

PITTSFORD CENTRAL SCHOOL DISTRICT

Board of Education Meeting

Tuesday, December 9, 2025

Barker Road Middle School

(Link to Public Viewing on Website)

The REGULAR MEETING of the Pittsford Central School District Board of Education began at 6:00 p.m. in the McCluski Room, Barker Road Middle School on Tuesday, December 9, 2025.

BOARD MEMBERS PRESENT: S. Pelusio, D. Berk, K. Huels, E. Kay, R. Sanchez-Kazacos, R. Scott.

BOARD MEMBERS ABSENT: J. Casey.

LEADERSHIP TEAM PRESENT: S. Cutaia, L. Ali, S. Clark, H. Clayton, T. Hasseler.

EX OFFICIO STUDENT BOARD MEMBERS: M. Abdel-Gadir (SHS), M. Ersoz (MHS).

At 6:15 p.m., the Board immediately convened into an Executive Session.

1. 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 calling an Executive Session for the purpose of discussing pending litigation, where no official business would be conducted. **APPROVED:
EXECUTIVE
SESSION**

Vote: Unanimously carried by those present

2. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Kay and carried regarding The following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Executive Session at 6:52 p.m. **APPROVED:
ADJOURNMENT**

Vote: Unanimously carried by those present

3. Mrs. Pelusio called the Regular Meeting to order at 7:01 p.m. and asked everyone to stand for the Pledge of Allegiance.

4. 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 agenda for this meeting. **APPROVED:
AGENDA**

Vote: Unanimously carried by those present

5. Principal's Report: Principal, Ms. Melissa Julian, presented on the activities taking place at Mendon High School.

6. Ms. Christin Keller (Internship Coordinator) and Griffin Nerone (Student Intern), presented on the PCSD Career Internship Program.

7. Mr. Kurt Vader from SEI presented the 2026 Capital Project – SEQRA introduction (Type II) and financial update.

8. 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 November 4, 2025, Regular meeting. **APPROVED:
MINUTES
11/4/25**

Vote: Unanimously carried by those present

9. Board Reports: Mrs. Pelusio noted the MCSBA meeting dates. Mrs. Huels reported on the Information Exchange meeting. Mrs. Pelusio reported on the Legislative meeting. Ex Officio student board members reported on current events happening at their schools. Mrs. Pelusio shared upcoming dates to remember.

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10. Motion was made by Mr. Berk, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education accepts the Treasurer's Report for October 2025.

Vote: Unanimously carried by those present

**ACCEPTED:
TREASURER'S
REPORT**

11. Motion was made by Mrs. Scott, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:
CAPITAL CONST. PROJECT
CHANGE ORDERS**

WHEREAS, the Board of Education of the Pittsford Central School District (the "Board of Education") previously authorized its 2023 Capital Improvement Project (the "Project"); and

WHEREAS, during the construction phase of the Project certain contract changes have been determined by the Project Architect, the Project Construction Manager, and the Superintendent of Schools to be in the best interest of the School District; and

WHEREAS, the Project Architect, the Project Construction Manager, and the contractor involved have prepared, signed, and submitted documents evidencing Change Orders for the contract changes set out in the attached report which is incorporated in this Resolution by reference; and

WHEREAS, the Superintendent of Schools has signed the contract Change Orders pursuant to previously granted authority, with the understanding that all such approved Change Orders will be presented to the Board of Education for ratification and approval as soon as practicable; and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to ratify the actions of the Superintendent of Schools and approve the proposed contract Change Orders;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education hereby ratifies and approves the Change Orders signed by the Superintendent as set out in the attached report and/or authorizes the President of the Board and/or the Superintendent of Schools to sign the Change Orders on behalf of the Board of Education and take all actions necessary or convenient to proceed under the contracts as amended by the Change Orders in connection with the Project.
2. The Board of Education hereby authorizes the President of the Board and the Superintendent of Schools to sign all New York State Education Department required certifications in connection with this resolution and take all actions necessary or convenient to satisfy all applicable filing requirements for the Change Orders.
3. This Resolution shall take effect immediately.

