

VIII. SPECIAL EDUCATION REPORT – Ms. Woods

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

IX. SUPERINTENDENT’S REPORT – Mr. Pero

- A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
- B. Discussion:
- C. Other:

X. CONSENT AGENDA (BOARD ACTION)

- A. Bid Award
- B. Committee on Special Education
- C. Sub-Committee on Special Education
- D. Committee on Preschool Special Education

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: **(Tuesday)** September 15, 2020 – **7:00 p.m.**



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*

1.

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting
Tuesday, July 14, 2020
Virtual Meeting by way of Zoom
(Public Access on Website)

The REORGANIZATION and REGULAR MEETINGS of the Pittsford Central School District Board of Education began at 5:00 p.m., by way of virtual meeting platform Zoom, on Tuesday, July 14, 2020 due to mandatory state-wide school closures.

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

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

OTHERS PRESENT: M. Kwiatkowski

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. Mr. Pero administered the Oath of Office to District Clerk, Deborah Carpenter.

3. Mrs. Carpenter administered the Oaths of Office to reelected Board Member, Mr. Ted Aroesty and newly elected Board member, Mrs. Robin Scott.

4. Motion was made by Mrs. Thomas, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for the Reorganization meeting.
Vote: Unanimously carried

**APPROVED:
AGENDA**

5. A call for nomination was made by Mrs. Baum and was carried naming Mrs. Amy Thomas to the office of President of the Pittsford Central School District Board of Education for the 2020/2021 school year.
Vote: Unanimously carried

**APPROVED:
A.THOMAS
PRESIDENT**

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

7. A call for nomination was made by Mrs. Scott and was carried naming Mr. Ted Aroesty to the office of Vice-President of the Pittsford Central School District Board of Education for the 2020/2021 school year.
Vote: Unanimously carried

**APPROVED:
T. AROESTY
VICE-PRESIDENT**

8. Mrs. Carpenter administered the Oath of Office to Vice-President Aroesty.

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

10. Motion was made by Mr. Aroesty, seconded by Mr. Sullivan regarding the following resolutions:
Vote: Unanimously carried

**APPROVED:
APPOINTMENTS**

BE IT RESOLVED, that the below listed appointments be approved for the 2020/2021 school year, retroactive to July 1, 2020, with ratification for their acts performed in the ordinary course of their duties.

2.

School District Clerk, Mrs. Deborah Carpenter will give the District Treasurer, Assistant Treasurer and Internal Claims Auditor their Oath of Office in the course of their duties.

DISTRICT CLERK	Deborah Carpenter	\$11,162
DISTRICT TREASURER	Leeanne Reister	-----
ASSISTANT DISTRICT TREASURER	Holly Evans	-----
INTERNAL CLAIMS AUDITOR	Cynthia Heagerty	\$25.80/hr.
DEPUTY (SUBSTITUTE) CLAIMS AUDITOR	TBD	-----
DEPUTY (SUBSTITUTE) PURCHASING AGENT	TBD	-----
SCHOOL PHYSICIAN	Dr. Robert Tuite	-----
CHIEF CENSUS ENUMERATOR	Patricia Vaughan-Brogan	-----
DISTRICT DIGNITY ACT COORDINATOR	Patricia Vaughan-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	Leslie Pawluckie	-----
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
DATA COORDINATOR	Jeff Cimmerer	-----
DATA PRIVACY OFFICER (DPO)	Jeff Cimmerer	-----

BE IT RESOLVED that Harris Beach PLLC and Harter Secrest & Emery LLP be appointed as the school district's attorneys for the 2020/2021 school year.

BE IT RESOLVED that Mengel, Metzger, Barr & Co. LLP be appointed to conduct the District's regular audit, single audit, and extra-classroom audit for the 2020/2021 school year as per the previous year's engagement agreement and in accordance with Education Law Chapter 263.

BE IT RESOLVED that HV Audit LLC be appointed to conduct the District's internal audit for the 2020/2021 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 2020/2021 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 2020/2021 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 2020/2021 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 2020/2021 school year.

11. Motion was made by Mrs. Narotsky, 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 2020/2021 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 2020/2021 school year, Annual Election/Budget Vote, Retreats, Building Tours, Audit Oversight Committee Meetings and July and August 2021 meetings:

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

July 14 - Tuesday Reorganization/Regular Meeting (5:00 p.m.)

