

1.

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Reorganizational Meeting
Tuesday, July 14, 2015
Barker Road Middle School

The REGULAR MEETING of the Pittsford Central School District Board of Education was held at 5:00 p.m. in the Board Room, Barker Road Middle School on Tuesday, July 14, 2015

BOARD MEMBERS PRESENT: P. Sullivan, K. McCluski, M. Allington (5:04 arrival), T. Aroesty, V. Baum, I. Narotsky, A. Thomas

LEADERSHIP TEAM PRESENT: M. Pero, D. Kenney, M. Ward, M. Leone, J. Cimmerer, P. Brogan, N. Wayman, E. Woods

OTHERS PRESENT: R. Brown, S. Narotsky

1. Superintendent Pero called the meeting to order at 5:00 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Mrs. Walker administered the Oaths of Office to reelected Board Member, Mrs. Irene Narotsky and newly elected Board member Mrs. Valerie Baum.

3. Mrs. Walker administered the Oath of Office to newly elected Board member Mr. Michael Allington.

4. Motion was made by Mrs. Narotsky, seconded by Mr. Aroesty nominating Mr. Peter Sullivan to the office of President of the Pittsford Central School District Board of Education for the 2015/2016 school year. **APPROVED:**
P.SULLIVAN
PRESIDENT

Vote: Unanimously carried

5. Mrs. Walker administered the Oath of Office to President Sullivan.

6. Motion was made by Mrs. Thomas, seconded by Mr. Aroesty nominating Mrs. Kim McCluski to the office of Vice-President of the Pittsford Central School District Board of Education for the 2015/2016 school year. **APPROVED:**
K.MCCLUSKI
VICE-PRESIDENT

Vote: Unanimously carried

7. Mrs. Walker administered the Oath Office to Vice-President McCluski.

8. Mrs. Walker administered the Oath of Office to Superintendent Pero.

9. Motion was made by Mrs. McCluski, seconded by Mrs. Thomas and carried regarding the following resolutions: **APPROVED:**
APPOINTMENTS

Vote: Unanimously carried

BE IT RESOLVED, that the below listed appointments be approved for the 2015/2016 school year, retroactive to July 1, 2015, with ratification for their acts performed in the ordinary course of their duties.

OATH OF OFFICE GIVEN TO SCHOOL DISTRICT CLERK, Mrs. Veronica Walker. Mrs. Walker will give the District Treasurer, Assistant Treasurer and Internal Claims Auditor their Oath of Office in the course of their duties.

DISTRICT CLERK	Veronica Walker	\$17,552
DISTRICT TREASURER	Leeanne Reister	-----
ASSISTANT DISTRICT TREASURER	Cynthia Heagerty	-----
INTERNAL CLAIMS AUDITOR	Laurie Patterson	\$14.11/hr.
SCHOOL PHYSICIAN	Dr. Robert Tuite	-----
CHIEF CENSUS ENUMERATOR	Patricia Brogan	-----
DISTRICT DIGNITY ACT COORDINATOR	Patricia Brogan	-----
BUILDING DIGNITY ACT COORDINATORS	*See attached list	-----

CENTRAL TREASURER FOR EXTRA-CLASSROOM ACTIVITY FUNDS	Leeanne Reister	-----
RECORDS MANAGEMENT OFFICER	Veronica Walker	-----
RECORDS ACCESS OFFICER	Veronica Walker	-----
LEA ASBESTOS DESIGNEE	William Buell	\$3,500
TITLE IX OFFICER	Michael Leone	-----
PURCHASING AGENT	Karen Houston	-----
DESIGNATED EDUCATION OFFICIAL	Patricia Brogan	-----
HEALTH & SAFETY COMMITTEE	*See attached list	-----
REFERRALS TO CSE AND CPSE	*See attached list	-----
CSE COMMITTEE APPOINTMENTS	*See attached list	-----
CSE SUB COMMITTEE APPOINTMENTS	*See attached list	-----
CPSE COMMITTEE APPOINTMENTS	*See attached list	-----
ELECTION CHIEF INSPECTOR/CHAIRPERSON	Barbara Cregg	\$20/hour

BE IT RESOLVED that Harris Beach PLLC and Harter Secrest & Emery LLP be appointed as the school district's attorneys for the 2015/2016 school year.

BE IT RESOLVED that Raymond Wager, CPA, PC be appointed to conduct the District's regular audit, single audit, and extra-classroom audit for the 2015/2016 school year as per the previous year's engagement agreement and in accordance with Education Law Chapter 263.

