

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

Date: June 12, 2018  
Spencerport, New York

Members Present: Mr. Bracken, Ms. Czarnecki, Mr. Gibbardo, Ms. Gillette, Mr. Hutton,  
Mr. Kincaid

Absent: Mr. Miceli

Others Present: Ms. Clapper, 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 7:04 p.m. E.D.S.T. by the President, Mr. Bracken, in the Board of Education Conference Room in the Administration Building.

**1. PLEDGE TO 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. Gillette and seconded by Mr. Kincaid that the Board of Education approve the Business Session Agenda.

Vote of the Board: 5

Yes: 5

No: 0

**3. BOARD RECOGNITION**

Spring Athletes

Mr. Pelin, Director of Athletics thanked the Board for the opportunity to present and recognize our Winter Athletic Champions. He introduced the Girls Track coach, Ms. Michelle Marasco to recognize a 3 event Section V champion and a NYSPHSAA/NYS Federation State champion, Vanessa Watson. Vanessa was the Section V Class A Champion in 100m, 200m and 400m Hurdles, named Section V Girls Track Most outstanding performer, set school records in the 400m Hurdles (also a Section V record) and the 800m, was the State Champion in the 400m hurdles and placed 1<sup>st</sup> in the NYSS Federation Championship in the 400m hurdles.

Mr. Pelin then introduced the Boys Track coach, Mr. Joe Burns. He recognized Brett Patmore who was the Section V Class A Champion in Pole Vault, setting a school record with a height of 13' 6". He also recognized Andrew Palermo who was the Section V Class A champion in Shot Put and Discus and was named the Section V Class A Field Event Most Outstanding performer. Andrew took 3rd place in weight throw and 8th place in shot put at the NYSPHSAA Championship meet, placed 2<sup>nd</sup> in discus at the NYS Federation Championship meet and set school records in shot put at 53' 1.5" and discus at 164" 11".

Mr. Pelin then introduced the Golf coach, Mr. Mark Moon, who completed his 11<sup>th</sup> year as varsity coach with a career record of 99-44 and 5 Divisional titles. He recognized Julia Zigrossi, who placed 55th at Bethpage (2<sup>nd</sup> golfer to qualify for state championships). He then recognized the boys golf team that were MCPSAC Division IV Champions (8-0) and finished in 8th place at Sectionals (12-2 overall). Coach Moon introduced the team and gave a few highlights. Coach Moon was named the MCPSAC Division IV Coach of the Year as well as the Connors and Ferris Coach of the Week for May 22.

Mr. Pelin then introduced the Bowling coach, Ms. Nancy Knight who introduced Erin Coykendall, who was named the CBS/MaxPreps National HS Female Athlete of the Year. She participates in Girls Soccer, Girls Bowling, Girls Lacrosse, has a GPA of 4.0, volunteers in local youth sports as well as an animal rescue. Erin has verbally committed to Northwestern University and is a finalist for D&C AGR Female Athlete of the Year, which will be announced at AGR Banquet on Mon 6/18.

Mr. Pelin noted that 23 of the 28 varsity teams qualified for the NYSPHSAA Team Scholar Athlete award by having a team GPA over 90%, and recognized by NYSPHSAA as a School of Excellence. The majority of our programs met our optimum participation goals, with five teams being named as MCPSAC Sportsmanship Teams of the Year this year and recognized by NYSPHSAA for our sportsmanship procedures and efforts. All varsity spring teams completed a Spencerport Student-Athletes Care community service project

#### Pops Dennis Service Award

Ms. Bowerman, Mr. Drake and Mr. Gallina presented Bobby Mitchell with the Pops Dennis Service Award. Mr. Mitchell is a Spencerport graduate and has volunteered in the district for 10 years. He has gone above and beyond to help fix any technical issues. He is a great help to all. Mr. Gallina thanked Mr. Mitchell for all his help as a mentor on the Ranger Robotics team. He is very deserving of this award and is dedicated to help others, whenever and wherever.

#### **4. PRIVILEGE OF THE FLOOR**

None.

#### **5. CONSENT AGENDA**

##### **5.1 Old Business**

##### **5.11 Approval of the Board of Education meeting minutes held on May 22, 2018**

## 5.2 New Business

### 5.21 Approval of Personnel Actions as Recommended by the Superintendent of Schools

#### A. Certificated Personnel

##### 1. RESIGNATIONS

- a. Telcie Pincelli, Elementary Teacher assigned to District Office, resigning effective June 30, 2018. Reason: to accept the Assistant Principal position
- b. Kristen Noble, Teaching Assistant assigned to Taylor Elementary School, resigning effective June 15, 2018. Reason: personal
- c. Russell Grasso, Elementary Teacher assigned to Taylor Elementary School, resigning effective October 20, 2018. Reason: retirement

##### 2. APPOINTMENTS

- a. Julie Miller, three year probationary appointment in the Special Education tenure area assigned to Cosgrove Middle School, effective July 1, 2018. Salary is Masters, Level 7 at \$46,717, pending negotiations. Ms. Miller is replacing Ms. Giacalone.
- b. Kelly Crosby, .50 FTE in the Special Education tenure area assigned to the Spencerport Central School District, effective September 1, 2018 to June 30, 2019. Salary is Masters, Level 11 at \$51,117 prorated to \$25,558.50, pending negotiations. Ms. Crosby is filling an open part-time position.
- c. Telcie Pincelli, four year probationary appointment in the Assistant Principal tenure area assigned to Cosgrove Middle School, effective July 1, 2018, pending NYS certification. Salary is \$80,700. Ms. Pincelli is replacing Mr. Sorbera.
- d. Sara Villa, .60 FTE in the Foreign Language tenure area assigned to Spencerport High School, effective September 1, 2018 to June 30, 2019, pending NYS certification. Salary is Bachelors, Level 1 at \$40,713, prorated to \$24,427.80, pending negotiations. Ms. Villa is filling an open part-time position.
- e. Summer Academy
  - Julie Gabriel \$3,148.56\*
  - Laura Gannon \$3,148.56\*
  - LuAnne Hughes \$3,148.56\*
  - Rebecca Lopez \$3,135.36\*