August 11 - Tuesday

September 15 - Tuesday

September 30 - Wednesday

October 13 - Tuesday

October 26 - Monday

November 9 - Monday

November 23 - Monday

December 14 - Monday

January 11 - Monday

January 25 - Monday

February 8 - Monday - 6:00 Work Session/7:00 Regular Meeting

February 23 - Tuesday - 6:00 Work Session/7:00 Regular Meeting

March 9 - Tuesday - 6:00 Work Session/7:00 Regular Meeting

March 22 - Monday

April 7 - Wednesday

April 19 - Monday - Budget Adoption and Regular Meeting

May 10 - Monday - Regular Meeting and Budget Hearing

May 24 - Monday

June 7 - Monday

June 21 - Monday

Summer 2020

July 13 - Tuesday - Reorganization/Regular Meeting @ 5:00 p.m.

July 13/14 (Summer Workshop) Location/Times TBD

August 10 (Tuesday) (Regular meeting)

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

October 14, 2020

February 24, 2021

4.

April 20, 2021

June 9, 2021

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 23, 2020

January 20, 2021

June 2, 2021

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 2020/2021 school year.

12. Motion was made by Mr. Sullivan, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution:

**APPROVED:
AUTHORIZATIONS**

Vote: Unanimously carried

BE IT RESOLVED that the Assistant Superintendent for Business, and in his absence, the Superintendent, be authorized to certify payrolls for the 2020/2021 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 2020/2021 school year.

BE IT RESOLVED that the establishment of Petty Cash Funds, as listed below, be approved for the 2020/2021 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	Principal’s Assistant	\$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 2020/2021 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 2020/2021 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 2020/2021 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 2020/2021 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 2020/2021 school year.

BE IT RESOLVED, that the District for the 2020/2021 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 2020/2021 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 2020/2021 school year.

Title	Card Holder	Per Use Limit	Daily Limit
Purchasing Agent/ BOE Officer	L. Pawluckie	\$ 10,000	\$ 50,000
Purchasing Agent/BOE Officer	L. Pawluckie (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

XIII. BOARD COMMITTEE APPOINTMENTS

A. Monroe County School Boards Association Committees

1. Executive Mike Pero (Superintendent)
Amy Thomas (BOE Pres. /MCSBA Pres.)
2. Legislative Valerie Baum (Co-chair)
Irene Narotsky (Alt)
3. Labor Relations Pete Sullivan
Ted Aroesty (Alt)
4. Information Exchange Robin Scott
Irene Narotsky
René Sanchez-Kazacos
5. Board Presidents/VP Amy Thomas (MCSBA President)
Ted Aroesty
6. Steering Committee Mike Pero (Superintendent for MCSBA President)
Amy Thomas (MCSBA President)
Valerie Baum (Legislative Co-Chair)

B. District or Board Committees

1. Legislative Liaison Valerie Baum
2. Teacher Center Policy Board René Sanchez-Kazacos
3. Town/Village/School Superintendent, President, Vice-President
District Leadership
4. Audit Oversight Committee Ted Aroesty, René Sanchez-Kazacos, Irene Narotsky
5. District Advocacy Committee Superintendent, President, Vice-President
6. 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, René Sanchez-Kazacos, Robin Scott
 - b. BOE Insight Articles/Communications – *Pete Sullivan, Irene Narotsky, René Sanchez-Kazacos

**denotes subcommittee Chair*

REGULAR MEETING
JULY 14, 2020

1. Mrs. Thomas called the Regular Meeting to order at 5:22 p.m.

2. Motion was made by Mr. Aroesty, 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.

**APPROVED:
AGENDA**

Vote: Unanimously carried

3. 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 the minutes of its June 22, 2020, meeting.

**APPROVED:
MINUTES
6/22/20**

Vote: Unanimously carried by those present with Mrs. Scott abstaining as she was not in attendance at the June 22, 2020 meeting.

4. Board Reports: Mrs. Thomas updated everyone on the MCSBA meeting dates as well as other dates to remember.

5. Motion was made by Mrs. Narotsky, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves and carried the 2020/2021 Board Governing Mission and Communications Agreement.

