

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, AUGUST 6, 2019
BOARD ROOM – BARKER ROAD MIDDLE SCHOOL

AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA (BOARD ACTION)
- III. APPROVAL OF MINUTES: July 9, 2019 (BOARD ACTION)
- IV. 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.
- V. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board President's – next meeting – 10/2/19
 - 2. Executive Committee – next meeting – 9/11/19
 - 3. Information Exchange Committee – next meeting – 9/11/19
 - 4. Labor Relations Committee – next meeting – 9/25/19
 - 5. Legislative Committee – next meeting – 9/4/19
 - 6. Steering Committee – next meeting – 8/14/19
 - 7. Communications Outreach Advisory Committee - TBD
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 9/3/19 – All Staff Orientation – 7:45 a.m. – Mendon High School
 - 2. 9/4/19 – Schools Open
 - 3. 9/9/19 – Next Regularly Scheduled Meeting
- VI. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 - 1. Solar Energy Opt-Out Resolution (BOARD ACTION)
 - 2. Tax Levy Resolution (BOARD ACTION)
 - 3. Year-End Transfer of Funds to Reserves (BOARD ACTION)
 - 4. Bid Award (See Consent Agenda)
 - a. Musical Instruments
 - B. Discussion:
 - 1. Professional Services Contract Report
 - C. Other:
- VII. HUMAN RESOURCE REPORT – Mr. Leone
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- VIII. STUDENT SERVICES REPORT – Mrs. Vaughan-Brogan
 - A. Action Items: (See Consent Agenda)
 - 1. Emergency Preparedness Guide
 - B. Discussion:
 - C. Other:

- IX. SPECIAL EDUCATION REPORT – Ms. Woods
 - A. Action Items: (See Consent Agenda)
 - 1. Committee on Special Education: Amendment – Agreement No Meeting, Annual Reviews, Initial Eligibility Determination Meetings, Requested Reviews, Requested Review CPSE to CSE Transition, Requested Review – Transfer Student.
 - 2. Sub-Committee on Special Education: Amendments – Agreements No Meetings, Annual Reviews, Reevaluation/Annual Reviews, Reevaluation Review, Requested Reviews.
 - 3. Committee on Preschool Special Education: Annual Reviews, Reevaluation Reviews, Initial Eligibility Determination Meetings, Amendment – Agreement No Meetings, Requested Review.
 - B. Discussion:
 - C. Other:

- X. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - 2. Policy Approval – 2nd Reading (See Consent Agenda)
 - a. #5220-District Investments
 - B. Discussion:
 - 1. Summer Inclusivity Work
 - 2. 2018-2019 Year-End Status Reports
 - C. Other:

- XI. CONSENT AGENDA (BOARD ACTION)
 - A. Bid Award
 - B. Emergency Preparedness Guide
 - C. Committee on Special Education
 - D. Sub-Committee on Special Education
 - E. Committee on Preschool Special Education
 - F. Policy Approval: #5220-District Investments

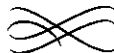
- XII. OLD BUSINESS

- XII. NEW BUSINESS

- XIV. PUBLIC COMMENT

- XV. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: September 9, 2019



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

*For Board
Approval*

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, July 9, 2019

Barker Road Middle School

The REORGANIZATION AND REGULAR MEETINGS of the Pittsford Central School District Board of Education were held at 5:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, July 9, 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: S. Warchol, R. Scott

1. Mr. Pero called the Reorganization Meeting to order at 5:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Mrs. Carpenter administered the Oaths of Office to reelected Board Members, Mrs. Amy Thomas and Mr. Peter Sullivan.

3. Motion was made by Mrs. Thomas, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for the Reorganization Meeting.

**APPROVED:
AGENDA**

Vote: Unanimously carried

4. Motion was made by Mrs. Narotsky, seconded by Mr. Sullivan and carried nominating Mrs. Amy Thomas to the office of President of the Pittsford Central School District Board of Education for the 2019/2020 school year.

**APPROVED:
A. THOMAS
PRESIDENT**

Vote: Unanimously carried

5. Mrs. Carpenter administered the Oath of Office to President Thomas.

6. Motion was made by Mr. Aroesty, seconded by Mrs. Baum and carried nominating Mrs. Kim McCluski to the office of Vice-President of the Pittsford Central School District Board of Education for the 2019/2020 school year.

**APPROVED:
K. MCCLUSKI
VICE-PRESIDENT**

Vote: Unanimously carried

7. Mrs. Carpenter administered the Oath of Office to Vice-President McCluski

8. Mrs. Carpenter administered the Oath of Office to Superintendent Pero.

9. Motion was made by Mrs. McCluski, seconded by Mrs. Narotsky regarding the following resolutions:

**APPROVED:
APPOINTMENTS**

Vote: Unanimously carried

BE IT RESOLVED, that the below listed appointments be approved for the 2019/2020 school year, retroactive to July 1, 2019, with ratification for their acts performed in the ordinary course of their duties.

2.

OATH OF OFFICE GIVEN TO SCHOOL DISTRICT CLERK, Mrs. Deborah Carpenter. Mrs. Carpenter will give the District Treasurer, Assistant Treasurer and the Internal and Deputy Claims Auditors their Oath of Office in the course of their duties.

