

PITTSFORD CENTRAL SCHOOL DISTRICT
PITTSFORD, NEW YORK
BOARD OF EDUCATION MEETING
TUESDAY, FEBRUARY 6, 2024
MCCLUSKI ROOM – BARKER ROAD MIDDLE SCHOOL
(LINK TO PUBLIC VIEWING ON WEBSITE)

AGENDA

6:00 P.M. – Budget Work Session

7:00 P.M. – Regular Meeting

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA **(BOARD ACTION)**
- IV. APPROVAL OF MINUTES: January 23, 2024 **(BOARD ACTION)**
- V. BOARD OF EDUCATION REPORT
 - A. Monroe County School Boards Association Meeting Reports
 - 1. Board Leadership – next meeting – 2/28/24
 - 2. Executive Committee – next meeting – 2/14/24 – **5:45 p.m.**
 - 3. Information Exchange Committee – next meeting – 2/7/24
 - 4. Labor Relations Committee – next meeting – 2/14/24 - **Noon**
 - 5. Legislative Committee – next meeting – 2/28/24
 - 6. Steering Committee – next meeting – 3/27/24
 - 7. Legislative Breakfast – 2/3/24 – **8:30 a.m.**
 - B. Other Meeting Reports
 - C. Dates to Remember
 - 1. 2/8/24 – Board Visit/Tour at Park Road Elementary School (Tour 7:15 am/Visit 7:30 am)
 - 2. 2/19/24 – 2/23/24 – Schools Closed for Presidents Week Recess
 - 3. 2/27/24 – Next Regularly Scheduled Meeting
- VI. FINANCIAL REPORT – Mr. Vespi
 - A. Action Items:
 - 1. Budget Transfer for 1:1 Device Purchase **(BOARD ACTION)**
 - 2. Tax Certiorari Settlement – Northfield Commons **(BOARD ACTION)**
 - 3. \$69.8M Capital Improvement Project, Phase I Bid Awards **(BOARD ACTION)**
 - 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. SPECIAL EDUCATION REPORT – Ms. Woods
- A. Action Items: **(See Consent Agenda)**
 - 1. Appointments of Committee on Special Education Subcommittees
 - 2. Committee on Special Education: Amendment, Amendment – Agreement No Meetings, Annual Review, Initial Eligibility Determination Meetings, Manifestation Determination Meetings, Reevaluation Review, Requested Reviews.
 - 3. Sub-Committee on Special Education: Amendments, Amendment – Agreement No Meetings, Annual Reviews, Reevaluation Reviews, Reevaluation/Annual Reviews, Requested Review.
 - 4. Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Amendments – Agreement No Meetings, Requested Reviews.
 - B. Discussion:
 - C. Other:
- IX. SUPERINTENDENT’S REPORT – Mr. Pero
- A. Action Items:
 - 1. Call for Executive Session **(BOARD ACTION)**
 - 2. Transition of Legal Counsel to Bond Schoeneck & King PLLC **(BOARD ACTION)**
 - B. Discussion:
 - C. Other:
- X. CONSENT AGENDA **(BOARD ACTION)**
- A. Appointments of Committee on Special Education Subcommittees
 - B. Committee on Special Education
 - C. Sub-Committee on Special Education
 - D. Committee on Preschool Special Education
- XI. OLD BUSINESS
- XII. NEW BUSINESS
- XIII. PUBLIC COMMENT: **Public Comment Submission Form can be found at:**
pittsfordschools.org/publiccomment
- XIV. ADJOURNMENT/RECESS **(BOARD ACTION)**

Next regularly scheduled meeting: **February 27, 2024 – 6:00 p.m. – Budget Work Session**
7:00 p.m. – Regular Meeting

***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, January 23, 2024
Barker Road Middle School
(Link to Public Viewing on Website)

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 7:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, January 23, 2024.

BOARD MEMBERS PRESENT: R. Scott, J. Casey, D. Berk, K. Huels, E. Kay, S. Pelusio, R. Sanchez-Kazacos
LEADERSHIP TEAM PRESENT: M. Pero, J. Cimmerer, S. Clark, S. Cutaia, M. Ward, E. Woods.

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

Mrs. Scott began this evening with a moment of silence for three of our Sutherland H.S. staff members, whose children passed unexpectedly last week. She asked to please keep Paul and Jess LeVan in our thoughts and prayers as they lost their newborn daughter, Margaret Natalie. Mrs. Scott also asked to keep Janet Realbutto (and family) in our thoughts and prayers, as she lost her son Ryan Realbutto, a 2019 Mendon H.S. graduate.

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

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

3. Principal's Report: Principal, Ms. Sarah Jacob, presented to the Board on the activities taking place at Barker Road Middle School.