**APPROVED:
MISSION/
COMMUNICATIONS
AGREEMENT**

Vote: Unanimously carried

All Board members participated in reading each of the items written on these two documents. Both documents were signed by those Board members at a later date.

6. Financial Report: Mr. Kenney noted that all items would be acted upon this evening under the Consent Agenda.

7. Motion was made by Mr. Aroesty, 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

A. Appointment – Certificated Staff

Name: Briana Parzych
Position: CRMS .6 Speech
Type of Position: Part-Time
Tenure Area: Speech
Probationary Period: N/A
Certification: Professional
Salary: \$32,225.00
Effective Date: 08/31/2020

Name: Julia Plato
Position: BRMS .5/CRMS.5 Instrumental Music
Type of Position: Probationary
Tenure Area: Music
Probationary Period: 08/31/2020 – 08/30/2024
Certification: Initial

8.

Salary: \$45,336.00
Effective Date: 08/31/2020

Name: Jason Foti
Position: SHS .8/MHS .2 Social Studies
Type of Position: Probationary
Tenure Area: Social Studies
Probationary Period: 08/31/2020 – 08/30/2024
Certification: Professional
Salary: \$54,150.00
Effective Date: 08/31/2020

Name: Patricia Chodak
Position: MHS .4 Social Studies
Type of Position: Part-Time
Tenure Area: N/A
Probationary Period: N/A
Certification: Professional
Salary: \$24,500.00
Effective Date: 08/31/2020

B. Change of Assignment

Name: Stephanie Smarsh
Position: JRE Reading 1.0
Type of Position: Tenured
Tenure Area: Reading
Probationary Period: N/A
Certification: Professional
Effective Date: August 31, 2020

C. Termination – Position Ending – Regular Sub

Name: Corey Tesler
Position: MHS .7 Special Education
Type of Position: Regular Sub
Effective Date: June 30, 2020

D. Appointment - Auxillary

Name: Vera Foster
Position: Career Center Coordinator
Type of Position: Civil Service
Salary: \$32,775.00
Effective Date: July 1, 2020

E. Varsity Head Coaches Salaries 2020 – 2021 Season - see attached

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

8. Motion was made by Mrs. Baum, 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
Molly Brennan	Clerical Substitute	BRMS-E	Per Diem	06/24/2020	\$12.00/hr.
Cheryl Muscarella	Payroll Clerk	BRMS-E	37.5/wk.	07/06/2020	\$33,615.00
Betsy Wilson	Office Clerk III	MCE	37.5/wk.	07/06/2020	\$30,191.00

CUSTODIAL/MAINTENANCE

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Margaret Brennan	Summer Helper	BRMS-E	Per Diem	06/22/2020	\$12.00/hr.

9. Motion was made by Mr. Sullivan, 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>2019 - 2020</u>	<u>2020-21</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	103.00/day	103.00/day
Substitute Teachers—Short Term	128.00/day	128.00/day
Substitute Paraprofessionals	12.50/hr.	13.20/hr.
Kindergarten Screeners (district and non-district)	27.00/hr.	27.00/hr.
Administrative Substitute	175.00/day	200.00/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.	11.80/hr.
1/1-6/30	11.80/hr.	12.50/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.

10. Special Education Report: Mrs. Woods noted that all CSE and CPSE recommendations would be acted upon this evening under the Consent Agenda.

11. Superintendent’s Report: Mr. Pero noted the second reading of the following policies that would be acted upon this evening under the Consent Agenda.

- a. #8210-Safety Conditions and Prevention Instruction
- b. #8240-Instruction in Certain Subjects
- c. #8242- Patriotism, Civility, Citizenship and Character Education/Interpersonal Violence Prevention Education

Removal of the following policies, also under the Consent Agenda

- a. #8211-Prevention Instruction (subsumed in #8210)
- b. #8242-Patriotism, Citizenship and Human Rights Education (subsumed in #8242)

10.

12. Mr. Pero reviewed the focus of the summer workshop noting the work that is being done to determine how school will be approached this coming school year. He shared the three possible scenarios/areas in which school hopefully will open. He noted that there is more work to be done, but progress is being made. Mr. Pero also said the continuous work on equity, inclusivity and racism is still very active and headed in the right direction.

