Woods noted that all items would be acted upon this evening under the Consent Agenda.

16. 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 Robotics Club field trip to Cleveland, OH from 3/26/20 to 3/28/20.  
Vote: Unanimously carried by those present

**APPROVED:  
ROBOTICS  
FIELD TRIP**

17. Motion was made by Mrs. Narotsky, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Sutherland H.S. softball field trip to Myrtle Beach, SC from 4/06/20 to 4/11/20.  
Vote: Unanimously carried by those present

**APPROVED:  
SHS SOFTBALL  
FIELD TRIP**

18. Mr. Pero noted the first reading of policy #7130 – Entitlement to Attend – Age and Residency.

19. Superintendent's Report: Mr. Pero read a congratulatory note honoring Mendon H.S. for earning the College Boards AP Computer Science Female Diversity Award for attaining female student representation in AP computer science principles for 2019. Out of 20,000 institutions that offer this AP course, MHS is 1 of 639 to be recognized for achieving this important result in AP computer science. Mr. Pero thanked our science and technology teachers for their hard work in this arena.

Mr. Pero also noted the email that went out today to pull together the next Advocacy team meeting, which will focus on advocacy priorities as it relates to the governor's proposed budget.

Mr. Pero provided an update on the Mendon Center attendance line presentations thus far.

20. Motion was made by Mrs. Baum, seconded by Mr. Sullivan 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 those present

Bid Awards:

Sale and Disposal of School District Outdated Textbooks/Library Books.

Committee on Special Education: Amendments – Agreements No Meetings, Initial Eligibility Determination Meetings, Reevaluation/Annual Review, Reevaluation Reviews.

Sub-Committee on Special Education: Amendments – Agreements No Meetings, Reevaluation Reviews, Requested Reviews.

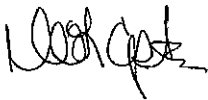
Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Annual Review.

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 the adjournment of its Regular Meeting at 8:18 p.m.

**APPROVED:  
ADJOURNMENT**

Vote: Unanimously carried by those present

Respectfully submitted,



Deborah L. Carpenter  
School District Clerk

# 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: February 4, 2020  
To: Michael Pero, Superintendent of Schools  
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*  
Re: Tax Certiorari Agreement – Heather Heights of Pittsford

Below and attached please find information regarding the disposition of a recent Tax Certiorari proceeding.

### ***Heather Heights of Pittsford – 160 West Jefferson Road***

Counsels for the parties have reached a settlement to reduce the assessment of the property as specified in the Stipulation of Settlement. Said reduction and refund is predicated on the following:

Address	2019-20 Previous Assessed Value	2019-20 New Assessed Value with Exemptions	Difference
160 West Jefferson Road	6,700,000	5,500,000	1,200,000
TOTAL Tax Rate = \$25.778763	\$ 172,717.72	\$ 141,783.20	\$ 30,934.52

**TOTAL REFUND DUE \$ 30,934.52**

***I therefore recommend the following resolution to wit:***

***BE IT RESOLVED THAT*** the Board of Education of the Pittsford Central School District does hereby authorize the approval of the Stipulation of Settlement for the tax certiorari proceedings for Heather Heights of Pittsford, 160 West Jefferson Road, Pittsford, New York.

***BE IT FURTHER RESOLVED THAT*** the Board of Education of Pittsford Central School District, does hereby authorize the attorney for the District to execute the Stipulation of Settlement, and further authorizes the transfer of Thirty Thousand, Nine Hundred Thirty-Four Dollars and Fifty-Two Cents (\$30,934.52) from the Tax Certiorari Reserve to the General Fund for payment of refund to the taxpayer

DTK:kd

C: L. Reister



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# Pittsford Schools

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## RECOMMENDATION FOR TEXTBOOK ADOPTION

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**Recommended Text:** Discovery  
Techbook Science 6-8

**Publisher:** Discovery Education

**Copyright Date:** (c)2020

**Group / Grade Level:** 6-8  
(for which material is intended)

**Cost Per Text:** \$58.50

**Edition:** Digital

**Author(s):** \_\_\_\_\_

**Readability Level:** Varied and  
adjustable

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**Leader of Selection Committee:** Caitlin Ullock

**Members of the Selection Committee:**

Elise Connor, Mary Humphreys, Lisa Riley, John Sacchitella, Katherine Wynne, Gregg Dougherty-Herman, Jessica Segar

**Current Text Used:**

**Title:** Concepts and Challenges Life Science

**Edition:** \_\_\_\_\_

**Publishers:** Globe Fearon (Pearson Learning Group)

**Copyright Date:** 2002

**Year Adopted by PCSD:** 2002

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

The new text does not match the concepts that we teach nor the new focus of Next Generation Science Standards.

