

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, SEPTEMBER 14, 2021
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL
(LINK TO PUBLIC VIEWING ON WEBSITE)

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AGENDA

7:00 P.M.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA (BOARD ACTION)
- IV. APPROVAL OF MINUTES August 10, 2021 (BOARD ACTION)
- V. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board Leadership – next meeting – 11/3/21
 - 2. Executive Committee – next meeting – 10/6/21
 - 3. Information Exchange Committee – 9/15/21
 - 4. Labor Relations Committee – next meeting – 9/22/21
 - 5. Legislative Committee – next meeting – 10/6/21
 - 6. Steering Committee – next meeting – 11/10/21
 - 7. Communications Outreach Advisory Committee
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 9/16/21 – Schools Closed
 - 2. 9/23/21 – Board Tour Only (no visit) at Park Road Elementary School – 7:15 a.m.
 - 3. 9/23/21 - MCSBA Fall Law Conference – 8:00 a.m.
 - 4. 10/5/21 – Next Regularly Scheduled Meeting
- VI. FINANCIAL REPORT – Mr. Kenney
 - A. Action Items:
 - 1. Auction of Equipment (BOARD ACTION)
 - 2. Bid Awards (**See Consent Agenda**)
 - a. BOCES II Cooperative Bus Parts
 - b. Sale & Disposal of School District Outdated Textbooks/Library Books
 - B. Discussion:
 - C. Other:
- VII. HUMAN RESOURCE REPORT – Mr. Clark
 - A. Action Items:
 - 1. Professional Staff Report (BOARD ACTION)
 - 2. Support Staff Report (BOARD ACTION)
 - B. Discussion:
 - C. Other:
- VIII. CURRICULUM REPORT – Mrs. Ward
 - A. Action Items:
 - B. Discussion:
 - 1. 2021-2022 Curriculum Writing Projects
 - C. Other:

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

- X. SUPERINTENDENT’S REPORT – Mr. Pero
 - A. Action Items:
 - 1. Call for Executive Session (BOARD ACTION)
 - B. Discussion:
 - 1. Policy Recommendation – **1st Reading**
 - a. #6213-Probation and Tenure
 - 2. Equity Goals
 - C. Other:

- XI. CONSENT AGENDA (BOARD ACTION)
 - A. Bid Awards
 - B. Committee on Special Education
 - C. Sub-Committee on Special Education
 - D. Committee on Preschool Special Education

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. PUBLIC COMMENT

*The Pittsford Board of Education values transparency and the public comments made during its meetings. As such, the Pittsford Board of Education actively provides for this agenda item at its regular meetings. Board of Education meetings are not public forums, rather they are business meetings held in public where dialogue is not normally conducted with audience members. The purpose of this agenda item is for the Board to receive respectful and constructive feedback, opinions and information. These comments are then taken under advisement by the Board of Education and the Superintendent of Schools. Respect and civility are required during these meetings, particularly as we have students routinely attending as part of their course work. Comments should be in reference to an interest or topic, not an individual. Each speaker will have the floor for **no more than three minutes**. The Board President reserves the right to limit the total amount of speaking time. In an effort to avoid repetitiveness, if speakers are attending with other residents with similar input, we ask that the group designate one person to address the Board as a group. For speakers who do not follow meeting and decorum protocols, the speaker’s privilege to use the floor will no longer be recognized by the Board of Education. Those planning to address the Board during the Public Comment agenda item must share the nature of their topic, name and address with the Board Clerk **before** speaking. Notecards are available for this purpose at the sign-in table near the entrance of the meeting room.*

- XV. ADJOURNMENT/RECESS (BOARD ACTION)

Next regularly scheduled meeting: **Tuesday, October 5, 2021**

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

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

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Meeting
Tuesday, August 10, 2021
Barker Road Middle School
(Link to Public Viewing on Website)

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 5:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, August 10, 2021.

BOARD MEMBERS PRESENT: A. Thomas, T. Aroesty, J. Casey, S. Pelusio, R. Sanchez-Kazacos, R. Scott, P. Sullivan.

LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, S. Cutaia (5:16 pm), D. Kenney, M. Ward, N. Wayman, E. Woods (5:17 pm).

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

1. Mrs. Thomas called the meeting to order at approximately 5:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

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 meeting with the following change: move resolution from Superintendent to SPED.
Vote: Unanimously carried

**APPROVED:
AGENDA**

3. Motion was made by Mr. Sullivan, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its July 13, 2021, Reorganization and Regular meetings.
Vote: Unanimously carried

**APPROVED:
MINUTES
7/13/21**

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

5. Motion was made by Mrs. Pelusio, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, the Board of Education of Pittsford Central School District does hereby approve the Stipulation and Consent Order for the tax certiorari proceedings for Birnbaum Companies and Eight Tobey Road Corp., Petitioner.
Vote: Unanimously carried

**APPROVED:
ASSESSMENT
REVIEW**

6. Motion was made by Mr. Aroesty, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, the Board of Education of the Pittsford Central School District has approved and established for purpose of the New York State and Local Employees' Retirement System (ERS) the "standard workday" for non-certified employees per the attached schedule.

**APPROVED:
NYS ERS
STANDARD
WORK DAY**

BE IT FURTHER RESOLVED, that the standard workday schedule shall remain in effect until modified and approved by the Board of Education.
Vote: Unanimously carried

7. Motion was made by Mrs. Pelusio, seconded by Mr. Casey and carried regarding the following resolution: BE IT RESOLVED, the Board of Education at its regular meeting does hereby approve the following contracts to provide services for Pittsford Central School District students with disabilities:
Vote: Unanimously carried

**APPROVED:
TRANSPORTATION
CONTRACT**

14.

COMPANY	DATES	AMOUNT	BID INFORMATION
Transpo Bus Services	9/8/21-9/23/22	\$56,657	Extended
Rochester Medical Transportation	9/7/21-9/23/22	\$94,663	Extended
Transpo Bus Services LLC dba TBS	9/8/21-6/23/22	\$79,020	Bid opened 7/21/21

8. Motion was made by Mr. Sullivan, seconded by Mrs. Scott and carried regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
TAX COLLECTION
PROCESS**

2021-2022 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 \$109,113,596 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 \$1,541,746 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, 2021, without penalty, and for a period of 31 days thereafter with a two percent (2%) penalty, as provided by the statute.

9. Motion was made by Mr. Sullivan, seconded by Mrs. Scott and carried regarding the following resolutions:
Vote: Unanimously carried

**APPROVED:
YEAR-END
TRANSFER**

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 Nine Hundred Fifty-Six Thousand, Three Hundred Ninety-Eight Dollars (\$956,398) of unappropriated fund balance from the General Fund as of June 30, 2021 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 One Million, Nine Hundred Twenty-Eight Thousand, Four Hundred Forty-Five Dollars (\$1,928,445) of unappropriated fund balance from the General Fund as of June 30, 2021 to the General Capital Reserve Fund pursuant to its authority under a proposition approved by the voters on May 18, 2021.

Capital Reserve for Instructional Technology 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, 2021 to the General Capital Instructional Technology Reserve Fund pursuant to its authority under a proposition approved by the voters on May 24, 2014.

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 Three Hundred Thousand Dollars (\$300,000) of unappropriated fund balance from

the General Fund as of June 30, 2021 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 Sixty Thousand, One Hundred Thirty Dollars (\$960,130) of unappropriated fund balance from the General Fund as of June 30, 2021 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 Five Hundred Thousand Dollars (\$500,000) of unappropriated fund balance from the General Fund as of June 30, 2021 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.

Insurance Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District hereby authorizes the transfer of One Million Dollars (\$1,000,000) of unappropriated fund balance from the General Fund as of June 30, 2021 to the Insurance Reserve Fund pursuant to its authority unanimously approved by the Board of Education October 14, 1986.

Workers' Compensation Reserve Resolution

BE IT RESOLVED that the Board of Education of the Pittsford Central School District hereby authorizes the transfer of Two Hundred Thousand Dollars (\$200,000) of unappropriated fund balance from the General Fund as of June 30, 2021 to the Workers' Compensation Reserve Fund pursuant to its authority unanimously approved by the Board of Education in on June 23, 2014.

