

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

Date: September 25, 2012
Spencerport, New York

Members Present: Mr. Bracken, Ms. Gillette, Mr. Oberlin, Ms. Taylor, Mr. Sweeney, Mr. Hutton, Mr. Young

Absent: All Present

Others Present Mr. Milgate, Mr. Crumb, Mr. Wood

The Regular meeting of the Board of Education of the Spencerport Central School District was called to order at 7:08 p.m. E.D.S.T. by the President, Mr. Jim Oberlin, in the Board of Education Conference Room in the Administration Building.

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

Prior to the beginning the Agenda, a reception was held to acknowledge new teachers, administrators and recently tenured teachers.

2. APPROVAL OF AGENDA

A motion was made by Kevin Hutton and seconded by Gary Bracken that the Board approve the agenda after moving agenda item 3 in place of agenda item 4. Item 5.27 was pulled from the consent agenda and it will become item #10 (ratification of successor agreement) and the previous item number 10 (adjournment) will become item #11.

Vote of the Board: Yes: 7

Yes: 7

No: 0

3. PRIVILEGE OF THE FLOOR

Ann Tartarsky and Matt Flanigan from the American Cancer Society shared their appreciation for the support that the Spencerport Central School has provided for the past 13 years for the Relay for Life walk. It was noted that over the total time that the district has supported this event over \$991,000 has been raised and that we are nearing the million dollar mark.

4. TAYLOR ELEMENTARY SCHOOL REVIEW

Monica Macaluso, Principal of Taylor Elementary School, provided an introduction and summary of the presentation that was prepared by the Building Planning Team (BPT). Members of the BPT took turns sharing information about key components of their building goals for the school year and how these goals support our district mission.

Technology – A number of technological strategies were shared by the Enrichment Specialist that are being utilized to support instruction and learning in their school. Video storytelling, iTunes, Wiki's, use of wireless technology, blogging, tumble books, and digital recorders were a few examples.

School Culture – The book “How Full is Your Bucket” was used as a school-wide read for all students to reinforce their goals around kindness. Along with this, the “Bully Blocker” program was used to reinforce lessons and supports that have been put in place to support students with their character education. New students are embraced through a specialized program for them. In addition, a family night is used to further support culture as well as school-wide fundraisers like wear jeans days, and Cartons for Christmas. The safe bus program and the PBIS program/assemblies further support their school culture goals. College and Career Readiness are also being celebrated. The team also shared that the school song has been reintroduced as well and their “B’s” program which continues to be a program where students are individually recognized for positive behavior. Another key program to help with school culture has been the success of the homework club.

Accomplishments and Opportunity - Student growth was discussed as an area of celebration when comparing cohort data in 4th and 5th grade with the 3rd grade cohort as an area of opportunity and improvement. Strategies that have been successful were shared as well such as authentic literature, use of more science/social studies during language arts, data days (time to plan), and the idea of using RtI (Response to Intervention) to match instructional skills to students' needs. The sense of community was another area of pride that was highlighted and a “whatever it takes” philosophy that makes Taylor a special school. It was noted that the Teacher Resource Center has been beneficial along with a professional development and resource location through a Wiki. This is further supported by an annual job-imbedded technology fair. Some challenges that were noted included the use and access of data for all students (in a variety of places) and the shift to the 21st Century classroom for teachers.

Questions were asked about the difficulties of pulling together the data that was needed. Another question was raised about the need for continued training especially in the area of constructiveness philosophy and keeping parents and staff members current/informed about our growth with 21st Century classrooms.

5. CONSENT AGENDA

5.1 Old Business

Approval of the Board of Education minutes held September 4, 2012.

5.2 New Business

5.21 Approve Personnel Actions as recommended by the Superintendent of Schools

A. CERTIFICATED PERSONNEL

1. RESIGNATIONS

- a. William Nealon, resigning from Varsity Boys Tennis Coach effective September 7, 2012. Reason: personal
- b. Corinne Bennett, Music Teacher assigned to Bernabi Elementary School and Cosgrove Middle School, resigning effective September 18, 2012. Reason: personal

2. APPOINTMENTS

- a. Sean Miller, Teaching Assistant assigned to Bernabi Elementary School and Taylor Elementary School, effective September 10, 2012. Salary is \$9.71 per hour, pending negotiations. Mr. Miller is replacing Ms. Adams.
- b. Rose Ellen Lin, .66 FTE in the Music tenure area assigned to Bernabi Elementary School and Cosgrove Middle School, effective September 21, 2012 to June 30, 2013. Salary is Masters, Level 5 at \$47,339 prorated to \$29,056.70, pending negotiations. Ms. Lin is replacing Ms. Bennett.