DISTRICT CLERK	Deborah Carpenter	\$10,805
DISTRICT TREASURER	Leeanne Reister	-----
ASSISTANT DISTRICT TREASURER	Holly Evans	-----
INTERNAL CLAIMS AUDITOR	Laurie Patterson	\$15.42/hr.
DEPUTY (SUBSTITUTE) CLAIMS AUDITOR	Cynthia Heagerty	\$25.00/hr.
DEPUTY (SUBSTITUTE) PURCHASING AGENT	Cynthia Heagerty	\$25.00/hr.
SCHOOL PHYSICIAN	Dr. Robert Tuite	-----
CHIEF CENSUS ENUMERATOR	Patricia Brogan	-----
DISTRICT DIGNITY ACT COORDINATOR	Patricia Brogan	-----
BUILDING DIGNITY ACT COORDINATORS	*See attached list	-----
CENTRAL TREASURER FOR EXTRA-CLASSROOM ACTIVITY FUNDS	Leeanne Reister	-----
RECORDS MANAGEMENT OFFICER	Deborah Carpenter	-----
RECORDS ACCESS OFFICER	Deborah Carpenter	-----
LEA ASBESTOS DESIGNEE	William Buell	\$4,000
TITLE IX OFFICER	Michael Leone	-----
PURCHASING AGENT	Karen Houston	-----
DESIGNATED EDUCATION OFFICIAL	Patricia Brogan	-----
HEALTH & SAFETY COMMITTEE	*See attached list	-----
REFERRALS TO CSE AND CPSE	*See attached list	-----
CSE COMMITTEE APPOINTMENTS	*See attached list	-----
CSE SUB COMMITTEE APPOINTMENTS	*See attached list	-----
CPSE COMMITTEE APPOINTMENTS	*See attached list	-----
ELECTION CHIEF INSPECTOR/CHAIRPERSON	To Be Appointed	\$25/hour

BE IT RESOLVED that Harris Beach PLLC and Harter Secrest & Emery LLP be appointed as the school district's attorneys for the 2019/2020 school year.

BE IT RESOLVED that Raymond Wager, CPA, PC be appointed to conduct the District's regular audit, single audit, and extra-classroom audit for the 2019/2020 school year as per the previous year's engagement agreement and in accordance with Education Law Chapter 263.

BE IT RESOLVED that EFPR Group be appointed to conduct the District's internal audit for the 2019/2020 school year as per the signed agreement.

BE IT RESOLVED that the District Audit Committee shall consist of three members of the Board of Education for the 2019/2020 school year. Members and committee charter will be approved by the Board following the first Audit Committee meeting.

BE IT RESOLVED that SEI Design Group Architects, P.C. be designated as the District's architect for the 2019/2020 school year.

BE IT RESOLVED that the Board of Education will appoint Impartial Hearing Officers on the Impartial Hearing Officer Rotational List from the New York State Education Department Impartial Hearing Reporting System for the 2019/2020 school year.

BE IT RESOLVED that the Board of Education, pursuant to Section 200.5(j) (3) of the Regulations of the Commissioner of Education, hereby appoints the president or vice president of the Board of Education, each such individual empowered to act alone, to make an appointment of the Impartial Hearing Officer

when a special education impartial hearing is requested or initiated under Part 200 of the Regulations of the Commissioner of Education, for the 2019/2020 school year.

10. Motion was made by Mr. Aroesty, seconded by Mrs. Baum and carried regarding the following designations:

**APPROVED:
DESIGNATIONS**

Vote: Unanimously carried

BE IT RESOLVED that the following banks and institutions be authorized as depositories for the 2019/2020 school year for District funds and/or authorized as institutions that the District may invest funds with:

<u>Depository Name:</u>	<u>Maximum Amount on Deposit</u>
J.P. Morgan/Chase	\$150,000,000
Canandaigua National Bank	\$ 25,000,000
M & T Bank	\$ 25,000,000
Key Bank	\$ 25,000,000
NYCLASS	\$ 25,000,000

BE IT RESOLVED that the Board of Education designates the following dates as Regular Meetings for the 2019/2020 school year, Annual Election/Budget Vote, Retreats, Building Tours, Audit Oversight Committee Meetings and July and August 2020 meetings:

Regular Meetings are held at Barker Road Middle School, 7:00 p.m. unless otherwise noted below.

July 9 – Tuesday (5:00 p.m.)

August 6 – Tuesday

September 9 – Monday

September 25 – Wednesday

October 7 – Monday

October 21 – Monday

November 4 – Monday

November 18 – Monday

December 9 – Monday

January 13 – Monday

January 27 – Monday

February 10 – Monday – 6:00 Work Session/7:00 Regular Meeting

March 4 – Wednesday – 6:00 Work Session/7:00 Regular Meeting

March 16 – Monday – 6:00 Work Session/7:00 Regular Meeting

March 30 – Monday

April 20 – Monday - Budget Adoption and Regular Meeting

May 11 – Monday – Regular Meeting and Budget Hearing

May 26 – Tuesday

June 8 – Monday

June 22 – Monday

Summer 2020

July 14 – Tuesday – Reorganization/Regular Meeting @ 5:00 p.m.

July 14/15 (Summer Workshop) Location/Times TBD

August 11 (Tuesday) (Regular meeting)

Board Retreats – 4:30-6:00 p.m. unless otherwise noted

October 7, 2019 (5:00 pm)

February 26, 2020

4.