13. Motion was made by Mrs. Baum, seconded by Mrs. Narotsky 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:

Rescind 18-19 Student(s) with Special Needs Apple Transportation \$37,012.00 \$0.00
Transportation RFB #19-01
2nd One (1) Year Extension

Committee on Special Education: Amendments-Agreements No Meetings, Annual Reviews, Initial Eligibility Determination Meeting, Reevaluation/Annual Reviews, Reevaluation CPSE to CSE Transition, Reevaluation Reviews, Requested Reviews, Requested Review CPSE to CSE Transition Meeting.

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

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

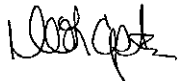
Policy Approval: #8210 - Safety Conditions and Prevention Instruction
#8240 - Instruction in Certain Subjects
#8242 - Patriotism, Civility, Citizenship and Character Education/Interpersonal Violence Prevention Education

Policy Removal: #8211-Prevention Instruction (subsumed in #8210)
#8242-Patriotism, Citizenship and Human Rights Education (subsumed in #8242)

14. New Business: Mrs. Thomas officially welcomed Mrs. Scott to the Board of Education and congratulated both Mr. Aroesty and Mrs. Scott as well as thanked them for their service. Mrs. Thomas also said she is looking forward to working collectively with everyone in the coming year.

15. Motion was made by Mr. Aroesty, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Reorganization and Regular Meetings at 5:52 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
585.267.1053
Fax: 585.381.9368

Darrin Kenney
Assistant Superintendent for Business

Darrin_Kenney@pittsford.monroe.edu

Date: August 5, 2020

To: Michael Pero, Superintendent of Schools

From: Darrin T. Kenney, Assistant Superintendent for Business



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 fieldwork 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 the District's 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, Mengel Metzger Barr & Co. LLP, 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 11, 2020 regular meeting:

Capital Reserve for Bus Purchase 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 Dollars (\$500,000) of unappropriated fund balance from the General Fund as of June 30, 2020 to the "Capital Reserve Fund - Purchase of Buses" pursuant to its authority under a proposition approved by the voters on May 19, 2015.

Capital Reserve for Facilities 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 Four Hundred Seventy-one Thousand Two Hundred Eighty-Six Dollars (\$471,286) of unappropriated fund balance from the General Fund as of June 30, 2020 to the General Capital Reserve Fund pursuant to its authority under a proposition approved by the voters on May 17, 2011.

Retirement Contribution Reserve Resolution (ERS)

BE IT RESOLVED that the Board of Education of the Pittsford Central School District at its regular meeting does hereby authorize the transfer Five Hundred Thousand Dollars (\$500,000) of unappropriated fund balance from the General Fund as of June 30, 2020 to the Retirement Contribution Reserve Fund pursuant to its authority unanimously established and approved by the Board of Education at its regular meeting held on October 14, 2008.

Teachers' Retirement System 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 Nine Hundred Three Thousand and Ninety-Two Dollars (\$903,092) of unappropriated fund balance from the General Fund as of June 30, 2020 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 One Million Dollars (\$1,000,000) of unappropriated fund balance from the General Fund as of June 30, 2020 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.

Unemployment Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District hereby authorizes the transfer of Two Million Dollars (\$2,000,000) of unappropriated fund balance from the General Fund as of June 30, 2020 to the Unemployment Reserve Fund pursuant to its authority unanimously approved by the Board of Education.

Transfer to School Lunch Fund Resolution

WHERE AS the COVID-19 virus required the closing of schools since mid-March, and;

WHERE AS the School Lunch Fund has incurred a substantial loss, and:

WHERE AS Boards of Education are legally permitted to approve a transfer to the School Lunch Fund to cover ordinary contingent expense in the 2019-20 school year for the program loss due to the pandemic;

THEREFORE, BE IT RESOLVED that the Board of Education of the Pittsford Central School District hereby authorizes the transfer of Two Hundred Seventy-seven Three Hundred Fifty-Three Dollars (\$277,353) of unappropriated fund balance from the General Fund as of June 30, 2020 to the School Lunch Fund to cover debt incurred as a result of the COVID-19 pandemic.