BE IT RESOLVED that Rotenberg & Co. LLP be appointed to conduct the District's internal audit for the 2015/2016 school year as per the signed agreement.

BE IT RESOLVED that the District Audit Committee shall consist of three members of the Board of Education for the 2015/2016 school year. Members and committee charter will be approved by the Board following the first Audit Committee meeting.

BE IT RESOLVED that SEI Design Group Architects, P.C. be designated as the District's architect for the 2015/2016 school year.

10. Motion was made by Mrs. Narotsky, seconded by Mrs. Thomas and carried regarding the following designations: **APPROVED:**
DESIGNATIONS

Vote: Unanimously carried

BE IT RESOLVED that the following banks and institutions be authorized as depositories for the 2015/2016 school year for District funds and/or authorized as institutions that the District may invest funds with:

<u>Depository Name:</u>	<u>Maximum Amount on Deposit</u>
J.P. Morgan/Chase	\$150,000,000
First Niagara Bank	\$ 25,000,000
M & T Bank	\$ 25,000,000

BE IT RESOLVED that the Board of Education designates the following dates as Regular Meetings for the 2015/2016 school year, Annual Election/Budget Vote, Retreats, Building Tours and July and August 2016 meetings:

Mondays at 7:00 p.m. (unless otherwise noted)
Barker Road Middle School – Board Room

July 14, 2015 (**Tuesday @ 5:00 p.m.**)
August 11, 2015 (**Tuesday @ 7:00 p.m.**)
September 15 (**Tuesday**)
September 30 (**Wednesday**)
October 13 (**Tuesday**)
October 26

3.

November 9
 November 23
 December 14
 January 11, 2016
 January 25
 February 8 (Budget Work Session @ 6:00 – Meeting @ 7:00)
 February 23 (**Tuesday**) (Budget Work Session @ 6:00 – Meeting @ 7:00)
 March 9 (**Wednesday**) (Budget Work Session @ 6:00 – Meeting @ 7:00)
 March 21
 April 5 (**Tuesday**)
 April 19 (**Tuesday**) (Budget Adoption/Meeting)
 May 9 (Budget Hearing/Meeting)
 May 17 (**Tuesday**) Budget Vote/Board Election
 May 23
 June 6
 June 20

Summer 2016

July 12 (**Tuesday** @ 5:00) (Reorganization meeting)
 July 12/13 (Summer Workshop) Location/Times TBD
 August 9 (**Tuesday**) (Regular meeting)

Board retreats: 4:00-7:00 P.M.

Monday, October 5, 2015
 Tuesday, January 12, 2016
 Monday, May 2, 2016

Building tours: These are done on the same day as monthly Board visits

Audit Oversight Committee meetings: 3:30-4:30 P.M. - Superintendent’s Conference Room

September 16, 2015
 January 27, 2016
 June 1, 2016

BE IT RESOLVED that the Daily Record be designated as the official newspaper for appropriate legal notices, to include bids, and the Rochester Business Journal be designated as the official newspaper for notice of the Annual Meeting (only) for the 2015/2016 school year.

11. Motion was made by Mrs. Thomas, seconded by Mrs. Narotsky and carried regarding the **APPROVED:**
 following authorizations: **AUTHORIZATIONS**
 Vote: Unanimously carried

BE IT RESOLVED that the Assistant Superintendent for Business, and in his absence, the Superintendent, be authorized to certify payrolls for the 2015/2016 school year.

BE IT RESOLVED that the establishment of Petty Cash Funds, as listed below, be approved for the 2015/2016 school year:

Administration Building	Purchasing Agent	\$100
Allen Creek	Building Secretary	50
Jefferson Road	Building Secretary	50
Mendon Center	Building Secretary	50
Park Road	Building Secretary	50
Thornell Road	Building Secretary	50
Barker Road Middle School	Building Secretary	100
Calkins Road Middle School	Building Secretary	100
Sutherland High School	Building Secretary	100

Mendon High School	Registrar	100
Bus Garage	Transportation Secretary	100
Athletic Department	Athletic Department Secretary	50
Athletic Department	Athletic Director (cash drawer)	500 (fall)
		300 (winter/spring)
School Lunch (change fund)	Food Service Director	640

BE IT RESOLVED that only the facsimile signature of the District Treasurer and Assistant District Treasurer are required for disbursing monies for all school district accounts for the 2015/2016 school year.

