

MINUTES of the Regular Meeting of the Board of Education of the West Irondequoit Central School District, Town of Irondequoit, Monroe County, New York held Thursday, March 17, 2016, in the District Office, 321 List Avenue, Rochester, NY

BOARD MEMBERS PRESENT: M. Burns, A. Cunningham, M. Seeley, J. Shafer, M. Steckley, J. Vay

ALSO PRESENT: J. Brennan, J. Crane, S. Ertel, K. Finter, P. Kelly, T. Terranova

ABSENT: B. Evans, C. Miga

Visitors: As per Sign In sheet

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:00 p.m.

APPROVAL OF AGENDA

Motion was made by Mr. Seeley seconded by Mrs. Cunningham to approve the agenda as presented.

Motion Carried: 6-0-0

PROMISE PROJECT UPDATE

Alex Dibble from Campus Construction provided an update.

ACCEPTANCE OF MINUTES:

Upon motion by Dr. Steckley with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the minutes of the February 25, 2016 Audit Committee, the February 25, 2016 Business Meeting and the March 3, 2016 Study Session be accepted as presented.

Motion Carried: 6-0-0

GOOD NEWS

Ms. Melidona and Ms. Smith presented the Good News.

BUDGET PRESENTATION

Dr. Terranova reviewed budget information presented to date and then reviewed the personnel portion of the budget. The Board had an opportunity to talk with the community members who were present to answer any questions they had. After discussion occurred the Board summarized their discussions. Mr. Crane reviewed the previous opportunities that have been offered for our community to learn about budget and various other topics. He then shared the upcoming opportunities.

PUBLIC COMMENT

District Resident/Address	Issue/Concern
None.	

SUPERINTENDENT'S REPORT

Mr. Crane reported that Dr. Terranova attended the NYSCOSS Winter Institute and Advocacy trip in Albany earlier this month. Dr. Terranova shared that the NYSCOSS Executive Director Robert Reidy, Jr. is retiring. His keynote focused on the challenges Superintendents face today. Privatization vs. Public Education. Mr. Crane read a letter from the Irondequoit Church of Christ Outreach Team offering a \$500 scholarship for a Dake student to attend the Washington DC trip. Lastly, Mr. Crane reported that he attended the RMSC STEM Education awards event where technology teacher Eric Kazukiewicz was honored as a finalist.

REPORTS OF THE STUDENT REPRESENTATIVES

Ms. Melidona and Ms. Smith reported that they visited Iroquois School. Students there reported that their favor subject is math and they love specials. They asked that the district look into a Lego Club and let the Board of Education know that Iroquois is fun and the teachers are awesome. Ms. Smith and Ms. Melidona also reported that the Superintendent's Leadership Initiative group met this morning. They recently skyped with the Gateway2Change students. The group held a mock Presidential election this morning. Bernie Sanders came in first and they had a great discussion. Student Council has been active in the community, the Talent Show is scheduled for April 15, the Senior Citizen Fun Night is scheduled for April 21 and spring sports are well underway.

Mr. Crane shared that five of the Student Leadership Initiative students will be on stage at the convention center on April 21 for the Causewave Breakfast event. Their presentation will be on Internal Bias. Lastly, Mr. Crane shared that he attended The Race Card Project at Nazareth College and commented that it was an amazing opportunity.

REPORT OF THE TREASURER

Upon motion by Mrs. Cunningham with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the Treasurer's Report and Financial Statements dated February 29, 2016 be accepted as presented.

Motion Carried: 6-0-0

REPORT OF LEADERSHIP STAFF

A. Personnel

1. Personnel

Upon motion by Dr. Steckley with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that the personnel agenda dated March 17, 2016, as recommended by the Superintendent of Schools, be approved as presented.

Motion Carried: 6-0-0

B. Business

1. Audit Committee

No Report.

2. Facilities Plan

Mr. Brennan reported that the Facilities Committee met earlier in the week. Their focus was on lead contamination. Mr. Brennan shared the various steps that the district has taken. The Facilities Committee established parameters for a Request For Proposal to proceed with drinking water tests.

C. Pupil Personnel Services

1. Recommendation of the Committee on Special Education

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, that the recommendations dated March 17, 2016 of the Committee on Special Education for the 2015-16 and 2016-17 school years be approved as presented.

Motion Carried: 6-0-0

OLD BUSINESS

A. Approval of 2016-17 Board of Education Meeting Schedule

Upon motion by Dr. Shafer with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the 2016-17 Board of Education Meeting Schedule be approved as presented.

Motion Carried: 6-0-0

B. Acceptance of the 2015-16 Internal Audit

Upon motion by Mrs. Cunningham with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the 2015-16 Internal Audit conducted by EFPR Group, CPA's, PLLC be accepted as presented.