DTK:kd

Attachment

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: June 1, 2020
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Fund Balance Management

DTK

As previously discussed, the legal upper limit (cap) for undesignated (retained) Fund Balance is 4% of the subsequent year's budget. This percentage imposed by New York State is contrary to the Governmental Accounting Standards Board (GASB) intent for Fund Balance "to serve as a revenue source to maintain the operations of the non-profit/government entity during a period of delayed revenue for a period of three months." To put this GASB statement into school perspective and remind us of history, or even our current revenue hiatus due to COVID-19, where NYS is late with payment of state aid. According to GASB, in this scenario, we should have enough money set aside to cover our obligations under normal operation for three months. However, the 4% limit or \$5.6 million in our case would not be enough funds to cover one month of payroll. Therefore, it is financially prudent to utilize legal alternatives (Reserves) to fund for specific unusual and unknown events to promote financial stability. The District's independent external auditor spoke to the Audit Committee regarding the importance of Reserve Funds (savings accounts for a legally imposed specific purpose). A district with low debt and sufficient reserves will also obtain a more favorable bond rating (similar to a personal credit rating), which will save costs at times of short and long-term borrowing. Sufficient reserves can also minimize the need for tax spikes.

Currently, we are projecting the 2019-2020 year to close with revenues being slightly under budget at approximately 99.9% of budget (if NYS pays the remaining aid payments) and expenditures at 96.7% of budget, leaving a surplus of approximately 2.2% of next year's budget. Due to the "tightening" of the budget in recent years, the decline of Full Day Conversion and other forms of State Aid the projected 2019-20 surplus is expected to be less than that of previous years. In order to stay within the 4% undesignated fund balance cap, we are fortunate to have some fund balance and reserve planning opportunities as well as some funds (\$1,586,390) that are being used to reduce the 2020-2021 tax levy. Below I have recommended utilizing, in accordance with applicable laws, the 2019-20 Year-End Surplus to fund the following reserves.

It is important to realize that all amounts are specified as an “UP TO AMOUNT,” since the year-end closing of the books and final audit will not be completed until late August, but to comply with the law, we must project and obtain approval for the estimated amounts prior to June 30.

Capital Reserve for Bus Purchases – The fund was re-established by the voters in May 2015 for the purpose of purchasing buses without the need to issue debt or pose an additional tax levy. This reserve was established to accumulate a maximum of \$15 million over a period of ten years. The current reserve balance is \$5,087,762. It is therefore recommended that the state aid received (\$818,755) for the purchase of buses and up to \$500,000 of year-end surplus be transferred to the Bus Purchase Reserve.

Capital Reserve for Facilities– A proposition was approved by the voters in May 2011 to re-establish a reserve to be used for the purpose of renovation, improvement and maintenance of facilities and infrastructure as permitted by NYSED Law Sec. 3651. The proposition approved specified maximum accumulated funding of \$39 million plus interest earnings and transfer of funds from the old capital reserve. The new capital reserve is to exist for a term not to exceed May 2027. To date the reserve has a balance of \$16,074,876. The last NYS Building Condition Survey estimated in excess of \$100 million in facility maintenance needs over the next ten years. It is recommended that up to \$2,800,000 of year-fund balance be transferred to the Capital Reserve.

Capital Instructional Technology Reserve – On May 20, 2014 the voters approved the establishment of a Capital Instructional Technology Reserve; the ultimate amount not to exceed \$10,000,000, plus interest, for a term of 10 years. The current reserve balance is \$2,406,459. It is recommended that we fund this reserve with a contribution of up to \$500,000.

Retirement Contribution Reserve – On October 14, 2008 the Board of Education, upon the recommendation of the District’s Audit Oversight Committee (AOC) and External Auditor, Raymond Wager, established this reserve to afford the District budget stability for Employee Retirement System costs. The current reserve balance is \$2,103,521 with \$200,000 allocated to offset costs in this year’s budget and another \$300,000 in the 2020-21 budget. It is recommended that we fund this reserve with up to \$1,000,000 of year-end surplus be transferred to the Retirement Contribution Reserve.

Liability Reserve - On June 26, 2006, pursuant to Ed Law 1709 (8) c, the Board of Education established an Insurance reserve to fund property loss, liability

claims, litigation and legal judgements. This fund cannot exceed 3% of the budget. The current balance of this reserve is \$1,601,027. It is recommended that we fund this reserve with up to \$300,000.