Laurie Luft	\$3,049.10*
Megan Milam	\$2,367.55*
Kelly Muszak	\$2,115.84*
Christine Napper	\$3,148.56*
Lori Richardson	\$3,148.56*
Raymond Rossiter	\$3,148.56*
Stephen Savino	\$3,148.56*
Gretchen Tulloch	\$2,314.18*
Michael Warner	\$3,148.56*
*pending negotiations	

3. LEAVES OF ABSENCE

- a. Meghan Lupinetti, Teaching Assistant assigned to Munn Elementary School, requesting an unpaid leave of absence on May 25, 2018.
- b. Kristen Noble, Teaching Assistant assigned to Taylor Elementary School, requesting an unpaid leave of absence on May 15, 2018.
- c. Kristine Cameron, Remedial Reading Teacher assigned to Cosgrove Middle School, requesting an unpaid leave of absence on May 21, 2018 (morning only).
- d. Janelle Baron, ESOL Teacher assigned to Canal View Elementary School, requesting a family and medical leave of absence from June 1, 2018 to September 18, 2018.
- e. Tamara Patt, Teaching Assistant assigned to Canal View Elementary School and Munn Elementary School, requesting an unpaid leave of absence on May 21, 2018 (morning only).
- f. Teresa Trujillo, Special Education Teacher assigned to Cosgrove Middle School, requesting an extension of her previously approved family and medical leave of absence (March 12, 2018 to May 17, 2018) to May 18, 2018.
- g. Heidi Fabre, Teaching Assistant assigned to Munn Elementary School, requesting an unpaid leave of absence on June 1, 2018 (afternoon only).
- h. Nicole Hamelin, Special Education Teacher assigned to Canal View Elementary School, requesting a family and medical leave of absence from June 4, 2018 to September 28, 2018.

4. SUBSTITUTE APPOINTMENTS

- a. Colleen Hammell, long-term substitute teacher in the English tenure area assigned to Cosgrove Middle School, effective September 4, 2018 to June 30,

2019. Salary is Masters, Level 5 at \$46,313, pending negotiations. Ms. Hammell is substituting for Ms. Thevanesan.

- b. Jessica Pacitto, Teaching Assistant PTOC, effective June 4, 2018. Salary is \$10.40 per hour.
- c. Erin Holley, Teaching Assistant PTOC, effective June 6, 2018. Salary is \$10.40 per hour.
- d. Elizabeth Corelli, long-term substitute teacher in the Elementary tenure area assigned to Cosgrove Middle School, with a start date to be determined to June 30, 2019. Salary is Masters, Level 6 at \$46,717, with a prorated amount to be determined based upon start date, pending negotiations. Ms. Corelli is substituting for Ms. Fesyuk.

#### 5. SUBSTITUTE TEACHERS

<u>Last Name</u>	<u>First Name</u>	<u>Certification Area or Degree Status</u>
Allen	Melissa	Bachelors
Amico	Kimberly	TIFP to Sub Teacher
Carey	Rachel	TIFP to Sub Teacher
Close	Heather	TIFP to Sub Teacher
Holley	Erin	TIFP to Sub Teacher
Hutchinson	Joshua	TIFP to Sub Teacher
Killenbeck	Corinne	TIFP to Sub Teacher
Kita	Kyle	TIFP to Sub Teacher
Pacitto	Jessica	Bachelors
Satta	Bianca	TIFP to Sub Teacher

#### 6. EXTRA CURRICULAR ACTIVITIES AND INTER-SCHOLASTIC ATHLETICS

- a. Dylan Rabidoux, appointed JV Boys Volleyball Coach for the 2018-19 season. Stipend is \$2,549, pending negotiations.
- b. Stipend for Second Year Clubs  
Spencerport High School
 

Fitness and Nutrition Club	Adam Cappotelli	\$412
Literacy Club	Daniel Pincelli	\$412
R.C. Club	Andrew Pacitto	\$412
Spanish Honor Society	Melanie Thomas	\$515
- c. Joe DiTucci, appointed 2017-18 Declare Action to Humanity (DASH) club advisor for Spencerport High School. Stipend is \$400.

- d. Justin Montois and Craig Cowell, appointed 2017-18 Outdoor Conservation Club co-advisors for Spencerport High School. Stipend to be shared is \$400.
- e. Jacqueline Nentarz, appointed 2017-18 Ski Trip advisor. Stipend is \$600.

7. AMENDMENTS

- a. Christine Purtell, New Hire Mentor, effective January 2, 2018 to June 22, 2018. Stipend is \$500 prorated to \$300. The stipend was previously approved at \$350.
- b. Amy Visca, long-term per diem substitute teacher in the Special Education tenure area assigned to Cosgrove Middle School, with an extension of her previously approved appointment (March 12, 2018 to May 17, 2018) to June 22, 2018. Salary is \$200 per day. Ms. Visca is substituting for Ms. Trujillo.
- c. Cynthia Connor, FACS Teacher assigned to Spencerport High School, requesting an extension of her previously approved family and medical leave of absence (May 2, 2018 to May 22, 2018) to May 25, 2018.

