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- I. Meeting Called to Order**
 - II. Pledge of Allegiance to the Flag**
 - III. Board Meeting Minutes** (BOARD ACTION)
 - IV. March 2025 Warrant Review (Mrs. Miller and Mrs. Personale)** (BOARD ACTION)
 - V. Wayne-Finger Lakes BOCES** (BOARD ACTION)
 - VI. Board Student Representative- Macy Schneckenburger**
 - VII. President's Comments**
 - VIII. Superintendent's Report**
 - IX. Consensus Agenda** (BOARD ACTION)

The Superintendent recommends that the Board of Education approve/accept the following:

Business

- 1. Field Trip- Final
- 2. New Clubs
- 3. Therapy Dog
- 4. Agreements
- 5. Student Teacher Placements- Fall
- 6. In-House Solo Judge Amendment
- 7. Canon of Literature- Initial Approval
- 8. Recommendations of the Committee on Special Education

Personnel

End of Consensus Agenda

- X. District Committee Reports**
 - Council for Instructional Excellence (CIE)- Mrs. Julianne Miller/ Mrs. Beth Thomas- April 9, 2025
- XI. Closing Remarks**
(President, Board of Education and/or Superintendent)

I. Consensus Agenda

(BOARD ACTION)

The Superintendent recommends that the Board of Education approve/accept the following:

Business

1. Construction Management Services

WHEREAS, the voters of the Canandaigua City School District by referendum held on December 3, 2024, approved the scope and funding for the 2024 Capital Improvement Project with a total authorized cost of approximately \$70,000,230 (the "Project"); and

WHEREAS, as the result of the voter approval of the Project, the Board of Education of the Canandaigua City School District (the "Board of Education") has determined that it is in the best interest of the School District to retain a construction manager to: collaborate with the project architect, including the development of a Coordination Matrix delineating and coordinating the responsibilities of the Architect and the Construction Manager for the work of the Project; provide construction planning; prepare and update as needed a project schedule; assist with bid solicitation and analysis or if the School District chooses to procure any services or equipment through a method other than competitive bidding, assist in completing such purchases; coordinate the activities of multiple contractors to meet the milestone dates set forth in the project schedule and comply with the Contract Documents; provide cost estimating and accounting services; provide project status reports; and provide related administration and professional services ("Post-Referendum Construction Management Services") in connection with the Project; and

WHEREAS, the School District previously issued a Request for Proposals ("RFP") for Construction Management Services for the Project; and

WHEREAS, the School District received proposals in response to the RFP, diligently analyzed the proposals, and conducted interviews with selected candidates as part of the selection process; and

WHEREAS, as the result of the RFP process the Board of Education selected Watchdog Building Partners, LLC ("Watchdog") as the Construction Manager for the Project as being in the best interest of the School District; and

WHEREAS, Watchdog has provided Pre-Referendum services in connection with the development of the Project and the voter referendum; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and Watchdog have jointly prepared a contract and related documents for Post-Referendum Construction Management Services for the post-referendum stage of the Project (the "Post-Referendum Contract") which has been submitted to the Board of Education for consideration; and

WHEREAS, the School District's Superintendent recommends approval of the Post-Referendum Contract as being in the best interest of the School District;

NOW, THEREFORE be it resolved as follows:

1. The Board of Education approves the retention of Watchdog to provide Post-Referendum Construction Management Services and proceed with the Project in accordance with the terms and conditions of the Post-Referendum Contract, for the fees and expenses set forth therein.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into the Post-Referendum Contract on behalf of the School District in substantially the form presented to the Board of Education with such modifications, additions, and revisions

(other than a change to the voter approved scope of the Project, the fees, or expenses) as may be approved by the Superintendent of Schools, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Post-Referendum Contract in connection with the Project.

3. Upon Board of Education approval, this Resolution shall take effect immediately.

2. Field Trip- Final

Ms. Kris VanDuyne, Middle School Principal, is requesting final approval of the below trip:

- Eighth Grade Trip, Albany, NY- June 5-6, 2025 (*initial December 16, 2024*)

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Wilfred Gassman	Custodial Worker	Resignation	4/18/2025
Heather Lyon	School Bus Monitor	Resignation	4/17/2025
Jessica Pulver	Food Service Helper	Resignation in order to accept another position in the District	4/20/2025

2. Instructional Personnel

A. Appointments

1) 2024-2025 Coach

The following staff are recommended for 2024-2025 Coaching positions at rates in accordance with contract:

<u>Coach</u>	<u>Sport</u>	<u>Step</u>
Michael Mahar	Modified Track	21A+
Jessica Kaiser	Modified Track	6A
Joe Sabbour	Modified Track	6A

2) Mentor

The following individual is recommended to be a Mentor for the 2024-2025 school year at rates in accordance with contract:

<u>Mentor</u>	<u>Mentee</u>	<u>Effective Date</u>
Alexander Hennessy	Jake Gruendike	4/21/2025

End of Consensus Agenda



Request for Overnight Field Trip

To authorize overnight field trip approval, each section of this cover sheet must be filled out **in detail along with accompanying documents** (itinerary, permission slip, forms, etc.). Failure to complete this cover sheet and provide thorough documentation will result in the packet being returned without making it onto a board agenda thus delaying and jeopardizing potential approval. *At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching board approval, unless there is preapproval by the Superintendent.* Should you have questions regarding proper completion of the forms, please see your immediate supervisor for assistance.

Name of Group/Club (building/grade level):

Class of 2029

Destination:

Albany, NY

Departure Date and Approximate Time:

June 5th, 2025 (8:00 a.m.)

Return Date and Approximate Time:

June 6th, 2025 (10:00 p.m.)

Number of Students Attending:

167 students

Number of Chaperones (also detail how students will be supervised 24 hours / day):

22 Chaperones; security guards hotel location for 24 hour watch

Cost per Student (costs should include an itemized and realistic summary of travel, hotel, meals, and admission, etc. - include fundraising opportunities and arrangements made for those who cannot afford the trip as well):

Quad - \$ 499 Triple - \$513 Double - \$ 541 Single - \$ 627

Fundraising	
Group Benefit (Reduce Overall Cost)	Individual
Tom Wahl's (February)	Snack Fundraiser (November)
Charlie Riedel's (January)	Snack Fundraiser (March)
Chipotle (March)	
Bauer's Clothing Fundraiser (November)	

Scholarship money is available to those in need. Those in need of a scholarship are strongly encouraged to participate in the fundraising opportunities.

Request for Overnight Field Trip



Mode of Transportation (include bus service / airline): **4 Coach Busses - Covered Wagons**

Accommodations (Hotel information such as address, phone number and webpage link):

1. The Hampton Inn Albany Downtown
 - 25 Chapel St, Albany, NY 12210
 - (518) 432-7000
 - [Hampton Inn and Suites - Downtown Albany, NY Hotels](#)

Refund policy/ Insurance or other recoup options:

Policy from ETA (travel agency)

	Trip Price Per Person	Trip Cxl Ins Price*
Quad (4 people / 2 beds)	\$499.00	\$79
Triple (3 people / 2 beds)	\$513.00	\$119
Double (2 people / 2 beds)	\$541.00	\$119
Single (1 person / 1 bed)	\$627.00	\$119

*Optional Trip Cancellation Insurance. The plan cost includes the plan premium and a fee for non-insurance assistance services. Please see [important disclosures](#).

Cancellation Policy:

All deposits and payments are non-refundable. Trip cancellation insurance is available and strongly recommended. It enables you and your traveling companion to receive a full refund if you cancel due to a family or medical emergency. If you purchase the trip cancellation insurance and you are cancelling for a non-medical/family emergency reason, you will be covered under our "Cancel For Any Reason Program" and can still receive a 70% refund of your payments made. It also provided coverage in the event your trip is delayed due to an airline flight cancelation resulting from weather or mechanical failure.

I. Meeting Called to Order

II. Pledge of Allegiance to the Flag

III. Board Meeting Minutes

(BOARD ACTION)

- April 7, 2025- Regular Meeting Minutes

IV. March 2025 Warrant Review (Mrs. Miller and Mrs. Personale)

(BOARD ACTION)

- A-91 General 9011158-9011207 (ACH)
- A-92 General 20566-20605 (Check Print)
- A-93 General 20548-20565 (In House)
- A-96 General 9011208-9011226 (ACH)
- A-97 General 20607-20627 (Check Print)
- A-98 General 20606, 20628-20629 (In House)
- C-17 Cafeteria 3364-3376
- C-18 Cafeteria 3377-3390
- F-27 Federal 989-990 (In House)
- F-28 Federal 9000536-9000538 (ACH)
- F-29 Federal 991-994 (Check Print)
- F-30 Federal 995 (Check Print)
- H-7 Federal 726-727 (Check Print)
- H-9 Capital 728-729 (Check Print)
- HBU-4 Capital Bus 14 (In House)

V. Wayne-Finger Lakes BOCES

(BOARD ACTION)

There are three (3) vacant seats on the Wayne-Finger Lakes Board of Cooperative Educational Services (BOCES) Board of Education. Each seat is for a 3-year term effective July 1, 2025. The candidates listed below, in order selected by lot, with their address and school district of residence.