Motion Carried: 6-0-0

C. Approval of Revised list of Authorizations/Appointments/Designations/Re-adoptions

Upon motion by Dr. Steckley with a second by Dr. Shafer the following resolution was offered:

1. Authorization to establish the following petty cash funds, custodians, and amounts:

<u><i>Building</i></u>	<u><i>Amount</i></u>	<u><i>Custodian</i></u>
Briarwood	\$100	Diane Stout
Brookview	\$100	Bonnie Ritzman
Colebrook	\$100	Mary Hyman-Nicoll
Community Education	\$100	Barbara Reardon
Dake Junior High	\$100	Sue Goodlein
Dake-Cafeteria	\$120	Betsy LoGiudice
District Office	\$100	Susan Bottazzo
Environmental Services	\$100	Gwynne Balcer
Helmer Nature Center	\$100	Karen Mazzola
IHS-Athletics Office	\$50	Anthony Lipani

IHS-Bookstore	\$50	Mary Greenblatt
IHS-Cafeteria	\$200	Betsy LoGiudice
IHS-Music	\$100	Steve Zugelder
Irondequoit High School	\$100	Mary Stephany-Veltz
Iroquois Middle School	\$100	Andria Mikiciuk
Iroquois-Cafeteria	\$25	Betsy LoGiudice
Listwood	\$100	Pam Iannone
Pupil Personnel Services	\$100	Barb Speed
Rogers Middle School	\$100	Fran DiPrima
Rogers-Cafeteria	\$25	Betsy LoGiudice
Seneca	\$100	Kim Gagarinas
Southlawn	\$100	Melissa Vella
Technology	\$100	Scott Ertel
K-3 Buildings Breakfast Program (\$25 ea.)	\$150	Betsy LoGiudice

2. Appointment of Patricia Kelly as Secretary to the Superintendent/School District Clerk.
3. Appointment of Susan Bottazzo as Deputy School District Clerk.
4. Appointment of Gregory Pheterson as School District Treasurer.
5. Appointment of James Brennan as Deputy Treasurer.
6. Appointment of Patricia Hartman as Internal Claims Auditor.
7. Appointment of Rotenberg and Co., LLC as Internal Auditor.
8. Appointment of Audit Committee Members (The Board of Education as a whole).
9. Designation of Freed Maxick & Battaglia as External Auditor (Independent).
10. Designation of Harris Beach as legal counsel.
11. Designation of Clark Patterson Lee as architect.
12. Designation of Assistant Superintendent for Finance as Purchasing Agent.
13. Designation of Deputy Superintendent as alternate Purchasing Agent.
14. Designation of Deputy Superintendent as Records Access Officer.
15. Designation of Assistant Superintendent for Finance as alternate Records Access Officer.
16. Records Access Fee: The fee for copying documents is 25 cents per single-sided page up to 8 ½ x 14 and 50 cents for a double-sided page up to 8 ½ x 14 .
17. Designation of Assistant Superintendent for Finance as Census Enumerator.

18. Designation of Deputy Superintendent as alternate Census Enumerators.
19. Designation of WorkFit Medical, 1160 Chili Avenue, Suite 100, Rochester, NY 14624, as district physician and Dr. Lawrence Denk as school physician.
20. Designation of Dr. Rajendra Singh as district psychiatrist.
21. Designation of Patricia Hartman as Medicaid Compliance Officer.
22. Designation of Deputy Superintendent and Director of Student Services as Title IX Compliance Officers (Harassment Complaint Officer).
23. Designation of Assistant Superintendent for Finance, K-6 Director of Instruction or 7-12 Director of Instruction as alternate Title IX Compliance Officers (Harassment Complaint Officer).
24. Designation of Assistant Superintendent for Finance as individual to approve free and reduced lunch applications.
25. Designation of Deputy Superintendent as alternate individual to approve free and reduced lunch applications.
26. Designation of Assistant Superintendent for Finance to authorize the Free and Reduced Lunch Program.
27. Designation of Deputy Superintendent as alternate to authorize the Free and Reduced Lunch Program.
28. Designation of Jeffrey Rahn as asbestos designee.
29. Designation of Alphonse DiNoto as Energy Manager.
30. Designation of Jennifer Brooker as Chemical Hygiene Officer.
31. Designation of Jeffrey Rahn as alternate Chemical Hygiene Officer
32. Establishment of the following banks as official depositories of district funds:

JP Morgan Chase Bank	M & T Bank
Bank of America	Citibank
First Niagara	MBIA Class
Key Bank	
33. Set the following bonding level for staff/officers:
Blanket limit of \$3,000,000 per loss.
34. Designation of the ROCHESTER BUSINESS JOURNAL as the official newspaper.