10. 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:
Vote: Unanimously carried

**APPROVED:
PROFESSIONAL
STAFF REPORT**

A. Appointment - Certificated Staff

Name: Christopher Hays
Position: MHS .5 Earth Science
Type of Position: Part Time
Tenure Area: Science
Probationary Period: N/A
Certification: Initial
Salary: \$25,664.00
Effective Date: 09/01/2021

Name: Caitlyn Schmitt
Position: BRMS Mathematics
Type of Position: Probationary

16.

Tenure Area: Mathematics
Probationary Period: 09/01/2021 – 08/31/2024
Certification: Professional
Salary: \$53,610.00
Effective Date: 09/01/2021

Name: Jennifer Clausen
Position: SHS .6 Mathematics
Type of Position: Part Time
Tenure Area: Mathematics
Probationary Period: N/A
Certification: Permanent
Salary: \$38,743.00
Effective Date: 09/01/2021

Name: Deborah Langstein
Position: MCE School Nurse Teacher
Type of Position: Probationary
Tenure Area: Nurse Teacher
Probationary Period: 09/01/2021 – 08/31/2025
Certification: N/A
Salary: \$51,148.00
Effective Date: 09/01/2021

Name: Robert Coatsworth
Position: CRMS Special Education
Type of Position: Probationary
Tenure Area: Special Education
Probationary Period: 09/01/2021 – 08/31/2025
Certification: Initial
Salary: \$47,593.00
Effective Date: 09/01/2021

Name: Julia Peralta
Position: ACE Kindergarten
Type of Position: Probationary
Tenure Area: Elementary
Probationary Period: 09/01/2021 – 08/31/2025
Certification: Initial
Salary: \$50,338.00
Effective Date: 09/01/2021

Name: Kimberly Winter
Position: TRE .5 Kindergarten
Type of Position: Part Time
Tenure Area: Elementary
Probationary Period: N/A
Certification: Professional
Salary: \$27,171.00
Effective Date: 09/01/2021

Name: Jason Ford
 Position: PRE Grade 5
 Type of Position: Probationary
 Tenure Area: Elementary
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Professional
 Salary: \$64,571.00
 Effective Date: 09/01/2021

Name: Lisa Pratt
 Position: JRE Grade 3
 Type of Position: Probationary
 Tenure Area: Elementary
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Permanent
 Salary: \$63,375.00
 Effective Date: 09/01/2021

Name: Katherine Sinnott
 Position: JRE Reading
 Type of Position: Regular Substitute
 Tenure Area: Reading
 Probationary Period: N/A
 Certification: Initial
 Salary: \$51,491.13
 Effective Date: 09/01/2021

Name: Christopher Bateman
 Position: BRMS Special Education
 Type of Position: Probationary
 Tenure Area: Special Education
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Professional
 Salary: \$61,052.00
 Effective Date: 09/01/2021

Name: Erin Moses
 Position: MHS Special Education
 Type of Position: Probationary
 Tenure Area: Special Education
 Probationary Period: 09/01/2021 – 08/31/2025
 Certification: Initial
 Salary: \$51,936.00
 Effective Date: 09/01/2021

B. Appointment – Regular Substitute to Probationary

Name: Erin Cregan
 Position: MCE Grade 2
 Type of Position: Probationary
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024

18.

Certification: Initial
Salary: \$50,553.00
Effective Date: 09/01/2021

C. Appointment – School Related Professional

Name: Jill Van Ginhoven
Position: PRE CSE Assigned Paraprofessional
Type of Position: Full Time
Salary: \$18,069.00
Effective Date: 09/01/2021

Name: Wendy Littlefield
Position: MCE CSE Assigned Paraprofessional
Type of Position: Full Time
Salary: \$19,246.00
Effective Date: 09/01/2021

Name: Nora Gelb
Position: SHS Registered Nurse
Type of Position: Full Time
Salary: \$40,179.00
Effective Date: 09/01/2021