Teachers' Retirement System Reserve (New) – The NYS budget enacted for the 2019-20 fiscal year allows Districts to establish a sub fund for NYS Teachers' Retirement Contributions within the Retirement Contribution Reserve. On June 10, 2019 the Board of Education approved a resolution establishing this new reserve for the Pittsford Central School District effective immediately. By law a district can contribute up to 2% of the prior year TRS salaries to this reserve with a maximum of 10%. The current reserve balance is \$867,535. For the 2019-20 year, it is recommended that we fund this reserve up to the 2% limit of \$903,092.

Employee Benefit Accrued Liability Reserve (EBALR) – On October 14, 2008 the Board of Education established the Employee Benefit Accrued Liability Reserve to pay for unused sick day and longevity awards at the time of retirement. The current reserve balance is \$2,516,314 with \$400,000 in the 2019-20 budget to cover this year's retiree costs and another \$450,000 in the 2020-21 budget to cover retiree costs. This reserve is used in the budget annually and recently has not been replenished to the extent that it is used. It is recommended that we fund this reserve up to \$1,000,000 of year-end surplus.

Workers Compensation Reserve – On June 23, 2014 the Board of Education approved the establishment of a Workers Compensation Reserve. The current reserve balance is \$440,831 with \$20,000 in the 2019-20 budget and \$75,000 in the 2020-21 budget to help offset these costs. It is recommended that we fund this reserve with a contribution of up to \$200,000 of year-end surplus.

Unemployment Reserve – In June 2006 the Board of Education approved the establishment of an Unemployment Reserve. The current reserve balance is \$440,831. This reserve is used regularly to offset unemployment costs incurred by the District. With COVID-19 and the possibility of State Aid reductions in 2020-21, it is recommended to fund this reserve with up to \$2,000,000 of year end surplus.

School Lunch Fund – With the COVID-19 virus closing schools since mid-March the School Lunch Program has incurred a substantial amount of loss. Boards of Education are legally permitted to approve a transfer to the School Lunch Fund for the program loss due to the pandemic. It is recommended to transfer up to \$300,000 to the School Lunch Fund to cover debt incurred as a result of the COVID-19 pandemic.

As we continue to experience the recent uncertainties with COVID-19 and state and local revenue sources, prudent reserve and fund balance management becomes even more paramount to financial stability during difficult times. Judicious fund balance and reserve planning are cornerstones of financial health and sustainability as referenced in our recent audits. Also our healthy financial position was a hallmark with Moody's in determining our "pristine" bond rating. In late August the books will be closed and the audit should be complete. We will then revisit this fund balance and reserve management strategy and provide an update with actual amounts. However, to be in compliance with the law, as well as afford the Board of Education options in September, I recommend the following resolutions based on projections and "not to exceed" amounts:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby approve the maximum estimated allocation of 2019-2020 fiscal year undesignated unreserved fund balance to the following reserve funds and transfer to the School Lunch Fund as permitted by the applicable General Municipal and New York State Education Laws as set forth below:

Reserve	Deposit no more than:
Capital Reserve for Bus Purchases	\$ 1,318,755
Capital Reserve for Facilities	\$ 2,800,000
Capital Reserve for Technology	\$ 500,000
Liability Reserve	\$ 300,000
Retirement Contribution Reserve	\$ 1,000,000
Retirement Contribution Reserve TRS Sub-fund	\$ 903,092
Employee Benefit Accrued Liability Reserve	\$ 1,000,000
Workers Compensation Reserve	\$ 200,000
Unemployment Reserve	\$ 2,000,000
Transfer to School Lunch Fund	\$ 300,000

Cc: L. Reister

Pittsford Schools

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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: August 6, 2020

To: Michael Pero, Superintendent of Schools

From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*

Re: Appropriated Fund Balance for PPE

As we prepare to re-open school, everyone is busy pouring through the constantly changing NYSED Guidance and determining what is needed to make our programs fit within the Guidance Parameters. To accomplish this huge task there are thousands of intricate details, not the least of which is determining what Personal Protective Equipment (PPE) is needed, how/where to get it and how to fund it. The needs expand exponentially as we consider the significant impact of the COVID environment we will now operate in. Laptop computers for remote learning, screening applications, furniture and storage of non-compliant furniture are just a few examples of the far reach.

