

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, April 16, 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 5:30 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, April 16, 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. Vespi, M. Ward, N. Wayman, E. Woods.

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

At 5:30 p.m., the Board immediately convened into an Executive Session.

1. Motion was made by Mrs. Scott, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves calling an Executive Session for the purpose of discussing the employment of a particular person, where no official business would be conducted. **APPROVED: EXECUTIVE SESSION**
Vote: Unanimously carried
 2. Motion was made by Mr. Casey, 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 at 6:14 p.m. **APPROVED: ADJOURNMENT**
Vote: Unanimously carried
 3. A RECEPTION for tenure recipients was held at 6:30 p.m. where friends and family members gathered to celebrate. Mr. Pero shared that tenure is not a rite of passage but rather a milestone in a career to which a professional aspires and it is only granted after producing consistently at a high level over time. Mr. Dwayne Cerbone, president of PDTA, Mr. Scott Barker, president of PDAA, also honored the tenure class of 2024. Honorees were congratulated, noting their personal investment and dedication to our students. Each of tonight's recipients demonstrated PCSD's expectation of excellence and were awarded pins and certificates.
- Mrs. Cutaia left the meeting – 6:54 pm.
4. After a short break, Mrs. Scott called the Regular Meeting to order at 7:00 p.m. and asked everyone to stand for the Pledge of Allegiance.
 5. 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 agenda for this meeting. **APPROVED: AGENDA**
Vote: Unanimously carried
 6. Motion was made by Mr. Berk, 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. Change of Status – Probationary to Tenure

Name: Lisa Pratt
 Position: JRE Grade 3
 Tenure Area: Elementary
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Permanent

Name: Allison Salamone
 Position: JRE Reading
 Tenure Area: Reading
 Probationary Period: 12/08/2021 – 12/07/2024
 Certification: Professional

Name: Erin Cregan
 Position: MCE Grade 5
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Professional

Name: Nellie Yandek
 Position: MCE Speech
 Tenure Area: Speech & Hearing Handicapped
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Professional

Name: Xiaoshan (Sherry) Zhang
 Position: MCE English as a New Language
 Tenure Area: English to Speakers of Other Languages
 Probationary Period: 10/19/2020 – 10/18/2024
 Certification: Initial

Name: Julia Anselm
 Position: PRE .8/MHS .2 Reading
 Tenure Area: Reading
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Permanent

Name: Jason Ford
 Position: PRE Grade 5
 Tenure Area: Elementary
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Professional

Name: Jacqueline Madden
 Position: PRE Grade 4
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Professional

Name: Elizabeth Patton
 Position: PRE Grade 2

Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Initial

Name: Maddison Penrose
 Position: PRE Grade 3
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Initial

Name: Leigh Anne Shaffer
 Position: PRE Grade 3
 Tenure Area: Elementary
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Professional

Name: Sarah Collins
 Position: TRE Kindergarten
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Permanent

Name: Jacqueline Ehnot
 Position: TRE Grade 5
 Tenure Area: Elementary
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Professional

Name: Phyllis Peters
 Position: TRE .8/SHS .2 Reading
 Tenure Area: Reading
 Probationary Period: 11/08/2021 – 11/07/2024
 Certification: Professional

Name: Christopher Bateman
 Position: BRMS Special Education
 Tenure Area: Special Education
 Probationary Period: 09/01/2021 – 08/31/2024
 Certification: Professional

Name: Anne Fay
 Position: BRMS Special Education
 Tenure Area: Special Education
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Permanent

Name: Julia Plato
 Position: BRMS Music
 Tenure Area: Music
 Probationary Period: 08/31/2020 – 08/30/2024
 Certification: Initial

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Name: Caitlyn Schmitt
Position: BRMS Mathematics
Tenure Area: Mathematics
Probationary Period: 09/01/2021 – 08/31/2024
Certification: Professional

Name: Aimee Vilcins
Position: BRMS Special Education
Tenure Area: Special Education
Probationary Period: 09/01/2021 – 08/31/2024
Certification: Professional

Name: Christopher Compson
Position: CRMS English
Tenure Area: English
Probationary Period: 09/01/2021 – 08/31/2024
Certification: Professional

Name: Kayleigh White
Position: CRMS Music
Tenure Area: Music
Probationary Period: 08/31/2020 – 08/30/2024
Certification: Professional

Name: Stephne Gleeson
Position: MHS Social Studies
Tenure Area: Social Studies
Probationary Period: 08/31/2020 – 08/30/2024
Certification: Professional