Name: Kristina Otto
Position: SHS Educational Assistant
Type of Position: Full Time
Salary: \$27,101.00
Effective Date: 09/01/2021

D. Termination – Position Ending – Regular Sub

Name: Katelyn Caitlin
Position: JRE Reading Teacher
Type of Position: Regular Sub
Effective Date: June 30, 2021

Name: Adriana Lebeau
Position: MCE Reading
Type of Position: Regular Sub
Effective Date: June 30, 2021

Name: Kristina Otto
Position: Remote English
Type of Position: Regular Sub
Effective Date: June 30, 2021

E. Resignation – School Psychologist – see attached letter
Lance Trott

F. Resignation – Teacher – see attached letter
Lindsay Dryden

G. Resignation – School Registered Nurse – see attached
Jessica Lupinetti

H. Resignation – School Related Professional – see attached
Amy Stern

I. Resignation for Retirement – Supervisory & Technical - see attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Charin	Cirel-Greco	BRMS-E	Research Assistant	10.7	01/30/2022

J. Resignation for Retirement – Supervisory & Technical - see attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Lisa	Craigie	BRMS	Educational Assistant	22	11/01/2021

K. Fall Coaching Appointments – see attached list

11. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Pelusio 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
Diane Badger	School Aide	MCE	13.75 wk.	09/01/2021	\$13.20 hr.
Fareeha Zafar	School Aide	BRMS	12.5 wk.	09/01/2021	\$13.20 hr.

CLERICAL

RESIGNATIONS	POSITION	BLDG	LENGTH OF SVC	DATE
Maria Rodriguez	Office Clerk II	TRE	8.5 yrs.	08/13/2021

CLERICAL

RETIREMENTS	POSITION	BLDG	LENGTH OF SVC	DATE
Kathleen Dimitri	Office Clerk II	BRMS-E	25.8 yrs.	10/16/2021

TRANSPORTATION

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Kelly Roberts	On-Call Bus Attendant	TMF	Per Diem	09/01/2021	\$13.75 hr.

CUSTODIAL/MAINTENANCE

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Dennis Cain	Security Guard	MHS	40 wk.	09/01/2021	\$30,000.00

FOOD SERVICE

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Kelly Roberts	Food Service Worker	MHS	20 wk.	08/23/2021	\$13.40 hr.

12. Motion was made by Mrs. Scott, seconded by Mr. Sullivan and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the creation of an Equity Coordinator position.
Vote: Unanimously carried

**APPROVED:
EQUITY
COORDINATOR**

20.

13. Student Services Report: Mr. Pero on behalf of Mrs. Cutaia noted that all items would be acted upon this evening under the Consent Agenda.

14. Special Education Report: Mr. Pero on behalf of Mrs. Woods noted the first reading of the Special Education District Plan.

15. 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 District’s counsel, Harris Beach PLLC, is authorized to prepare, serve and file all appropriate papers necessary to appeal and seek review of the Decision of Impartial Hearing Officer Aaron Turetsky, dated July 13, 2021.
Vote: Unanimously carried

**APPROVED:
APPEAL IHO**

16. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Casey 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**

17. Superintendent’s Report: Mr. Pero reviewed the draft Opening/Re-Opening Proposal.

Mrs. Cutaia arrived @ 5:16 pm. and Ms. Woods arrived @ 5:17 pm.

18. Mr. Pero provided updates on the following: Summer Workshop take-a-ways, power of restorative practices, culturally responsible teaching/training and the future of our children. He also noted the upcoming curriculum community forums that the District would be hosting on August 24th and 26th.

19. Mr. Pero noted the second reading of Policy #5633 Gender Neutral Single-Occupancy Bathrooms that will be acted upon this evening under the Consent Agenda.

20. 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 following items per the Consent Agenda:
Vote: Unanimously carried

**APPROVED:
CONSENT
AGENDA**

Bid Awards:

20-21 Students w/Special Needs Transportation	Transpo Bus Services LLC, dba TBS	\$79,020.00
Musical Instruments	Various Vendors	\$22,732.85

Approval: Emergency Preparedness Guide.