Please vote for three (3)

- Tim DeLucia, 1452 Mertensia Road, Farmington, NY 14425 - school district of residence: Victor
- Robin Johnson, 4340 Friend Road, Penn Yan, NY 14527 - school district of residence: Penn Yan
- Heather Bachman, 3908 State Route 96, Shortsville, NY 14548 - school district of residence: Manchester-Shortsville
- Philip Rose, 36 Maple Ave., Sodus, NY 14551 - school district of residence: Sodus
- David Landon, 1005 Farmington Rd, Macedon, NY 14502 - school district of residence: Palmyra-Macedon
- Deborah Corsner, 68 Green St., Seneca Falls, NY 13148 - school district of residence: Seneca Falls

Approval of the 2025-2026 tentative administrative budget (Part 1) of the Wayne Finger Lakes Board of Cooperative Educational Services in the amount of \$4,163,802.

VI. Board Student Representative- Macy Schneckenburger

VII. President's Comments

- Remarks
- Correspondence

VIII. Superintendent's Report

- Remarks
- Correspondence
- Updates to Agenda - (e.g., supplemental agenda items, revisions, etc.)

IX. Consensus Agenda

(BOARD ACTION)

The Superintendent recommends that the Board of Education approve/accept the following:

Business

1. Field Trip- Final

Mrs. Marissa Logue, Academy Principal, is requesting final approval of the below trips:

- Distributive Education Clubs of America (DECA), Orlando, FL- April 25-30, 2025 (*initial 12/16/2024*)

2. New Clubs

Mrs. Marissa Logue, Academy Principal, is requesting approval for two new clubs:

- **Market Masters:** The Finance Club- Students will have hands-on learning experience in stock market analysis, investing, and personal finance. The unpaid advisor is Mr. John Magnan.
- **Flag Football Club:** Students will learn and have fun playing flag football. The unpaid advisors are Mr. Matthew Johengen and Ms. Abigail Zanowick

3. Therapy Dog

Approval for a therapy dog at the Canandaigua Academic and Career Center.

- Gus: Owner is Mike Brennan, CACC Teacher, Boxer

4. Agreements

Agreement with Victor Central School District to enroll eligible students in the LifePrep Post-Secondary Program at Nazareth University for the 2025-26 school year at a rate of \$25,000 per student.

Agreement with Foundation Design, P.C., for Geotechnical Engineering Services for the 2024 Capital Improvement Project per rates on the agreement. This was awarded through an RFP from LaBella Associates. This is the lowest cost proposal for this type of service.

Agreement with LaBella Associates, for Professional Surveying Services for the 2024 Capital Improvement Project per rates on the agreement. This was awarded through an RFP from LaBella Associates. This is the lowest cost proposal for this type of service.

5. Student Teacher Placements- Fall

Mrs. Marisa Logue, Academy Principal, recommends

- Isabelle Girolamo, Hobart William Smith with Meghan Cabral- October 23-December 19, 2025

6. In-House Solo Judge Amendment

Replace Margaret Elisofon with Anna Luisi-Ellis as an in-house solo judge. This was approved on April 7, 2025.

7. Canon of Literature- Initial Approval

Fourth grade is requesting the following addition be made to our Canon of Literature and were approved by Council of Instructional Excellence on April 9, 2025.

- *Because of Winn-Dixie* by Kate DiCamillo
- *How to Steal a Dog* by Barbara O'Connor

8. Recommendations of the Committee on Special Education

Recommendations of the Committee on Special Education meeting dates of January 13, February 5, 7, 12, 26, 27, March 3, 4, 5, 10, 12, 18, 21, 24, 25, 26, 27, 28, 31, April 1, 2, 3, 4, 7, and 8.

Personnel

1. Non-Instructional Personnel

A. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Deidra Buck	School Bus Monitor	Resignation	4/20/2025
Deidra Buck	School Monitor	Resignation	4/20/2025

B. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Danielle Sutton	Substitute Teacher Aide	4/8/2025	\$15.50/hr.
Deidra Buck	Substitute School Bus Monitor	4/21/2025	\$15.50/hr.
Deidra Buck	Substitute School Monitor	4/21/2025	\$15.50/hr.
Emily Bonacci	Teacher Aide	4/7/2025	\$15.50/hr.
Jessica Pulver	Cook	4/21/2025	\$17.83/hr.

2. Instructional Personnel

A. Appointments

The Board of Education of the Canandaigua City School District hereby accepts the recommendation of the Superintendent to appoint the following instructional employees. Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than "Ineffective" in the final year of the probationary period.

- 1) Erica March, Elementary, Grade 2 Teacher at the Primary School, will be appointed to a 1.0 FTE Gifted & Talented Enrichment Teacher effective July 1, 2025. She will remain in her current tenure area (Elementary) and on her current salary schedule.

2)

<u>Name</u>	<u>Certification</u>	<u>Effective</u>	<u>Step/Rate</u>	<u>Probationary Period</u>
Erica March	Early Childhood B-2; Childhood Ed 1-6; Literacy B-6; Literacy 5-12; Students w/ Disabilities N-2; Students w/ Disabilities 1-6	7/1/2025	Current Step	N/A

3) 2024-2025 Coach

The following staff are recommended for 2024-2025 Coaching positions at rates in accordance with contract:

<u>Coach</u>	<u>Sport</u>	<u>Step</u>
Joe Sabbour	Modified Track	6A
Curin Rosato	JV Softball	1C (.8)



4) Stipend Position 2025-2026 School Year

The following individual is recommended to a stipend position at the contractual rate:

Curriculum Area Lead Teacher	School	Appointed
CTA Contract Name		
CALT: Science 6-12	MS	Shelby Koehler

5) Non-Certified Substitute Teachers

The following individuals have been recommended to Non-Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department and verification of one year of college where applicable:

Sophia Johnson
Patrick Quigley
John Squires
Taylor Bordwell

End of Consensus Agenda

X. District Committee Reports

Although Board of Education members receive minutes from these District committees, highlights and special items for background information may need to be shared on an as needed basis.

- Character Education Committee- Mrs. Amy Calabrese/ Mr. Milton Johnson
- **Council for Instructional Excellence (CIE)- Mrs. Julianne Miller/ Mrs. Beth Thomas- April 9, 2025**
- Safety / Health / Security Committee- Mr. John Polimeni

XI. Upcoming Events

- May 1- National Honor Society Induction Ceremony
- May 6- Tri-M Music Honor Society Induction Ceremony
- May 8- Academy Spring Art Show
- May 10- Academy Junior Prom
- May 12- Budget Public Hearing
- May 12- Board of Education Meeting
- May 17- Mental Health Awareness Walk
- May 19- Mock Car Crash
- May 20- District Vote
- May 21- Board Meeting to Accept Vote Results
- May 21- Elementary School Small Ensembles Concert
- May 22- Middle School Ensembles Concert
- May 26- Memorial Day
- May 28- Academy Spring Concert I
- May 29- Middle School Orchestra Concert
- May 30- Awards Assembly
- May 30- Spring Fling

XII. Closing Remarks

(President, Board of Education and/or Superintendent)

The Regular meeting of the Canandaigua City School District Board of Education was held on Monday, April 7, 2025 at 6:30 p.m. at the Operations Center, President Grimm presiding.

BOARD MEMBERS PRESENT: Jeanie Grimm, Amy Calabrese (*arrived at 6:15*), Milton Johnson, Megan Personale, Julianne Miller, John Polimeni, Jen Schneider, Jenny Tessendorf, Beth Thomas

BOARD MEMBERS ABSENT: Jen Schneider

LEADERSHIP TEAM PRESENT: Jamie Farr, Matt Fitch, Matt Schrage

LEADERSHIP TEAM ABSENT: Brian Nolan

BOARD DISTRICT CLERK ABSENT: Deborah Sundlov

OTHERS PRESENT: On file

Executive Session

Upon a motion made by Mr. Johnson, seconded by Ms. Tessendorf, with all present voting yes, the Board of Education approved calling an Executive Session at 6:02 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law (the Taylor Law).

Return to Open Session

Upon a motion made by Mrs. Miller, seconded by Mr. Johnson, with all present voting yes, the Board of Education returned to Open Session at 6:25 p.m.

Meeting Called to Order and Pledge of Allegiance to the Flag

Mrs. Grimm called the meeting to order at 6:30 p.m. with second grader Savannah Henniger leading all in the Pledge of Allegiance.

Public Comments

There were no public comments.

Board Meeting Minutes

Upon a motion made by Mrs. Calabrese, seconded by Mrs. Miller, with all present voting yes, the Board of Education approved the March 24, 2025 Regular Board Meeting minutes.

APPROVED: MINUTES

Board Student Representative

Macy Schneckenburger provided the Board with an update of what has been happening at the Academy. Breakfast with the Gray Wolf, thank you notes, Easter egg hunt and thrift day on April 13.

Superintendent's Report

Athletic Recognition

Mrs. Caroline Chapman, Athletic Director, recognized the winter athletes and teams.



2025-2026 Budget Presentation

(BOARD ACTION)

The three-part budget:

Administration	\$ 7,354,854
Program	\$ 71,798,668
Capital	<u>\$ 14,274,203</u>
Total	\$ 93,427,725

The budget will include a \$100,000 Capital Outlay Project at the Primary-Elementary School to replace exterior doors and frames. This will have an estimated 73.2% state aid of the total project cost.

Reserved appropriated in balancing the budget are:

Employees' Retirement System (ERS)	\$1,171,303
Workers' Compensation	\$ 285,000
Unemployment Insurance	\$ 20,000
Employee Benefit Accrued Liability	\$ 100,000
Tax Certiorari	\$ 100,000

Proposition 2 Transportation Purchase Gas and Diesel

Purchase of buses = \$1,323,815
Three 60-passenger buses
Four 74-passenger buses
Two SUV buses

Use of Transportation Reserve and Fund Balance with no new increase to taxes.