35. Designation of individuals to serve as Impartial Hearing Officers for the 2015-2016 school year as listed on the district-specific list of Impartial Hearing Officers as maintained by the New York State Education Department's Impartial Hearing Reporting System (IHRS), as required in Section 200.5 of the Regulations of the Commissioner of Education.
36. Authorization of Board of Education President or Vice-President to approve Impartial Hearing Officer.
37. Designation of Susan Flood as individual to propose amendments to a student's IEP on behalf of the School District.
38. Designation of Susan Flood as Section 504 Compliance officer.
39. Authorization of the Assistant Superintendent for Finance to certify payrolls.
40. Authorization of Deputy Superintendent as alternate to certify payrolls.
41. Authorize use of electronic signature cards for checks.
42. Authorization of the Superintendent of Schools or his /her designee to approve the attendance of staff members at professional conferences in advance of such conferences. (General Municipal Law, Section 77-b)
43. That non-resident tuition rates for the 2015-2016 school year be established at the rate as set by SED guidelines.
44. Set the mileage reimbursement rate at the same rate set by the Internal Revenue Service and as amended from time to time.
45. Extraclassroom central treasurers, granting permission to sign extraclassroom account checks, as follows:

<u>Area</u>	<u>Custodian</u>
IHS	Douglas Lauf
Dake	Matthew Schrage
Iroquois	Charles Miller
Rogers	Dennis DesRosiers
46. Authorization to Mary Greenblatt as custodian of the Irondequoit High School Campus Bank Account.
47. Re-adoption of Policies and Code of Ethics.
48. Re-adoption of the District-Wide School Safety Plan.
49. Re-adoption of the Code of Conduct.
50. Dignity of All Students Compliance Officers, Deputy Superintendent and Director of Student Services.

51. Dignity of All Students Alternate Compliance Officers, Assistant Superintendent for Finance, K-6 Director of Instruction or 7-12 Director of Instruction.

52. Dignity of All Students – Dignity Act Coordinator – The coordinator for each school building will be the principal.

BE IT RESOLVED, that the revised list of Authorization/Appointments/Designations/Re-adoptions dated March 17, 2016 be approved as presented.

Motion Carried: 6-0-0

D. Approval of Revised Policies

1. Policy #1720 Minutes

Upon motion by Mr. Seeley with a second by Mrs. Cunningham the following resolution was offered:

BE IT RESOLVED, the revised policy #1720 Minutes be approved as presented.

Motion Carried: 6-0-0

NEW BUSINESS

A. Policy Review

1. #1310 Powers and Duties of the Board
2. #2210 Membership in Associations
3. #2220 Attendance by Board Members at Conferences, Conventions and Workshops
4. #2240 Board Self-Evaluation

There are no recommended changes to the above. This will be considered the review.

5. #1270 Absentee Ballots

This policy is amended to incorporate what we had previously had in a regulation. The current policy and regulation contain overlapping material which is more clearly expressed in one place than in two. The content of the policy is all procedural, and the procedures are all set forth in law and do not allow for local discretion. Thus the recommendation is to adopt this revision of the policy and to drop the current regulation. New material is in blue font and has been adapted from the regulation. The law was also reviewed to be sure this revision is consistent with it.

6. #2110 Orientation and Training of New Board Members

This policy has been updated to reflect Erie 1's suggested language.

7. #2130 Committee of the Board

Specific language added about Audit Committee and Visitation Committees.

8. #2230 Compensation and Expenses

Language added from Erie 1's suggestion.

9. #4121 Appointment/Dismissal of Certificated Administrators

The Probation period changed from three years to four years.

This will be considered the first reading. The second reading and approval is anticipated at the April 7, 2016 Study Session.

10. #7223 Credit Recovery Programs for High School Students

Policy #1410 titled "Policy" states that the Board may motion to waive the second reading and complete the adoption of the policy at its first reading.

Upon motion by Mrs. Cunningham with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the second reading of policy #7223 Credit Recovery Programs for High School Students be waived.

Motion Carried: 6-0-0

Upon motion by Mrs. Cunningham with a second by Mr. Seeley the following resolution was offered:

BE IT RESOLVED, that revised Policy #7223 Credit Recovery Programs for High School Students be approved as presented.