B. Classified Personnel

1. RESIGNATION

- a. Joseph Ward, Cleaner assigned to Cosgrove Middle School, resigning effective June 8, 2018. Reason: personal

2. APPOINTMENTS

- a. Jeremy Marasco, Student Helper for the Buildings and Grounds Department, effective June 25, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- b. Christopher Cottom, Student Helper for the Buildings and Grounds Department, effective June 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- c. Robert Trowbridge, Bus Driver assigned to Transportation Department, effective May 31, 2018. Salary is \$15.28 per hour. Mr. Trowbridge is replacing Mr. Volta.
- d. Natalie Choate, Student Helper for the Buildings and Grounds Department, effective June 22, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- e. Timothy Gaffney, Bus Driver assigned to the Transportation Department, effective June 11, 2018. Salary is \$16.26 per hour. Mr. Gaffney is replacing Ms. Cook.

- f. Jessica Haffey, .80 FTE in the Physical Therapist tenure area assigned to Munn Elementary School, Taylor Elementary School, and Spencerport High School. Salary is Masters, Level 8 at \$48,212 prorated to \$38,569.60, pending negotiations. Ms. Haffey is filling an open part-time position and substituting for Ms. Zappia-Sinicropi.
- g. Elizabeth Ward, .50 FTE in the Occupational Therapist tenure area assigned to Taylor Elementary School, effective July 1, 2018 to June 30, 2019. Salary is Masters, Level 9 at \$48,628 prorated to \$24,314, pending negotiations. Ms. Ward is filling an open part-time position.
- h. Nicholas DeMonte, Student Helper for Building and Grounds Department, effective June 25, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- i. Jacob Snider, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- j. Adam Cooper, Student Helper for the Technology Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- k. Paul Fridman, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- l. Matthew Thornton, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- m. Christopher Borraccia, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- n. Rachel Snider, Student Helper for the Technology Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- o. Paul William Cypher, Student Helper for the Technology Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- p. Sawyer Dustin, Student Helper for the Buildings and Grounds Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- q. Donovan West, Student Helper for the Buildings and Grounds Department, effective June 25, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- r. Meghan Tyler, Student Helper for the Technology Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- s. Rachel Tiano, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.

- t. Eric Stein, Student Helper for the Technology Department, effective June 18, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- u. Elizabeth Gillespie, Office Clerk III assigned to the District Office, effective June 27, 2018. Salary is \$14.64 per hour. Ms. Gillespie is replacing Ms. Burkis.
- v. Brandon DiGiacco, Student Helper for the Buildings and Grounds Department, contingent upon final clearance from the NY State Education Department (fingerprint clearance), effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- w. Emma Cypher, Student Helper for the Technology Department, contingent upon final clearance from the NY State Education Department (fingerprint clearance), effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- x. Kayla Stein, Student Helper for the Technology Department, effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- y. Andrew Romano, Student Helper for the Technology Department, contingent upon final clearance from the NY State Education Department (fingerprint clearance), effective July 1, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- z. Callie White, appointed Nurse for the 2017-18 Boston Trip. Stipend is \$500.
- aa. Patrick Magliocco, Student Helper for the Buildings and Grounds Department, effective May 21, 2018 to August 31, 2018. Salary is \$10.40 per hour.
- bb. Summer Academy
 

Gayle Benamati	\$806.48*
Vanessa Mastrodonato	\$707.20*
Ester Marciano	\$707.20*
Kelly Kinsella	\$707.20*
Dianne Robinson	\$2,083.52*
*pending negotiations	

### 3. LEAVES OF ABSENCE

- a. Cheryl Collins, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on May 14, 2018 and May 21, 2018 (afternoon only) to May 25, 2018.
- b. Jodie Cook, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on April 23, 2018, May 10, 2018, May 15, 2018 and May 30, 2018 to May 31, 2018.



- c. Ryan Hess, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on April 24, 2018, April 30, 2018 to May 1, 2018, May 14, 2018 (morning only) and June 5, 2018 to June 8, 2018.
- d. Brandy Orbaker, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on June 4, 2018.
- e. Donna Kipferl, Teacher Aide assigned to Canal View Elementary School, requesting an unpaid leave of absence on May 11, 2018, May 18, 2018 and May 25, 2018 (afternoon only).
- f. Emily Chambers, School Nurse at Taylor Elementary School, requesting an unpaid leave of absence on June 18, 2018 to June 22, 2018 and September 21, 2018.
- g. Kathleen Russo, Teacher Aide at Munn Elementary School, requesting an unpaid leave of absence on May 31, 2018 and June 1, 2018.
- h. Theresa Colaprete, Assistant Cook assigned to Cosgrove Middle School, requesting an unpaid leave of absence on May 14, 2018 (afternoon only).
- i. Marlene Empey, Assistant Cook assigned to Spencerport High School, requesting an unpaid leave of absence on May 18, 2018 (afternoon only).
- j. Bernadette Ernst, Food Service Helper assigned to Taylor Elementary School, requesting an unpaid leave of absence on May 4, 2018.
- k. Annette Strong, Lunch Monitor assigned to Cosgrove Middle School, requesting an unpaid leave of absence from May 24, 2018 to June 19, 2018.
- l. Helen Koroniwsky, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on May 22, 2018 to May 25, 2018 (morning only).
- m. Donald Zulauf, Bus Driver assigned to the Transportation Department, requesting an unpaid leave of absence on May 22, 2018 (afternoon only) to May 24, 2018 (morning only).
- n. Joseph Ward, Cleaner assigned to Cosgrove Middle School, requesting an unpaid leave of absence on January 5, 2018 (afternoon only).
- o. Diana Chapin, Bus Attendant assigned to the Transportation Department, requesting an unpaid leave of absence on May 30, 2018 (afternoon only).
- p. Teresa Zappia-Sinicropi, Physical Therapist assigned to Canal View Elementary School and Cosgrove Middle School, requesting a .20 FTE leave of absence from July 1, 2018 to June 30, 2019.