BE IT RESOLVED that the Superintendent of Schools or Assistant Superintendent for Business be authorized to make and approve budgetary transfers up to \$75,000 between appropriation function accounts for the 2015/2016 school year without prior Board of Education approval.

BE IT RESOLVED that the IRS reimbursement rate will be used for automobile mileage, meals and lodging rates for employees who must travel on District business in accordance with BOE Policy #6161.

BE IT RESOLVED that the District shall participate in cooperative bids with other school districts, BOCES and/or municipalities when it is to the advantage of the District to do so.

BE IT RESOLVED, that the District may participate in the 2012 amendment to GML 103, "Piggybacking Exception" to purchase goods and services (apparatus materials, equipment and supplies) through the use of contracts let by the United States or any agency thereof, any state, any country, political subdivision or district of any state. The method of this exception of procurement is permitted on contracts issued by other governmental entities through a compliant competitive bidding process.

BE IT RESOLVED, that the District Treasurer and Assistant Treasurer shall be bonded in the amount of \$1,000,000 for the 2015/2016 fiscal year and the Internal Claims Auditor shall be bonded for \$250,000.

BE IT RESOLVED that the Board of Education of the Pittsford Central School District does hereby approve the list of purchasing card holders as set forth in the below schedule and in accordance with Policy #5321.

Title	Card Holder	Per Use Limit	Daily Limit
Purchasing Agent/ BOE Officer	K. Houston	\$ 10,000	\$ 50,000
Purchasing Agent/BOE Officer	K. Houston (Accounts Payable)	500,000	1,000,000
Director of Transportation	K. Herrick	5,000	9,000
School District Clerk	V. Walker	3,000	5,000
Director of Operations, Maintenance & Security	PCSD Maintenance Department J. Beardsley (card authorized users: J. Ross, F. Reina, T. Gill, W. Smith, B. Buell, D. Fursman)	1,000	3,000
Human Resources	Human Resources	1,000	3,000
Grounds Foreman	M. Miceli	1,000	3,000
Principal, Mendon HS	K. Thielking	500	1,000
Asst. to Asst. Superintendent	K. Dimitri	500	1,000
Director of Technology	M. Julian	500	1,000

5.

12. The following committee participation was determined by the Board of Education members for the 2015/2016 school year.

Monroe County School Boards Association

Executive Committee

Superintendent, and Board President

Legislative Committee

Amy Thomas

Labor Relations Committee

Irene Narotsky, Ted Aroesty

Information Exchange Committee

Valerie Baum, Mike Allington

Communications Outreach Advisory Committee

Kim McCluski

District /Board Committees

Teacher Center Policy Board

Valerie Baum

Town/Village/School District Leadership Team

Superintendent, President, Vice-President

Audit Committee

Pete Sullivan, Irene Narotsky, Ted Aroesty

PITTSFORD CENTRAL SCHOOL DISTRICT
Board of Education Regular Meeting
July 14, 2015

1. Mr. Sullivan called the Regular Meeting to order.

2. Motion was made by Mrs. Thomas, seconded by Mrs. Narotsky, and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the agenda for this evening's Regular meeting.

APPROVED:
AGENDA

Vote: Unanimously carried

3. Motion was made by Mrs. Narotsky, seconded by Mrs. McCluski, and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the minutes of its Regular Meeting of June 22, 2015.

APPROVED:
MINUTES
6/22/15

Vote: Carried with Mr. Allington, Mrs. Baum and Mrs. Thomas abstaining as they were not in attendance at the June 22, 2015, meeting.

4. Mr. Sullivan noted that it was a great day at the summer workshop.

5. Motion was made by Mrs. McCluski, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves its 2015/2016 Board Governing Mission and Communications Agreement. All Board members signed these two documents.

APPROVED:
MISSION
COMMUNICATIONS

Vote: Unanimously carried

6. Motion was made by Mrs. Thomas, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education, upon the Superintendent's recommendation, approves the following Professional Staff Report:

APPROVED:
PROFESSIONAL
STAFF REPORT

Vote: Unanimously carried

A. Appointments

Name: Krisiola Caloyeras
Position: MCE School Counselor
Type of Position: Probationary
Probationary Period: 8/31/15 – 8/30/19
Certification: Provisional
Salary: \$49,920
Effective Date: August 31, 2015

Name: Julie Danella
Position: SHS/BRMS .7 French
Type of Position: Part-time
Probationary Period: N/A
Certification: Initial
Salary: \$33,324.90
Effective Date: August 31, 2015

Name: Kathryn Bowering

7.

