

**MANCHESTER-SHORTSVILLE CENTRAL SCHOOL DISTRICT**  
**1506 Route 21, Shortsville, NY 14548**  
**Board of Education**

**Regular Session**

February 8, 2023

5:30 PM

**Members Present:**

Barbara Gardner, President  
 Heather Bachman, Vice President  
 Lisa Lombardi  
 Scott Van Aken  
 Amy Walton

**Others Present:**

Charlene Dehn, Superintendent  
 Kimberly Brown, Board Clerk

**Members Absent:**

Matt Schaertl  
 James Simmons

**CALL TO ORDER:**

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on February 8, 2023, in the elementary school cafeteria at approximately 5:30 p.m. by President Gardner.

**I. EXECUTIVE SESSION:**

Moved by Lisa Lombardi, seconded by Scott Van Aken, and carried unanimously: RESOLVED, that the Board hereby enter Executive Session in accordance to the open meeting law at 5:30 p.m. to discuss:

Employment of a particular person

President Gardner moved the Board back into public session at 7:02 p.m.

**II. PUBLIC COMMENT:**

None

**III. APPROVAL OF MINUTES:**

A motion by Lisa Lombardi, seconded by Scott Van Aken, and unanimously approved: RESOLVED, that the minutes of the January 11, 2023, Board of Education regular meeting be approved as presented.

**IV. PERSONNEL REPORT:**

**Appointments**

It was moved by Heather Bachman, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to make appointments as per the consensus agenda.

**APPOINTMENTS/DAILY SUBSTITUTES:**

Joseph DeVey – Palmyra	Appointment as a Daily Substitute Teacher, K-12 for the 2022-2023 school year. Certification: None
Mallory Williams – Newark	Appointment as a Daily Substitute Teacher, K-12 for the 2022-2023 school year. Certification: None
Liliana Mandurano – Clifton Springs	Appointment as a Daily Substitute Teacher, K-12 for the 2022-2023 school year. Certification: None (pending fingerprint approval)

Jonathan Vieira – Hemlock	Appointment as a Daily Substitute Teacher, K-12 for the 2022-2023 school year. Certification: None
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**APPOINTMENTS/NON-INSTRUCTIONAL:**

Charles Dimick – Manchester	Appointment as a School Bus Monitor – for the 2022-2023 school year, effective, January 17, 2023 - \$14.75/hr.
Martha Young – Clifton Springs	Permanent appointment of Martha Young, Teacher Aide, effective, August 29, 2022. This is a change in civil service status from probationary to permanent.
William Ciardi – Manchester	Permanent appointment of William Ciardi, Automotive Mechanic – Bus Driver, effective, December 4, 2022. This is a change in civil service status from probationary to permanent.
Daisy Fernandez – Manchester	Permanent appointment of Daisy Fernandez, Cleaner, effective, December 27, 2022. This is a change in civil service status from probationary to permanent.
Patricia Fernandez – Manchester	Permanent appointment of Patricia Fernandez, Cleaner, effective, February 1, 2023. This is a change in civil service status from probationary to permanent.
Jehova Fernandez – Manchester	Permanent appointment of Jehova Fernandez, Cleaner, effective, February 14, 2023. This is a change in civil service status from probationary to permanent.
Volunteer Zachary Pentland - Robotics	

**V. COMMITTEE ON SPECIAL EDUCATION/PRE-SCHOOL SPECIAL EDUCATION:**

It was moved by Scott Van Aken, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the CSE and CPSE recommendations.

**VI. REPORTS AND CORRESPONDENCE:**

Superintendent Dehn commented on the following topics:

March 17, 2023 Superintendent Conference Day:

We are looking forward to continuing the important work we have been doing with literacy and Social Emotional Learning. On March 17<sup>th</sup>, Dr. Pam Kastner will be joining our Elementary School team and providing more professional development on the Science of Reading and Education Elements will be joining us to provide staff from each building with SEL training. As we have historically done, our instructional staff assist us with sharing their ideas on professional development they would like to help provide or give us ideas on professional development they would like, beyond our District initiatives. Although we are not finished planning the day, so far, our staff will have the following professional development choices: Supporting Executive Functioning Skill Deficits in the Classroom, Zones of Regulation, Questioning Strategies, Unpacking of the NGSS 6-12 Standards, Technology Software Exploration, Application of Personalized Learning Strategies, and future PBIS planning.