- q. Beverly Loiacono, Bus Driver for the Transportation Department, requesting a family and medical leave of absence from June 13, 2018 to June 20, 2018.
- r. Maureen Grace, Sr. Duplicating Machine Operator assigned to District Office, requesting a family and medical leave of absence from June 20, 2018 to September 11, 2018.

#### 4. SUBSTITUTE APPOINTMENTS

- a. Kathy Voss, School Aide PTOC, effective May 15, 2018. Salary is \$10.40 per hour.
- b. Aubrey Hillman, Teacher Aide PTOC, effective June 1, 2018. Salary is \$10.40 per hour.
- c. Norman Bullard, Bus Driver PTOC, effective June 8, 2018. Salary is \$14.68 per hour.

#### 5. AMENDMENTS

- a. Rod Cutten, Teacher Aide assigned to Munn Elementary School, with an amendment to his previously approved unpaid leave of absence (April 16, 2018 to June 20, 2018) to April 16, 2018 to May 11, 2018 and May 17, 2008 to June 20, 2018.
- b. Cassandra Linder, Teacher Aide assigned to Taylor Elementary School, rescinding her previously approved unpaid leave of absence request from June 4, 2018 to June 20, 2018.
- c. Randy Hunter, Cleaner assigned to Spencerport High School, requesting an extension of his previously approved family and medical leave of absence (April 30, 2018 to May 31, 2018) to June 29, 2018.
- b. Kevin Broccuto Jr., Cleaner assigned to Cosgrove Middle School, requesting an extension of his previously approved unpaid leave of absence (February 26, 2018 to June 5, 2018) to August 14, 2018.

#### 5.22 Warrants

	<u>Date</u>	<u>Amount</u>	<u>Checks</u>
General Fund	05/17/18	\$ 889,426.74	107
	05/24/18	\$ 223,503.62	74
	06/01/18	\$ 215,418.71	69
Federal Fund	05/24/18	\$ 28,679.60	3
	06/01/18	\$ 591.25	1

School Lunch	05/17/18	\$ 8,863.81	3
	05/24/18	\$ 5,549.41	6
	06/01/18	\$ 2,098.80	1
Capital Fund	05/24/18	\$ 54,642.68	3
Trust & Agency	05/15/18	\$ 43,049.78	38
	05/24/18	\$ 88.00	2
	05/31/18	\$ 57,906.68	39

5.23 Committee on Special Education

Recommendations of the Committee on Special Education meetings: 02/01/18, 02/13/18, 02/14/18, 02/27/18, 02/28/18, 03/05/18, 03/06/18, 03/08/18, 03/12/18, 03/14/18, 03/15/18, 03/16/18, 03/19/18, 03/20/18, 03/21/18, 03/22/18, 03/23/18, 03/26/18, 03/27/18, 03/28/18, 03/29/18, 04/09/18, 04/10/18, 04/11/18, 04/12/18, 04/16/18, 40/17/18, 04/18/18, 04/19/18, 04/20/18, 04/23/18, 04/24/18, 04/25/18, 04/26/18, 04/27/18, 04/30/18, 05/02/18, 05/03/18, 05/04/18, 05/07/18, 05/08/18, 05/09/18, 05/11/18, 05/14/18, 05/15/18, 05/16/18, 05/21/18, 05/22/18, 05/23/18 and 05/24/18

5.24 Adopt Code of Conduct and S.A.V.E. Plan Revisions

Mr. Milgate submitted for adoption the Code of Conduct and S.A.V.E. Plan that were reviewed at the May 1, 2018 Board of Education Meeting.

5.25 Professional Development Annual Report

Ms. McCarthy, Director of Learning and Professional Development, submitted an annual report of the eight (8) goals outlined in the Professional Development Plan for the 2017-2018 school year.

5.26 School-to-Career Annual Report

Mr. Zinkiewich submitted the School-to-Career Advisory Council Annual Report for the 2017-2018 school year, prepared by the High school Cooperative education staff in conjunction with the Spencerport School-to-Career Advisory Council.