April 21, 2020
June 9, 2020

Building tours: These are done on the same day as monthly Board visits
7:15 a.m. Elementary
7:00 a.m. Secondary

Audit Oversight Committee Meetings – 3:30-4:30 p.m. – Superintendent’s Conference Room
September 18, 2019
January 22, 2020
May 27, 2020

BE IT RESOLVED that the Daily Record be designated as the official newspaper for appropriate legal notices, to include bids, and the Rochester Business Journal be designated as the official newspaper for notice of the Annual Meeting only for the 2019/2020 school year.

11. Motion was made by Mrs. McCluski, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
AUTHORIZATIONS**

BE IT RESOLVED that the Assistant Superintendent for Business, and in his absence, the Superintendent, be authorized to certify payrolls for the 2019/2020 school year.

BE IT RESOLVED that the Superintendent designates the Assistant Superintendent of Human Resources to sign professional service contracts for individuals and the Assistant Superintendent for Business to sign professional service contracts for corporations per policies #5410, 5411 and 5412 for the 2019/2020 school year.

BE IT RESOLVED that the establishment of Petty Cash Funds, as listed below, be approved for the 2019/2020 school year:

Administration Building	Purchasing Agent	\$100
Allen Creek	Building Secretary	\$50
Mendon Center	Building Secretary	\$50
Thornell Road	Building Secretary	\$50
Barker Road Middle School	Building Secretary	\$100
Calkins Road Middle School	Building Secretary	\$100
Sutherland High School	Registrar	\$100
Mendon High School	Registrar	\$100
Bus Garage	Transportation Secretary	\$100
Athletic Department	Athletic Director (cash drawer)	\$500
School Lunch (change fund)	Food Service Director	\$825
Summer Enrichment Inst. (change fund)	Dir. of Summer Enrichment Institute	\$300

BE IT RESOLVED that only the facsimile signature of the District Treasurer or Assistant District Treasurer are required for disbursing monies for all school district accounts for the 2019/2020 school year.

BE IT RESOLVED that the Superintendent of Schools or Assistant Superintendent for Business be authorized to make and approve budgetary transfers up to \$75,000 between appropriation function accounts for the 2019/2020 school year without prior Board of Education approval.

BE IT RESOLVED that the IRS reimbursement rate will be used for automobile mileage, meals and lodging rates for employees who must travel on District business in accordance with BOE Policy #6161 for the 2019/2020 school year.

BE IT RESOLVED that the Board of Education of the Pittsford Central School District, upon recommendation of the Superintendent of Schools, shall compensate Impartial Hearing Officers who have been certified by the Commissioner of Education of the State of New York to serve as Impartial Hearing Officers in accordance with Education Law Section 4404(1) and 8 N.Y.C.R.R. Section 200.1(x), at the following rates for services and expenses for the 2019/2020 school year:

[1] Certified Impartial Hearing Officers shall be compensated at the rate of one hundred dollars (\$100) per hour for time spent in pre-hearing, hearing, and post-hearing activities of researching and writing a decision. The District does not and will not pay for hearing dates which are adjourned or cancelled, regardless of the reason, when the adjournment or cancellation is on two or more business days' notice.

[2] Certified Impartial Hearing Officers will be reimbursed for reasonable and customary office expenses of photocopying, postage and facsimiles incurred and for travel time to and from the hearing at the rate of forty dollars (\$40) per hour.

[3] Automobile travel shall be reimbursed at the then-current per mile rate which is established from time-to-time for travel by District employees and representatives.

[4] Airline or train travel shall be reimbursed at the actual reasonable costs incurred by the Impartial Hearing Officer.

[5] The District will reimburse Impartial Hearing Officers for the cost of their lodging up to eighty dollars (\$80) per night with receipt submitted or fifty-five dollars (\$55) per night without receipt submitted for hearing dates that fall on consecutive days.

BE IT RESOLVED that the District shall participate in cooperative bids with other school districts, BOCES and/or municipalities when it is to the advantage of the District to do so for the 2019/2020 school year.

BE IT RESOLVED, that the District for the 2019/2020 school year may participate in the 2012 amendment to GML 103, "Piggybacking Exception" to purchase goods and services (apparatus materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, any country, political subdivision or district of any state. The method of this exception of procurement is permitted on contracts issued by other governmental entities through a compliant competitive bidding process.

BE IT RESOLVED, that the District Treasurer and Assistant Treasurer shall be bonded in the amount of \$1,000,000 for the 2019/2020 fiscal year and the Internal Claims Auditor shall be bonded for \$250,000.

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby approve the list of purchasing card holders as set forth in the below schedule and in accordance with Policy #5321 for the 2019/2020 school year.

Title	Card Holder	Per Use Limit	Daily Limit
Purchasing Agent/ BOE Officer	K. Houston	\$ 10,000	\$ 50,000
Purchasing Agent/BOE Officer	K. Houston (Accounts Payable)	500,000	1,000,000
Director of Transportation	K. Herrick	5,000	9,000
School District Clerk	D. Carpenter	3,000	5,000

6.

Director of Operations, Maintenance & Security	PCSD Maintenance Department J. Beardsley (card authorized users: J. Ross, F. Reina, T. Gill, W. Smith, B. Buell, D. Fursman)	1,000	3,000
Grounds Foreman	M. Miceli	1,000	3,000
Asst. to Asst. Superintendent	K. Dimitri	500	1,000
Coordinator of Technology	M. Kwiatkowski	500	1,000

12. The following committee participation was determined by the Board of Education members for the 2019/2020 school year.