Proposition 3 Transportation Purchase Zero Emissions

Purchase of buses = \$940,315
One 60-passenger wheelchair bus
One 70-passenger bus

Award of \$449,00 in grants for buses and an additional award of \$110,000 in grants for charging stations.

Use of Transportation Reserve and Fund Balance with no new increase to taxes.

Proposition 4 Capital Reserve

Establish a capital reserve fund to defray the cost of the construction and reconstruction of School District buildings and facilities, including original equipment, machinery, apparatus, appurtenances, furnishings and other incidental improvements and expenses in connection therewith, and to defray the cost of, in whole or in part, and in order to accomplish the same, the Board is hereby authorized to establish the ultimate amount of such reserve fund to Ten Million Dollars (\$10,000,000) plus accrued interest and other investment earnings, with a probable term of ten (10) years.

Proposition 5 Funding for Wood Library

\$1,027,564 tax levy or 1.99% increase
Increase of 0.001 cents/\$1,000 Assessed Value
Increase of \$0.81 for \$150,000 Assessed Value

One board seat open, currently held by Mrs. Julianne Miller

Upon a motion made by Mrs. Calabrese, seconded by Ms. Tessendorf, with all present voting yes, the Board of Education approved the 2025-2026 Budget.

APPROVED: 2025-2026 BUDGET

Consensus Agenda

Upon a motion made by Mrs. Thomas, seconded by Ms. Miller, with all present voting yes, the Board of Education approved/accepted the Consensus Agenda and Supplemental.

APPROVED: CONSENSUS AND SUPPLEMENTAL AGENDA

Business

1. Donation

acceptance of a donation in the amount of \$2,420 from Unified Sports Boosters for a second coach for the 2025 Unified basketball season.

2. Student Teacher Placements- Fall Semester 2025

the recommendation of Mrs. Emily Bonadonna and Mr. Brian Amesbury, Primary-Elementary Principals:

- Rachel Poblete, SUNY Geneseo with Casey Gross- October 22-December 12, 2025
- Grace O'Neill, SUNY Geneseo with Melinda Arist- October 22-December 12, 2025
- Grace Caughey, SUNY Geneseo with Jill Clingersmith- September 2-October 17, 2025

the recommendation of Ms. Kris VanDuyne, Middle School Principal:

- Lainelle Brazee, SUNY Geneseo with Kathryn Reaves- September 2-October 17, 2025
- Renee DiLaura, SUNY Geneseo with Jamie Anderson- September 2-October 17, 2025
- Juliana Wasiewicz, SUNY Geneseo with Joe Sabbour- October 22-December 12, 2025

the recommendation of Mrs. Marissa Logue, Academy Principal,

- Maya Tuberdyke, SUNY Geneseo with Kelly Elliott- September 2-October 17, 2025

3. Agreement

an agreement with Catholic Charities Family and Community Services for interpretation and translation services for the Regents examinations in June of 2025.

4. Proctors

the request of Mrs. Marissa Logue, Academy Principal, for the following individuals as AP/IB proctors: Laure Blazey, Krista Coleman, Chris Crater, Robin Hulme, Bard Landon, Tim Martin, Kay Nemecek, Abigail Payne, Mike Prusinowski, Heidi Reybrouck, Laurie Roeder, Rhonda Sherwood, Robb Sloan, and Pete Tamburro.

5. In-House Solo Judges

the requests of Mrs. Marissa Logue for the below judges for the in-house solo festival: Maggie Kulzer, Todd Bialecki, Scott Hoffman, Will Hope, Andy Calabrese, Margaret Elisofon, Beth Cripps, Ken Scott, Dave Schwind, Vivian Becker, and Kirsta Rodean.

6. Field Trip- Initial Approval

the requests of Mrs. Marissa Logue for initial approval of the below trip:

- Bezos Scholar Program, Aspen, CO- June 24-30, 2025

7. Property Tax Report Card

approval of the 2025-2026 Property Tax Report Card.



8. Recommendations of the Committee on Special Education

recommendations of the Committee on Special Education meeting dates of January 27, 30, February 5, 12, 24, 25, 27, 28, March 3, 4, 5, 6, 7, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 24, 25, and 26.

Personnel

1. Non-Instructional Personnel

A. Retirement

resignation for the purpose of retirement from the following individual. On behalf of the District, sincere best wishes for a happy and healthy retirement are offered. Thank you for the many years of service to the Canandaigua City School District.

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Years of Service</u>
Ellen Mahoney	Teacher Aide	4/1/2025	18

B. Removals

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Lauren Hedworth	Secretary I	Resignation	6/26/2025
Jordan Boylan	Administrative Aide	Resignation	6/26/2025

C. Appointments

Pending Civil Service approval and NYSED fingerprint clearance where applicable:

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Rate</u>
Kurt Erway	Substitute Teacher Aide	3/28/2025	\$15.50/hr.
Craig VanDemark	Substitute Teacher Aide	3/28/2025	\$15.50/hr.
Emilie Jewell	Teacher Aide	4/2/2025	\$15.50/hr.
Danielle Rutherford	Teacher Aide	4/8/2025	\$15.50/hr.
Heather Lyon	Substitute School Bus Driver	4/4/2025	\$19.00/hr.

2. Instructional Personnel

A. Resignation

- 1) of Amy Vaughn, Special Education Teacher at the Middle School, from the District effective end of business on June 30, 2025.
- 2) of Makayla Horne, Foreign Language Teacher at the Academy, from the District effective end of business on June 30, 2025.
- 3) of Tiffani Mantegna, JV Softball Coach, from the District effective March 30, 2025.
- 4) of James Davern, Varsity Boys Basketball Coach, from the District effective March 31, 2025.
- 5) of Elizabeth Doud, Special Education Teacher at the Primary School, from the District effective May 1, 2025.
- 6) of Ashley Stitt, Special Education Teacher at the Middle School, from the District effective May 5, 2025.



B. Appointments

1) Interim Substitute

the following individuals for Interim Substitute positions as indicated at an agreed upon rate for the duration of the assignment:

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Victoria McClain	Interim Substitute Social Worker	Elementary School	3/25/2025
Jake Gruendike	Social Studies Teacher	Academy	4/9 – 6/26/2025
Kim Condon	Physical Education Teacher	Academy	5/15 – 6/26/2025

2) Stipend Position 2025-2026 School Year

The following individual to a stipend position at the contractual rate:

<u>Curriculum Area Lead Teacher</u>		<u>Appointed</u>
<u>CTA CONTRACT NAME:</u>	<u>SCH</u>	
CALT: Science 6-12	MS	Shelby Koehler

3) Mentors

the following individuals to be Mentors for the 2024-2025 school year at rates in accordance with contract:

<u>Mentor</u>	<u>Mentee</u>	<u>Effective Date</u>
Elizabeth Doud	Amanda Swartele	12/18/2024
Adam Sweet	Henry Kuperus	12/17/2024
Sarah Vassello	Caitlin Jasik	3/13/2025
Dale Werth	Jack Wallwork	1/6/2025
Kim Kane	Jennifer Lyons	3/24/2025

4) Non-Certified Substitute Teachers

the following individuals to Non-Certified Substitute Teacher positions conditional upon criminal history clearance from the New York State Education Department and verification of 1 year of college where applicable:

Stephanie Kuczma
Morgan Springer

End of Consensus Agenda

Board Committee Reports

Audit Committee

Mr. Milton Johnson reported on behalf of the Audit Committee which met on April 4, 2025. The Committee reviewed the Internal Audit on 1099's.

Policy Committee

Mrs. Beth Thomas moved with no second required the second reading of Admission of Policy 3310 Foreign Exchange Students.



Site Committee

Mr. John Polimeni reported out on behalf of the Site Committee which met on April 2, 2025. The Committee saw a presentation with current status of the Revitalization Project.

Upcoming Events

- April 10- 6th Grade Parent Night
- April 14-18- Spring Break- no school
- April 23- Board of Education Meeting
- May 1- National Honor Society Induction Ceremony
- May 6- Tri-M Music Honor Society Induction Ceremony
- May 8- Academy Spring Art Show
- May 10- Academy Junior Prom
- May 12- Budget Public Hearing
- May 12- Board of Education Meeting
- May 17- Mental Health Awareness Walk
- May 19- Mock Car Crash
- May 20- District Vote
- May 21- Board Meeting to Accept Vote Results
- May 21- Elementary School Small Ensembles Concert
- May 22- Middle School Ensembles Concert
- May 26- Memorial Day
- May 28- Academy Spring Concert I
- May 29- Middle School Orchestra Concert
- May 30- Awards Assembly
- May 30- Spring Fling

Adjournment

Upon a motion made by Mrs. Miller, seconded by Mrs. Personale, with all present voting yes, the Board of Education approved the adjournment of the Regular meeting at 7:34 p.m. The next Regular meeting will be on April 23, 2025 at 6:30 p.m.

Respectfully submitted,

Matt Fitch
District Clerk Pro Tem

Candidate Information Form

Name: Tim DeLucia School District: Victor Central School District

PART I: Board Experience

1995 - Current: Victor Central School District Board Member

Current Board President, Victor Central School District

2019 - 2022 - WFL BOCES Board of Education

Leadership Committee

District Audit committee

District Advocacy Committee

Monroe County SBA Information Exchange Committee

Monroe County SBA Operations Committee

Monroe County SBA Labor Relations Committee

Monroe County SBA Legislative Committee

PART II: Interest in BOCES Board Seat

I would like to continue to strengthen the connection between our local schools and W-FL BOCES, ensuring that resources are effectively utilized to meet the evolving needs of our communities and future leaders. I believe in building a strong, unified team on the Board, prioritizing open communication and shared decision-making.