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

Vote: Unanimously carried by those present

**APPROVED:
CIP PHASE II CHANGE
ORDER FOR MHS**

WHEREAS, the Board of Education of the Pittsford Central School District (the "Board of Education") has previously undertaken its 2023 Capital Improvement Project, SED Control No.: 26-14-01-06-0-009-028 for work at Mendon High School (the "Project"); and

WHEREAS, during the course of the Project due to unanticipated underground conditions certain changes to the work have been determined by SEI Design Group, the Project Architect, to be required; and

WHEREAS, the Project Architect and Construction Manager, and the contractor execute proposed Change Order 201-019 dated November 6, 2025, in the amount of \$82,551.00 amending the contract with D'Agostino General Contractors, Inc., dated March 19, 2025: for the winterization costs related to the schedule delay due to unforeseen sanitary work described therein ("Change Order"); and

WHEREAS, the Change Order has been shared with the Board of Education, and it has been determined that it is in the best interest of the School District to approve the proposed Change Order;

NOW, THEREFORE be it resolved as follows:

1. The Board of Education approves the contract change set out in the Change Order.
2. The Board of Education hereby authorizes the President of the Board to sign the Change Order on behalf of the School District.
3. The Board of Education hereby authorizes the Superintendent of Schools to sign the New York State Education Department required certification in connection with the Change Order and take all actions necessary or convenient to satisfy the applicable New York State Education Department Change Order certification and filing requirements.
4. Upon Board of Education approval, this Resolution shall take effect immediately.

13. Motion was made by Mrs. Kay, seconded by Mrs. Scott and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District does hereby accept the Intermunicipal GIS Cooperation Agreement with the Town of Pittsford, the Pittsford Fire District and the Village of Pittsford from December 2025 to December 31, 2030 in the total amount of \$39,054.

Vote: Unanimously carried by those present

**APPROVED:
INTERMUNICIPAL (IMA)
GIS AGREEMENT**

14. Motion was made by Mr. Berk, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education does hereby authorize the approval of the settlement for tax certiorari proceeding for JP Morgan Chase Bank, N.A. for 31 State Street in the Town of Pittsford in an amount no greater than Nine Thousand One Hundred Seventy-Six Dollars and Sixty-Two Cents (\$9,176.62).

Vote: Unanimously carried by those present

**APPROVED:
TAX CERTIORARI
SETTLEMENT**

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

Vote: Unanimously carried by those present

**APPROVED:
ARCHITECTURAL
SERVICES**

BE IT RESOLVED, that the Board of Education of the Pittsford Central School District awards the request for Proposal for Architectural and Engineering Services to SEI Design Group in accordance with their proposal dated November 14, 2025. The fees for services are in the amount of \$25,000 for pre-referendum work and 7% of project construction cost for architectural/engineering design work estimated at \$2,260,000.00 inclusive of reimbursable expenses.

BE IT FURTHER RESOLVED, that the Board of Education authorizes the school attorney to draft an agreement for pre-referendum services and authorizes the Board President to sign the Agreement.

16. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mrs. Scott and carried regarding the following resolution:

Vote: Unanimously carried by those present

**APPROVED:
CONST. MGMT.
SERVICES**

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WHEREAS, the Board of Education of the Pittsford Central School District (the "Board of Education") has determined that it is in the best interest of the School District to retain a construction manager prior to and in preparation for a voter referendum, to: assist with the development of a voter proposition for the Project; collaborate with the project architect; provide construction planning; prepare and update as needed a project schedule; assist with bid solicitation and analysis; 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 ("Pre-Referendum Services") in connection with a Capital Improvement Project, with scope, schedule, and budget to be determined (the "Project"); and

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

WHEREAS, as the result of the RFP process the School District's Superintendent recommends approval of Campus Construction Management Group, Inc. ("Campus") to provide Pre-Referendum Services for the Project; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and Campus have jointly prepared a contract for Pre-Referendum Phase Services for the Project (the "Pre-Referendum Contract") which has been submitted to the Board of Education for consideration; and

WHEREAS, the School District's Superintendent recommends approval of the Pre-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 Campus to provide Pre-Referendum Services for the Project in accordance with the fees, expenses, and terms and conditions of the Pre-Referendum Contract.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into the approved Pre-Referendum Contract on behalf of the Board of Education in substantially the form presented to the Board of Education and take all actions necessary or convenient to proceed under the Pre-Referendum Contract in connection with the Pre-Referendum Phase of the Project.
3. The Board of Education hereby further authorizes the President of the Board, the Superintendent of Schools, and the School District's legal counsel, Ferrara Fiorenza, PC, to negotiate one or more contracts with Campus in connection with the Post-Referendum Phase of the Project for Board of Education review and approval.

This Resolution shall take effect immediately.

17. Motion was made by Mrs. Huels, seconded by Mrs. Sanchez-Kazacos and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District does hereby declare the above equipment scrap and surplus and does hereby authorize the sale and receipt of proceeds from such.