3. LEAVES OF ABSENCE

- a. Paul Nordquist, Elementary Teacher assigned to Cosgrove Middle School, requesting a family and medical leave of absence from September 7, 2012 to September 25, 2012.
- b. Corinne Smith, ESOL Teacher assigned to Cosgrove Middle School and Canal View Elementary School, requesting a family and medical leave of absence from October 1, 2012 to December 21, 2012.

4. SUBSTITUTE APPOINTMENTS

- a. Scott Barnard, contract substitute teacher in the Special Education tenure area assigned to Cosgrove Middle School, effective September 24, 2012 to June 10, 2013. Salary is \$120 per day.
- b. Nicole Scott, long-term per diem substitute teacher in the ESOL tenure area assigned to Cosgrove Middle School and Canal View Elementary School, effective October 1, 2012 to December 21, 2012. Salary is \$187.50 per day. Ms. Scott is substituting for Ms. Smith.

5. SUBSTITUTE TEACHERS – List attached

6. EXTRA CURRICULAR ACTIVITIES AND INTER-SCHOLASTIC ATHLETICS

- a. Winter Coaching Recommendations - List attached

7. AMENDMENTS

- a. Jenna Smith, appointed Modified B-2 Girls Soccer Coach for the 2012-13 season. Stipend is Level B at \$2,013, pending negotiations. This was previously stated as Level B with a stipend of \$2,601, pending negotiations.

B. CLASSIFIED PERSONNEL

1. RESIGNATIONS

- a. Elena Iraci, Cook Manager assigned to Bernabi Elementary School, resigning effective September 4, 2012. Reason: personal

2. APPOINTMENTS

- a. Mary Ann DiMino, Lunch Monitor assigned to Spencerport High School, effective September 5, 2012. Salary is \$7.92 per hour, pending negotiations. Ms. DiMino is replacing Ms. DeBona.
- b. Nicole Johnson, .50 FTE as a Physical Therapist assigned to Cosgrove Middle School, Spencerport High School, Munn Elementary School and Taylor Elementary School, effective September 13, 2012 to June 30, 2013. Salary is Bachelors Level 8 at \$46,116 prorated to \$22,250.97, pending negotiations. Ms. Johnson is replacing Ms. Mintz.
- c. Frank Burgio Jr., Cleaner assigned to Bernabi Elementary School and the Transportation Department, effective September 17, 2012. Salary is \$9.80 per hour. Mr. Burgio is replacing Ms. Roberto.
- d. Noreen Ford, School Food Service Specialist, effective September 5, 2012 to June 30, 2013. Stipend is \$2,500.

3. LEAVE OF ABSENCES

- a. Judy DeAngelis, Teacher Aide assigned to Bernabi Elementary School, requesting an intermittent family and medical leave of absence from September 5, 2012 to December 31, 2012.
- b. Michael Falcipleri, Bus Driver for the Transportation Department, requesting a family and medical leave of absence from September 20, 2012 to September 28, 2012.
- c. Robert Neusatz, Accompanist assigned to Cosgrove Middle School and Spencerport High School, requesting an unpaid leave of absence from September 17, 2012 to September 20, 2012.

4. SUBSTITUTE APPOINTMENTS

- a. Margaret Johnson, Accompanist PTOC, effective September 12, 2012. Salary is \$12.96 per hour.
- b. Brenda Bleier, Teacher Aide PTOC, School Aide PTOC, Office Clerk IV PTOC and Teaching Assistant PTOC, effective September 14, 2012. Salary is \$7.72 per hour for Teacher Aide PTOC and School Aide PTOC, \$9.56 per hour for Office Clerk IV PTOC and \$8.96 per hour for Teaching Assistant PTOC.
- c. Michael Sadowski, provisional appointment as Bus Driver PTOC for the Transportation Department (pending fingerprinting clearance), effective September 7, 2012. Salary is \$13.57 per hour.