PART III: Additional Information

Retired Business Manager

Member of the Farmington Planning Board

Please return this completed form to Cindy Murray, Board Clerk, cindy.murray@wflboces.org no later than March 25, 2025.

It will be forwarded to component boards of education and placed on our website before our Annual Meeting.

Wayne-Finger Lakes Board of Cooperative Educational Services

Candidate Information Form

Name: Robin Johnson School District: Penn Yan CSD

PART I: Board Experience

Mrs. Robin Johnson has served on the Penn Yan CSD Board of Education since 2014. She has served on many committees in her tenure on the Board at Penn Yan. She has been the Vice President of Penn Yan's Board since 2022.

Mrs. Johnson has served for three years as the Four County School Boards Association Vice President and two years as President. She has served on the Board of Directors, the Steering Committee, Policy Committee, Audit Committee and Legislative Committee.

PART II: Interest in BOCES Board Seat

Mrs. Johnson would like to serve on the BOCES Board, as she would like to continue to be a strong advocate for students. She wants to make a positive difference and to assist in decision-making processes during the challenging economic climate. She would like to continue supporting and celebrating the many achievements of students and staff in all of the WFL districts. She will continue to encourage successful communication between the districts, students, parents, community members and partners.

PART III: Additional Information

Mrs. Johnson is a lifelong resident of Penn Yan CSD. She has a very loving and supportive family that includes her husband Kevin, children Brad, Brent and Bryce and her grandson Declan. She is retired from Marcus Whitman School District. In her spare time, Mrs. Johnson enjoys spending time with family and friends and sitting on the beach. She enjoys attending many school and community events. She also serves on the Town of Jerusalem Planning Board

Please return this completed form to Cindy Murray, Board Clerk, cindy.murray@wflboces.org no later than March 25, 2025.

It will be forwarded to component boards of education and placed on our website before our Annual Meeting.

Candidate Information Form

Name: Heather Bachman School District: Manchester-Shortsville CSD

PART I: Board Experience

Previously, I have served on the Manchester-Shortsville CSD (Red Jacket) Board of Education from 2018-2023. During this time, I was the Vice-President for two years; active with Four County School Boards Association; involved in planning capital improvement projects; participated in strategic planning; was part of a superintendent search and have attended numerous board related trainings and workshops. Additionally, through my professional role at Genesee Valley BOCES, I have worked with board members and educators from across the state around policy development and implementation in areas such as, but not limited to, School District Local Wellness Policy, Code of Conduct, Dignity for All Students, Safe Schools Against Violence in Education and Child Abuse Identification/Mandated Reporter Training.

PART II: Interest in BOCES Board Seat

I am interested in serving on the WFL BOCES Board of Education because I am committed to quality and meaningful educational opportunities for all students. Serving on the BOCES Board would allow me to advocate for and positively impact the success and well-being of students, staff and component districts on a larger scale. I believe my background and experience as an educational leader and former board member has given me a unique insight on relevant, high-quality education and support services and has allowed me to keep a pulse on current educational needs and challenges. As an employee of the Genesee Valley BOCES for many years, I have a thorough understanding of and a great appreciation for the role that a BOCES can play through programming, regional initiatives and shared services. My experience as a board member at Red Jacket was very rewarding and I am looking to continue to contribute collaboratively towards educational progress and to give back to the community. Finally, on a personal note, both of my sons have had tremendous opportunities through WFL BOCES career and technical education programming. I would like to be a part of supporting and advocating for the same positive experience for other students and their families.

PART III: Additional Information

My educational career began as a health education teacher at Newark Middle School. Currently, I am a Program Coordinator at the Genesee Valley BOCES Student Support Services Center. My entire career has focused on supporting student health, safety and well-being in order to foster learning and achievement. In addition to a Bachelor's in Education, I have a Master's in Curriculum Development and Instructional Technology and Post Master's Certificates in both School Building and School District Leadership. I would greatly appreciate your support in the upcoming WFL BOCES Board of Education vote. Thank you!

Candidate Information Form

Name: Philip Rose School District: Sodus

PART I: Board Experience

I have had the privilege of serving on the Wayne-Finger Lakes BOCES Board for the past twelve years, most recently serving as President. I have chaired the Audit and Evaluation Committees and participated on Audit, Building and Grounds, and Evaluation Committees. I have partaken in many Regional, State, and National training experiences.

Before serving on the WFL-BOCES Board, I served on the Sodus Board of Education for four and a half years. During my time on that Board, I served on numerous committees, including Audit, Skateboard, Wayne County Education Coalition and the Board Retreat Planning Committee. I also participated in many search committees for Vice Principals, Principals, and a new Superintendent. Additionally, I served on the Four County School Boards Association Legislative Committee and Board of Directors, and also served as Chair of the Legislative Committee.

PART II: Interest in BOCES Board Seat

As a current WFL-BOCES Board member, I am seeking re-election to the seat. I have a great respect in all that WFL-BOCES does for students, particularly in the role of collaboration and facilitation among all stakeholders – working to help maximize resources for member Districts, identifying skill sets that should become programs and facilitating program creation, facilitating school to work opportunities, providing collaborative leadership and professional development services to member Districts, and much more.

I believe that a healthy mix of minds fosters great thoughts and methods, and as an out-of-the-box thinker myself, I want to continue to help review status quo and participate in deriving fresh, better ways to solve never-ending problems. Thank you for allowing me to be one of those minds over the past twelve years. I believe as a Board we continue to break much new ground, and I would appreciate the opportunity to continue that successful path.

PART III: Additional Information

I graduated from Auburn High School, Cayuga Community College, Rochester Institute of Technology, and Ashford University, and hold degrees in computer science (AS), printing management (BS), and organizational leadership (MBA). I became a Sodus resident in 2006, moving here with my wife and five of my seven children. Five of my children graduated from Sodus High School.

From a business perspective, I work for Xerox leading product launch for our wholly owned subsidiary, Xerox Business Solutions. My 30+-year career path has spanned advertising design, systems programming,

production management, research and development and product marketing. I am a proud recipient of 16 US Patents. Also, I run a part-time art business selling art created from a mixture of wood and glass.

Thank you for your consideration. I have been thrilled to contribute my knowledge and passion to the WFL-BOCES Board for the past twelve years, and would appreciate your support to continue in the efforts for another term.

Candidate Information Form

Name: David Landon School District: Palmyra-Macedon CSD

PART I: Board Experience

Palmyra-Macedon CSD:

- Elected to the **Board of Education (BOE)** — serving for **10 years**.
- Currently **Vice President** of the BOE, providing leadership and support to fellow board members, collaborating with district leadership, and helping to guide strategic decisions that impact student achievement and district growth.
- **Parent Member** on the Committee on Special Education for **6 years**.
- **Active participant** in BOE committees:
 - **Policy Committee**— Collaborate on the development, review, and revision of district policies to ensure they align with educational goals and legal requirements.
 - **Safety Committee** — Work closely with school administrators and local authorities to enhance school safety plans, conduct risk assessments, and promote a secure learning environment for students and staff.
 - **Recognition Committee** — Lead efforts to celebrate student, staff, and community achievements by organizing awards, events, and public acknowledgments that foster a culture of appreciation and pride within the district and community.
 - **Curriculum Review Committee**— Partner with educators and administrators to assess and refine curriculum offerings, ensuring they are rigorous, inclusive, and responsive to student needs and future opportunities.
 - **Wayne-Finger Lakes BOCES Representative** — Serve as a liaison between the district and BOCES, advocating for programs and services that support career and technical education, special education, and shared district resources.

Wayne-Finger Lakes BOCES

- Elected to the **Board of Education (BOE)** — Serving for **3 years**.
- **Active participant** in BOE committees:
 - **Policy Committee** (Currently chairperson) — Collaborate on the development, review, and revision of district policies to ensure they align with educational goals and legal requirements.
 - **Wayne-Finger Lakes BOCES Representative** — Serve as a liaison between:
 - BOCES and Manchester-Shortsville CSD / Red Jacket
 - BOCES and Palmyra-Macedon CSD

PART II: Interest in BOCES Board Seat

- Passionate Advocate for student success:
 - **Career and technical education** — Deeply committed to promoting trades and vocational training, drawing from personal experience as a business owner in the trades for nearly three decades. Understand the importance of preparing students for high-demand careers by equipping them with practical, hands-on skills.
 - **Special education** — A strong supporter of inclusive education, inspired by personal experience as a parent of a son with disabilities who attended **BOCES programs**. Dedicated to ensuring students with special needs receive the resources, technology, and support necessary to thrive academically and socially.
- Personal connection:
 - Extensive experience in the trades as a business owner, recognizing the value of skilled labor and the need to inspire the next generation of tradespeople.
 - First-hand knowledge of the transformative impact special education services can have on students and families.
- Dedicated to enhancing the **resources and technology** available to component districts through Wayne-Finger Lakes BOCES.
- Committed to being part of a team that fosters **student learning** and growth

PART III: Additional Information

- **Long-standing Resident** of Macedon since **1985**, with deep roots in the community and a strong commitment to its growth and prosperity.
- **Business Owner** — Successfully owned and operated a **second-generation pavement marking company** for **28 years** — a legacy business founded by my father **48 years ago**. Experienced in managing all aspects of the business, including operations, customer relations, budgeting, and workforce development.
- **Leadership and Mentorship** — Provided hands-on training and mentorship to employees, reinforcing the importance of work ethic, craftsmanship, and professional growth — skills I am passionate about instilling in the next generation.
- **Transition to Retirement** — Currently in the process of transitioning into **retirement**, allowing me more time to dedicate to **family, friends**, and serving my community through educational leadership.