BOARD COMMITTEE APPOINTMENTS

A. Monroe County School Boards Association Committees

1. Executive
 - Mike Pero (Superintendent)
 - Amy Thomas (BOE Pres. /MCSBA V.P.)
 - Kim McCluski (COAC)
2. Legislative
 - Pete Sullivan
 - Valerie Baum (Alt)
3. Labor Relations
 - Irene Narotsky
 - Ted Aroesty (Alt)
4. Information Exchange
 - Valerie Baum (Co-chair)
 - Irene Narotsky (Alt)
5. Board President's
 - Amy Thomas
6. COAC - Communications Outreach Advisory Committee
 - Kim McCluski (Co-chair)
7. Steering Committee
 - Valerie Baum (Co-chair)
 - Amy Thomas
 - Kim McCluski

B. District or Board Committees

1. NYSSBA Voting Delegate
 - Pete Sullivan
2. Legislative Liaison
 - Valerie Baum
3. Teacher Center Policy Board
 - René Sanchez-Kazacos
4. Town/Village/School District Leadership
 - Superintendent, President, Vice-President
5. Audit Oversight Committee
 - Ted Aroesty, Valerie Baum, René Sanchez-Kazacos
6. District Advocacy Committee
 - Superintendent, President, Vice-President
7. BOE Self Evaluation - Chairs listed below. Amy Thomas will serve as an ex-officio member of the self-evaluation subcommittee work.
 - a. Community Engagement - Valerie Baum
 - b. BOE Insight Articles - Pete Sullivan
 - c. Budget Communications - Ted Aroesty

REGULAR MEETING
JULY 9, 2019

1. Mrs. Thomas called the Regular Meeting to order at 5:17 p.m.

2. 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 approves the agenda for this evening's meeting.

Vote: Unanimously carried

**APPROVED:
AGENDA**

3. 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 minutes of its June 24, 2019, meeting.

Vote: Carried by all except Mrs. Thomas and Mr. Aroesty who abstained as they were not in attendance at the June 24, 2019, meeting.

**APPROVED:
MINUTES
6/24/19**

4. Board Reports:

Mrs. Thomas read through the MCSBA meeting dates as well as current and upcoming dates to remember.

5. Mr. Pero spoke on the first day of the summer workshop stating that it was a good start and an opportunity to have the same knowledge and content base around the concept of equity.

6. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves and carried the 2019/2020 Board Governing Mission and Communications Agreement.

Vote: Unanimously carried

**APPROVED:
MISSION/
COMMUNICATIONS
AGREEMENT**

All Board members participated in reading each of the items written on these two documents. Then each document was signed by those Board members.

7. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby authorize the treasurer to expend up to a maximum of One Hundred Fourteen Thousand, Three Hundred Fifty-Three Dollars (\$114,353) from the Liability Reserve for the payment according to the terms stipulated in the Settlement Agreement approved by the Board at its June 24, 2019 meeting.

Vote: Unanimously carried

**APPROVED:
LIABILITY RESERVE
EXPENDITURE**

8. Motion was made by Mr. Aroesty, seconded by Mrs. Narotsky and carried regarding the following resolution:

Vote: Unanimously carried

**APPROVED:
MUNICIPAL
COOPERATION**

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o ("Section 119-o" empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts, boards of cooperative educational services, counties, cities, town and villages, and districts] to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis;

WHEREAS, the Pittsford Central School District wishes to invest portions of its available investment funds in cooperation with other corporations and/or districts pursuant to the NYCLASS Municipal Cooperation Agreement Amended and Restated as of March 14, 2014;

8.

WHEREAS, the Pittsford Central School District wishes to assure the safety and liquidity of its funds;

Now, therefore, it is hereby resolved as follows:

That Leeanne Reister is hereby authorized to execute and deliver the Cooperative Investment Agreement in the name of and on behalf of Pittsford Central School District.

9. Motion was made by Mrs. Baum, seconded by Mrs. McCluski and carried regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
CONSTRUCTION
AGREEMENT**

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting held July 9, 2019 does hereby approve the contract to Elmer W. Davis, Inc. in the total amount of one million nine hundred ninety one thousand five hundred twenty dollars (\$1,991,520) for the replacement and repairs of roofing at the Barker Road Middle and Parke Road Elementary Schools in accordance with the Capital Project Proposition approved by the voters on May 21, 2019.

BE IT FURTHER RESOLVED that the Board of Education directs the Superintendent or his designee to execute the contract with Elmer W. Davis, Inc. per Board Policy.

10. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. McCluski 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. Appointment – Teacher

Name: Jennifer Sargent
Position: MCE – Grade 5
Type of Position: Probationary
Tenure Area: Elementary
Probationary Period: 09/03/2019 – 09/02/2022
Certification: Permanent
Salary: \$60,782
Effective Date: September 3, 2019

Name: Lauren Rister
Position: .9 MHS/.1 BRMS – Music Instrumental
Type of Position: Probationary
Tenure Area: Music
Probationary Period: 09/03/2019 – 09/02/2022
Certification: Professional
Salary: \$51,666
Effective Date: September 3, 2019

Name: Alexandria Ferington
Position: TRE Kindergarten
Type of Position: Part time
Tenure Area: Elementary
Probationary Period: N/A
Certification: Initial
Salary: \$23,796.50
Effective Date: September 3, 2019

Name: Andrea Kaminski
 Position: CRMS – Reading
 Type of Position: Regular Substitute
 Tenure Area: Reading
 Probationary Period: N/A
 Certification: Initial
 Salary: \$49,161
 Effective Date: September 3, 2019 – June 30, 2020

Name: Whitney Sienkiewicz
 Position: .6 MHS/.4 BRMS – Speech Teacher
 Type of Position: Regular Substitute
 Tenure Area: Speech
 Probationary Period: N/A
 Certification: Professional
 Salary: \$51,263
 Effective Date: September 3, 2019 – June 30, 2020

B. Change of Status – Regular Sub to Probationary

Name: Alyson Hallett
 Position: TRE Grade 5
 Type of Position: Probationary
 Tenure Area: Elementary
 Probationary Period: 08/30/2018 – 08/29/2022
 Certification: Initial
 Effective Date: September 3, 2019

C. Appointment – School Related Professional

Name: Alexandria Ferington
 Position: TRE – Part time Educational Assistant
 Type of Position: Civil Service
 Probationary Period: 09/03/2019 – 09/02/2020
 Salary: \$10,080.49
 Effective Date: September 3, 2019

D. Termination – Position Ending

Name: Jennifer Greene
 Position: MCE Reading
 Type of Position: Regular Sub
 Effective Date: June 30, 2019

Name: Sarah Race
 Position: CRMS Learning Specialist
 Type of Position: Regular Sub
 Effective Date: June 30, 2019

FOOD SERVICE RESIGNATIONS	POSITION	BLDG	YEARS OF SVC	DATE
Sophie Spyra	Food Svc Worker	TMF	3.3 yrs	6/28/19

12. Motion was made by Mrs. McCluski, 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 Per Diem Substitutes and Specialists salaries as follows:
Vote: Unanimously carried

**APPROVED:
PER DIEM
SUBSTITUTES/
SPECIALISTS
SALARIES**

	<u>2018 - 2019</u>	<u>2019-20</u>
Tutors -		
In-hospital students	23.00/hr.*	23.00/hr.*
Life Guards (school year)	12.50/hr.	12.50/hr.
Accompanist	17.50/hr.	17.50/hr.
Substitute Teachers—Itinerant	95.00/day	103.00/day
Substitute Teachers—Short Term	120.00/day	128.00/day
Substitute Paraprofessionals	11.80/hr.	12.50/hr.
Kindergarten Screeners (district and non-district)	27.00/hr.	27.00/hr.
Administrative Substitute	175.00/day	175.00/day
Single Presenter	60.00/hr.	60.00/hr.
Co-Presenter	40.00/hr.	40.00/hr.
Collegial Circle Facilitator (Professional Staff)+	10.00/hr.	10.00/hr.
H.S. Concert Coverage (Lights/Sound)	30.18/hr.	30.18/hr.
Administrator Mentor	\$3,800/yr.	\$3,800/yr.
Bus Driver Trainees		
9/1-12/31		11.10/hr.
1/1-6/30		11.80/hr.**

*Mileage and parking to be paid for those experiencing these costs as a result of their assignment.
+As professional staff already are paid a salary this is an additional stipend amount for purposes of minimum wage.
**Increase as of January 1st due to minimum wage.

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

14. Motion was made by Mr. Sullivan, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves calling an Executive Session for the purpose of discussing proposed, pending or current litigation, where no official business will be conducted. This session will take place immediately after the Regular Meeting.
Vote: Unanimously carried

**APPROVED:
EXECUTIVE
SESSION**

15. Mr. Pero spoke on the upcoming Nuts and Bolts meeting in August where they will finalize the electronic field trip form.

16. Motion was made by Mr. Sullivan, seconded by Mrs. Baum and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Mendon HS field trip to Orange County, California from 9/19/19 to 9/22/19.
Vote: Unanimously carried

**APPROVED:
MENDON HS
FIELD TRIP**

12.

17. Mr. Pero noted the first reading of policy #5220 – District Investments

18. 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 following items per the Consent Agenda:

**APPROVED:
CONSENT
AGENDA**

Vote: Unanimously carried

Bid Awards:

Sale, scrap, dispose of excess materials

This report in its entirety is duly made a part of these minutes and is kept in a supplemental file for this meeting.

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

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

Committee on Preschool Special Education: Annual Review/Reevaluation Meetings, Annual Reviews.

19. 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 recessing its Reorganizational and Regular Meetings in order to enter into Executive Session at 5:36 p.m.

**APPROVED:
RECESS**

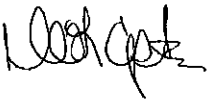
Vote: Unanimously carried

20 Motion was made by Mrs. Thomas, seconded by Mrs. McCluski and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session, Reorganization and Regular Meetings at 6:30 p.m.