5.27 Chemical Hygiene & Lab Safety Plan

Mr. Zinkiewich submitted an updated version of the District's Chemical & Lab Safety Plan and made the following recommendations:

Revisions:

- How to Read a Safety Data Sheet – p. 13:
  - Several of the SDS databases have become obsolete or are missing. Added two new SDS databases.
- Protective Equipment Usage and General Information – pp.26:

- Goggle Sanitizing Cabinet – added picture, and updated information for shared goggle cleaning. Clarified alternative procedure for sanitizing shared goggles when cabinet is not available.
- Chemical Spill Procedure – pp. 29 to 31.
  - Added to sections related to ‘Control the spread of liquid’ the additional information of ...’*and going down any floor drains*’.
- Science Equipment Safety – p. 33
  - Under section, Electrical Equipment. Added, *Be sure ground prong is intact. Have plug replaced if ground prong is missing.*
- Safety in Art – p. 35. Added to Spray Booth section, # 3, ...to two people.
- Safety in Physics – p. 37,
  - Under 2 (d) Electrical Apparatus, added, ...*temporary...* and *Plug should be inspected to ensure ground prong is intact and extension cord not used if missing.*
  - Under 2 (e) Power cords, added, *Plug should be inspected to ensure ground prong is intact and power cord not used if missing.*
- Plant Safety – p. 44
  - Under last bullet, added, *Be aware of ticks that may be clinging to plants.*
- Safety with Animal – p. 44
  - Added at end of section, *For more information on Ticks, please see Appendix G.*
- Field Trips – p. 45
  - Under Pre-Visit Site Survey, bullet #6 added, ... *allergic reaction, be poisonous or venomous – poison ivy and related plants, snakes, ticks, etc. (See Appendix G on Plant and Tick Information and Identification)*
- Appendix G: Plants Identification and Information – pp. 74 to 78
  - Added to title, Plants and Tick Identification and Information.

#### Added

- Appendix G: Plants Identification and Information – pp. 74 to 78
  - New Section on Tick Information and Disease Prevention

#### Links to Websites

- All links found in the CHLSP have been checked and dated. These dates have been highlighted.

#### 5.28 CPSE/CSE Membership 2018-2019

Ms. Richmond, Director of Special Education, submitted the following names for approval as members of the CPSECSE for the 2018-2019 school year:

##### District LEA Representatives:

Andrea Pascuzzi  
Anna Sapienza  
Michael Sorbera  
Mike Canny  
Monica Macaluso  
Carol Robinson  
Dave Caiazza  
Ned Dale  
Sean McCabe  
Jennifer Placito  
Jason Frantz

##### District Physician

District Appointed Physician

##### Psychologists

Jason Frantz  
Beth Bellinger  
Christie Altobelli  
Tina Brien  
Elizabeth Wade  
Kimberly Patton  
Richard Platt

Beth Bellinger  
Tracy Wegman  
Richard Platt  
Christie Altobelli  
Tina Brien  
Elizabeth Wade  
Kimberly Patton  
Steven Lysenko

Special Education Teacher:  
To be determined, based upon student.

General Education Teacher:  
To be determined, based upon student.

5.29 Impartial Hearing Officers 2018-2019

Ms. Richmond, Director of Special Education, submitted the following list of Impartial Hearing Officers certified by the New York State Education Department:

James Walsh	Vanessa Gronbach
Mindy Wolman	Martin Kehoe
Lynn Almeleh	Michael Lazan
Robert Briglio	James McKeever
Ellen Cutler-Igoe	Jerome Schad
MaryAnne Dimeo	Craig Tessler
Lana Flame	Aaron Turetsky

5.30 Substitute Rates and Tutoring Rates for the 2018-2019 School Year

**2018-19 Substitute and Tutor Rates**

*expressed in hourly wages unless noted*

<u>Substitute</u>	<u>17-18 Rate</u>	<u>18-19 Rate</u>	<u>Increase \$</u>	<u>Increase %</u>	<u>Contract Starting Wage</u>
Accompanist					
Secondary schools	\$13.75	\$13.75	\$0.00	0.0%	\$15.24*
K-6 Rehearsal	\$25/event	\$25/event	\$0.00	0.0%	NA
K-6 In-school assembly	\$30/event	\$30/event	\$0.00	0.0%	NA
K-6 Evening concert	\$65/event	\$65/event	\$0.00	0.0%	NA
Aides (Teacher/School)	\$10.40	\$10.40	\$0.00	0.0%	\$10.40*
Bus Attendant (rate 1)	\$10.40	\$10.40	\$0.00	0.0%	\$10.40*
Bus Attendant (rate 2)	\$10.40	\$10.40	\$0.00	0.0%	\$10.40*
<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>					
Bus Driver (rate 1)	\$14.68	\$14.90	\$0.22	1.5%	\$15.54
Bus Driver (rate 2)	\$15.12	\$15.35	\$0.23	1.5%	\$15.54

*Eligible for rate 2 if 240 to 479.9 hours worked in the previous school year*

Bus Driver (rate 3)	\$15.28	\$15.51	\$0.23	1.5%	\$15.54
<i>Eligible for rate 3 if 480 or more hours worked in the previous school year</i>					

Cleaner	\$10.40	\$10.40	\$0.00	0.0%	\$11.07
** Effective 12/31/18	\$10.40	\$11.10**	\$0.70**	6.7%**	\$11.10**

Clerical (rate 1)	\$10.40	\$10.40	\$0.00	0.0%	\$12.74*
Clerical (rate 2)	\$10.77	\$10.77	\$0.00	0.0%	\$12.74*

*Eligible for rate 2 if 240 or more hours worked as a clerical substitute in the previous school year*

Clerical (rate 3)	\$11.86	\$11.86	\$0.00	0.0%	\$12.74*
<i>Eligible for rate 3 if clerical retiree of the District</i>					