It will be forwarded to component boards of education and placed on our website before our Annual Meeting.

Candidate Information Form

Name: Deborah Corsner School District: Seneca Falls CSD

PART I: Board Experience

I am currently serving in my third term on the Seneca Falls Central School District Board of Education. In the past seven years I have either chaired or served on committees such as the Audit, Budget, Health Insurance, Policy, and Scholarship committees. I have represented Seneca Falls as an alternate on the Four County School Board Association Board, as well as become involved attending Four County meetings and conference days. I have participated in NYSSBA trainings and conferences. I am honored that the Seneca Falls school board has nominated me to seek election on the BOCES board.

PART II: Interest in BOCES Board Seat

I am interested in participating on the BOCES board because the area of career and technical education is an interest to me and one that I am passionate about. After I completed a Masters in Education specializing in Vocational Teacher Preparation at SUNY Oswego I was awakened to the role that CTE programs can play in preparing our graduates to become ready for a life of employment. In my career I have worked over fifteen years in higher education where I have seen the benefits of connecting our young people who are in CTE programs to pathways that lead to both credit and non-credit post-secondary opportunities and credentials. I am continually impressed with the variety of programming that WFL-BOCES offers students that span multiple levels of ability. The program curriculums and resources are impressive on their own, however it is the students themselves that are the real gem. In my career I have been lucky enough to interact with students and staff of the WFL-BOCES PTech program on a regular basis. These students are amazing and the experience that BOCES and the staff are providing for them is one that raises the bar on learning outcomes in project-based learning, as well as fostering an environment of inclusivity that is student-focused. As a school board member I have learned more about the support that the WFL-BOCES offers component school districts and have come to realize the importance of the role that BOCES plays in each component school district's success. I would be honored to serve on the WFL-BOCES board and help support this important work.

PART III: Additional Information

My education includes a Bachelor of Science in Human Resource Management, a Master of Business Administration, and a Master of Science in Education. I work in higher education at Finger Lakes Community College where I serve as the FLCC Newark Campus Center Director. In my role at FLCC, I strategize ways to better serve underrepresented populations, gain enrollment through creative pathways and scheduling options, manage the Center budget, oversee the Center staff, and work closely with our business partners. One of the focuses of my career has been advocating

for students in underrepresented cohorts, such as students who attend classes at one of our Center locations, rural students, first generation, students etc. One project that I recently participated in was to work with a core team of college employees as well as a national group from the Education Design Lab as part of the Bridges Rural grant. During this project, our team created a new model for delivering hands-on education to students in our most rural areas. Our final product, called FLCC GRIT, which stands for “Growing Rural Infrastructure Together”, grows education access to a segment of our service area population that may otherwise be missed. Another area that I am passionate about serving is first generation college students. As a first gen student myself, I am familiar with the challenges families face when they do not know about the educational opportunities that may be available to them. I was recently nominated to serve as the FLCC representative to the SUNY First Generation Student Support Group which brings educators together from across the state to tackle first gen college student issues. Working to improve educational access to all has been a focus of my work, and serving on the BOCES board would be another way I can provide service to some of our most vulnerable learners, as well as be a part of providing support to component districts that service all students.

*Please return this completed form to Cindy Murray, Board Clerk, cindy.murray@wflboces.org no later than March 25, 2025.
It will be forwarded to component boards of education and placed on our website before our Annual Meeting.*



WAYNE-FINGER LAKES BOCES

ANNUAL REPORT

2025-2026



WAYNE - FINGER LAKES
Board of Cooperative Educational Services

WFLBOCES.ORG

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A Message from the W-FL BOCES **BOARD OF EDUCATION**

Dear Colleagues,

On behalf of the Wayne-Finger Lakes Board of Education, thank you for your unwavering dedication to the students and school communities we serve. Your leadership, collaboration, and commitment to excellence ensure that we continue to move forward together, creating opportunities for every learner in our region.

At Wayne-Finger Lakes BOCES, we believe in the power of **Belonging at BOCES**—fostering a culture where every individual feels valued, included, and empowered to contribute. Alongside our commitments to cultivating a passionate workforce, anticipating future needs, and leading with purpose, we remain united in our mission to make success possible for all.

As we reflect on the past year and look ahead, I invite you to join us for the **Wayne-Finger Lakes BOCES Annual Meeting on Monday, April 7, 2025**. Throughout the evening, you will have the opportunity to hear from candidates running for the BOCES Board of Education, review the proposed administrative budget, and celebrate the remarkable accomplishments of our students and programs.

By continuing this collaborative work, we will empower even more students to discover their unique pathways to success. Thank you for being a vital part of our shared mission—we look forward to seeing you in April!

Sincerely,

Philip Rose

President of the Wayne-Finger Lakes
BOCES Board of Education



Philip Rose
President



Joseph McNamara
Vice President



Michael Ellis



Linda Eygnor



Lynn Gay



David Landon



Anne Morgan



Pamela Pendleton



OJ Sahler

A Message from the W-FL BOCES **DISTRICT SUPERINTENDENT**

Dear Wayne-Finger Lakes Component Board Members, Leadership Teams and Colleagues,

At Wayne-Finger Lakes BOCES, our work continues to be focused on our Wayne-Finger Lakes commitments. We believe in cultivating a passionate workforce that strives for expertise and innovation while looking forward to anticipating regional needs. As trusted leaders, we dedicate ourselves to making success possible, fostering communities where belonging is paramount, and strengthening the unified purpose that makes us stronger together. It is with these guiding principles that I proudly present the 2025-26 Wayne-Finger Lakes BOCES Annual Meeting Report.

The strength of our organization lies in our collaborative partnerships with our Component School Districts. With insight and leadership from our standing committees, composed of school superintendents from our 25 Component Districts, we ensure our processes remain efficient, equitable, and responsive to the region's dynamic needs.

This report outlines and charts a path forward as we continue to innovate and adapt. Together, we are advancing the work that matters most—preparing students for success and enhancing educational opportunities across the region.

We thank you for your support and partnership. By working together, we continue to build the foundation for future success for all students in the Wayne-Finger Lakes region.

With gratitude,

Lynne

District Superintendent
Wayne-Finger Lakes BOCES



Learn about our **COMMITMENTS**

WORKFORCE - We cultivate a passionate workforce that strives for excellence and exemplifies expertise.

FUTURE - We are creators and advocates who look forward, anticipate needs and promote innovation.

LEADERSHIP - We are trusted leaders dedicated to making success possible.

BELONGING - We are committed to creating and sustaining communities where people are connected, included, valued and accepted.

UNIFIED - We are united in our purpose; *stronger together*.

Annual Report **INTRO & OVERVIEW**

Introduction

At Wayne-Finger Lakes BOCES it is our goal to offer innovative, educational programs and services in support of regional needs. Our component districts are collaborative partners in establishing needed supports. To ensure this process runs efficiently, we rely on standing committees of the 25 superintendents to make recommendations regarding enhancements or budget reductions for each major program area, and to assist in the projections.

What will you find in the Annual Report?

The Annual Report includes budget overviews of our Programs and Services (Career and Technical Education, Special Education, Itinerant Services, Instructional Support and Non-Instructional Support), along with the Administration Budgets, which contain two parts: Part I - Administrative Services and Part 2 – Capital/Rental.

On April 23, 2025 each component district board of education will vote on the Administrative Budget.

Conclusion

This budget document is intended to be a useful reference and resource for mutual planning. It embodies a budget process that continues to be collaborative and includes thoughtful input from component school district superintendents, staff, and board members which adds unquestionable strength to a final product owned by us all.

Wayne-Finger Lakes BOCES looks forward to making a positive impact. We are excited to provide innovative services characterized by the support and leadership in building community, advancing our region through the mission of Making Success Possible for all students.



Wayne Finger-Lakes BOCES **BUDGET SUMMARY**

NOTICE OF W-FL BOCES ANNUAL MEETING

Please take notice that the W-FL BOCES (Board of Cooperative Educational Services of the Sole Supervisory District of Ontario, Seneca, Yates, Cayuga and Wayne Counties), 131 Drumlin Court, Newark, New York will hold its Annual Meeting of the trustees and members of the boards of education of its component school districts on Monday, April 7, 2025, at 6:30 p.m. in The Conference Center at W-FL BOCES. The Board of Cooperative Educational Services will present its tentative administrative, capital and program budgets for 2025-2026 to the trustees and members of the boards of education of component school districts who attend such meeting, for their review.

The following are summaries of the tentative administrative, capital and program budgets. The amounts stated are based on current estimates and may be subject to change. Copies of the complete tentative administrative, capital and program budgets will be available for inspection by the public between the hours of 9:00 a.m. and 3:00 p.m. at the Wayne-Finger Lakes BOCES Regional Support Center, Eisenhower Building, 131 Drumlin Court, Newark, New York, commencing on March 24, 2025. Please call ahead if you plan to inspect the budgets (315) 332-7284.