Approval: Code of Conduct Document.

Committee on Special Education: Amendments - Agreement No Meetings, Annual Review, Initial Eligibility Meetings, Requested Reviews, Requested Review Transfer Student, Transfer Student- Agreement No Meeting.
Sub-Committee on Special Education: Amendments – Agreement No Meetings, Annual Review.
Committee on Preschool Special Education: Annual Reviews, Amendment - Agreement No Meetings, Initial Eligibility Determination Meeting, Re-evaluation Review.

Policy Approval: #5633 Gender Neutral Single-Occupancy Bathrooms

21. Mrs. Thomas read the protocols for public comment, also shown on the agenda.

22. Public Comment: In-person comments from residents, E. Koomen, M. Graham, T. Thavakumar, C. Joerger, K. Quinn, J. Rencia, V. Vetere, M. Shaughnessy and M. St. John commented on opening schools, mandates and masking. A. Johnson-Smith spoke on forums, E. Kay spoke on Project Challenge, J. Pietropaoli spoke on movement for younger children, M. Powers said graduation and the parade were amazing and she also spoke about a plan if schools shut down. M. Shaughnessy spoke on the Equity Coordinator position/job description. D. McGeough spoke on challenging opinions. Mrs. Thomas read public comments sent in electronically by residents J. Lynn, A. Muldoon, V. Hartman, M. Ricks, B. Meguid, K. & J. Sussman, L. Lawton (Cooper family), D. Privitera and D. Singh who wrote about schools opening, masking and protocols. Mrs. Thomas also read an entry from M. Engelbrecht regarding Universal Pre-K. Comments were addressed.

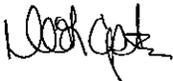
23. Motion was made by Mr. Aroesty, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves recessing its Regular Meeting in order to enter into Executive Session at 6:33 p.m.
Vote: Unanimously carried

APPROVED:
RECESS

24. Motion was made by Mrs. Thomas, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session and Regular Meeting at 7:00 p.m.
Vote: Unanimously carried

APPROVED:
ADJOURNMENT

Respectfully submitted,



Deborah L. Carpenter
School District Clerk

Pittsford Schools

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

585.267.1053

Fax: 585.381.9368

Darrin_Kenney@pittsford.monroe.edu

Darrin Kenney
Assistant Superintendent for Business

Date: September 9, 2021
To: Michael Pero, Superintendent of Schools
From: Darrin T. Kenney, Assistant Superintendent for Business
Re: Auction of Equipment

DTK

Several years ago the District initiated an effort to systematically update our aged Buildings and Grounds fleet. Part of the plan was to test what the Town of Pittsford and some other schools were doing:

- Replace vehicles/equipment at shorter intervals so that we improve safety, minimize long-term maintenance costs, and maximize resale value thereby minimizing net outlay.
- Utilize the services of a large auction company that specializes in county or statewide auctions of municipal vehicles and equipment.

This practice has proven very favorable for the District taxpayers.

Board Policy 5410 states “The Superintendent or designee may dispose of property in such a manner that brings the most financial benefit to the District.”

RTI Auctions (Roy Teitsworth Inc.) will inspect the equipment we are requesting be sent to auction on October 9, 2021. All pieces of equipment will be sold to the highest bidder.

Additionally, while the District normally trades in older buses toward new bus purchases, the two buses listed have been problematic and are out of warranty. The Transportation Department does not foresee using these buses this coming school year due to the maintenance issues. It is felt the District would realize a better return by putting them up for auction rather than used as a trade-in.

The following items will be sent on consignment:

Year	Make	
2012	F-350 4x4	2003 Tractor JD 4300
2013	F-250 4x4 Service	1998 JD Snowblower 826D (x2)
2016	Transit Van	2004 Ford F-350
2016	Transit Van	2014 Blue Bird bus
1991	Tractor JD955	2015 Blue Bird bus

I have discussed this process with the District's auditor, attorney and NYS Ed and all agree we may utilize this process. Therefore, in accordance with Policy 5410 and applicable laws, I recommend the following:

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby declare the above equipment scrap or obsolete and does hereby authorize the auction and receipt of proceeds from the sale of the vehicles and equipment listed on the Consignment Contract from RTI Auctions.