**APPROVED:
ADJOURNMENT**

Vote: Unanimously carried

Respectfully submitted,



Deborah L. Carpenter
School District Clerk

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: Michael Pero, Superintendent of Schools
Darrin Kenney, Asst. Superintendent for Business

From: Leeanne Reister, Director of Finance

Date: July 24, 2019

Re: Opt-out of Expanded Real Property Tax Exemption for Solar, Wind and Farm Waste Energy Systems

Section 487 of the NYS Real Property Tax Law (RPTL) automatically provides a real property tax exemption on all solar, wind and farm waste energy systems, unless the municipality formally opts out of granting this exemption. Pittsford Central School District did opt out on March 3, 1997. Since then and as most recently amended by Chapter 325 of the laws of 2018, New York State legislators have extended Section 487 of the RPTL to include:

- Micro-hydroelectric energy system
- Fuel cell electric generating system
- Micro-combined heat and power generating equipment system
- Electric energy storage equipment or electric energy storage system
- Fuel-flexible linear generator electric generating system

NYS Office of Real Property Tax Service's legal department is advising that any previously adopted local law will not render the exemption inapplicable to these newly added energy systems, unless it is amended to specifically apply to such systems as well. Therefore, in order to opt out the following resolution would need to be adopted:

RESOLUTION OF BOARD OF EDUCATION FOR PITTSFORD CENTRAL SCHOOL DISTRICT

WHEREAS, paragraph 2 of Section 487 of the Real Property Tax Law of the State of New York (the "RPTL") provides that real property which includes a solar or wind energy system, farm waste energy system, micro-hydroelectric energy system, fuel cell electric generating system, micro-combined heat and power generating equipment system, or electric energy storage equipment and electric energy storage system approved in accordance with the provisions of such section shall be exempt from taxation to the extent of any increase in the value thereof by reason of the inclusion of such solar or wind energy system, farm waste energy system, micro-hydroelectric energy system, fuel cell electric generating system, micro-combined heat and power generating equipment system, or electric energy storage equipment and electric energy storage system for a period of fifteen (15) years; and

WHEREAS, paragraph 8 of Section 487 of the RPTL provides that, notwithstanding the provisions of paragraph 2 of Section 487 of the RPTL, a school district may by board resolution provide that no exemption under Section 487 of the RPTL shall be applicable within its jurisdiction with respect to any solar or wind energy system, farm waste energy system, micro-hydroelectric energy system, fuel cell electric generating system, micro-combined heat and power generating equipment system, or electric energy storage equipment and electric energy storage system constructed subsequent to the effective date of such board resolution; and

WHEREAS, the Board of Education (the "*Board*") of the Pittsford Central School District (the "*District*") on May 3, 1997, opted out of the RPTL Section 487 as it relates to solar or wind energy systems and farm waste energy systems; and

WHEREAS, the Board wishes to exercise the right to opt out of the entirety of paragraph 2 of Section 487 of the RPTL pursuant to the rights granted to it pursuant to paragraph 8 of Section 487 of the RPTL; and

NOW, THEREFORE BE IT RESOLVED by the Board that:

1. The Board finds that opting out of the RPTL Section 487 is in the best interests of the District.
2. The Board hereby declares that the tax exemption made available by Section 487 of the Real Property Tax Law shall not be applicable within the boundaries of the District with respect to any solar or wind energy system, farm waste energy system, micro-hydroelectric energy system, fuel cell electric generating system, micro-combined heat and power generating equipment system, or electric energy storage equipment and electric energy storage system constructed subsequent to the date of this Resolution.
3. The Superintendent, and/or members of the Board, as appropriate or as otherwise required by law, are hereby authorized, empowered and directed to execute and deliver such documents and take all such action on behalf of the District as may be deemed necessary, appropriate or advisable to carry out the intent or purposes of the foregoing resolutions.
4. The foregoing resolutions shall remain in full force and effect until a copy of a subsequent resolution revoking or amending them, duly certified by the proper officers of the Board, shall be made by the Board.
5. This Resolution shall be effective immediately.

Moved by: _____ Seconded by: _____

Aye _____ Nay _____ Absent _____
_____, 2019

Pittsford, New York

Pittsford Schools

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Pittsford, NY 14534

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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: August 5, 2019
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*
Re: Tax Collection Process Resolution

In order for the District to collect the taxes that support 76% of the 2019-2020 budget, the Board of Education must take the following three actions no later than August 6, 2019:

1. Confirm the Tax Rolls
2. Authorize the Tax Levy
3. Issue a Tax Warrant commanding Town Tax Collector(s) to collect taxes in a prorated sum of funds for that town. The total of all towns less the STAR exemptions shall equal the total Tax Levy. At the Board meeting, each Board member will need to sign the Warrant Certification for each town.

As per the law, the voters approve the total budget (spending plan) and the Board of Education is charged with establishing the Tax Levy. This is to allow the Board the ability to adjust for any reconciling items that may occur between the April estimates and known information in August, such as State Aid, Assessments, Payments in Lieu of Taxes, and insures a balanced budget (Revenue equals Appropriations).

This year two towns had an assessment reduction (Perinton and Brighton) while two towns have equalization rates below 100% (Mendon 98% and Penfield 90%). Assessment growth was offset in large part due to the several assessment challenges (Tax Certiorari proceedings this past year, further supporting the need for and benefits of that reserve, and properties no longer eligible for COMIDA exemptions).

For information purposes I have provided below a Tax Warrant table demonstrating the amount of tax levy to be collected by town as well as the Full Value and Assessed Value Tax Rates for each town.