Position: SHS/CRMS Reading
Type of Position: Probationary
Probationary Period: 8/31/2015 – 8/30/2019
Certification: Initial
Salary: \$46,006
Effective Date: August 31, 2015

Name: Carissa Carlsen
Position: PRE Reading and Special Ed
Type of Position: Probationary
Probationary Period: 8/31/15 – 8/30/18
Certification: Professional
Salary: \$53,026
Effective Date: August 31, 2015

Name: Christine Lappas
Position: BRMS Reading
Type of Position: Probationary
Probationary Period: 8/31/15 – 8/30/18
Certification: Permanent
Salary: \$67,112
Effective Date: August 31, 2015

Name: Dawn Howe
Position: SHS Counselor
Type of Position: Probationary
Probationary Period: 8/31/15 – 8/30/18
Certification: Permanent
Salary: \$73,062
Effective Date: August 31, 2015

Name: Jill Pazo
Position: BRMS Math
Type of Position: Probationary
Probationary Period: 8/31/2015 – 8/30/2019
Certification: Initial
Salary: \$61,769
Effective Date: August 31, 2015

Name: Shira Hochheimer
Position: Instructional Technology Support Specialist
Type of Position: Auxillary
Probationary Period: 8/18/15 – 2/17/16
Salary: \$39,100
Effective Date: August 18, 2015

Name: Katie Stamm
Position: BRMS Art
Type of Position: Regular Sub
Probationary Period: N/A
Certification: Permanent
Salary: \$53,437
Effective Date: 8/31/2015 – 6/30/2016

B. Change of Status –Part Time to Regular Sub

Name: Cory Bottiglier
 Position: BRMS Grade 6
 Type of Position: Regular Sub
 Probationary Period: N/A
 Certification: Initial
 Salary: \$49,196
 Effective Date: 8/31/2015 – 6/30/2016

C. Change of Status –Part Time to Probationary

Name: Elizabeth Estes
 Position: MCE/JRE Librarian
 Type of Position: Regular Sub to Probationary
 Probationary Period: 8/31/2015 – 8/30/2019
 Certification: Initial
 Salary: \$48,639
 Effective Date: August 31, 2015

Name: Carolyn Wagner
 Position: JRE/ACE Reading
 Type of Position: Probationary
 Probationary Period: 8/31/2015 – 8/30/2019
 Certification: Permanent
 Salary: \$79,710
 Effective Date: August 31, 2015

Name: Renee Zegarelli
 Position: ESOL
 Type of Position: Probationary
 Probationary Period: 8/31/2015 – 8/30/2018
 Certification: Initial
 Salary: \$52,550
 Effective Date: August 31, 2015

D. Change of Status – Part Time to Tenured

Name: Michele Riedl
 Position: JRE/MCE Kindergarten
 Type of Position: Tenured
 Probationary Period: N/A
 Certification: Permanent
 Salary: \$60,834
 Effective Date: August 31, 2015

Name: Keri Berger
 Position: MCE/BRMS/PRE Vocal Music
 Type of Position: Tenured
 Probationary Period: N/A
 Certification: Permanent
 Salary: \$66,144
 Effective Date: August 31, 2015

E. Resignation – Administrator

Audra Schmitt, Assistant Principal – Calkins Road Middle School

9.

F. Termination – Position ending:

Name: Katie Moss
 Position: Psychology Intern
 Type of Position: Intern
 Salary: \$15,000
 Effective Date: June 30, 2015

Name: Laura Bruuning
 Position: Psychology Intern
 Type of Position: Intern
 Salary: \$15,000
 Effective Date: June 30, 2015

Name: Wanda Santillo
 Position: ESOL Teacher
 Type of Position: Part time
 Salary: \$26,918.50
 Effective Date: June 30, 2015

F. Retirements - Paraprofessional

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Yrs. In District</u>	<u>Retirement Date</u>
Scott, Mary Patricia	JRE	Educational Assistant	14.5	6/30/2015
Meyer, Linda	PRE	CSE Assigned	13.5	6/30/2015

PART TIME PROFESSIONAL/SPECIALIST SALARIES 2015 - 2016

	<u>2014 - 2015</u>	<u>2015-16</u>
Tutors –		
In-hospital students	23.00/hr.*	23.00/hr.*
Life Guards (school year)	12.50/hr.	12.50/hr.
Accompanist	15.50/hr.	15.50/hr.
Substitute Teachers—Itinerant	95.00/day	95.00/day
Substitute Teachers—Short Term	120.00/day	120.00/day
Substitute Paraprofessionals	9.30/hr.	9.30/hr.
Kindergarten Screeners (district and non-district)	27.00/hr.	27.00/hr.
Administrative Substitute	170.00/day	170.00/day
Single Presenter	50.00/hr.	50.00/hr.
Co-Presenter	35.00/hr.	35.00/hr.
Collegial Circle Facilitator	10.00/hr.	10.00/hr.