4. Motion was made by Mrs. Kay, seconded by Mrs. Huels and carried **APPROVED:**
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **MINUTES**
the minutes of its January 9, 2024, Regular meeting. **1/9/24**
Vote: Unanimously carried

5. Board Reports: Mrs. Scott noted the MCSBA meeting dates as well as other dates to remember.

6. Motion was made by Mr. Casey, seconded by Mrs. Pelusio and carried **ACCEPTED:**
regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts **TREASURER'S**
the Treasurer's Report for the month ending December 31, 2023. **REPORT**
Vote: Unanimously carried

7. Motion was made by Mr. Berk, seconded by Mrs. Huels and carried **APPROVED:**
regarding the following resolution: BE IT RESOLVED, that the Board of Education approves **QUARTERLY**
the Quarterly Extraclassroom Activities Report as presented. **EXTRACLASSROOM**
Vote: Unanimously carried **ACTIVITIES REPORT**

8. Motion was made by Mrs. Kay, seconded by Mr. Berk and carried regarding **APPROVED:**
the following resolution: BE IT RESOLVED, that the Board of Education establishes **NON-RESIDENT**
the non-resident tuition rates for the 2023-24 school year and until new rates are published **TUITION RATES**
as follows:
Vote: Unanimously carried

62.

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

Grade K-6	\$15,023
Grades 7-12	\$17,050

Tuition Charge for students receiving special education services:

Grade 1-6	\$51,458
Grades 7-12	\$53,485

Mr. Pero on behalf of Mr. Vespi noted the professional service contract report, for informational purposes only.

9. Motion was made by Mrs. Pelusio, seconded by Mrs. Huels 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: Janet Wright
Position: JRE .1 Physical Education
Type of Position: Regular Substitute
Tenure Area: N/A
Probationary Period: N/A
Certification: Permanent
Salary: \$9,000.00
Effective Date: 01/16/2024

Name: Katharine Mott
Position: JRE Behavior Specialist
Type of Position: Regular Substitute
Tenure Area: N/A
Probationary Period: N/A
Certification: Provisional
Salary: \$27,576.00
Effective Date: 01/30/2024

B. Appointment – School Related Professional - Auxiliary

Name: Catherine Rizk
Position: Duplicating Machine Operator
Type of Position: Full Time
Salary: \$34,650.00
Effective Date: 1/16/2024

C. Appointment- School Related Professional

Name: LaCynthia Bellamy
Position: MHS Paraprofessional
Type of Position: Full Time
Salary: \$22,780.00
Effective Date: 1/16/2024

D. Resignation for Retirement - Teachers

It was noted that this group of 13 professional educators has dedicated 301.9 full-time years of service to Pittsford CSD.

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Mary	Humphreys	CRMS	Grade 6	22	06/30/2024
Bernice	Osinski	BRMS	English	24.6	06/30/2024
Barbara	Valente	MHS	Special Education	25	06/30/2024
Brian	Regan	SHS	Library Media Specialist	15	06/28/2024
Eva	Regan	MCE	Instrumental Music	27.7	06/30/2024
Susan	Lochner	BRMS	Science	29	06/30/2024
Dana	Brown	BRMS	Special Education	22	06/30/2024
Julie	Barker	DO	Social Studies/Dir. of Teacher Ctr.	29	06/30/2024
Tinarose	DiPaulo	BRMS	Mathematics	19.2	06/30/2024
Teresa	Lattuca	TRE	Nurse Teacher	21	06/30/2024
Letitia	Romas	MHS	Business	24	06/30/2024
Kathleen	Yaeger	MCE	Special Education	16.4	06/30/2024
Peter	Pratt	MHS	Industrial Arts	27	06/30/2024

E. Resignation – Managerial/Confidential – see attached
Rebecca Tufano

F. Resignation – School Related Professional – see attached
Souad Bracken

10. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Kay 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
Nicole Sudyn	Office Clerk III	CRMS/SHS	37.5 wk.	12/04/2023	\$25,880.00
Carrie Gibson	Office Clerk II	TMF	37.5 wk.	02/05/2024	\$43,894.50

CUSTODIAL/MAINTENANCE

RESIGNATIONS	POSITION	BLDG	LENGTH OF SVC	DATE
Linoshka Maysonet	Cleaner	SHS	1 month	12/18/2023

FOOD SERVICE

APPOINTMENTS	POSITION	BLDG	HOURS	DATE	SALARY
Kelly Waters	Food Service Worker	SHS	20 wk.	1/18/2024	\$15.25 hr.