Name: Jason Foti
Position: SHS Social Studies
Tenure Area: Social Studies
Probationary Period: 08/31/2020 – 08/30/2024
Certification: Professional

B. Appointment – Teacher on Special Assignment

Name: Kristin Wetzel
Position: Website Migration
Type of Position: Per Diem
Salary: \$55.00/hr.
Effective Date: 01/30/2024 - 12/31/2024

C. Appointment – School Related Professional

Name: Sharon Call
Position: MHS Paraprofessional
Type of Position: Full Time
Salary: \$19,743.00
Effective Date: 03/18/2024

D. Appointment – Business Office Substitutes

Name: Deborah Willson
 Position: Substitute Payroll Supervisor
 Type of Position: Per Diem
 Salary: \$65.00/hr.
 Effective Date: 04/17/2024 – 08/31/2024

Name: Taylor Badger
 Position: Substitute Research Assistant
 Type of Position: Per Diem
 Salary: \$30.00/hr.
 Effective Date: 04/17/2024 – 06/30/2024

Name: Holly Evans
 Position: Substitute Business Official
 Type of Position: Per Diem
 Salary: \$62.00/hr.
 Effective Date: 04/17/2024 – 08/31/2024

E. Increase in Salary – Business Office

Name: Rachel Smith
 Position: Assistant Director of Finance
 Type of Position: Full-Time
 Salary: \$1,000/mo. in addition to salary
 Effective Date: 04/01/2024 – 06/30/2024

F. Resignation – Teacher – see letter attached
 Phyllis Peters

G. Resignation – School Related Professional – see letter attached
 Phoenix Lindell

H. Resignation for Retirement – School Related Professionals – Letters Attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Patricia	Klenk	MCE	CSE Assigned	12.8	06/30/2024
Laura	Penkitis	PRE	Educational Assistant	11	06/30/2024
Jane	Frame	MCE	Educational Assistant	10.6	06/30/2024
Deborah	Farnsworth	MHS	Supervisory Para	10	07/10/2024
Janet	Realbuto	SHS	Educational Assistant	16.4	06/30/2024
Sara	Malgieri	SHS	CSE Assigned	18.4	06/30/2024

7. Motion was made by Mrs. Pelusio, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent’s recommendation, approves the following Support Staff Report:
 Vote: Unanimously carried

**APPROVED:
 SUPPORT
 STAFF REPORT**

CLERICAL RETIREMENTS	POSITION	BLDG	LENGTH OF SVC	DATE
Linda Ewart	OC III	BRMS	31.2 yrs.	08/29/2024

83.

Una Kennedy	OC III	MHS	22 yrs.	06/30/2024
Joan Reynolds	OC III	TMF	14.9 yrs.	07/31/2024

CLERICAL			LENGTH	
<u>TERMINATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Laura Ambrosio-Schulitz	OC III	MHS	10 mos.	03/12/2024

TRANSPORTATION					
<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Brett Lighthouse	On-Call Bus-Attendant	TMF	Per Diem	03/14/2024	\$18.14 hr.

TRANSPORTATION			LENGTH	
<u>RETIREMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Christopher Barcomb	Bus Driver	TMF	12.8 yrs.	04/25/2024

CUSTODIAL/MAINTENANCE					
<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Erin Chapman	Cleaner	MHS	40 wk.	03/18/2024	\$34,400.00
Gary Henry	Cleaner	MHS	8 wk.	04/06/2024	\$15.50 hr.
Mitzi Mann-Emery	Cleaner	MHS	40 wk.	04/01/2024	\$34,400.00
Tyler Gagner	Maintenance Grounds	TMF	40 wk.	04/09/2024	\$39,200.00

CUSTODIAL/MAINTENANCE			LENGTH	
<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Thomas Landry	Maintenance Grounds	TMF	3.9 yrs.	03/29/2024
Kurt Miner	PT Cleaner	MHS	1 yr.	03/02/2024 Revised Date
Erin Chapman	Cleaner	MHS	1 day	03/18/2024
Gary Henry	Cleaner	MHS	resigned before start date	04/05/2024

FOOD SERVICE			LENGTH	
<u>RETIREMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>OF SVC</u>	<u>DATE</u>
Barbara Loysen	Cook Manager	SHS	25.2 yrs.	06/30/2024

8. Principal's Report: Principal, Ms. Heather Clayton, reported on activities at Mendon Center Elementary School.

9. Motion was made by Mrs. Kay, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its March 12, 2024, Regular meeting.
Vote: Unanimously carried

APPROVED:
MINUTES
3/12/24

10. Mr. Pero and Mr. Vespi presented the 2024/2025 proposed budget. This proposal will be presented to the taxpayers on May 21st at the Board of Education Election and Budget Vote and a public budget hearing scheduled for May 14th. After the presentation, the Board was asked to adopt the Superintendent's proposed budget as their own.