School Calendar Update: We recently received the Wayne-Finger Lakes BOCES calendar. We use this calendar to establish our school calendar. It is important that our calendars are aligned so that our students who attend BOCES programs have the same number of school days as our students who do not attend the programs. We will provide the RJFA and CSEA with a draft school calendar this month and will share the draft with the Board for approval at the regular March meeting.

Budget Timeline: On March 29, 2023, we will publish the first of four legal notices of the budget vote and Board election. The public hearing is May 3<sup>rd</sup> at the Board of Education meeting and the budget newsletter will be mailed to District residents by May 10<sup>th</sup>. Copies of the budget will be available to residents upon request on May 11<sup>th</sup>. The annual budget vote is always held the third week in May, which is May 16<sup>th</sup> from 8:00 a.m. to 8:00 p.m.

Tax Law §466-a: Last Wednesday a community member met with me to discuss the recent amendment to Real Property Tax Law §466-a, which provides volunteer firefighters and volunteer ambulance workers with a property tax exemption. The purpose of the amendment is to expand the opportunity to provide a tax exemption to volunteers that provide a significant benefit to residents and taxpayers. In doing so, the goal is to improve recruitment and retention of volunteers.

The effect of granting the exemption is that the remaining taxpayers in the School District will assume the burden of making up the difference from the tax exemption for the volunteers.

Real Property Tax Law §466-a was amended on December 9, 2022, making two important changes. First, county specific exemptions were removed. Local governments (city, village, town, county, school district) may adopt a local law, ordinance or resolution that will provide an exemption on real property owned by an enrolled member of a volunteer fire department or volunteer ambulance service, of up to 10% of the assessed value of the property. Second, RPTL §466-a no longer requires a cap at 10% of the assessed value up to \$3,000 times the latest state equalization rate. The District has not previously offered the exemption; therefore, the board must schedule a public hearing on the issue before the board may consider a resolution adopting the exemption.

To fully understand the impact this exemption would have on our community, we need to know how many volunteer firefighters and ambulance workers live and work in the District. I spoke with our school attorney about this and he recommended that our Board of Education form a committee to work with the School Business Administrator to gather data on the impact on the community if the exemptions were granted for the 2024-2025 school year. The real property taxable status date for this year is March 1, 2023, which is too soon to properly study the impact on the community and hold a public hearing on the exemptions.

Claims Auditor Report

2021 Capital Improvement Project Monthly Report

**VII. FINANCIAL REPORTS:**

President Gardner acknowledged receipt of the financial and treasurer’s report on behalf of the Board.

Fixed Asset Salvage

A motion by Heather Bachman, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to authorize the following item to be classified as salvage and removed from fixed assets.

Item #	Tag #	Location	Item	Reason For Disposal
1	002393	Bus Garage	Bus #95 Vin#1GB3G3BG1F1169536 Year 2016	Excessive mileage, sending to auction

Liability Reserve Resolution

A motion by Lisa Lombardi, seconded by Scott Van Aken, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the amendment to the 2022-23 budget and increases appropriations code A2250-150-00-0000 in the amount of \$45,320.53 and A1420-400-00-0100 in the amount of \$6,447.50 to be funded from an appropriation of the liability reserve, increasing the A511 appropriated reserve code in the amount of \$51,768.03.

Substitute & Contractual Rate Increase

A motion by Heather Bachman, seconded by Lisa Lombardi, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to establish the following rate schedule for substitutes and contractual service providers: Effective, February 9, 2023.

Summer Student Helper - \$14.20/hr.

CSEA Successor Agreement – Tabled for a future meeting

**VIII. OLD BUSINESS:**

A motion by Lisa Lombardi, seconded by Amy Walton, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to waive the second reading and complete the adoption of the following policy:

#3272 Advertising in the Schools

***ADJOURNMENT:***

Moved by Amy Walton, seconded by Lisa Lombardi, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 7:30 p.m.

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Kimberly Brown, Board Clerk