<u>Substitute</u>	<u>17-18 Rate</u>	<u>18-19 Rate</u>	<u>Increase \$</u>	<u>Increase %</u>	<u>Contract Starting Wage</u>
Grounds worker	\$10.67	\$10.83	\$0.16	1.5%	\$13.40
Head Bus Driver	\$16.72	\$16.97	\$0.25	1.5%	NA
Licensed Practical Nurse	\$10.99	\$10.99	\$0.00	0.0%	\$12.42*
Sr. Automotive Mechanic	\$18.00	\$18.00	\$0.00	0.0%	NA
Maintenance Mechanic	\$10.68	\$10.84	\$0.16	1.5%	\$15.33
**Effective 12/31/18	\$10.68	\$11.10**	\$0.42**	3.9%**	\$15.33
School lunch worker	\$10.40	\$10.40	\$0.00	0.0%	\$10.40
**Effective 12/31/18	\$10.40	\$11.10**	\$0.70**	6.7%**	\$11.10**
School Nurse	\$20.47	\$20.47	\$0.00	0.0%	\$28.64*
Teaching Assistant	\$10.40	\$10.40	\$0.00	0.0%	NA*
Student Helper	\$10.40	\$10.40	\$0.00	0.0%	NA
**Effective 12/31/18	\$10.40	\$11.10**	\$0.70**	6.7%**	\$11.10**
Lifeguard	\$10.40	\$10.40	\$0.00	0.0%	NA
**Effective 12/31/18	\$10.40	\$11.10**	\$0.70**	6.7%**	\$11.10**
Special Education Chair	\$36.60	\$36.60	\$0.00	0.0%	NA
Events Coordinator	\$25.00	\$25.00	\$0.00	0.0%	NA
Teacher					
Per diem (rate 1)	\$95/day	\$95/day	\$0.00	0.0%	\$203.57*
Per diem (rate 2)	\$105/day	\$105/day	\$0.00	0.0%	\$203.57*
<i>Eligible for rate 2 if thirty-five (35) or more days worked in the previous school year or thirty-five (35) or more days in the current school year</i>					
Contract substitute (per diem)	\$120/day	\$120/day	\$0.00	0.0%	\$203.57*
Long Term Substitute (per diem) with valid NYS certification for assignment					

Bachelors degree	\$187.50/day	\$187.50/day	\$0.00	0.0%	\$203.57*
Masters degree	\$200/day	\$200/day	\$0.00	0.0%	\$216.18*

*The assignment must be for a minimum of 20 consecutive school days but less than 5 consecutive months*

Long term Substitute (per diem) without valid NYS certification for assignment

Per diem (rate 1)	\$95/day	\$95/day	\$0.00	0.0%	\$203.57*
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Long term substitute with valid NYS certification for assignment, 5 months or longer in same assignment

Placed on teacher's contract, with benefits, for time employed in placement

Certified teacher substituting for SWD teacher aide or SWD teaching assistant

	\$10.40/hour	\$10.40/hour	\$0.00	0.0%	NA*
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Tutor (rate 1)	\$20.46	\$20.77	\$0.31	1.5%	NA
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Tutor (rate 2)	\$21.01	\$21.33	\$0.32	1.5%	NA
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*Eligible for rate 2 if 100 to 249.9 hours worked in the previous school year*

Tutor (rate 3)	\$21.81	\$22.14	\$0.33	1.5%	NA
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*Eligible for rate 3 in 250 or more hours worked in the previous school year*

\*pending negotiations

\*\*effective 12/31/18

### 5.31 Amended Spring Bids

Upon review, it was discovered the recommendation for the Baseball Backstop Fence Repair, submitted for Board approval on May 22, 2018, listed the incorrect fiscal year for this expense. Below is the amended recommendation with the change highlighted in italics:

#### 1. Baseball Backstop Fence Repair

Recommendation: The Board of Education accepts the bid for the Baseball Backstop Fence Repair, opened May 9, 2018, for the *2017 – 2018* school year, from The New York State Fence Co. for a total of \$22,800.00.

### 5.32 High School East Gym Scoreboard

The scoreboards in the High School East Gym were installed in 1991 and parts, as well as the operating system, are no longer made or not available. As a precautionary measure, we are proposing to purchase new scoreboards. The quote (attached) received from Mr. Pelin by Toth's Sports indicates the cost is based on the Keystone Purchasing Network (KPN). The KPN acts as a cooperative purchasing agency similar to BOCES wherein they provide cooperative purchasing to all levels of government, school districts, higher education and non-profit entities. The Board of Education also approved the "piggybacking" method during the 2017-2018 organizational meeting. In addition, the Board of Education adopted a revised purchasing policy (Policy 5410) which allows for what is commonly referred to as "piggybacking." After researching the KPN contract for scoreboards, contract award KPN-A-201601-12, I believe the criteria listed above has been met and recommend the Board of Education approve the purchase of the scoreboards vetted by the KPN in the amount of \$57,800.

A motion was made by Mr. Kincaid and seconded by Ms. Czarnecki to approve the Consent Agenda.

Vote of the Board: 5

Yes: 5

No: 0

Mr. Bracken introduced Mr. Dale on the approval of his new Assistant Principal, Ms. Telcie Pincelli. He congratulated Ms. Pincelli and is excited about her appointment. Mr. Zinkiewich explained that Ms. Pincelli has been a TOSA (Teacher on Special Assignment) for three years and has been instrumental in working with teachers for academic programs and curriculum development. She has been a key, valuable asset and an exemplary educator. Mr. Milgate commented on the TOSA program offering potential candidates for advancement.

## **6. BOARD OF EDUCATION**

### **6.1 President's Report and Communication**

Mr. Bracken indicated that MCSBA meetings have quieted down. They are continuing to meet with legislators. He reminded the Board that registration for the NYSSBA conference opens in July. Please be ready if you plan to attend. Graduation is next week.