11. Motion was made by Mr. Casey, seconded by Mrs. Huels and carried, regarding the following resolution:
Vote: Unanimously carried

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District does hereby adopt and support as a corporate body the Superintendent's 2024-2025 Proposed Budget in the total amount of \$161,797,787 as presented.

APPROVED:
2024/2025
BUDGET

12. Board Reports: Mrs. Scott noted the MCSBA meeting dates as well as other dates to remember.
13. The PCSD Board of Education voted on each on the following for Monroe #1 BOCES Annual Election/Budget vote:

MONROE #1 BOCES ANNUAL ELECTION

SEAT #1

RESOLVED: to cast one vote for the election of Margaret Burns, resident of the West Irondequoit Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2024 and end on June 30, 2027.

VOTE

Yes: 7
No: 0
Abstain: 0

SEAT #2

RESOLVED: to cast one vote for the election of Mark Kokanovich, resident of the Brighton Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2024 and end on June 30, 2027.

Yes: 7
No: 0
Abstain: 0

SEAT #3

RESOLVED: to cast one vote for the election of Tom Nespeca, resident of the Webster Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2024 and end on June 30, 2027.

Yes: 7
No: 0
Abstain: 0

SEAT #4

RESOLVED: to cast one vote for the election of Maureen Nupp resident of the Fairport Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2024 and end on June 30, 2027.

Yes: 7
No: 0
Abstain: 0

SEAT #5

RESOLVED: to cast one vote for the election of Nancy Semal, resident of the E. Irondequoit Central School District, as a member of the Monroe #1 BOCES Board for a term of office which will begin on July 1, 2024 and end on June 30, 2027.

Yes: 7
No: 0
Abstain: 0

MONROE #1 BOCES ADMINISTRATIVE BUDGET

RESOLVED: that the Board of Education of the Pittsford Central School District votes to approve the proposed BOCES administrative budget in the amount of **\$5,820,485** for the 2024-2025 fiscal year.

VOTE

Yes: 7
No: 0
Abstain: 0

14. Motion was made by Mrs. Kay, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for the month of February 29, 2024.
Vote: Unanimously carried

**ACCEPTED:
TREASURER'S
REPORT**

85.

15. Motion was made by Mrs. Huels, seconded by Mrs. Pelusio and carried, regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
PROPERTY TAX
REPORT CARD**

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District approves the Property Tax Report Card and authorizes the Assistant Superintendent for Business to electronically submit to the New York State Commissioner of Education within 24 hours, as per law.

16. Mr. Vespi highlighted and spoke about each of the reserves in the property tax report card. He also shared that the Board reviewed the use of the reserves during the budget process.

17. Motion was made by Mr. Berk, seconded by Mrs. Kay and carried regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
BUDGET TRANSFER
REQUEST - TECHNOLOGY**

A resolution to transfer a total of \$770,035 to code 530.2630.491.0630 Instructional Technology – BOCES. Of which, \$400,000 will come from 640.1620.418.0622 – OM Utilities – Electricity and \$420,035 will come from 670.5510.165.5510 – TRN Bus Driver Salaries is being requested for approval by the Board of Education.

18. Motion was made by Mrs. Huels, seconded by Mr. Berk and carried regarding the following resolution:
Vote: Unanimously carried

**APPROVED:
NEW YORK LIQUID
ASSET FUND (NYLAF)**

BE IT RESOLVED that NYLAF be authorized as a depository for the 2023-2024 school year for District funds and/or authorized as an institution that the District may invest funds with:

<u>Depository Name</u>	<u>Maximum Amount on Deposit</u>
NYLAF	\$50,000,000

Resolution of the Board of Education (“Governing Body”) of the Pittsford Central School District (“Participant”), authorizing the execution and delivery of an amended and restated Municipal Cooperation Agreement and related documents by and among the several municipal corporations, school district, fire districts and/or boards of cooperative educational services to provide for the cooperative temporary investment of public funds.