- d. Stacy Tindall, Food Service Helper PTOC contingent upon final clearance from the New York State Education Department (fingerprinting clearance), effective September 21, 2012. Salary is \$8.20 per hour.
- e. Danene Eddy, Food Service Helper PTOC, effective September 21, 2012. Salary is \$8.20 per hour.
- f. Elizabeth Robinson, Cleaner PTOC, effective September 10, 2012. Salary is \$9.63 per hour.
- g. Joshua Frisch, Grounds Equipment Operator PTOC, effective September 17, 2012. Salary is \$9.91 per hour.
- h. Mary Gauthier, Food Service Helper PTOC, effective September 17, 2012. Salary is \$8.20 per hour.
- i. Susan McCoy, Teacher Aide PTOC, School Aide PTOC and Office Clerk IV PTOC, effective September 13, 2012. Salary is \$7.72 per hour for Teacher Aide PTOC and School Aide PTOC and \$9.56 per hour for Office Clerk IV PTOC.

5. AMENDMENT

- a. Pamela Hasenauer, Bus Driver for the Transportation Department, requesting an extension of her previously approved family and medical leave of absence (June 4, 2012 to June 22, 2012) to September 25, 2012.
- b. Shamus Lobene, Student Helper for Spencerport Schools, effective July 2, 2012 to June 30, 2013. The end date was previously stated as August 31, 2012.
- c. Nickolas Ferguson, Student Helper for Spencerport Schools, effective July 2, 2012 to June 30, 2013. The end date was previously stated as August 31, 2012.
- d. Dylan Eichas, Student Helper for Spencerport Schools, effective July 2, 2012 to September 7, 2012. The end date was previously stated as August 31, 2012.
- e. Robert Mitchel, Student Helper for Spencerport Schools, effective July 2, 2012 to June 30, 2013. The end date was previously stated as August 31, 2012.
- f. Joshua Frisch, Student Helper for Spencerport Schools, effective May 8, 2012 to September 14, 2012. The end date was previously stated as August 24, 2012.

5.22 Warrants

<u>Category</u>	<u>Date</u>	<u>Amount</u>	<u>Checks</u>
General	8/2/12	\$ 438,848.03	58
	8/2//12	\$ 156,511.89	10
	8/15/12	\$1,212,353.36	102
	8/23/12	\$ 238,740.36	50
	8/30/12	\$ 227,535.52	108
	9/6/12	\$ 132,145.41	66
	9/16/12	\$ 962,735.31	103

Federal	8/2/12	\$ 303.53	1
	8/15/12	\$ 1,650.00	4
	8/23/12	\$ 1,900.00	1
	9/6/12	\$ 1,500.00	1
School Lunch	8/15/12	\$ 175.45	1
	9/6/12	\$ 3,973.50	3
	9/13/12	\$ 126.97	1
Capital	8/15/12	\$ 49,162.50	1
Trust & Agency	8/15/12	\$ 259,062.31	20
	8/30/12	\$ 3,791.03	2
	8/31/31	\$ 250,454.03	20
	9/13/12	\$ 4,603.09	6
	9/14/12	\$ 469,991.63	33

5.23 Recommendation to Create and Appoint Substitute Chairpersons for Committee on Preschool Special Education (CPSE)

Mrs. Jamie Lissow, Director of Human Resources, is recommending approval for the creation of a Substitute Committee on Pre-school Special Education (CPSE) Chair for the Special Education Department at a rate of \$35.00 per hour, not to exceed the federal grant budgeted funding of \$7,500. This federal grant funding can only be used for Pre-school Special Education. This position will run CPSE meetings, complete all required paperwork, and follow up with pre-school providers and families. This position will report directly to Deserie Richmond, Director of Special Education.

The recommendation is the appointment of Tracy Wegman, a certified School Psychologist, as Substitute CPSE Chair, effective September 26, 2012 to June 30, 2013 at the rate of \$35.00 per hour.

5.24 Donations

Spencerport Fire Department Ladies Auxiliary made a donation for the 2012 school year of school supplies amounting to \$500 (\$100 for each of the four elementary schools and the Middle School) which was provided from the auxiliary treasury along with donations from auxiliary members. It was greatly appreciated. This generous donation will benefit our students whose families may struggle to meet their educational needs.