Two items of note this year are: first, the composite tax rate increased \$0.49 or 1.94% and second, since the District stayed within the property tax cap, residents will be eligible to receive rebate checks from NYS if they meet the income eligibility set forth by the "Property Tax Relief Program" contained in the NYS budget.

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

TOWN	TAXABLE ASSESSED	EQUALIZATION RATE	FULL VALUE ASSESSED (w/exemptions)	LEVY ALLOCATION	TAX LEVY PER TOWN \$	TAX RATE 2019-20	TAX RATE 2018-19	\$ CHANGE	% CHANGE
PITTSFORD	3,065,843,419	1.0000	3,065,858,419	76.64%	79,042,442	\$ 25.778763	\$ 25.290026	\$ 0.49	1.93%
PERINTON	624,194,651	1.0000	624,197,651	15.60%	16,092,754	\$ 25.779290	\$ 25.278847	\$ 0.50	1.98%
MENDON	62,914,085	0.9800	64,198,046	1.60%	1,655,122	\$ 26.307654	\$ 25.298202	\$ 1.01	3.99%
BRIGHTON	170,939,704	1.0000	170,939,704	4.27%	4,407,083	\$ 25.781506	\$ 25.298199	\$ 0.48	1.91%
PENFIELD	16,249,370	0.9000	18,054,856	0.44%	465,481	\$ 28.646095	\$ 26.629678	\$ 2.02	7.57%
VICTOR	54,477,248	1.0000	54,477,248	1.43%	1,478,153	\$ 27.113401	\$ 26.606596	\$ 0.51	1.90%
DISTRICT TOTAL	3,994,618,477		3,997,725,924	100%	103,141,036				

2019-20 Composite Full Value Tax Rate	\$	25.797360	New Year
2018-19 Composite Full Value Tax Rate	\$	25.306350	Previous Year
Increase	\$	0.49	\$ change

Based on our analysis of the information at hand, and to be in compliance with the law and aforementioned requirements, I recommend the following resolution to be presented to wit:

2019-2020 Tax Levy Resolution

BE IT RESOLVED that the valuation of the property comprising Pittsford Central School District, State of New York, Counties of Monroe and Ontario, as shown on the District Assessment rolls, and certified by the respective assessors of the towns in the district be approved; THAT a sum not to exceed \$103,141,036 be levied in the form of a tax on the property set forth on the aforementioned assessment rolls; that the Board of Education has retained up to \$1,300,000 in unexpended surplus funds and, in compliance with the law, such unexpended surplus funds have been applied in determining the amount of the school tax levy; and that the warrant therefore and the rolls thereof, be executed by a majority of the members of the Board of Education; and that the receiver of taxes be authorized to collect taxes on said warrant for a period of 30 days, beginning September 1, 2019, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, as provided by the statute.

DTK:kd

C: LReister

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Fax: 585.381.9368

Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: August 5, 2019

To: Michael Pero, Superintendent of Schools

From: Darrin T. Kenney, Assistant Superintendent for Business

DTK

Re: Year-End Transfer to Reserve Funds

At the last board meeting in June, the Board of Education approved the transfer of available fund balance into the existing reserves. That resolution was required by the State to be done prior to June 30 and was based on year-end estimates. However, at this date, the books are "closed" and the District's independent audit field work has been completed. Therefore, consistent with the June resolution, we are recommending the transfers accordingly so we may remain within the 4% Unappropriated Fund Balance law, as well as fund reserves in a manner to promote fiscal stability and budget relief into the future.

The Director of Finance and I have met regularly throughout the year to review Fund Balance management and financial forecasting. In consultation with Ray Wager (external auditor) and the Audit Oversight Committee (AOC), we feel this combination of reserve funding provides the best future stability with our current resources. Upon the conclusion of the audit, Ray Wager will provide an analysis of the year-end financial condition of the District.

The following resolutions are consistent with what was previously seen by the Board of Education.

I therefore request the following resolutions be put before the Board of Education for approval at the August 6, 2019 regular meeting:

Bus Purchase Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of Two Hundred Sixty-One Thousand, Seven Hundred Ninety-Seven Dollars (\$261,797) of unappropriated fund balance from the General Fund as of June 30, 2019 to the "Capital Reserve Fund - Purchase of Buses" pursuant to its authority under a proposition approved by the voters on May 19, 2015.

General Capital Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of Five Hundred Thousand (\$500,000) of unappropriated fund balance from the General Fund as of June 30, 2019 to the General Capital Reserve Fund pursuant to its authority under a proposition approved by the voters on May 17, 2011.

Instructional Technology Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of One Hundred Thousand (\$100,000) of unappropriated fund balance from the General Fund as of June 30, 2019 to the Instructional Technology Reserve Fund pursuant to its authority approved by the voters on May 20, 2014.

Teachers' Retirement System Reserve

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of Eight Hundred Sixty-Seven Thousand, Five Hundred Thirty-Five Dollars (\$867,535) of unappropriated fund balance from the General Fund as of June 30, 2019 to the Teachers' Retirement Reserve Fund pursuant to its authority unanimously established and approved by the Board of Education at its regular meeting held on June 10, 2019

Employee Benefits Accrued Liability Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of Two Hundred Fifty Thousand Dollars (\$250,000) of unappropriated fund balance from the General Fund as of June 30, 2019 to the Employee Benefits Accrued Liability Reserve Fund pursuant to its authority unanimously established and approved by the Board of Education at its regular meeting held on October 14, 2008.