**APPROVED:
SCRAP EQUIP.
FOOD SERVICE**

Vote: Unanimously carried by those present

18. Motion was made by Mrs. Kay, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education of the Pittsford Central School District does hereby declare the above equipment scrap and surplus and does hereby authorize the sale and receipt of proceeds from such.

**APPROVED:
SCRAP EQUIP.
OMS**

Vote: Unanimously carried by those present

19. Motion was made by Mrs. Scott, seconded by Mrs. Huels and carried regarding the following resolution: BE IT RESOLVED, that the board of Education does hereby approve the purchase of GPS units for 10 buses as part of a pilot program in the estimated amount of Twenty-One Thousand Five Hundred and Forty-Seven Dollars (\$21,547).
Vote: Unanimously carried by those present

**APPROVED:
GPS EQUIPMENT
FOR BUSES**

20. Motion was made by Mrs. Kay, seconded by Mrs. Huels and carried regarding the following resolution:
Vote: Unanimously carried by those present

**APPROVED:
CAPITAL OUTLAY
PROJECT BID**

BE IT RESOLVED, that the Board of Education received and opened bids for the 2025 Capital Outlay Project on November 20, 2025. The bids are tabulated as follows:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate 1 Unit Heaters</u>	<u>Total</u>
Pipitone	128,000.00	75,500.00	203,500.00
DG Messmer Corp.	132,000.00	62,000.00	194,000.00
Crosby-Brownlie, Inc.	194,400.00	86,400.00	280,800.00
Nairy Mechanical, LLC	173,700.00	52,000.00	225,700.00
Michael A. Ferraulo Plumbing & Heating	157,000.00	73,000.00	230,000.00

BE IT FURTHER RESOLVED, that all bids exceed the project budget and are therefore rejected.

21. 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 of the Pittsford Central School District does hereby accept the change in scope for the Intermunicipal Agreement between Monroe County and PCSD for Intermunicipal Grant Funding Agreement with a maximum reimbursement amount of Five Thousand Dollars (\$5,000) for a Food Waste Diversion program.
Vote: Unanimously carried by those present

**APPROVED:
IMA – FOOD WASTE
DIVERSION PILOT PGM.**

22. Motion was made by Mrs. Sanchez-Kazacos, seconded by Mr. Berk and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:
Vote: Unanimously carried by those present

**APPROVED:
PROFESSIONAL
STAFF REPORT**

A. Appointment – Administrator Revised Start Date

Name: Maurin Jeffries
Position: Park Road Principal
Type of Position: Probationary
Tenure Area: Elementary Principal
Probationary Period: 11/03/2025-11/02/2028
Certification: Professional
Salary: \$120,000
Effective Date: 11/10/2025

B. Appointment - Administrative Substitute

Name: Scott Covell

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Position: Administrative Substitute
 Type of Position: Part Time
 Tenure Area: N/A
 Probationary Period: N/A
 Certification: Permanent
 Salary: \$100.00 hr.
 Effective Date: 06/02/2025 – 01/30/2026

Name: Christopher Barker
 Position: Administrative Substitute
 Type of Position: Part Time
 Tenure Area: N/A
 Probationary Period: N/A
 Certification: Permanent
 Salary: \$475.00 daily
 Effective Date: 10/20/2025 – 06/30/2026

C. Appointment - School Related Professional

Name: Devin Lynch
 Position: MHS Undesignated Paraprofessional
 Type of Position: Full Time
 Salary: \$22,599.72
 Effective Date: 11/17/2025

D. Increase in Rate of Pay – Claims Auditor

Name: Virginia Winter
 Position: Claims Auditor
 Type of Position: Part Time
 Salary: \$26.00 hr.
 Effective Date: 07/01/2025

E. Resignation for Retirement – School Related Professional – see attached

First Name	Last Name	Location	Position	Yrs. In District	Retirement Date
Nancy	Wambach	SHS	Supervisory Paraprofessional	11	01/31/2026

F. Resignation – School Related Professional – see attached

Stephanie Willard
 Indira Peek

G. Appointment - Substitutes

Teacher Subs
 Mary Peartree
 Christopher Boshnack - also Admin. Sub
 Sam Azzarello
 Scott Martin
 Elise Kalbus
 Michelle Slominski, cert.
 Jordan Kern
 Kaitlyn Avery

School Aide CRMS
 Andrew Willard

Para Sub
 Aden Brown

Teacher Subs cont.