One thing the Guidance does not provide help with is in providing funding for all of this. In fact, the Guidance provides contrary information warning of State Aid reductions. When developing the 2020-21 Budget four months ago, it was not fully known what the COVID related items would entail. While our 2019-20 year-end surplus is projected to be \$2.5 million *less* than usual, we do have some surplus to maintain our Fund Balance and replenish our reserves. In an effort to afford the 2020-21 Budget the enhanced ability to absorb the unanticipated costs during a time of reduced revenue (support), I am recommending and requesting the Board of Education increase the Appropriated Fund Balance from \$1,586,390 (as estimated during budget development) to \$2,336,390, a \$750,000 increase. Unrestricted (unappropriated) Fund Balance is simply an accumulation of prior years of surplus and it is capped at no more than 4% of the ensuing year's budget. The Board of Education has the authority to appropriate Fund Balance to cover emergencies, and unanticipated ordinary contingent expenses. Since these expenditures are required for Health & Safety, as well as the primary delivery of instruction, they definitely qualify as ordinary, contingent expenditures. Using a combination of what the District has expended thus far and the recommended quantities from the NYSED Guidance for the first twelve weeks of school, it is projected the District will expend between \$1.4 and \$1.8 million on PPE and COVID specific items. The \$750,000 Appropriation of Fund Balance will provide the financial support to Amend (Increase) the 2020-21 Budget *without an impact on the Tax Levy (not raise taxes)*. We have discussed this strategy with the District's Independent Auditor and they support and commend the strategy as

prudent financial management and a textbook reason for a Fund Balance to maintain long-term fiscal health.

I therefore recommend the following resolution to wit:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District recognizes the effects of unanticipated costs associated with the COVID-19 Pandemic and the resultant Personal Protective Equipment, supplies and instructional materials required and necessary to re-open schools or operate in a remote learning environment.

BE IT FURTHER RESOLVED that the Board of Education, in anticipation of these costs not currently supported by the New York State or United States Education Departments, does hereby appropriate from Unrestricted Fund Balance \$750,000 to amend the 2020-21 Total Budget from \$140,328,172 to \$141,078,172 resulting in NO change to the Property Tax Levy.

DTK:kd

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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: August 5, 2020
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 2020-2021 budget, the Board of Education must take the following three actions no later than August 11, 2020:

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 three towns had an assessment reduction (Perinton, Mendon and Penfield) while four towns have equalization rates below 100% (Pittsford 95%, Perinton 93%, Mendon 95% and Penfield 87%). Assessment growth was offset in large part due to the COVID-19 pandemic resulting in re-assessments being put on hold. Growth was also impacted by several recent 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.

One item of note this year is that the composite tax rate decreased by \$0.45 or .16%.

EQUALIZATION RATE	FULL VALUE ASSESSED (w/exemptions)	LEVY ALLOCATION	TAX LEVY PER TOWN \$	TAX RATE 2020-21	TAX RATE 2019-20	\$ CHANGE	% CHANGE
0.9500	3,242,552,366	76.82%	82,148,277	\$ 26.662056	\$ 25.778763	\$ 0.88	3.43%
0.9300	669,913,358	15.87%	16,971,886	\$ 27.240837	\$ 25.779290	\$ 1.46	5.67%
0.9500	65,552,585	1.55%	1,660,739	\$ 26.667847	\$ 26.307654	\$ 0.36	1.37%
1.0000	169,915,875	4.02%	4,304,725	\$ 25.334449	\$ 25.781506	\$ (0.45)	-1.73%
0.8700	19,132,624	0.45%	484,714	\$ 29.120027	\$ 28.646095	\$ 0.47	1.65%
1.0000	54,645,241	1.29%	1,453,583	\$ 26.600358	\$ 27.113401	\$ (0.51)	-1.89%
	4,221,712,049	100%	107,023,924				

2020-21 Composite Full Value Tax Rate	\$	25.346440	New Year
2019-20 Composite Full Value Tax Rate	\$	25.797360	Previous Year
Decrease	\$	(0.45)	\$ 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:

2020-2021 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 \$107,023,924 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 \$1,586,390 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, 2020, 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

Pittsford Schools

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Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: July 27, 2020
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business DTK
Re: Tax Certiorari Agreement – 70 Linden Oaks, 80 Linden Oaks