11. Special Education Report: Ms. Woods noted that CSE and CPSE recommendations are on the Consent Agenda.

12. Motion was made by Mrs. Huels, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Sutherland robotics team field trip to Pittsburgh, PA from 2/29/24 to 3/2/24.
Vote: Unanimously carried

**APPROVED:
SHS ROBOTICS
FIELD TRIP**

13. Motion was made by Mrs. Pelusio, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the 2024/2025 Budget Guidelines as presented.
Vote: Unanimously carried

**APPROVED:
BUDGET
GUIDELINES**

14. Mr. Pero gave an update on his (and Mr. Vespi's) recent trip to Albany to meet with NYS Assemblymember Benedetto (Chair for the Education Committee) and his staffers regarding Governor Hochul's proposed state aid runs. The governor's proposal has Pittsford slotted to receive an additional \$1000.00 instead of the \$300-\$400K in anticipated dollars from foundation aid. Governor Hochul's report indicates a 3.5% increase in aid to Pittsford; however, the majority of that aid is for programs that Pittsford isn't eligible for. This results in the state "earmarking" those funds, but when the district cannot spend those funds due to being ineligible for them, the state "takes" the funds back, essentially only giving the district an additional \$1000.00 in foundation aid over last year. Since 2007, Pittsford has repeatedly been excluded from receiving full foundation aid. Mr. Pero noted that a \$1000.00 foundation aid increase, coupled with 0% tax cap is very detrimental to the districts overall budget and will make it tougher to close the gap for next year. He also shared that in looking towards the 2025-26 budget, the district will face compounding issues from low state aid, a 0% tax cap and rising costs, with a resulting impact of approximately a 5 million dollar deficit. After 2025-26 it is expected to start flattening out

Mr. Pero shared that he would meet tomorrow with the Monroe County Sheriff's Office, Town officials and a couple other area school districts to discuss the April 8th solar eclipse. He noted that all area schools will be closed that day, but there are still concerns regarding traffic and congestion with the expected several hundred thousand spectators that plan to watch the event. He will follow up and provide a status report at a future date.

Mr. Pero ended with praises for the events that he recently attended. He watched our hockey teams play at Pink the Rink and our basketball teams play at Rainbow Classic; both events raised funds for great causes. He also attended the play, Little Mermaid, at Sutherland H.S., noting that it was outstanding. Mr. Pero also said we are surrounded by greatness and he noted how active and engaged the students are, and how they use their talents for worthy causes.

15. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Berk 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

Committee on Special Education: Amendment - Agreement No Meetings, Annual Reviews, Requested Reviews, Initial Eligibility Determination Meetings.

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

Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Amendments - Agreement No Meetings.

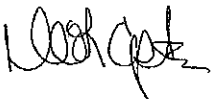
16. Old Business: Mrs. Huels noted that the next time a total solar eclipse will be in the area, will be in the year 2144.

17. Motion was made by Mrs. Pelusio, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at 7:32 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
Michael Vespi, Asst. Superintendent for Business
Board of Education

FROM: Leeanne Reister, Director of Finance 

DATE: January 29, 2024

RE: Budget Transfer Request – 1:1 Devices Purchase

For the past few years, the Technology Department has been implementing a 1:1 Device program in Pittsford Schools. Currently, grades 3-12 are utilizing this program and the plan for the 2023-24 school year is to purchase devices to develop a replacement cycle. In the past couple of years, procurement of technology devices has seen longer delivery times. The Technology Department is recommending placing the order for laptops now to ensure that they are received and ready to distribute for the start of the 2024-25 school year.

We are estimating \$500,000 to purchase the first cycle of replacement laptops for the one-to-one device program. The District transitioned to Aetna Medicare Plans for retirees which will result in approximately \$500,000 savings in Health Insurance costs that were anticipated during budget development. I would like to recommend a budget transfer that per *Board Policy 5330 – Budget Transfers* will require the approval of the Board of Education


Therefore, a resolution to transfer **\$500,000** from **830.9060.800.0809 – Health Insurance** to code **530.2630.491.0530 Instructional Technology – BOCES** is being requested for approval by the Board of Education.

Pittsford Schools

Administrative Offices
75 Barker Road – East Wing
Pittsford, NY 14534
585.267.1077
fax: 585.381.9368

Michael Vespi
Assistant Superintendent for Business

Michael_Vespi@pittsford.monroe.edu

Date: February 6, 2024
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business 
Re: Tax Certiorari Agreement – Northfield Commons Holdings, LLC

Description of the property: Northfield Commons Holdings, LLC located at 50 State Street in the Town of Pittsford, New York consists of two parcels with the same street address.

Current Assessed value: \$1,780,000 for parcel 164.07-1-7.11 and \$158,200 for parcel 164.07-1-8.