Spencerport/Greece Marlins Swimming made a donation of a new microphone and an auxiliary speaker for the pool timing system. The Marlins swim team stated that they have enjoyed a great partnership with the Spencerport School District which has enabled them to run successful practices and meets. Because of their strong connection to the district and our community, they wanted to show their appreciation and give back to the District.

5.25 Inter-Municipal Fuel Agreement with Monroe County Sheriff's Department – attached

5.26 Tenure Recommendation

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Date</u>
Richard Platt	Taylor	School Psychologist	December 4, 2012

Motion was made by Jody Gillette and seconded by Kevin Hutton to approve the consent agenda with item 5.27 being moved to item # 10 in the agenda.

Vote of the Board: Yes: 7

Yes: 7

No: 0

6. BOARD OF EDUCATION

6.1 President's Report & Communication Protocols

Mr. Sweeney noted that the school year is off to a great beginning and is looking forward to homecoming this upcoming week. Mr. Sweeney provided Ms. Tyler with a certificate of her completion of the Governance training required to be a Board of Education member. Mr. Sweeney also asked Mr. Crumb, Superintendent, to discuss what he felt his communication protocol is for emergency and non-emergency situations. Mr. Crumb distributed a document titled "Protocol for Communication with Board of Education Members" and reviewed this with board members. He identified examples of communication that would warrant an email or through News & Notes. Mr. Sweeney noted that this provides board members with a "baseline" of what to expect.

6.2 Board of Education Member's Report

Ms. Gillette shared that she attended the Audit Committee meeting and the Technology Advisory meeting this week. She noted that the school year opening was smooth and that the wiring and wireless update was moving towards the December target goal. She also noted that new staff was being hired for the department as well.

Ms. Tyler shared that the Exchange Committee met and that on-line learning was being discussed at the next meeting along with APPR and COMIDA agreements and food service guidelines.

Mr. Bracken shared that he met with the facilities director and noted that Taylor is in great position.

6.3 Selection of Delegate for NYSSBA Business Meeting

Mr. Sweeney asked for volunteers from the Board of Education for the role of voting delegate at the NYSSBA Business Meeting. The time of the meeting was shared and Jim Oberlin volunteered for this role.

A Motion was made by Mark Young and seconded by Jody Gillette to have Jim Oberlin serve as our voting delegate.

Vote of the Board: Yes: 7

Yes: 7

No: 0

7. SUPERNTENDENT'S REPORT

7.1 Review of External Audit (Action: Acknowledgement of Receipt) -- attachments

Mr. Wood directed Board of Education members to the Executive Financial Summary document to provide an overview of the External Audit. He reviewed information shared by Mr. Tom Zuber, a partner with our external auditor Raymond F. Wager, P.C., C.P.A., during the Audit Committee. Topics included 1) General Fund (Summarized Balance Sheet) - regarding the liability "due retirement systems," 2) Reserve Analysis -- pointing out the District currently uses \$2,969,829 to support the operating budget. Although the District has been able to replenish the amounts used each year it should continue to be monitored very closely in future years in the event those reserves can't be replenished, 3) General Fund (Revenue Summary) -- revenues showed a positive \$1,171,200 variance of budget to actual. However, much of that was from one time sources such as the F.A.I.R sales tax settlement, BOCES Aid and prior year adjustments, 4) General Fund (Expenditure Summary) -- expenditures showed a positive \$2,544,749 variance of budget to actual (under budget). A large portion of that savings was due to the transfer of Federal Ed Jobs funds and therefore the savings was much less and reflects the budgets are much tighter than year's past, 5) Summary of Other Funds -- discussed fund balance for School Lunch decreased for the second year in a row and may be even more challenging due to new federal regulations and continued use of Debt Service Fund to help reduce the District's debt, 6) Entity-Wide Financial Statements -- addressed the requirement to report the Other Post-Employment Benefits and how that number impacts the balance sheet, specifically the negative unrestricted assets. Lastly, Mr. Wood reported there were no deficiencies in internal control that can be considered material weaknesses and very few findings in the management letter.