SUMMARY OF TENTATIVE ADMINISTRATIVE BUDGET

Total Personnel Services (Salaries of all Central Administrative and Supervisory Personnel)	\$ 2,196,206
Total Employee Benefits (Benefits of all Central Administrative and Supervisory Personnel)	\$ 1,125,627
(Compensation of District Superintendent of Schools):	
State Salary	\$ 43,499
BOCES Salary	\$ 171,341
Annualized Benefits	\$ 39,520
Other Remuneration	\$ -
Total Administration Personnel & Employee Benefits:	\$ 3,321,833
Equipment	\$ 7,500
Supplies and Materials	\$ 34,325
Revenue Note Interest	\$ 5,000
Total Contract Expense	\$ 565,750
Net Transfers (other than capital)	\$ 229,394
TOTAL ADMINISTRATIVE BUDGET:	\$ 4,163,802

SUMMARY OF TENTATIVE CAPITAL BUDGET

Rent of Facilities	\$ 2,045,400
Transfer to Capital Projects Fund	\$ 1,982,400
Bond Trustee Fee or Dormitory Authority	
Overhead Fee	\$ -
TOTAL CAPITAL BUDGET:	\$ 4,027,800

SUMMARY OF TENTATIVE PROGRAM BUDGET

Career and Technical Education	\$ 17,901,235
Special Education	\$ 58,297,228
Itinerant Services	\$ 8,193,375
Direct Instruction	\$ 7,682,381
Instructional Support	\$ 47,572,436
Non-Instructional Support	\$ 39,433,170
TOTAL PROGRAM BUDGET:	\$ 179,079,825

Administrative & Capital **BUDGET**

2025-2026 Proposed Administrative Budget

The Wayne-Finger Lakes Administrative Budget covers central management costs which include: The Board of Education; District Superintendent Office; Central Administration; Business Services and Human Resources. Education Law mandates that the BOCES Administrative Budget includes certain expenses, including interest expense, legal costs, retiree health insurance premiums and Medicare Part B reimbursements. All of the component districts pay a share of the Administrative Budget and the Capital Budget using the Resident Weighted Average Daily Attendance (RWADA) method. Each component district's RWADA charge will vary from year to year depending on how their district's RWADA compares to the total of all component school districts.



2025-2026 Budget Summary

The proposed administrative budget for 25-26 is \$4,163,802 and represents 2.2% of the total proposed budget of \$187, 221,430. The Administrative budget is slated to increase by \$300, 602 or 7.8% over 24-25. The primary drivers for this increase are the cost of employee benefits and contractual salary increments. The cost of employee benefits represents nearly 78% of the total change, primarily driven by increase in health insurance.

When combined with the Capital budget the year to year increase is 4.37%

Fortunately, the BOCES has been able to take advantage of favorable bank interest rates on deposits which has increased the BOCES' interest income, which will provide a cost reduction to districts in the amount of \$85,000 or 1.3% over the prior year's assessment.

Administrative & Capital BUDGET

ADMINISTRATION	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 1,901,274	\$ 2,084,750	\$ 2,196,206	\$ 111,456	5.3%
Equipment	7,188	16,500	7,500	(9,000)	-54.5%
Supplies	19,761	34,325	34,325	-	0.0%
Other Expense	417,517	402,150	376,150	(26,000)	-6.5%
Conference	51,550	101,000	104,000	3,000	3.0%
Travel	4,818	20,250	25,250	5,000	24.7%
Employee Benefits	837,952	891,775	1,125,627	233,852	26.2%
Internal Svc/Pymt to Other BOCES	288,531	312,450	294,744	(17,706)	-5.7%
TOTAL	\$ 3,528,591	\$ 3,863,200	\$ 4,163,802	\$ 300,602	7.8%

78%

CAPITAL	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Rent	\$ 2,006,927	\$ 2,827,200	\$ 2,827,800	\$ 600	0.0%
Capital	1,982,000	1,200,000	1,200,000	-	0.0%
TOTAL	\$ 3,988,927	\$ 4,027,200	\$ 4,027,800	\$ 600	0.0%



Programs & **SERVICES:**

- 10** Career & Technical Education
- 12** Special Education
- 14** Itinerant Services
- 16** Direct Instruction
- 18** Instructional Support
- 20** Non-Instructional Support



Programs & Services: **CAREER & TECHNICAL EDUCATION**

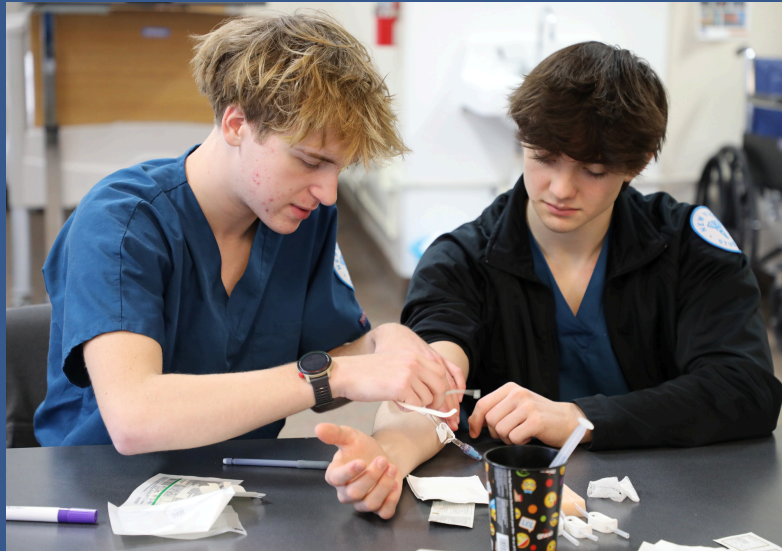
Career and Technical Education programs provide junior and senior students in the Wayne-Finger Lakes region an opportunity to achieve high academic and technical skills. Our programming offers individualized courses and provides students an opportunity to acquire technical skills, which are transferable to college or the workplace. We continue to ensure relevant programming by maintaining strong partnerships with the business community, achieving national certifications in a number of programs and achieving New York State Program Approval for our programs. Students have the opportunity to graduate with a technical endorsement on their high school diploma if they successfully pass an industry based technical assessment and successfully complete an approved technical and career program. The Wayne-Finger Lakes BOCES Career and Technical Instructional programs are available at Wayne Technical and Career Center in Williamson, and Finger Lakes Technical and Career Center in Stanley.



To learn more about the career and technical programs available at Wayne-Finger Lakes BOCES visit:
www.wflboces.org/cte

Career & Technical Education **BUDGET OVERVIEW**

CAREER AND TECHNICAL EDUCATION	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 6,497,238	\$ 7,021,479	\$ 7,156,035	\$ 134,556	1.9%
Equipment	333,666	208,046	683,756	475,710	228.7%
Supplies	406,714	450,000	440,000	(10,000)	-2.2%
Other Expense	421,003	561,674	601,074	39,400	7.0%
Conference	41,240	31,950	31,950	-	0.0%
Travel	-	-	-	-	0.0%
Employee Benefits	3,269,665	4,435,372	4,560,369	124,997	2.8%
Internal Svc/Pymt to Other BOCES	2,267,013	2,740,595	4,428,051	1,687,456	61.6%
TOTAL	\$ 13,236,539	\$ 15,449,116	\$ 17,901,235	\$ 2,452,119	15.9%



Programs & Services: **SPECIAL EDUCATION**

Special Education programs are provided for students with disabilities, including those who need social, functional, communication, and physical skills development in addition to specific learning strategies. All 25 component districts in the Wayne-Finger Lakes BOCES region have a Committee on Special Education (CSE). The CSE committee identifies students' needs and develops Individualized Education Plans (IEP) to address those needs. Services provided include instruction and therapies to support students with emotional disabilities, autism, learning needs and developmental disabilities.

Related services are provided for students by certified or licensed occupational therapists, physical therapists, speech/language therapists, adaptive physical education instructors, psychologists, school counselors, social workers, and/or teachers of the visually impaired.

Additional support services are provided for our component districts through our Clinical Support Services, Special Education Consultant Services and the Assistive Technology department.

To learn more about special education programs available at Wayne-Finger Lakes BOCES visit:
www.wflboces.org/teaching-and-learning/special-education



Special Education **BUDGET OVERVIEW**

SPECIAL EDUCATION	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 20,232,585	\$ 21,654,638	\$ 24,472,878	\$ 2,818,240	13.0%
Equipment	432,429	225,595	251,595	26,000	11.5%
Supplies	285,130	127,261	154,593	27,332	21.5%
Other Expense	1,809,451	1,815,078	2,155,551	340,473	18.8%
Conference	33,725	39,200	48,500	9,300	23.7%
Travel	20,519	32,950	37,950	5,000	15.2%
Employee Benefits	12,276,085	16,973,294	18,155,320	1,182,026	7.0%
Internal Svc/Pymt to Other BOCES	10,965,681	14,744,956	13,020,841	(1,724,115)	-11.7%
TOTAL	\$ 46,055,605	\$ 55,612,972	\$ 58,297,228	\$ 2,684,256	4.8%



Programs & Services: **ITINERANT SERVICES**

Itinerant Management Services provide component districts support and efficiencies by providing BOCES staff through a shared service, who typically support two or more school districts. The itinerant service enables component districts to increase their service offerings without adding the expense of a full-time position. These services are directly billed to the participating districts. An initial offering of specific personnel is based on final request data for the upcoming year. However, requests for shared itinerants can occur throughout the year. By utilizing the itinerant services, our region supports the growth of our regional capacity and collaboration while promoting the primary purpose of a BOCES by offering cost-saving benefits to our component districts.