Proposed Settlement: The proposed settlement would involve a refund of the 2023-24 School taxes. The tax certiorari for the years 2019-20, 2020-21, 2021-22, 2022-23 for this premise have been discontinued and withdrawn. The Town will agree to a total assessed value of \$1,600,000 for the parcels listed below for the current year and three subsequent years. The stipulated assessed value is as follows:

164.07-1-7.11:	AV \$1,600,000
164.07-1-8:	<u>AV \$ no change</u>
	\$1,600,000

The offer would be to reduce 164.07-1-7.11's assessment from \$1,780,000 by \$180,000 to \$1,600,000. There is no change to the assessment of parcel 164.07-1-8.

If the District accepts this reduction in full settlement of all claims in the pending actions, the Town will submit a resolution to the full Town Board. (This settlement is subject to Town and School Board approval.) No adjustment would be made to any prior year assessments and the 2023 reduction/refunds would be limited to those resulting from the 2023 reduction of 64.07-1-7.11. All pending actions would be discontinued and RPTL §727 would apply (no revaluation is planned in the near future).

Financial Impact: The school district would have to provide a current year refund of \$4,903.50 paid out of the general fund with the current year's budget. The district had previously set aside \$70,426 in the tax certiorari reserve based on the claimed assessment. This reserved amount will be used to offset the tax claims remaining at the end of the year.

I therefore recommend the following resolution to wit:

BE IT RESOLVED THAT the Board of Education of Pittsford Central School District, at its regular meeting, does hereby authorize the approval of the consent judgement for the tax certiorari proceedings for the Northfield Commons Holdings, LLC located at 50 State St., Pittsford, NY.

BE IT FURTHER RESOLVED THAT the Board of Education of Pittsford Central School District authorizes the attorney for the District to execute the consent order, and further authorizes the refund of four thousand nine hundred three dollars and fifty cents, (\$4,903.50) for 2023-2024 taxes paid by the taxpayer.

MV/nr

Attachments

C: L. Reister

Pittsford Schools

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

585.267.1077

Fax: 585.381.9368

Michael_Vespi@pittsford.monroe.edu

Michael Vespi
Assistant Superintendent for Business

Date: February 6, 2024
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business
Re: \$69.8M Capital Improvement Project, Phase I Bid Awards

On March 28, 2023, qualified voters of the Pittsford Central School District approved a district wide Capital Improvement Project (CIP) of \$69.8 million. The CIP has 3 Phases on planned construction, of which Phase 1 is slated to begin in March 2024. This first phase will include the following scopes of work: installation of areas of assembly locks, creating secure front vestibules, Mendon High School pool upgrades, and installation of new security cameras. The construction budget for Phase 1 is estimated to be at \$3.2 million.

The district received bids for the work required for Phase 1 on January 31, 2024. De-scope meetings have been held with the lowest responsible bidders to verify that all bids are acceptable to the Pittsford Central School District.

The Architect, Construction Manager and I, therefore, recommend awarding the following construction contracts to the following construction trades pursuant to the January 31, 2024 bid opening:

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its regular meeting of February 6, 2024, does hereby award the January 31, 2024 bid for General Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of one million, ninety three thousand dollars (\$1,093,000) to UDN, Inc. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its regular meeting of February 6, 2024, does hereby award the January 31, 2024 bid for Mechanical Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of one hundred forty six thousand, five hundred fifty dollars (\$146,550) to Pipitone Enterprises, LLC. All work and covenants of both parties shall be as set forth in the contract documents.

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District, at its regular meeting of February 6, 2024 does hereby award the January 31, 2024 bid for Electrical Trades work related to the renovations and scope of work detailed in the bid specifications for the base bid for the total amount of one hundred eighty five thousand, five hundred fifty dollars (\$185,550) to NB Electrical Services. All work and covenants of both parties shall be as set forth in the contract documents.

MV:nn

cc: L. Reister

Pittsford Schools

Administrative Offices
75 Barker Road - East Wing
Pittsford, NY 14534
585.267.1077

Fax: 585.381.9368

Michael_Vespi@pittsford.monroe.edu

Michael Vespi
Assistant Superintendent for Business

Date: February 6, 2024
To: Michael Pero, Superintendent of Schools
From: Michael Vespi, Assistant Superintendent for Business *MVespi*
Re: Transition of Legal Counsel to Bond Schoeneck & King PLLC

The District has been notified by Harris Beach, PLLC that the attorney's in their School Law group will be transferring to Bond, Schoeneck & King, PLLC (Bond) on March 1, 2024. General Labor and Operation files will transfer to Bond.

Further information provided in a confidential outline by Harris Beach recommends certain legal matters with the District remain at Harris.

To be compliant from a purchasing standpoint, Bond will be added as an additional attorney for the District.

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

BE IT RESOLVED, that the Board of Education appoints the law firm of Bond, Schoeneck & King PLLC as legal counsel, effective immediately.

MV:mn