

OFFICIAL PROCEEDINGS
OF THE BOARD OF EDUCATION
OF THE SPENCERPORT CENTRAL SCHOOL DISTRICT

Date: December 13, 2016
Spencerport, New York

Members Present: Mr. Bracken, Ms. Czarnecki, Ms. Gillette, Mr. Kincaid, Mr. Miceli

Absent: Mr. Hutton, Mr. Gibbardo

Others Present: Mr. Crumb, Ms. Lissow, Mr. Milgate, Mr. Wood, Mr. Zinkiewich

The Business Session of the Board of Education of the Spencerport Central School District was called to order at 7:01 p.m. E.D.S.T. by the President, Mr. Bracken, in the Board of Education Conference Room in the Administration Building.

1. **PLEDGETO THE FLAG**

The Board of Education members and the audience recited the Pledge of Allegiance to the United States Flag.

2. **APPROVAL OF AGENDA**

A motion was made by Ms. Czarnecki and seconded by Mr. Kincaid that the Board of Education approve the Business Session Agenda.

Vote of the Board: 4

Yes: 4

No: 0

Note: Ms. Gillette entered the Board of Education Meeting at 7:04 p.m.

3. **BOARD RECOGNITION**

Cast and Crew of Guys & Dolls – Mr. Crumb introduced Mr. Lachance-Tofany, Director of the play Guys & Dolls, who then introduced some of the cast and crew of the play. Mr. Lachance-Tofany shared that the students were excellent and they were what made the play such a success. Board members had a number of questions for the cast and crew about their participation in the play. Mr. Crumb shared that the depth of talent with this group was amazing and congratulated them on their efforts.

4. BOCES SUPERINTENDENT REPORT

Ms. Antonacci, Superintendent of BOCES 2 and Mr. May, Board Member from BOCES 2 were introduced by Board President, Gary Bracken, to report on the work occurring at Monroe BOCES 2. Ms. Antonacci mentioned the great work taking place in their special education programs and how Spencerport has helped to support these programs. She also noted the partnership with our PPS department has been very collaborative. The integration of the BOCES programs located in our schools is greatly appreciated. BOCES provides professional development for our staff and has been helping us with our Professional Development Plan. She noted a number of accomplishments of students in various programs. A number of programs were summarized and highlighted such as WEMOCO and the ESP program. Ms. Antonacci thanked Spencerport for their partnership and acknowledged Mr. Crumb for his participation in numerous committees with BOCES. Finally, she shared that their Capital Project, and especially the additional building space, is going extremely well. Mr. May shared information on the annual meeting and encouraged board members to contact him with any questions. Board members had questions about future partnerships, the photonics program and other opportunities.

5 STUDENT REPORTS

Mr. Crumb introduced Senior high school students Sierra Pascoe and Jarod Barnard. They noted how well the play went and shared how nice the attendance was. The students noted what a great fall it was for the athletic program as well. It was shared that Spirit Week is coming up at the high school with a number of theme days taking place and a fund raiser for a student needing a heart transplant. Sierra noted that about 40 students took a trip to Ellenville, New York to attend the NYS CLSA Leadership conference. There they were able to network with other schools about leadership events and other events that take place in schools. They were also able to hear keynote speakers about leadership and life skills.

Holiday activities included a Cartons for Christmas where gifts were bought for children. Gift cards are being given to staff to share with students doing good things. They have planned a coffee and hot chocolate cart for spirit week for staff. *Upcoming* in March is a Geneseo conference on leadership where the topic is about "love" and how that helps to bring things together. A polar plunge event is planned to help raise funds.

Jarod noted that Seniors are working hard on applying to schools, their Senior Projects and are looking forward to moving through their senior year.

6. PRIVILEGE OF THE FLOOR

Mr. Andrew Guary, who resides at 170 Whittier Road, Rochester, New York, presented to the board members his concern with his termination from his coaching position as a softball coach. He noted his concern was suspension from being in the school and ultimately terminated as a coach. He would like to see something done to change this decision and to please look at reconsidering this decision. Mr. Guary thanked board members for the opportunity to speak.