Motion Carried: 6-0-0

B. Proposed Field Trip

1. DECA International Business Plan Event 2016 – Nashville, TN

Upon motion by Dr. Shafer with a second by Mr. Vay the following resolution was offered:

BE IT RESOLVED, that the field trip to the DECA International Business Plan Event 2016 in Nashville, TN, April 23-27, 2016, at an estimated cost of \$13,829 of which \$1,800 will be funded by the Irondequoit High School Student Activity Account, \$1,732 from DECA extracurricular account, and the remaining \$10,297 funded by the students attending, be approved as presented.

Motion Carried: 6-0-0

2. Odyssey of the Mind NYS Tournament, Binghamton, NY

Upon motion by Mr. Seeley with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the field trip to SUNY Binghamton to participate in the Odyssey of the Mind competition on April 1-3, 2016, at an estimated cost of \$1,544 and funded through the Odyssey of the Mind budget be approved as presented.

Motion Carried: 6-0-0

BOARD REPORTS

A. Liaison Reports and Next Scheduled Meeting Date

1. Monroe County School Board Association

- Legislative Committee (Margaret Burns, Ann Cunningham, Bill Evans)
No Report.

- Labor Relations (Bill Evans, John Vay)
Mr. Seeley attended the Labor Relations meeting where the topic was RASHP 2 and he shared the handout. Mr. Vay thanked Mr. Seeley for attending in his place.
- Information Exchange (Mike Seeley, John Shafer)
Mr. Seeley attended the Information Exchange meeting where the topic was Trends in Substance Abuse and shared the minutes from the meeting with all. Dr. Shafer also commented on what community resources available and who they treat. The next meeting will be April 13, 2016 where Regents Brown and Norwood are the speakers.

2. School/Community Groups

- Helmer Nature Center (Margaret Burns, Bill Evans)
Mrs. Burns reported that the Maple Sugar Festival was held last weekend and the Pancake Breakfast is on Sunday, March 20, 2016. The next HNC meeting is scheduled for April 20.
- PTSA (Ann Cunningham, John Shafer)
Mrs. Cunningham and Dr. Shafer reported that they shared information about the Board's visit to Iroquois, the advocacy trip to Albany, and Dr. Terranova provided an update on the Promise Project and the format of assessments.
- WIF (Ann Cunningham, Bill Evans)
Mrs. Cunningham reported that she attended the recent WIF meeting. There will be a thank you event for WIF contributors, the annual campaign is underway and the golf tournament is scheduled for June 24, 2016. There was a surprise guest at the recent WIF meeting. Mr. Vay attended and presented WIF with a check in the amount of \$1,271.13 from the Tap Takeover.
- WI Alumni Association (Mike Seeley, John Vay)
No Report.
- TLC (Margaret Burns, Meg Steckley)
No Report. Dr. Steckley reported the next meeting is scheduled for March 23, 2016.
- Facilities (Bill Evans, John Vay)
Mr. Vay reported that the Facilities Committee met this week and their focus was the best way to proceed with the lead testing. They also looked at upcoming projects and will be updating the 5-Year Plan. Mr. Brennan noted that the library transfer has been completed.

3. Schools

- Irondequoit High School (John Vay)
No Report.
- Dake Junior High (Meg Steckley)
No Report.

- Rogers (Bill Evans)
No Report.
- Iroquois (Ann Cunningham)
No Report.
- Briarwood/Colebrook (Margaret Burns)
Mrs. Burns reported that she attended Colebrook’s Open House. It was well attended and families noted the progress of building addition.
- Brookview/Seneca (Mike Seeley)
No Report.
- Listwood/Southlawn (John Shafer)
No Report.

B. Correspondence

Dr. Shafer commented that the 25/35 Years of Service was a well done, classy event. Mr. Seeley noted the passing of former WICSD teacher Jim Badger. He also commented that he attended “All Shook Up” musical and students did a terrific job. Mrs. Burns thanked Dr. Steckley for the tickets to The Race Card Project. She attended the Adam Milne game and the DECA competition. Lastly, she shared the BOCES 1 minutes.

C. Review of Future Meetings

Study Session	Thursday, April 7, 2016	7:00 p.m.	I H S - LGIC
Audit Committee	Thursday, April 14, 2016	5:30 p.m.	District Office
Business Meeting	Thursday, April 14, 2016	7:00 p.m.	District Office

EXECUTIVE SESSION

Upon motion by Dr. Steckley with a second by Mr. Seeley the Board adjourned into Executive Session at 9:17 p.m. to discuss the proposed acquisition, sale or lease of real property.

Motion Carried: 6-0-0

The Board returned to Open Session at 10:34 p.m.

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 10:35 p.m. following a motion by Mrs. Cunningham with a second by Mr. Seeley.

Respectfully submitted,

Patricia Kelly
School District Clerk

(Copies of all above-mentioned actions are filed with the supplemental file of the minutes of the meeting.)