DTK:kd
Attachment

Cc: J. Beardsley
C. Grove

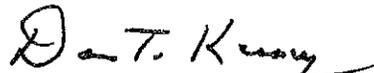
PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
RECOMMENDATION FOR COMPETITIVE BID AWARD

To: Board of Education
 From: Darrin Kenney, Assistant Superintendent for Business
 (Prepared by Leslie Pawluckie)
 BOE Date: September 14, 2021
 Topic: BOCES II Cooperative Bus Parts RFB-1967-21
 Date Advertised: July 28, 2021 *Democrat & Chronicle*
 Bid Opening Date: August 12, 2021
 Bid Opening Time: 2:00 PM, BOCES II
 Fund: Transportation Dept.

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

ITEM BID	RECOMMENDED VENDOR	ESTIMATED AMOUNT
Bus Parts		
	D&W Diesel Inc	\$ 1,008.28
	DeCarolis	\$ 5,787.30
	Deckman Oil	\$ 17,425.00
	Freightliner and Western Star of Batavia	\$ 7,595.30
	Leonard Bus Sales, Inc.	\$ 923.72
	Matthews Bus Sales	\$ 1,576.32
	Muncie Transit Supply	\$ 529.80
	New York Bus Sales	\$ 3,385.40
	Oil Filter Service, Inc	\$ 1,535.20
TOTAL:		\$ 39,766.32

Comments: The BOCES II Cooperative Bus Parts Bid contract period is 9/1/21 - 8/31/22. Pittsford and eight (8) districts participated. The bids were reviewed by Deborah Hartung, Asst. Purchasing Agent at BOCES II; Carla Grove, Director of Transportation; Aaron Bunce, Head Mechanic; and Leslie Pawluckie, Purchasing Agent. The bid for Cooperative Bus Parts is recommended for award on a line by line basis to the vendor submitting the lowest responsive and responsible bid meeting all required specifications.



 Darrin Kenney, Assistant Superintendent for Business

PITTSFORD CENTRAL SCHOOL DISTRICT

PITTSFORD, NEW YORK

RECOMMENDATION FOR SALE AND DISPOSAL OF SCHOOL DISTRICT TEXTBOOKS/LIBRARY BOOKS

TO: Board of Education
FROM: Darrin Kenney, Assistant Superintendent for Business
(Prepared by Leslie Pawluckie, Purchasing Agent)
BOE DATE: September 14, 2021
TOPIC: Sale and Disposal of School District Outdated Textbooks/Library
Books

The attached list of surplus textbooks/library books was submitted to the Purchasing Department to request quotes for sale. Melanie Ward, Assistant Superintendent for Instruction, reviewed the list and approved the textbook/library books for sale or disposal. Quote requests were emailed August 27, 2021, to the following vendors: Earthlink, Follett School Solutions, K12 Books, K-12 Book Buyer, K12 Savings, Meg Buys Books, Northeast Books, and Textbook Buyer. No bids were received for the Library Books.

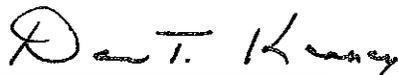
The following quote was received for some of the textbooks:

Follett	\$350.00	(\$10.00/Copy for 35 Copies)
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BE IT RESOLVED, that the Board of Education of the Pittsford Central School District sell the textbooks to Follett for \$350.00.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District approve the disposal of the outdated surplus textbooks/library books.

Comments: Please see attached list of textbooks/library books to be disposed.



Darrin Kenney, Assistant Superintendent for Business

Pittsford Schools

SPECIAL EDUCATION DISTRICT PLAN

The mission of the Special Education Department at Pittsford Schools is to support diverse learners and to foster an inclusive culture within our schools and community. Through a network of supports, students with disabilities are empowered to identify, pursue, and fulfill their personal aspirations as they participate in our global society.

Adopted by the Pittsford Central School District Board of Education on _____.

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.