### **6.2 Board of Education Members' Reports**

Mr. Gibbardo helped at the Spencerport Fireman's carnival and attended the Cosgrove Middle School and Athletic Awards. He also spent the day at Darien Lake with the elementary bands. Mr. Bracken attended Ranger Robotics Robopalooza. Ms. Gillette attended the Athletic banquet. Ms. Czarnecki attended the incredible talent show at Canal View. Mr. Kincaid indicated that there were many great events going on in the district.

## **7. SUPERINTENDENT'S REPORT**

### **7.1 Foundation Research & Recommendations**

Mr. Saltzberg presented a very exciting initiative to develop a foundation for the district. He worked in partnership with the College at Brockport to research this special project. The premise is to create a stand-alone foundation, with its own Board, by laws and mission statement. This would be a tax-exempt organization whose focus is to raise funds from donations. The Brockport administrator program students researched the idea and provided a sample plan. Mr. Milgate indicated that it would be an opportunity to develop unique connections in the community. Donors could possibly set up established payroll deductions to the foundation.

Mr. Hutton entered the meeting at 7:42pm.

Requests would be made to the foundation to use funds for a variety of things. Mr. Bracken asked Mr. Saltzberg if any foundations in the area focused on big-ticket capital project items compared to small dollar items, and he indicated not any that he came across. Mr. Milgate suggested that we compile a list of questions as a starting point. The next steps were reviewed



and the options are endless for grants. Mr. Saltzberg asked for a head nod from the Board members and all agreed. Mr. Hutton felt that this idea would take off once it starts rolling. Ms. Czarnecki feels that community members will be very excited about it. It will expand the support for our students and will be a great avenue for additional funds.

#### 7.2 Policy Review and First Reading

Mr. Saltzberg has reviewed all the policy files. The District's new website includes all policies that have been updated since 2009. New policies will be uploaded to the website as approved. The District currently receives monthly updates from the Erie 1 BOCES policy service. Mr. Saltzberg suggested that the District investigate contracting with Erie 1 BOCES for a wholesale revision of District policies. The cost would be approximately \$10,000. Ms. Czarnecki feels that is a reasonable amount. Mr. Hutton agreed. Mr. Milgate asked Mr. Wood if we would receive aid on that money and the answer was yes. Mr. Kincaid asked Mr. Saltzberg to see if other districts use this service, and this will be reviewed at a future meeting. Mr. Milgate thanked Mr. Saltzberg on the great job getting the District policies in order.

Mr. Saltzberg provided a first read of the updated Policy 7315 – Student Use of Personal Technology. The Board reviewed the policy.

A motion was made by Mr. Kincaid and seconded by Mr. Hutton to approve the updated Policy 7315 as presented.

Vote of the Board: 6

Yes: 6

No: 0

#### 7.3 Budget Vote Locations

Mr. Milgate presented the recommendation to change the budget vote location. We currently have three polling sites, Munn Elementary, Taylor Elementary and District Office. Mr. Milgate is recommending that we hold the budget vote only at District Office, beginning in the 2018-2019 school year and moving forward. In addition, an official from the Monroe County Board of Elections determined that they would no longer hold general elections in our schools. We feel confident that this change will serve both our voters and our students, especially with school security and the ample parking now available at District Office. We will communicate this information with the community and Doug French at Monroe County.

A motion was made by Mr. Hutton and seconded by Mr. Kincaid to approve the change to the Budget Vote Location, as presented.

Vote of the Board: 6

Yes: 6  
No: 0

**7.4 2018 Capital Bond Resolution**

Mr. Milgate provided Board members with a recommendation from our legal counsel to approve the 2018 Capital Bond funding.

**RESOLUTION**

**2-19 CAPITAL BOND FUNDING**

BOND RESOLUTION DATED JUNE 12, 2018 OF THE BOARD OF EDUCATION OF THE SPENCERPORT CENTRAL SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF CONSTRUCTION AND RECONSTRUCTION OF SCHOOL BUILDINGS AND FACILITIES, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Spencerport Central School District, New York, at the annual meeting of such voters duly held on May 15, 2018, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the class of objects or purposes hereinafter described; and

WHEREAS, the Board of Education, acting as lead agency under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on March 13, 2018, has duly adopted a negative declaration and has determined that the implementation of the type I action as proposed will not result in any significant adverse environmental impacts; now therefore

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Spencerport Central School District shall undertake certain capital improvements to the School District's existing school buildings and facilities, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the School District at the annual voter meeting on May 15, 2018.

Section 2. The Spencerport Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$9,385,000, pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein, and such amount is hereby appropriated therefor.

Section 3. The class of objects or purposes to be financed pursuant to this resolution (hereinafter referred to as "purpose") is certain capital improvements consisting of construction and

reconstruction of school buildings and facilities within the School District (each such building being a class "A" (fireproof and certain fire resistant) building as defined in Subdivision 11 of Paragraph a of Section 11.00 of said Local Finance Law), site and athletic field improvements, and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use.

Section 4. It is hereby determined and declared that (a) the aggregate maximum cost of said purpose, as estimated by the Board of Education, is \$12,385,000; and (b) the Spencerport Central School District's plan to finance the cost of said purpose is (i) to provide \$3,000,000 from the existing capital reserve fund for such costs; and (ii) to provide up to \$9,385,000 from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to; and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 97 of Paragraph A of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is thirty (30) years.