7. CONSENT AGENDA

Old Business

7.1 Approval of the minutes of the Board of Education Meeting held on November 22, 2016.

7.2 New Business

7.21 Approval Personnel Actions as Recommended by the Superintendent of Schools

A. Certificated Personnel

1. LEAVES OF ABSENCE

- a. Jeanne Bracken, Teaching Assistant assigned to Canal View Elementary School, requesting an unpaid leave of absence on November 18, 2016.
- b. Kelly Salomone, Teaching Assistant assigned to Bernabi Elementary School and Taylor Elementary School, requesting an unpaid leave of absence on November 8, 2016 (afternoon only) and November 22, 2016 (morning only).
- c. Michelle Ostromecki-Mizzi, Science Teacher assigned to Spencerport High School, requesting a child care leave of absence from December 5, 2016 to December 16, 2016.
- d. Judy Pray, Remedial Reading Teacher assigned to Munn Elementary School, requesting a family and medical leave of absence from November 18, 2016 to December 16, 2016.
- e. Laura Costa, Vocational Rehabilitation Counselor assigned to Spencerport High School, requesting a family and medical leave of absence from January 9, 2017 to February 10, 2017.
- f. Angela O'Neil, Teaching Assistant assigned to Munn Elementary School, requesting an unpaid leave of absence from December 7, 2016 to December 9, 2016.
- g. Cynthia Montanez, Foreign Language Teacher assigned to Spencerport High School, requesting a family and medical leave of absence from December 1, 2016 to January 6, 2017.
- h. Amy Crumb, Special Education Teacher assigned to Taylor Elementary School, requesting a family and medical leave of absence from December 19, 2016 to January 6, 2017.
- i. Linda Paul, School Media Specialist assigned to Taylor Elementary School, requesting a family and medical leave of absence from December 13, 2016 to December 23, 2016.

2. SUBSTITUTE APPOINTMENT

- a. Kimberly Epeira, Contract Substitute Teacher in the Elementary tenure area assigned to Munn Elementary School, effective November 28, 2016 to June 9, 2017. Salary is \$120 per day.

3. SUBSTITUTE TEACHERS

Last Name	First Name	Certification Area or Degree Status
Kucil	Roman	Bachelors
Macaluso	Marianne	Bachelors
Ross	Taylor	Bachelors
Visca	Amy	Earth Science & Special Education
Stenson	Lori	Spanish & Special Education
Smith	Sara	Bachelors

4. AMENDMENTS

- a. Rebecca DiNatale, School Counselor assigned to Spencerport High School, with an amendment to her previously approved family and medical leave absence (October 13, 2016 to January 13, 2017) to January 4, 2017.
- b. Katherine Picha, long-term per diem substitute teacher in the School Counselor tenure area assigned to Spencerport High School, with an amendment to her previously approved appointment (October 19, 2016 to December 12, 2016) to December 9, 2016. Salary is \$200 per day. Ms. Picha is substituting for Ms. DiNatale.
- c. Jayme Battaglia, long-term per diem substitute teacher in the School Social Worker tenure area assigned to Cosgrove Middle School, with an extension of her previously approved appointment (October 13, 2016 to November 23, 2016) to December 23, 2016. Salary is \$187.50 per day. Ms. Battaglia is substituting for Ms. Powlowski.
- d. Sara Forbes, long-term per diem substitute teacher in the Science tenure area assigned to Spencerport High School, with an extension of her previously approved appointment (September 12, 2016 to December 2, 2016) to December 5, 2016 and December 14, 2016 to December 16, 2016. Salary is \$200 per day. Ms. Forbes is substituting for Ms. Ostromecki-Mizzi.
- e. John Gentile, Social Studies Teacher assigned to Spencerport High School, requesting an extension of his previously approved family and medical leave of absence (December 2, 2016 to December 9, 2016) to December 16, 2016.
- f. Elizabeth Ward, full-time Occupational Therapist assigned to Canal View Elementary School, effective December 12, 2016 to June 30, 2017. Salary is

Masters, Level 7 at \$43,120 prorated to \$31,334.80. Ms. Ward will be .50 FTE replacing Mr. Kramer and .50 FTE long-term substitute for Ms. Cummings. Ms. Ward was previously appointed as Masters, Level 6 at \$46,717 with an effective date to be determined.