Mr. Wood asked the Board of Education to acknowledge receipt of this document. Board members complimented our efforts as a district to keep us in a financially strong position. Mr. Wood in turn recognized the efforts of our business office staff and the excellent work that they do as well.

A Motion was made by Jody Gillette and seconded by Mark Young to acknowledge receipt of the External Audit.

Vote of the Board: Yes: 7

Yes: 7

No: 0

7.2 Allocation of 2011-12 Restricted Fund Balance

Mr. Wood reviewed the initial recommendation for the distribution of 2011-2012 fund balance presented at the June 12, 2012 and August 06, 2012 Board of Education meetings. He also explained an error when projecting excess fund balance in August due to carry-over encumbrances and fortunately the impact may put the District in a stronger financial position based on further discussions with the external auditor. Mr. Wood's recommendation for final distribution of 2011-2012 fund balance to reserves was:

1. \$2,918,862 to restricted fund balance and placed in the following reserves:
 - a. \$1,663,010 Retirement Contribution Reserve
 - b. \$282,630 Workers' Compensation Reserve
 - c. \$973,222 Capital Reserve for Facilities (2005).

Mr. Sweeney encouraged members of the Board of Education to consider having further discussions about setting aside funding to help off-set the other Post-Employment Benefits liability. Mr. Oberlin encouraged the board to ask to have this advocated through the New York State School Boards Association as well. It was noted by a number of members that we can't lose sight of this situation. Mr. Crumb noted that by fully funding the Capital Reserve for Facilities (2005) allows us to fund a future capital project with little or no expense to the community.

A Motion was made by Jim Oberlin and seconded by Mark Young to accept the recommendation to allocate reserves as summarized in the above table.

Vote of the Board: Yes: 7

Yes: 7
No: 0

7.3 July/August 2012 Financial Report – attached

Mr. Wood summarized the financial report for members of the Board of Education. Mr. Wood highlighted savings from debt service due to 1) refunding two bonds and 2) not entering into permanent financing for the 2010 Capital project. The estimated savings is for this fiscal year is about \$217,000.

A Motion was made by Mark Young and seconded by Gary Bracken to accept the financial report as presented.

Vote of the Board: Yes: 7

Yes: 7
No: 0

8. MEETING EVALUATION

Board members thanked members of the Taylor Building Planning Team for their presentation. It was noted that seeing the software and tools that the students are using was very helpful.

9. EXECUTIVE SESSION

A motion was made by Gary Bracken and seconded by Kevin Hutton to move into executive session.

Vote of the Board: Yes: 7

Yes: 7
No: 0

Mr. Sweeney moved us out of executive session and back into regular session at 10:12 pm.

10. RATIFICATION OF SUCCESSOR AGREEMENT

A Successor Agreement was reached by the Spencerport Teaching Assistants Association and the Spencerport Central School District. The Association represents twenty four (24) teaching assistants employed by our school district. The association is affiliated with the New York State United Teachers (NYSUT) and was represented in negotiations by the NYSUT representative assigned to our other Spencerport bargaining groups.

The previous collective bargaining agreement with the Association was for the term of July 1, 2008 through June 30, 2012. The District began negotiating with the Association in January of 2012 and a tentative agreement was reached by the negotiators on August 14, 2012. The Association ratified this tentative agreement with a 100% consensus on Thursday, September 13, 2012.

A motion was made by Mark Young and seconded by Kevin Hutton to approve the Successor Agreement for the Spencerport Teaching Assistants Association and the Spencerport Central School District.

Vote of the Board: Yes: 7

Yes: 7
No: 0

11. ADJOURN

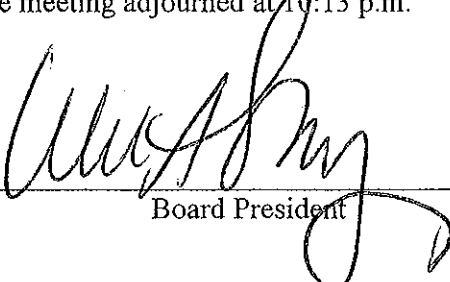
Motion was made by Jim Oberlin and seconded by Mark Young to adjourn the meeting.

Vote of the Board: Yes: 7

Yes: 7
No: 0

As there was no further business, Bill Sweeney declared the meeting adjourned at 10:13 p.m.


District Clerk


Board President