Section 6. The Spencerport Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$9,385,000, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipation of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby shall mature within one year of the date of issuance thereof or such longer term as may be desired in accordance with the provisions of the Local Finance Law, (c) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement, and (d) current funds will be provided prior to the issuance of the Bonds or Bond Anticipation Notes herein authorized, to the extent, if any, required by Section 107.00 of the Local Finance Law.

Section 8. It is hereby determined and declared that the Spencerport Central School District reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Spencerport Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the sale and issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the authority to determine whether to accept bids electronically to the extent allowed

by the Local Finance Law, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to credit or liquidity enhancements, if any, and to sell, issue and deliver said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and Local Finance Law, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education, Vice President and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same. The President of the Board of Education is additionally authorized (but not required) to execute and deliver a financing agreement with the Dormitory Authority of the State of New York and any other agreements and documents necessary to accomplish a financing, all as may be determined in the discretion of the President of the Board of Education.

Section 11. This resolution, or a summary hereof, shall be published in full by the District Clerk of the School District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes issued in anticipation of the sale of said Bonds may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall take effect immediately upon its adoption.

A motion was made by Mr. Hutton and seconded by Mr. Kincaid to approve the 2018 Capital Bond Resolution.

Vote of the Board: 6

Yes: 6

No: 0

#### 7.5 Financial Report

Mr. Wood provided an overview of the Financial Report for the period ending June 1, 2018. There has not been much change on the revenue side. The district received its first quarter sales tax payment. On the expenditure side, he is estimating the funds we may spend that have not been encumbered yet. Looking at last year's numbers, he was almost spot on with the estimate. Encumbrances could swing from \$150,000 to \$400,000. He may have overestimated some items. Mr. Wood reviewed the fund balance worksheet. An additional \$161,510 will be added back to net \$1,267,133 in excess revenue over expenditures. Adding this amount to the projected fund balance leaves it at \$4,812,013. After accounting for the amount to reduce the 18-19 levy, anticipated encumbrances and the slight increase in assigned fund balance, the amount left to

replenish reserves is \$721,560. This does not yet include the \$3,000,000 to offset the local share of the 2018 capital project.

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

Vote of the Board: 6

Yes: 6  
No: 0

#### 7.6 Preliminary Fund Balance Allocation

Mr. Wood provided the Board members with an overview of the projected fund balance for the fiscal year end June 30, 2018. He indicated that the Board should determine where to place excess funds and recommended that the amount should not exceed the current year budget. The audit committee favored the recommendation to allocate the forecasted year-end fund surplus as follows:

1. \$384,739 to the Assigned Fund Balance for reducing the 2018-2019 tax levy as communicated to the community during budget development.
2. All necessary funds as determined by the purchasing agent to the Assigned Fund Balance for encumbrances.
3. \$3,246,065 to the Unassigned Fund Balance (4% of 2018-2019 approved budget).
4. All remaining 2017-2018 surplus to the Restricted Fund Balance and placed into the following reserves:
  - a. An amount not to exceed the 2017-2018 budget amount (\$1,327,258) into the Retirement Contribution Reserve,
  - b. And the balance into the 2014 Capital Reserve for building projects approved by the community on May 20, 2014.

The recommendation to fund the Retirement Contribution Reserve is consistent with what we have done over the last several years and is a reserve that we heavily rely on to help balance the budget. The 2017-2018 projected balance of \$3,788,020 falls below the current rationale of four times the annual expense or the proposed rationale of 15% of the ERS payroll times 4 years.

The recommendation to fund the 2014 Capital Reserve for building projects is recognizing the Board's desire to evaluate a potential capital project related to STEAM in the near future.

A motion was made by Mr. Kincaid and seconded by Mr. Hutton to accept the Fund Balance Allocation recommendation as presented.

Vote of the Board: 6

Yes: 6

No: 0

**7.7 Acknowledge Receipt of Internal Audit**

Mr. Wood indicated that there were not findings, only a couple of comments from the audit on Community Education. The major reason for the audit was based on recent retirements and a split clerical position in Community Education. The auditors focused on the cash receipt process. He recommended that the Board acknowledge the receipt of the 2018 internal audit of the 2016-2017 Decentralized Cash Receipts - Community Education.

A motion was made by Mr. Hutton and seconded by Ms. Gillette to acknowledge receipt of the Internal Audit

Vote of the Board: 6

Yes: 6

No: 0

**8. MEETING EVALUATION**

Mr. Bracken thanked Mr. Wood and Mr. Saltzberg. He is looking forward to graduation. Ms. Gillette commented on the great turnout of athletes this evening.

**9. EXECUTIVE SESSION**

A motion was made by Ms. Gillette and was seconded by Ms. Czarnecki to move into Executive Session for the purpose of discussing negotiations.

Vote of the Board: 6

Yes: 6

No: 0

Mr. Bracken moved the board out of Executive Session and returned to the Business Meeting at 8:30 p.m.

A motion was made by Mr. Kincaid and seconded by Mr. Hutton to approve the non-unit salary increase as recommended. Ms. Phelps was approved at 9%.

Vote of the Board: 6

Yes: 6

No: 0

**10. ADJOURN**

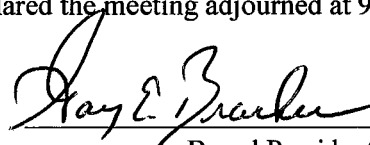
A motion was made by Ms. Gillette and seconded by Mr. Gibbardo to adjourn the meeting at 9:25 p.m.

Vote of the Board: 6

Yes: 6  
No: 0

As there was no further business, Mr. Bracken declared the meeting adjourned at 9:25 p.m.

  
District Clerk

  
Board President