WHEREAS, the Participant, pursuant to the provisions of the General Municipal Law and its investment policy, after due investigation, evaluation and deliberation, has determined that it is in the best interest of the Participant to invest a portion of its public funds on a cooperative basis pursuant to the terms of a Municipal Cooperation Agreement dated as of April 29, 2016 (the “Agreement”) among the Red Hook Central School District, as Lead Agent, and various other municipal corporations, under the trade name “New York Liquid Asset Fund” (“NYLAF”);

NOW, THEREFORE, be it resolved by the Governing Body (the “Finance Board”) of the Participant, located in Monroe County, State of New York, as follows:

Section 1. The terms, conditions and provisions of the Agreement attached hereto are hereby approved. The President of the Board of Education (the “Chief Fiscal Officer”) of the Participant is hereby authorized to execute and deliver the Agreement, and the Chief Fiscal Officer is hereby authorized to affix the seal of the Participant thereto and attest such seal. The Chief Fiscal Officer is hereby authorized to from time to time effect and consent to such changes to the Agreement in the form attached hereto as may be necessary or convenient in order to further carry out the purposes of the Agreement or to clarify or correct the terms thereof. The Chief Fiscal Officer is hereby authorized to delegate the foregoing duties to his or her designees as authorized by the

Law (as that term is defined in the Agreement), which designee is an authorized employee officer of the Participant. Upon the execution in full and delivery of the Agreement, the Participant shall become a Participant, as that term is defined in the Agreement.

Section 2. Notwithstanding any term or provision of the Agreement to the contrary, the Participant may withdraw from the Agreement at any time upon thirty (30) days written notice to the Governing Board of NYLAF by the Chief Fiscal Officer and thereafter the Participant shall cease to have any rights or obligations under the Agreement.

Section 3. This resolution shall be effective immediately upon its due adoption by the Finance Board.

19. Curriculum Report: Mrs. Ward noted the first reading of textbook recommendation – The Practice of Statistics. Ms. Curtis reviewed the book in detail. Board members received copies to review.

20. Ms. Woods congratulated Ms. Nellie Yandek on her tenure recommendation this evening as well as other notable accomplishments within the district.

21. Special Education Report: Ms. Woods noted that the recommendations are under the Consent Agenda.

22. Motion was made by Mr. Casey, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves calling an Executive Session for the purpose of discussing the employment of a particular person, where no official business will be conducted. This session will take place immediately after the Regular Meeting.

**APPROVED:
EXECUTIVE
SESSION**

Vote: Unanimously carried

23. Motion was made by Mr. Berk, seconded by Mrs. Pelusio and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Sutherland High School (DECA) field trip to Anaheim, CA from 4/27/24 to 5/1/24.

**APPROVED:
SHS DECA CLUB
FIELD TRIP**

Vote: Unanimously carried

24. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Mendon robotics team field trip to Houston, TX from 4/16/24 to 4/22/24.

**APPROVED:
MHS ROBOTICS
FIELD TRIP
AMENDED**

Vote: Unanimously carried

25. Motion was made by Mrs. Kay, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the BOCES 2024 Policy Audit Recommendation.

**APPROVED:
BOCES 2024
POLICY AUDIT**

Vote: Unanimously carried

26. Mr. Pero recognized CRMS music teachers, John and Robin Beel for their musical “Midnight at Middy”. He also shared that Dan Hosey, SHS science teacher, created an amazing video explaining eclipses. Mr. Pero continued with the eclipse theme by thanking numerous folks for their collaboration making the experience safe for all. He also congratulated the district for being one of the best communities for music education for the 19th straight year. He offered more congratulations to both high schools for being identified as unified champion schools. Mr. Pero provided updates on the capital project work including locks and vestibules, noting that the district is awaiting approval for the next phase at Barker Rd. Middle School. He also spoke on succession planning as several retirements approach as well as several positions with various timelines of service.

87.

27. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Huels 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 Award:

BOCES 2 Cooperative Fine Paper	Various Vendors	\$54,894.29
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MOA's

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

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

Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Reevaluation/Annual Reviews, Annual Reviews, Amendment – Agreement No Meetings, Requested Reviews.

28. Motion was made by Mrs. Pelusio, seconded by Mrs. Sanchez-Kazacos 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 8:15 p.m.
Vote: Unanimously carried

**APPROVED:
RECESS**

29. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session and Regular Meetings at 9:07 p.m.
Vote: Unanimously carried

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter
School District Clerk