B. Classified Personnel

1. RESIGNATIONS

- a. Nancy Mordenga, Teacher Aide assigned to Canal View Elementary School, resigning effective December 9, 2016. Reason: other employment
- b. Courtney Kramer, Occupational Therapist assigned to Canal View Elementary School, resigning effective December 9, 2016. Reason: personal

2. APPOINTMENTS

- a. Emily Chesebro, Student Helper for Spencerport Schools, effective October 11, 2016 to June 30, 2017. Salary is \$9.00 per hour.
- b. Alexa Tarnowski, Teacher Aide assigned to Canal View Elementary School, effective December 5, 2016. Salary is \$9.20 per hour. Ms. Tarnowski is replacing Ms. Woolaver.
- c. Stephen Manczak, Bus Driver assigned to the Transportation Department, effective December 9, 2016. Salary is \$15.05 per hour. Mr. Manczak is replacing Mr. Wilson.
- d. Bruce King, Bus Driver assigned to the Transportation Department, effective December 8, 2016. Salary is \$15.05 per hour. Mr. King is replacing Mr. Harter.
- e. Rachel Ellison, Student Helper for Spencerport Schools, effective November 8, 2016 to June 30, 2017. Salary is \$9.00 per hour.

3. LEAVES OF ABSENCE

- a. Kathryn Spurling, Teacher Aide assigned to Taylor Elementary School, requesting an unpaid leave of absence from April 3, 2017 to April 7, 2017.
- b. Emma Jean Leccese, Bus Driver for the Transportation Department, requesting a family and medical leave of absence from December 5, 2016 to February 10, 2017.

4. SUBSTITUTE APPOINTMENTS

- a. Cristina Bonfiglio, Teacher Aide PTOC, effective November 23, 2016. Salary is \$9.14 per hour.

- b. Joyce Snell, Teacher Aide PTOC and Office Clerk IV PTOC, effective December 5, 2016. Salary is \$9.14 and \$10.14 per hour respectively.
- c. Mary Langer, Bus Driver PTOC, effective November 16, 2016. Salary is \$14.46 per hour.
- d. Linda Meisenhelder, Teacher Aide PTOC, effective December 8, 2016. Salary is \$9.14 per hour.

5. AMENDMENTS

- a. Cheryl Beaney, Bus Driver assigned to the Transportation Department, requesting an extension of her previously approved family and medical leave of absence (October 31, 2016 (afternoon only) to December 1, 2016) to January 13, 2017.
- b. Ingrid Nystrom, Bus Driver assigned to the Transportation Department, with an amendment to her previously approved unpaid leave of absence (October 17, 2016 to November 18, 2016) to October 13, 2016 (afternoon only) to December 12, 2016.
- c. Kathy Rodriguez, Office Clerk III assigned to District Office, with an amendment to her previously approved family and medical leave of absence (November 28, 2016 to January 20, 2017) to December 6, 2016 to January 30, 2017.

7.22 Warrants

	<u>Date</u>	<u>Amount</u>	<u>Checks</u>
General Fund	11/18/16	\$ 313,079.85	66
	11/18/16	\$ 969,843.75	2
	11/22/16	\$ 521,338.47	53
	12/09/16	\$1,070,890.38	116
Federal Funds	11/22/16	\$ 19,719.50	1
	12/09/16	\$ 14,392.40	3
School Lunch	11/18/16	\$ 19,449.59	8
	11/22/16	\$ 23,981.53	6
Capital	11/18/16	\$ 1,220.24	1
	12/09/16	\$ 28,603.98	2
Trust & Agency	11/15/16	\$ 599,885.85	41
	11/18/16	\$ 205.61	1
	11/22/16	\$ 100.00	1
	11/30/16	\$ 3,157.82	1
	11/30/16	\$ 550,621.73	40
	12/09/16	\$ 364.00	1

7.23 Committee on Special Education

Recommendations of the Committee on Special Education meetings: 10/27/16, 11/08/16, 11/10/16, 11/14/16, 11/15/16, 11/16/16, 11/18/16, 11/21/16, 11/22/16, 11/23/16, 11/28/16, 11/29/16, 11/30/16, 12/01/16, and 12/02/16.

7.24 Resolution to Approve 2017 Retirement Incentives

Mr. Crumb recommended the adoption of the following resolution to approve the offering of a retirement incentive to our staff and the expenditure of District funds for the incentive.