*Mileage and parking to be paid for those experiencing these costs as a result of their assignment.

7. Motion was made by Mrs. McCluski, seconded by Mr. Aroesty 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

APPROVAL:
SUPPORT
STAFF REPORT

RESIGNATIONS

<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH</u> <u>OF SVC</u>	<u>DATE</u>
Donald Peterson	Schl Aide	CRMS	5 yrs	6/25/15

APPOINTMENTS

<u>CLERICAL</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Gail Bledsoe	Schl Aide	TR	10/wk	9/2/15	\$10.80/hr.
Kimberly Davern	Schl Aide	AC	10/wk	9/2/15	10.80/hr.

APPOINTMENTS

<u>TRANSPORTATION</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
William Harris	BD (rehire)	BG	AM-PM	9/1/15	\$16.13/hr.
Don Heerkens	BD (rehire)	BG	AM-PM	9/1/15	16.13/hr.
Irene Francione	Bus Attend.	BG	AM-PM	7/1/15	10.95/hr.
Tyler Douangphachanh	Bus Washer	BG	Timesheet	7/1/15	10.25/hr.
Katie Reynolds	Bus Washer	BG	Timesheet	7/1/15	10,25/hr.

RESIGNATIONS

<u>TRANSPORTATION</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH</u> <u>OF SVC</u>	<u>DATE</u>
Philip Uncapher	Bus Driver	BG	5 yrs	6/25/15
Richard Kress	Bus Driver	BG	1 yr	6/25/15

RESIGNATIONS

<u>CUSTODIAL/MAINT.</u>	<u>POSITION</u>	<u>BLDG</u>	<u>LENGTH</u> <u>OF SVC</u>	<u>DATE</u>
Kari McEntee	Security	SHS	8 YRS	6/27/1

APPOINTMENTS

<u>CUSTODIAL/MAINT</u>	<u>POSITION</u>	<u>BLDG</u>	<u>HOURS</u>	<u>DATE</u>	<u>SALARY</u>
Casey Olsen	Stud. Help.	Tech.	Timesheet	6/15/15	\$10.50/hr.
Aron Cavanaugh	Clnr/Security	All	40/wk	7/13/15	\$27,487

8. Motion was made by Mrs. Narotsky, seconded by Mrs. Thomas and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the Mendon High School field trip to Orlando, Florida on 11/11/15 – 11/15/15.
Vote: Unanimously carried

APPROVED:
FIELD TRIP
MHS

9. Dr. Cimmerer explained how the gift of \$4000 from the District PTSA would be distributed.

10. Superintendent Pero updated the Board on the CSE coordinator position. The process for this position along with the assistant principal position at CRMS is in the works.

11. Motion was made by Mrs. Thomas, seconded by Mrs. Narotsky and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the following items per the Consent Agenda:
Vote: Unanimously carried

APPROVED:
CONSENT
AGENDA

11.

Bid Awards:

Cheerleading Uniforms Rebel Athletic \$9,415.00

Disposal of outdated textbooks

This report in its entirety is duly made a part of these minutes and is kept in a supplemental file for this meeting.

Committee on Special Education: Initial Eligibility Determination Meetings, Amendment – Agreement No Meeting, Annual Reviews, Reevaluation Reviews, Requested Review, Reevaluation CPSE to CSE Transitions, Requested Review CPSE to CSE Transitions.

Sub-Committee on Special Education: Annual Reviews, Reevaluation Review.

Committee on Preschool Special Education: Annual Reviews, Initial Eligibility Determination Meetings.

Gift to the District

Donation of \$4,000 from the District PTSA for Technology support for all Pittsford schools.

12. President Sullivan presented Mr. Allington and Mrs. Baum pins from Monroe County School Boards Association.

13. Motion was made by Mrs. Thomas, seconded by Mr. Aroesty and carried regarding the following resolution: BE IT RESOLVED, that the Board of Education approves the adjournment of its Regular Meeting at approximately 6:02 p.m.

APPROVED:
ADJOURNMENT

Vote: Unanimously carried

Respectfully submitted,



Veronica M. Walker
School District Clerk