Derek Ferguson, cert.

Yoseph Beheshti Shirazi, cert.

H. Revised Winter Coaching Salaries – see attached

23. Motion was made by Mrs. Huels, seconded by Mrs. Kay and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Support Staff Report:
Vote: Unanimously carried by those present

**APPROVED:
SUPPORT
STAFF REPORT**

CLERICAL

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Autumn Horowitz	School Aide	JRE	15/wk.	11/05/2025	\$16.00/hr.
Shannon Booth	OCIII	CRMS	37.5/wk.	11/10/2025	\$27,402.30

CLERICAL

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Stephanie Perez Aguayo	School Aide Sub	ACE	6 mos.	11/14/2025
Raymond Wunsch	School Aide	MCE	1.2 yrs	11/06/2025

TRANSPORTATION

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Maksim Svyatskiy	Bus Attendant	TMF	22.5/wk.	11/18/2025	\$16,962.39
Brian Pickett	Bus Driver	TMF	22.5/wk.	11/24/2025	\$21,894.84
Robert Cullen	Bus Driver Trainer/ Safety Coordinator	TMF	40/wk.	01/05/2026	\$75,000.00

TRANSPORTATION

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Kenneth Moran	Bus Attendant	TMF	2 mos.	11/06/2025

CUSTODIAL/MAINTENANCE

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Pierre Grosjean	Maintenance/Mechanic	TMF	40/wk.	11/05/2025	\$50,720.00
James Engert	Cleaner	CRMS	40/wk.	11/13/2025	\$34,780.00
Kelley Stevens	Cleaner	SHS	40/wk.	12/01/2025	\$36,580.00
Julius Thomas	Cleaner	BRMS	40/wk.	11/21/2025	\$36,580.00

FOOD SERVICE

<u>APPOINTMENTS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Tequoia Ashford	Asst. Cook Manager	MCE	30/wk.	11/05/2025	\$21,318.00
Sarah Switzer	Asst. Cook Manager	BRMS	30/wk.	11/17/2025	\$20,925.30
Michael George	Food Service Worker	PRE	22.5/wk.	12/01/2025	\$16.55/hr.

FOOD SERVICE

<u>RESIGNATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Joanne Benoodt	Food Service Worker	PRE	1 month	11/03/2025

FOOD SERVICE

<u>TERMINATIONS</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH OF SVC</u>	<u>DATE</u>
Shakira Campbell	Asst. Cook Manager	SHS	No Show	08/25/2025

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Mr. Clark noted the MOA's that would be acted upon under the Consent Agenda. He also noted the first reading of Tenure Recommendations.

24. Superintendent's Report: Mrs. Cutaia thanked the Board and expressed sincere gratitude for a thoughtful and well-supported transition into the Superintendency. She then updated the Board regarding her priorities, short-term and long-term goals, as well as next steps in strategic planning. Mrs. Cutaia highlighted the upcoming Rainbow Classic, sharing that digital tickets are available this year.

Mrs. Cutaia highlighted gifts to the District that will be acted upon under the Consent Agenda.

Mrs. Cutaia provided an update since the November Board meeting regarding the Shinshinim Program and the Districts relationship with the Jewish Federation. The importance of listening, supporting students, and prioritizing unity was stressed. Mrs. Cutaia also emphasized avoiding politics, while focusing instead on supporting programs that positively serve students. She ended by saying that staying student-centered is really the focus.

25. 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 following items per the Consent Agenda:
Vote: Unanimously carried by those present

**APPROVED:
CONSENT
AGENDA**

MOA's

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

Sub-Committee on Special Education: Amendment, Amendment - Agreement No Meetings, Annual Reviews, Reevaluation Reviews, Reevaluation/Annual Reviews, Requested Reviews, Requested Reviews Transfer Students, Transfer Student - Agreement No Meeting.

Committee on Preschool Special Education: Initial Eligibility Determination Meetings, Amendment - Agreement No Meetings, Requested Review, Reevaluation Review.

Gifts to the District:

- Donation of \$8,000.00 (Culture Art prepaid amount) from PTSA for the Source of Strength program at Pittsford schools.
- Donation of \$2,000.00 from PTSA for the Source of Strength program at PCSD.

Public Comment: Six people addressed the Board.

26. 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 adjournment of its Regular Meeting at 8:42 p.m.
Vote: Unanimously carried by those present

**APPROVED:
ADJOURNMENT**

Respectfully submitted,



Deborah L. Carpenter
School District Clerk