BE IT HEREBY RESOLVED, that the Board of Education of the Spencerport Central School District hereby approves the memorandum of agreements between the Superintendent of Schools and the District's employees' associations and staff offering of a retirement incentive to those eligible unit members in the 2016-2017 and 2017-18 school years as such terms are outlined in the memorandums of agreement.

BE IT HEREBY RESOLVED, that the Board of Education of the Spencerport Central School District hereby approves the memorandum of agreements between the Superintendent of Schools and the District's employees' associations and staff offering of a retirement incentive to those eligible unit members in the 2016-2017 and 2017-18 school years as such terms are outlined in the memorandums of agreement.

7.25 Donation – Classroom Furniture

Troxell Communications donated various classroom furniture, valued at \$6,000, to the Spencerport School District.

7.26 Revised Substitute Rates

Effective December 31, 2016, the New York State minimum wage increased to \$9.70 per hour, up from \$9.00 per hour. Our substitute Teacher/School Aides, Bus Attendants, School Lunch Workers and Student Helper positions were below this hourly rate of pay. The hourly rates of pay have been adjusted to meet the minimum wage requirement effective December 31, 2016 and the changes are reflected below:

Revised 2016-17 Substitute Rates

<u>Substitute</u>	<u>16-17 Rate</u>	<u>Revised 16-17 Rate</u>	<u>Increase \$</u>	<u>Increase %</u>	<u>Contract Starting Wage</u>
Aides (Teacher/School)	\$9.14	\$9.70	\$0.56	6.1%	\$9.70
Bus Attendant (rate 1)	\$9.14	\$9.70	\$0.56	6.1%	\$9.70
Bus Attendant (rate 2)	\$9.17	\$9.75	\$0.58	6.3%	\$9.70
<i>Eligible for rate 2 if 150 or more hours worked as a bus attendant in the previous school year OR employed as a bus driver for the District</i>					
School lunch worker	\$9.12	\$9.70	\$0.58	6.3%	\$9.70

Student Helper	\$9.00	\$9.70	\$0.70	7.8%	NA
Teaching Assistant	\$9.51	\$9.70	\$0.19	2.0%	NA

A motion was made by Ms. Gillette and seconded by Mr. Miceli to approve the Consent Agenda.

Vote of the Board: 5

Yes: 5
No: 0

8. BOARD OF EDUCATION

8.1 President's Report and Communication

Board members recognized the efforts of the cast and crew of Guys and Dolls. Mr. Bracken shared that the legislative breakfast is coming up in February and encouraged board members to attend. Ms. Czarnecki said she would be going.

8.2 Board of Education Members' Reports

Ms. Gillette noted that the STA did a great job at the Christmas on the Canal Free Book Fair. Mr. Kincaid noted that the Business Honor Society and the National Honor Society were great events and it was nice to see parents involved in the ceremonies. He noted the great concerts he attended and how well the STA did with their book drive. He also shared that the Hydration Challenge and Wellness Committee is doing well and information is going out this week.

9. SUPERINTENDENT'S REPORT

9.1 Special Education Report

Ms. Richmond, Director of Special Education, was introduced to provide board members with an overview of our Special Education Program. She noted that we are at an approximate 13% classification rate with an increase in the area of preschool. She noted the various classifications we provide and the related services that are available. The continuum of services was reviewed as she noted our special classes, consultant teachers, co-integrated resource rooms and related services were all available. An overview of our graduation rate and changes in these statistics were shared as well with details. A summary of our efforts that are taken for those students that do not graduate was provided. She noted that when students stay with us, our graduation rate is at about 80% and when they stay for the fifth year our graduation rate is over 90%. Ms. Richmond noted that our SED Review went well with no substantial regulation infractions. She noted the work of our new 6:1:1 program, increased options for credit recovery, implementation of new immunization requirements and continued training for the new graduation options for SWD as significant accomplishments this past year. An example credit recovery question was raised and tutoring, additional resource room time, altered requirements for completion of projects, and on-line classes were all examples that were shared. Some challenges were shared including our continued monitoring of behavior improvement plans, exploring options of a middle school 6:1:1 program and the continued efforts to increase access to materials through the use of technology. Mr. Bracken inquired about whether the staffing in place for SWD is enough or are there things that could be done better with additional supports. Questions were asked about the staffing challenges in schools and discussion was held about this.