Examples of itinerant staff positions include English as a New Language Instructors, Library Media Specialists and Clinical Support Staff, to name a few. Other services of a support nature and shared management services include: School Lunch Managers, Transportation Supervisors, Facilities Directors, Centralized Business Office supports (CBO), HVAC-R Services, Energy System Services and Family Counseling Supports.



Itinerant Services **BUDGET OVERVIEW**

ITINERANT SERVICES

	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 4,524,321	\$ 4,727,535	\$ 5,162,389	\$ 434,854	9.2%
Equipment	102,218	11,306	21,987	10,681	94.5%
Supplies	60,601	18,932	29,532	10,600	56.0%
Other Expense	270,473	370,843	414,022	43,179	11.6%
Conference	6,026	10,950	13,575	2,625	24.0%
Travel	34,912	38,350	41,399	3,049	8.0%
Employee Benefits	2,354,035	2,980,046	3,450,589	470,543	15.8%
Internal Svc/Pymt to Other BOCES	(1,265,108)	(1,141,287)	(940,118)	201,169	-17.6%
TOTAL	\$ 6,087,478	\$ 7,016,675	\$ 8,193,375	\$ 1,176,700	16.8%



Programs & Services: **DIRECT INSTRUCTION**

Direct Instruction Service provides specialized programs for identified groups of students. Through the programs and services Direct Instruction offers, districts are able to provide students access to arts-in-education programming, enrichment opportunities, Pathways in Technology Early College High School (PTECH), as well as instructional support such as summer school and alternative educational settings. These programs are provided on a collaborative basis for districts that may not have enough students to justify additional staff or expenditures. With Direct Instruction Programs, Wayne-Finger Lakes BOCES is able to work collaboratively with Districts to create innovative regional student opportunities.



Direct Instruction **BUDGET OVERVIEW**

DIRECT INSTRUCTION	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 3,817,600	\$ 3,779,952	\$ 3,840,385	\$ 60,433	1.6%
Equipment	18,006	22,885	22,773	(112)	-0.5%
Supplies	19,239	22,300	122,300	100,000	448.4%
Other Expense	1,052,600	1,140,967	1,479,453	338,486	29.7%
Conference	2,484	6,856	7,056	200	2.9%
Travel	3,479	12,200	12,400	200	1.6%
Employee Benefits	1,027,040	1,226,996	1,268,735	41,739	3.4%
Internal Svc/Pymt to Other BOCES	747,165	605,078	929,279	324,201	53.6%
TOTAL	\$ 6,687,613	\$ 6,817,234	\$ 7,682,381	\$ 865,148	12.7%



Programs & Services: **INSTRUCTIONAL SUPPORT**

Instructional Support encompasses areas of the educational programs that enhance the quality of education for students and provide innovative solutions. Included are opportunities for collaborative curriculum development, staff development at all levels and coordination of extensive learning materials and services. Instructional Support also provides the planning, technical support and coordination necessary to the integration and use of computers, software and network resources in the various curriculum areas.

Two larger service areas supported under Instructional Support are EduTech and Staff Development.

EduTech

The Genesee Valley/Wayne-Finger Lakes Educational Technology Service (EduTech) serves 25 school districts of the Wayne-Finger Lakes BOCES and the 22 school districts of the Genesee Valley BOCES. The EduTech team works collaboratively with component school districts to ensure students and staff receive innovative solutions and support for their technology needs. As their programs and services continue to grow, the EduTech team remains committed to high quality, prompt service. *EduTech Services are offered under Instructional Support and Non-Instructional Support. As EduTech operates under a singular budget, their summary description is included in the Instructional Support section of the Annual Report.

Staff Development

The mission of the Wayne-Finger Lakes BOCES Staff Development Team is to lead the region in forward thinking and innovative approaches that impact the achievement of all learners. Our services align to the NYS learning standards and are designed to strengthen instruction, improve curriculum, staff and student wellness and assessment practices by building capacity at local levels. Delivery of services is differentiated to best meet the districts' needs and may include workshops (in-district and regional) as well as instructional and SEL coaching.

Instructional Support **BUDGET OVERVIEW**

INSTRUCTIONAL SUPPORT	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 5,928,254	\$ 6,491,024	\$ 6,914,792	\$ 423,768	6.5%
Equipment	404,654	389,373	397,053	7,680	2.0%
Supplies	115,560	160,703	173,303	12,600	7.8%
Other Expense	3,599,851	3,665,305	6,364,369	2,699,064	73.6%
Conference	63,265	118,500	96,500	(22,000)	-18.6%
Travel	60,348	81,338	93,100	11,762	14.5%
Employee Benefits	2,814,400	3,638,488	3,893,101	254,613	7.0%
Internal Svc/Pymt to Other BOCES	1,716,099	1,565,210	1,634,957	69,747	4.5%
District Based Purchased	26,427,811	27,067,975	28,005,261	937,286	3.5%
TOTAL	\$ 41,130,242	\$ 43,177,916	\$ 47,572,436	\$ 4,394,520	10.2%



Programs & Services: **NON-INSTRUCTIONAL SUPPORT**

Non-Instructional Support at Wayne-Finger Lakes BOCES includes a variety of programs and services that assist in the efficient operation and management of a school district while not directly impacting the education of students. Areas that are supported under Non-Instructional Support include administrative, personnel, operations, facilities and functional support. These collaborative services allow school districts access to programs and services that provide innovative solutions and cost savings for the districts. Examples of these services include: Cooperative Purchasing, Shared HVAC-R, Central Business Office and the Imaging Center. A full list of services can be found in our Catalog of Services.

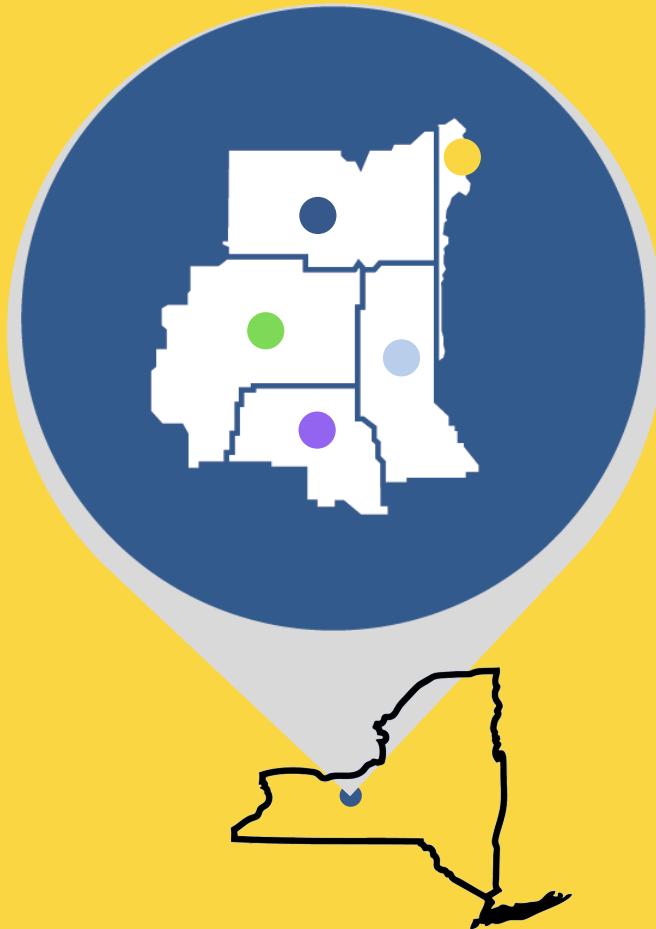


Non-Instructional Support **BUDGET OVERVIEW**

NON-INSTRUCTIONAL SUPPORT	2023-2024 Actual Expenditure	2024-2025 Adopted Budget	2025-2026 Proposed Budget	2025-2026 Budget Change	2025-2026 Percent Budget Change
Salaries	\$ 7,931,745	\$ 9,452,513	\$ 9,703,380	\$ 250,867	2.7%
Equipment	553,042	541,869	540,869	(1,000)	-0.2%
Supplies	131,182	186,699	214,740	28,041	15.0%
Other Expense	2,947,801	3,791,517	3,837,036	45,519	1.2%
Conference	42,299	67,635	68,195	560	0.8%
Travel	49,248	79,089	94,324	15,235	19.3%
Employee Benefits	3,939,838	5,217,271	5,362,801	145,530	2.8%
Internal Svc/Pymt to Other BOCES	5,270,452	3,512,578	4,205,290	692,712	19.7%
District Based Purchased	10,998,579	16,051,683	15,406,538	(645,145)	-4.0%
TOTAL	\$ 31,864,186	\$ 38,900,854	\$ 39,433,173	\$ 532,319	1.4%



Wayne-Finger Lakes BOCES **REGION**



**Proudly serving the
following counties in
the Wayne-Finger
Lakes Region of New
York State:**

CAYUGA

ONTARIO

SENECA

WAYNE

YATES

Wayne-Finger Lakes BOCES **CENTRAL STAFF & BOE**

CENTRAL STAFF

Mrs. Lynne Rutnik | *District Superintendent*

Cynthia Murray | *DS Secretary & Clerk of the Board*

BOARD OF EDUCATION

Philip Rose | *President*

Joseph McNamara | *Vice President*

Michael Ellis

Linda Eygnor

Lynn Gay

David Landon

Anne Morgan

Pamela Pendleton

OJ Sahler

It is Wayne-Finger Lakes BOCES' policy to provide for and promote equal opportunity in education and employment. Wayne-Finger Lakes BOCES does not discriminate, in its programs and activities, against: (i) any student or any candidate for admission (or parent of any such student or candidate); (ii) any employee or applicant for employment; or (iii) any third party, on the basis of actual or perceived race, color, national origin, sex, disability, or age; and, it provides equal access to its facilities to the Boy Scouts and other designated youth groups. Further, Wayne-Finger Lakes BOCES does not discriminate on the basis of religion or creed, religious practice, ethnic group, weight, sexual orientation, gender, military status, genetic status, marital status, domestic violence victim status, criminal arrest or conviction record, or any other basis prohibited by state or federal non-discrimination laws, or unless based upon a bona fide occupational qualification or other exception. Inquiries regarding Wayne-Finger Lakes BOCES' non discrimination policies and grievance procedures or Title IX should be directed to:

Kaitlin Driscoll, Director of Human Resources
kaitlin.driscoll@wflboces.org

Joseph Englebert, Director of Human Resources
joseph.engagebert@wflboces.org

Administrative Offices, Regional Support Center
 131 Drumlín Court, Eisenhower Building
 Newark, NY 14513-1863
 Telephone: (315) 332-7282



U.S. Department of Education
 New York Office
 Office for Civil Rights
 32 Old Slip, 26th Floor
 New York, NY 10005-2500
 Telephone: (646) 428-3800
 Email: OCR.NewYork@ed.gov

Wayne-Finger Lakes BOCES **OUR COMMITMENTS**



WORKFORCE: We cultivate a passionate workforce that strives for excellence and exemplifies expertise.

FUTURE: We are creators and advocates who look forward, anticipate needs and promote innovation.

LEADERSHIP: We are trusted leaders dedicated to making success possible

BELONGING: We are committed to creating and sustaining communities where people are connected, included, valued and accepted.

UNIFIED: We are united in our purpose; stronger together.

BOCES is a public organization created by New York State to provide shared educational programs and services to school districts.

Wayne-Finger Lakes BOCES provides many instructional programs that generally fall under the categories of Special Education and Career and Technical Education. Other services offered to districts include Technology, Professional Development, Adult Education, Operations Support, Facilities Management, and Shared Management Services.

Wayne-Finger Lakes BOCES is committed to Making Success Possible by creating innovative opportunities and systems that support educational communities as they evolve.

To authorize overnight field trip approval, each section of this cover sheet must be filled out **in detail along with accompanying documents** (itinerary, permission slip, forms, etc.). Failure to complete this cover sheet and provide thorough documentation will result in the packet being returned without making it onto a board agenda thus delaying and jeopardizing potential approval. *At no point should there be any parent or student meeting(s) nor money collected prior to this form reaching board approval, unless there is preapproval by the Superintendent.* Should you have questions regarding proper completion of the forms, please see your immediate supervisor for assistance.

Name of Group/Club (building/grade level): DECA, Canandaigua Academy, Grades 10-12

Destination: <https://www.deca.org/conferences/icdc>

International DECA Competition- Orange County Convention Center
9800 International Dr, Orlando, FL 32819

ICDC will be held in Orlando, FL from Saturday, April 26th – Tuesday, April 29th, 2025. Early arrivals will be on Friday, April 25th. The closing ceremonies run late on Tuesday, April 29th, so plan on flying out on Wednesday, April 30th.

Departure Date and Approximate Time: Saturday April 26, 2025

Return Date and Approximate Time: Wednesday April 30, 2025

Potential flights: DECA does provide promo codes for Southwest and Delta Airlines

Number of Chaperones (also detail how students will be supervised 24 hours / day): 1 chaperone, Kaitlyn Estes. Hotels are within walking distance to the convention center so little time outside of the building has to happen. DECA has strict code of conduct and hotel policies (with security guards in each hotel) with curfews and nightly room check forms for DECA.

Cost per Student (costs should include an itemized and realistic summary of travel, hotel, meals, and admission, etc. – include fundraising opportunities and arrangements made for those who cannot afford the trip as well):

Student will pay for airfare, meals, DECA Nights

Breakfast is included by the hotel

Convention Center is cashless

Blazer per dress code- teacher provided

Mode of Transportation (include bus service / airline):

Self-transportation to and from ROC airport

Southwest Airlines ROC to and from MCO (see above for details)

Hotel-Airport Uber

The average Uber ride from Orlando Airport (MCO) to SpringHill Suites Orlando at Seaworld® is about 13 miles and the average price is around \$35. ☺

Here's a more detailed breakdown:

- **Average Distance:** The trip is approximately 13 miles. ☺
- **Average Price:** The average cost for this ride is around \$35. ☺
- **Travel Time:** The average duration for this ride is 18 minutes. ☺
- **Uber Options:** The most affordable ride option is UberX. ☺
- **Availability:** Uber is available at Orlando Airport (MCO) 24/7. ☺
- **Other Factors:** Prices can vary depending on the time of day, traffic, and the number of riders making requests. ☺

DECA provided Theme Park Shuttle

DECA Night at Universal Studios Hollywood

Monday, April 29 | 4:00 p.m. – 11:00 p.m.

\$115 (Gate: Not available)

This special ticket gives DECA members access to Universal Studios Hollywood during these hours, including exclusive time in the park only for DECA members after the park closes to the public. Many of your favorite attractions will be open, as well as dining and retail operations. A DJ will play your favorite songs and there will be opportunities for character meet and greets. Ticket will include a \$25 meal voucher. Ticket is only valid during the date and time noted. Non-refundable. Limited quantities.

Universal Studios Hollywood requires at least one (1) chaperone to accompany the student group visiting the park.

Please note: If you wish to enter the park earlier than 4:00 p.m. on Monday you must also purchase a Universal Studios Hollywood 1 Day Park Ticket.

Optional Transportation - \$56 per person, roundtrip. Shuttles will depart your designated pick-up location (hotel or convention center) beginning at 3:00 p.m. and leave every 30 minutes until 5:30 p.m. Buses will begin returning to the hotel at 9:30 p.m. with the last buses leaving at 11:30 p.m.

Universal statements and all related indicia TM & © 2024 Universal Studios. All rights reserved.

Accommodations (Hotel information such as address, phone number and webpage link):

Springhill Suites Seaworld- <https://www.marriott.com/en-us/hotels/mcoss-springhill-suites-orlando-at-seaworld/overview/>

INTERNATIONAL CAREER DEVELOPMENT CONFERENCE
Fairfield Inn & Suites Orlando at SeaWorld & SpringHill Suites Orlando SeaWorld
10815 International Dr, Orlando, FL 32821 & 10801 International Dr, Orlando FL 32821

Registration Summary Sheet

PRICES ARE PER PERSON

DO NOT EMAIL THIS FORM! Upload this file at: <https://forms.gle/M8RJufVhKoD3BUqW6>

DUE DATE THURSDAY, MARCH 15, 2025 12 Noon

Chapter Name	Canandaigua Academy
Arrival Date	4/26/2025
Estimated Time	3:30 PM
Chapter Advisor	[REDACTED]
School Name	Canandaigua Academy
School Address	436 East Street
City, Zip	Canandaigua, NY 14424
Advisor School Phone	585-396-3700
Advisor Home Phone	[REDACTED]
Advisor E-Mail	[REDACTED]
Advisor Cell Phone	585-355-8297

Number Attending	PRICES ARE PER PERSON	Amounts Due
Four (4) Night Stay SATURDAY, April 26 - April 30		
1	Adults/Student for Single Accommodations @ \$977	\$977.00
2	Adults/Student for Double Accommodations @ \$596	\$1,192.00
0	Student for Triple Accommodations @ \$468	\$0.00
1	Student for Quad Accommodations @ \$405	\$405.00
	Total Due	\$2,574.00
	Make Checks Payable to New York DECA	

Five (5) Night Stay FRIDAY, April 25 - April 30		
PRICES ARE PER PERSON		
0	Adults/Student for Single Accommodations @ \$1168	\$0.00
0	Adults/Student for Double Accommodations @ \$691	\$0.00
0	Students for triple Accommodations @ \$532	\$0.00
0	Students for Quad Accommodations @ \$453	\$0.00
	Total Due	\$0.00
	Make Checks Payable to New York DECA	

****PRICE INCLUDES REGISTRATION, FEES, SALES TAX, CITY TAX, OCCUPANCY TAX, RESORT FEES**

Do not email this spreadsheet! You must submit via Google Form.

This form (your hotel registration) is DUE THURSDAY, MARCH 15, 2025 12 NOON

Payment is due by March 22.

Mail To: New York DECA

Before submitting approval, you must submit supporting documentation. Attached are templates which needs to be updated with detailed information for your proposed trip. These documents should be submitted in the following order (check list):

- A detailed itinerary

Before submitting approval, you must submit supporting documentation. Attached are templates which needs to be updated with detailed information for your proposed trip. These documents should be submitted in the following order (check list):

- *A detailed itinerary*
- *Introductory letter*
- *Field trip permission form*
- *Overnight trip parent meeting agenda*
- *Emergency medical information for overnight trips/camps*
- *Behavior expectations/monitoring guidelines*
- *Trip parent/student survey*
- *Chaperone responsibilities and trip tips*

Name (print) of Trip Coordinator

Signature of Trip Coordinator

Date

Approvals: (Office Use Only)

Principal/AD/Supervisor:

(Initial) MF

(Final) ML

Director Of Transportation:

(Initial) SP

(Final) SP

ASI:

(Initial) MB

(Final) _____

Superintendent:

(Initial) JA

(Final) _____

Board of Education:

(Initial) _____ BOE Approved 12/16/24

(Final) _____