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

1. Have materials that are up to date to implement current NYSSLS and NGSS Standards
2. Variety of resources for instruction in the classroom/Model lessons in the 5E format

3. Flexible to meet the needs of an integrated MS Curriculum/same text can be used in grades 6-8
4. Ease of use and appeal for students to access information

**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 current text was created long before NGSS. It contains information on topics, but does not align with presentation techniques. It also has information that is out of date due to how science has evolved in the last 20 years. It focuses on details for broad teaching but doesn't take students to the deeper understanding of 3 dimensional science instruction. The Discovery Techbook has been developed completely around current teaching approaches referencing 3 dimensional instruction and 5E lesson planning. The digital license for this text will include MS 6-8 Science as well as ES Science.

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

Discovery Education is a huge online video company. There are huge amounts of video. The textbook itself is an online techbook that students can read and interact with, and save changes in their own account. Students can submit assignments through the platform. There are interactive simulations and exploration in addition to text, videos, assessment practice and lesson plans.

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

Training is available online in real time with employees of Discovery for teachers. Support is available online.

**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)	
All included	0	<input type="checkbox"/> Once	<input type="checkbox"/> Annual
		<input type="checkbox"/> Once	<input type="checkbox"/> Annual
		<input type="checkbox"/> Once	<input type="checkbox"/> Annual
		<input 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?**

The videos and illustrations show a wide variety of ethnic backgrounds, and ages.

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

<b>District</b>	<b>Person Contacted</b>	<b>Evaluation</b>
Entire State of California adopted this text	<a href="https://www.discoveryeducation.com/details/california-the-latest-state-to-adopt-discovery-educations-award-winning-science-techbook-for-k-8-classroom-use-statewide/">https://www.discoveryeducation.com/details/california-the-latest-state-to-adopt-discovery-educations-award-winning-science-techbook-for-k-8-classroom-use-statewide/</a>	Adopted to meet demands of NGSS
Greece CSD (also interested)	Edel Maeder	Presentation end of Jan/interested in the flexibility of the digital platform

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

No

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

Digital text is upgraded regularly, will require a term license

**Cost of new texts:**

<b>Building</b>	<b>Quantity Needed</b>	<b>Cost per Text</b>	<b>Total Cost</b>
CRMS Grade 6	250	58.50	14,625
BRMS Grade 6	250	58.50	14,625
CRMS Grade 7	250	58.50	14,625
BRMS Grade 7	250	58.50	14,625

**Date texts will be implemented:** asap for grade 6, 9/1/20 for grade 7

**Date Board approval is requested:** asap for grade 6

**Date staff will be trained on new text:** as soon as text is approved, staff currently using a trial subscription

**Date of new text evaluation (one year from adoption):** 2/2/21 (grade 6)

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**Other texts considered:**

<b>Title</b>	<b>Publisher</b>
TCi Science Online	TCi
Amplify Online	2020 Amplify Education, Inc.

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# Pittsford Schools

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Administrative Offices

75 Barker Road - East Wing

Pittsford, NY 14534

## 2020-2021 BUDGET GUIDELINES

### **Develop a Student based budget focused on:**

- Implementation of rigorous, engaging, and authentic curriculum, instruction, assessments and resources that maintain excellence while supporting responsive and relevant offerings
- Providing experiences, both curricular and extracurricular, that support the varied interests and abilities of the whole child
- Inclusive Practices
- Social Emotional Learning supports
- Mental Health supports
- Safe school environment and safe facilities
- Recruiting a diverse candidate pool
- Hiring and Retaining employees of the highest quality including substitutes

### **Provide High Quality Professional Learning focused on:**

- PCSD Mission, Vision and Values
- Curriculum, assessment and instructional practices
- Equity and Inclusion
- Health and Safety Preparedness
- Professional Learning Communities
- Social and Emotional learning
- Continuous improvement for instructional and non-instructional staff members

### **Balance the investment in education with sensitivity to limited community resources by:**

- Seeking new sources of revenue
- Balancing community expectations for services and programs, with the need to be cognizant of changes in property values, income levels, new state/federal tax laws and other economic uncertainties
- Seeking cost efficiencies to further address the significantly costly impact of under-funded and un-funded mandates

### **Maintain fiscal stability now and into the future through:**

- Financially prudent and sustainable reserve accounts
- Partnerships, Shared Services, Audits
- Protecting and maintaining our Aa1 bond rating
- Protecting the community's investment in facilities and infrastructure
- Advocacy with legislators relative to appropriate levels of funding

### **Meet legal mandates and contractual obligations**

Michael Pero, Superintendent of Schools, Pittsford Central School District

Allen Creek Elementary • Jefferson Road Elementary • Mendon Center Elementary • Park Road Elementary • Thornell Road Elementary  
Barker Road Middle School • Calkins Road Middle School • Pittsford Mendon High School • Pittsford Sutherland High School

[www.pittsfordschools.org](http://www.pittsfordschools.org)

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**SUBJECT: ENTITLEMENT TO ATTEND -- AGE AND RESIDENCY**

**Age of Attendance/Compulsory School Attendance Age**

All persons residing within the District who are between the ages of five years and 21 years and who have not received a high school diploma are entitled to enroll in the District.