9.2 Family Support Center Update

Ms. Hassall, Family Support Center (FSC) Service Manager, provided history on the center and summarized the goals of the FSC. She noted that clinical services have grown from approximately 70 in 2004 to nearly 190 this past year with the high school making up about a third of the intakes. A summary of the problems addressed at the center were discussed with stress and anxiety making up about 28% of the intakes. Satisfaction surveys indicated a very favorable rating when looking at the nine (9) different area/questions and sample quotes were provided. She shared that a great grant from the Ronald McDonald House Charities was received to fund a Mobile Play Therapy Kit which has been developed and has gone very well. Teachers' comments were very positive on the program. There was discussion on how to expand the program to include more students. Ms. Hassall concluded by sharing a number of the services and trainings she provides and the involvement she has on various professional organizations. A major accomplishment was the certification received as a Certified Youth Mental Health First Aid Trainer. She shared the web site with board members so they were aware of the resources and services made available there. Board members complimented Ms. Hassall on her program and asked what the challenges are. She noted that with limited resources, it is valuable to connect with community programs for a continuum of services.

9.3 Budget: Preliminary Forecast 2017-2018

Mr. Crumb provided an overview of the roll-over budget and noted that Mr. Wood has been working on this the past few months. The budget timeline and format were reviewed. It starts in October and runs through to the budget vote in May. Mr. Wood noted the key dates that the board needed to know. He shared the Uniform System of Account Structure with board members so they are aware of this information as they review the financial section of the budget document. He noted that on the budget there will be three (3) years of information with prior years' comparisons. Next, budget assumptions were reviewed which included items like maintenance of effort, class-size guidelines, etc. His current projections have us at a 1.39% increase in our general fund expenditures. Examples of staffing changes in the budget were shared including changes in personnel, retirements, funding allocations and longevity. Decreases in large purchases like equipment can explain some of these changes as well. A summary of the funding of the BOCES Capital Project was presented to help board members understand the impact of the interfund transfers and the revenue generated. It was noted that our actual vs. base budget from last year is very similar to this upcoming year when looking at percentage of expenditures. A revenue estimate was provided at \$77.5 million with expenditures at \$78.1 million. This represents an approximate deficit of \$667,774. Mr. Wood noted that our estimates and assumptions have become much more accurate. We will be looking at enrollment, course selection, program initiatives and abandonments, changes in aid, the impact of the property tax cap, fund balance and reserves to help us refine the budget. The budget focus group will once again help us with feedback. This is combined with work on program changes, enhancements, the Smart Schools Investment Plan and employee benefits.

9.4 Financial Report

Mr. Wood reviewed the financial report for the period ending November 2016. The projected revenue is coming in more than projected by about 1 million dollars. The variance is from excess cost and BOCES aid. Mr. Wood continues to evaluate why the projections for excess cost aid continue to fluctuate and currently it has to do with the timing of STAC's and year-end adjustments for costing out student services. The large variance in BOCES aid is due to the large purchase of laptops at year-end for the 1:1 initiative and the fact our SSIP plan was not yet approved. Expenditure patterns are similar to last year, and any fluctuations when comparing

year-to-date values is due to timing of payments or encumbrances. For example, last year we paid for all of the purchased buses whereas this year only a portion of them due to new regulations. Another example is the district purchased some technology infrastructure equipment early this year compared to making this type expenditure in May or June.

A motion was made by Mr. Kincaid and seconded by Mr. Miceli to accept the Financial Report as presented.

Vote of the Board: 5

Yes: 5
No: 0

10. MEETING EVALUATION

It was noted that Mr. Wood is very creative in his presentation.

11. EXECUTIVE SESSION

A motion was made by Ms. Gillette and seconded by Ms. Czarnecki that the board move into Executive Session.

Vote of the Board: 5

Yes: 5
No: 0

Mr. Bracken moved the board out of Executive Session and returned to the Business Meeting at 10:30 p.m.

12. ADJOURN

A motion was made by Mr. Miceli and seconded by Ms. Czarnecki to adjourn the meeting at 10:31 p.m.


Vote of the Board: 5

Yes: 5
No: 0

As there was no further business, Mr. Bracken declared the meeting adjourned at 10:31 p.m.



District Clerk



Board President