Workers' Compensation Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer of One Hundred Thousand Dollars (\$100,000) of unappropriated fund balance from the General Fund as of June 30, 2019 to the Workers' Compensation Reserve Fund pursuant to its authority unanimously approved by the Board of Education at its regular meeting held on June 23, 2014.

DTK:kd

Attachment

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

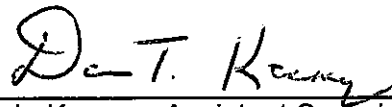
RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education
From: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Karen L. Houston, Purchasing Agent)
BOE Date: August 6, 2019
Topic: Musical Instruments
Paper of Record: *The Daily Record*
Advertised Date: July 2, 2019
Date of Bid Opening: July 11, 2019
Time of Bid Opening: 11:00 A.M.
Funds: Curriculum 510 2164 200

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

ITEM BID	RECOMMENDED VENDOR	AMOUNT
<i>Musical Instruments</i>	Guitar Center Inc.	1,900.00
	National Education Music Company	7,901.62
	Stringed Instruments	2,980.00
	Washington Music Sales	5,362.70
	Total	<u>\$ 18,144.32</u>

Comments: The 19-20 Musical Instrument Bid contract begins from date awarded by Board of Education through 02/28/20. It represents 11 musical instruments. All items were awarded. The bid was reviewed by Tammy Keller, Standards Leader for Music; Kimberly Palumbos, Assistant Purchasing Agent; and Karen L. Houston, Purchasing Agent. Award is based on lowest responsive and responsible bidder meeting District specifications.



Darrin Kenney, Assistant Superintendent for Business

5220 - DISTRICT INVESTMENTS

Whenever the District has funds (including operating funds, reserve funds and proceeds of obligations) that exceed those necessary to meet current expenses, the Board ~~shall~~will authorize the Assistant Superintendent for Business or his/her designee to invest ~~such~~these funds in accordance with all applicable laws and regulations and in conformity with the guidelines established by this policy.

Objectives

The objectives of this investment policy are four-fold:

- a) Investments shall be made in a manner so as to safeguard the funds of the District; ~~and~~.
- b) Bank deposits shall be made in a manner so as to safeguard the funds of the District.
- c) Investments shall be sufficiently liquid so as to allow funds to be available as needed to meet the obligations of the District.
- d) Funds shall be invested in such a way as to earn the maximum yield possible given the first three (3) investment objectives.

Authorization

The authority to deposit and invest funds is delegated to the Assistant Superintendent for Business or his/her designee. These functions shall be performed in accordance with the applicable sections of the General Municipal Law and the Local Finance Law of the State of New York.

The District may invest funds in the following eligible investments:

- a) Obligations of the State of New York.
- b) Obligations of the United States Government, or any obligations for which principal and interest are fully guaranteed by the United States Government.
- c) Time Deposit Accounts placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law. [Banking Law Section 237(2) prohibits a savings bank from accepting a deposit from a local government. This also applies to savings and loan associations.]

(Continued)

5220 - DISTRICT INVESTMENTS (Cont'd.)

- d) Transaction accounts (demand deposits) both interest bearing and non-interest bearing that do not require notice of withdrawal placed in a commercial bank authorized to do business in the State of New York, providing the account is collateralized as required by law.
- e) Certificates of Deposits placed in a commercial bank authorized to do business in the State of New York providing the Certificates are collateralized as required by law.
 - 1. Deposits in excess of the amount insured by the Federal Deposit Insurance Corporation will be secured in accordance with subdivision 3 of the General Municipal Law Section 10.
 - 2. The District may, in its discretion, authorize the bank designated for the deposit of District funds to arrange for the redeposit of such funds in one or more banking institutions, for the account of the District, through a deposit placement that meets the conditions set forth in General Municipal Law Section 10(2)(a)(ii).
- f) Securities purchased pursuant to a Repurchase Agreement whereby one party purchases securities from a second party and the second party agrees to repurchase those same securities on a specific future date at an agreed rate of return (the interest rate).

Implementation

Using the policy as a framework, regulations and procedures shall be developed which reflect:

- a) A list of authorized investments;
- b) Procedures including a signed agreement to insure the District's financial interest in investments;
- c) Standards for written agreements consistent with legal requirements;
- d) Procedures for the monitoring, control, deposit and retention of investments and collateral which shall be done at least once a month;
- e) Standards for security agreements and custodial agreements consistent with legal requirements;
- f) Standards for diversification of investments including diversification as to type of investments, and firms and banks with whom the District transacts business; and
- g) Standards for qualification of investment agents which transact business with the District including, at minimum, the Annual Report of the Trading Partner.

(Continued)

Non-Instructional/Business
Operations**5220 - DISTRICT INVESTMENTS (Cont'd.)**

This policy shall be reviewed and re-adopted at least annually or whenever new investment legislation becomes law, as staff capabilities change, or whenever external or internal issues warrant modification.

Education Law §§ 1604-a, 1723-a, 2503(1), and 3652

General Municipal Law §§ 10, 11, and 39

Local Finance Law § 165.00

Public Authorities Law § 2925

~~General Municipal Law Section 39~~

~~Education Law Sections 1604-a and 1723(a)~~

~~Local Finance Law Section 165~~