**Kindergarten**

Students who are legal residents of the District and who reside with a parent or guardian within the District at the time of the opening day of school must be five (5) years of age or more on December 1 in order to register for kindergarten.

A child who transfers into the District at any time during the school year may be considered for admission to kindergarten provided:

- a) The parents were not legal residents of the District on the opening day of school, and
- b) The child has been registered and enrolled in kindergarten in the District in which his/her parents were legal residents.
- c) ~~The building principal has made a determination of eligibility based on the results of screening.~~

**Grades 1-12**

A student who becomes six years of age on or before the first of December in any school year will be required to attend full-time instruction from the first day that the District schools are in session in September of that school year. A student who becomes six years of age after the first of December in any school year will be required to attend full-time instruction from the first day of session in the following September. Each student will be required to remain in attendance until the last day of session in the school year in which the student becomes 16 years of age.

Evidence of a prospective student's age and residency must be presented in the form as is permitted by state and federal law and regulation.

## **Determination of Student Residency**

Residence is established by a child's physical presence as an inhabitant within the District and their intent to reside in the District.

A child's residence is presumed to be that of their parents or legal guardians. Where a child's parents live apart, the child can have only one legal residence. In cases where parents have joint custody, the child's time is essentially divided between two households, and both parents assume responsibility for the child, the decision regarding the child's residency lies ultimately with the family. Where parents claim joint custody, but do not produce proof of the child's time being divided between both households, residency will be determined on the basis of the child's physical presence and intent to remain within the District.

The presumption that a child resides with parents or legal guardians may be rebutted upon demonstration that custody of the child has been totally and permanently transferred to another individual. The District will not acknowledge living arrangements with persons other than a child's parents or legal guardians which are made for the sole purpose of taking advantage of the District's schools. The presumption that a child resides with parents or legal guardians may also be rebutted upon demonstration that the child is an emancipated minor. To establish emancipation, a minor may submit documentation of their means of support, proof of residency, and an explanation of the circumstances surrounding the student's emancipation, including a description of the student's relationship with parents or persons in parental relationship.

The Director of Student Services shall determine entitlement to attend a District school. In the case of an adverse decision, written notice to the parent, legal guardian or person in a parental relationship will include procedures to appeal the decision to the Commissioner of Education.

## **Undocumented Children**

Undocumented children are entitled to attend the District's schools, provided they meet the age and residency requirements established by state law. Consequently, the District will not request on any enrollment or registration form, in any meeting, or in any other form of communication, any documentation or information regarding or tending to reveal the immigration status of a child, a child's parent(s), or the person(s) in parental relation. In the event the District is required to collect certain data, it will do so after the child has been enrolled or registered; in no instance will the information be required as a condition of enrollment or continued attendance.

## **Children of Activated Reserve Military Personnel**

Students temporarily residing outside the boundaries of the District, due to relocation necessitated by the call to active military duty of the student's parent or person in parental relation, will be allowed to attend the public school that they attended prior to the relocation. The District is not required to provide transportation between a temporary residence located outside the District and the school the child attends.

## **Attendance Areas**

The District attendance areas shall be established by the Board upon recommendation of the Superintendent. The Board shall determine any exceptions at the time of redistricting. Attendance areas shall be designated to make the most appropriate use of the space and facilities of the District in accordance with the District's educational policies and programs. ~~Recommendations for changes in attendance areas shall be made early in the school year preceding the proposed change. Changes shall take effect at the beginning of the school year. Parents shall be advised of such boundary changes on or before April 1 of the calendar year in which the changes are to take place.~~ The District shall assign students to the school in the appropriate attendance area. Exceptions to this shall be for:

- Students with disabilities referred to the Committee on Special Education for placement recommendations. These students may be educated outside of their home attendance area.
- **Students who are English Language Learners may be educated at a school outside of their home attendance area in order to participate in an English as a New Language (ENL) program.**

Family Educational Rights and Privacy Act, 20 USC § 1232g  
Education Law 310, 3202, 3205, 3214, and 3218  
Family Court Act § 657  
8 NYCRR § 100.2(x) and (y), 174.2, 154.2 and 200.4

NOTE: Refer also to Policies  
#7131 -- Education of Students in Temporary Housing  
#7132 -- Non-Resident Students

Pittsford Central School adopted