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

70 Linden Oaks & 80 Linden Oaks

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

Address	Current Assessed Value	Proposed Assessed Value	Difference	Proposed Tax Refund
70 Linden Oaks	4,025,000	4,025,000	-	-
80 Linden Oaks (2018-19) Tax Rate = \$25.290026	4,570,500	3,250,000	1,320,500	\$33,395.48
80 Linden Oaks (2019-20) Tax Rate = \$25.781506	4,570,500	3,250,000	1,320,500	\$34,044.48

TOTAL

REFUND DUE

\$67,439.96

I therefore recommend the following resolution to wit:

BE IT RESOLVED THAT the Board of Education of Pittsford Central School District, does hereby authorize the Superintendent to transfer \$67,439.96 from the Tax Certiorari Reserve to the General Fund for payment of refund as per agreed upon Stipulation of Settlement.

DTK:kd

C: L. Reister

<u>Property</u>	<u>Town</u>	<u>Current Assessment</u>	<u>Proposed Assessment</u>	<u>Difference</u>	<u>Tax Rate</u>	<u>Potential Loss to tax levy</u>	<u>Year</u>	<u>Settlement Date</u>	<u>New Assessment</u>	<u>Actual Difference</u>	<u>Proposed Tax Refund</u>
LP II LLC, Gianniny Assoc., Mark Gianniny	Brighton	4,570,500	457,050	4,113,450	25.290026	104,029.26	2018-19	7/17/2020	\$ 3,250,000	\$ 1,320,500	33,395.48
LP II LLC, Gianniny Assoc., Mark Gianniny 80 Linden Oaks	Brighton	4,570,500	457,050	4,113,450	25.781506	106,050.94	2019-20	7/18/2020	\$ 3,250,000	\$ 1,320,500	34,044.48
LP II LLC, Gianniny Assoc., Mark Gianniny 70 Linden Oaks	Brighton	4,025,000	402,500	3,622,500	25.781506	93,393.51	2019-20	7/19/2020	\$ 4,025,000	\$ -	-
Total						303,473.70					\$ 67,439.96

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Darrin Kenney
Assistant Superintendent for Business

Date: August 6, 2020
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business *DTK*
Re: Rochester Medical Transportation Contract – School Year 2020-2021

The District has a special needs, student who requires transportation to the Red Jacket Central School District. At this time, we do not have a vehicle or personnel to accommodate this transport. To that end, bids were solicited, opened on August 3, 2020 and the successful bidder, Rochester Medical Transportation is being presented to the Board of Education this evening. To secure aid your signature, the Board of Education president and SED approval is necessary.

I therefore recommend the following resolution to be approved by the Board of Education:

BE IT RESOLVED that the Board of Education at its regular meeting does hereby approve the contract with Rochester Medical Transportation to provide services for a Pittsford Central School District student with disabilities.

DTK:kd

Attachment

Cc: *L. Reister*
K. Herrick
E. Woods

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

RECOMMENDATION FOR COMPETITIVE BID AWARD

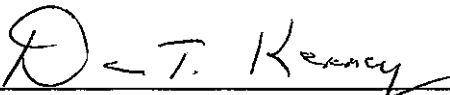
TO: Board of Education
FROM: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Leslie Pawluckie, Purchasing Agent)
BOE DATE: August 11, 2020
TOPIC: RFB 20-02 Students with Special Needs Transportation
LEGAL AD: July 20, 2020, *The Daily Record*
BID OPENING: August 3, 2020, 11:00 A.M.
BUDGET: Transportation Budget A-670-5540-400-0540

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 all district specifications:

ITEM BID	RECOMMENDED VENDOR	AMOUNT
20-21 Students with Special Needs Transportation	Rochester Medical Transportation	\$91,728.00
TOTAL:		<u>\$91,728.00</u>
		(Total Annual Estimated Cost)

No Bids Received
Apple Transportation
First Student

Comments: 20-02 Students with Special Needs Transportation bid contract is valid from Board of Education award through last day of school 2021. One bid was received and reviewed by Leeanne Reister, Director of Finance; Kathleen Herrick, Director of Transportation; Elizabeth Woods, Director of Special Education; and Leslie Pawluckie, Purchasing Agent. Bid is recommended for award to the vendor submitting the lowest responsive and responsible bid meeting all required specifications.



Darrin Kenney, Assistant Superintendent for Business