

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, August 18, 2016, in the District Office, 321 List Avenue, Rochester, NY

BOARD MEMBERS PRESENT: B. Charles, A. Cunningham, B. Evans, J. Shafer, C. Stahl, M. Steckley, J. Vay

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

Visitors: As per Sign In sheet

WORKSHOP

The workshop convened at 9:00 a.m. District Office Administrators provided updates on instructional focus, District’s financial status (including reserves), enrollment, class size, food service and the 2016-17 budget parameters. District Focus Areas, APPR, District properties were also discussed. The workshop adjourned at 5:10 p.m.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 5:30 p.m. with the pledge of allegiance.

APPROVAL OF AGENDA

Motion was made by Mr. Vay seconded by Mr. Charles to approve the agenda as amended.

Motion Carried: 7-0-0

PROMISE PROJECT UPDATE

Alex Dibble from Campus Construction provided an update.

ACCEPTANCE OF MINUTES:

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

BE IT RESOLVED, that the minutes of the July 12, 2016 Organizational/Business Meeting and the July 25, 2016 Audit Committee Meeting be accepted as presented.

Motion Carried: 7-0-0

PUBLIC COMMENT

District Resident/Address	Issue/Concern
Ms. Anne Kemblowski 161 Hastings Lane	Ms. Kemblowski commented on the financial burden it is to pay school taxes while on disability. She asked the Board to consider reducing school taxes for those on disability.

SUPERINTENDENT'S REPORT

Mr. Crane thanked the Board and staff for all of their work today during the workshop. There were many presentations and Mr. Crane appreciated the high quality respectful discussion.

REPORT OF THE TREASURER

Upon motion by Mr. Charles with a second by Ms. Stahl the following resolution was offered:

BE IT RESOLVED, that the Treasurer's Reports and Financial Statements as of June 30, 2016 and July 31, 2016 be accepted as presented.

Motion Carried: 7-0-0

REPORT OF LEADERSHIP STAFF

Curriculum

Overview of Summer Leadership

Mrs. Finter and Mrs. Miga provided overview of the Leadership Workshop held earlier this month.

Personnel

Agenda

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

BE IT RESOLVED, that the personnel agenda dated August 18, 2016, as recommended by the Superintendent of Schools, be approved as presented.

Motion Carried: 7-0-0

Business

Audit Committee

Mr. Brennan reported that the External Audit is almost complete and an Audit Committee meeting will be scheduled soon.

Facilities Committee

The Facilities Committee met this week. Discussion included planning for the Cooper Road Library along with the Capital Improvement Plan and the 5-Year Facilities Plan.

Pupil Personnel Services

Recommendation of the Committee on Special Education

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

BE IT RESOLVED, that the recommendations dated August 18, 2016 of the Committee on Special Education for the 2016-17 school year be approved as presented.

Motion Carried: 7-0-0

OLD BUSINESS

- A. Revised List of Authorizations/Appointments/Designations/Re-adoptions
Upon motion by Mr. Charles with a second by Dr. Steckley the following resolution was offered:

BE IT RESOLVED, that the revised list of Authorizations/Appointments/Designations/Re-adoptions dated August 18, 2016 be approved as presented.

NEW BUSINESS

- A. Approval of 2016-17 Tax Levy and 2016-17 Tax Rate
Upon motion by Mr. Vay with a second by Dr. Shafer the following resolution was offered:

BE IT RESOLVED, that the Town of Irondequoit be authorized to collect school taxes in the amount of \$37,689,691 for the 2016-17 school year, at a tax rate of 28.200086 per thousand dollars of assessed valuation.

Motion Carried: 7-0-0

- B. Approval of Reserve Fund Allocations
Upon motion by Dr. Steckley with a second by Ms. Stahl the following resolution was offered:

BE IT RESOLVED, that the Board of Education of the West Irondequoit Central School District approve the transfers listed below, from the fund balance (year end June 30, 2016) to the listed accounts, at their meeting held August 18, 2016.

UNALLOCATED FUND BALANCE		\$3,937,833
Additional Appropriated Fund Balance; amending the 16-17 budget and reducing state aid revenue projection.		936,146
• Tax Certiorari		275,739
• Capital Reserve		2,725,948
Balance		-0-

Motion Carried: 7-0-0

C. Approval of Bid

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

BE IT RESOLVED, that the Board of Education of the West Irondequoit Central School District approves a contract with Swoop 1, Inc. to provide security services to the District from July 1, 2016 to June 30, 2017 at a rate of \$31.50 per hour, in an amount not to exceed \$66,150.

Motion Carried: 7-0-0

D. Approval of Promise Project Change Order

Upon motion by Mrs. Cunningham with a second by Ms. Stahl the following resolution was offered:

BE IT RESOLVED, that the Board of Education of the West Irondequoit Central School District approves a change order with Genesee Building Restoration, Inc. to replace the water main at Seneca School for a cost of \$28,245.91.

Motion Carried: 7-0-0

E. Approval of Transportation Contract

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

East Irondequoit Central School District

BE IT RESOLVED, that the following Transportation Contract for the 2016-17 fiscal year be approved as presented.

East Irondequoit Central School District		
Private/Parochial (common schools)	\$172.13 (per student/month)	\$108,442.00

Motion Carried: 7-0-0

F. Review of Draft Budget Guidelines/Timeline

Mr. Brennan reviewed the budget parameters with approval anticipated at the September 8, 2016 Study Session.

G. Review of District Focus Areas

Mr. Crane reviewed the updates to the Focus Areas discussed at the workshop earlier today. Approval is anticipated at the September 8, 2016 Study Session.

H. Policy Review

1. #3220 Public Expression, Contact, and/or Communication at Meetings, by Electronic Means, Through Other contacts or in Other Forums

This entire paragraph has been inserted into 1510 *Regular Board Meetings & Rules* and this policy can be rescinded.

2. #3230 Complaint Procedures (For Complaints That Do Not Involve Discrimination and/or Harassment)
This policy is being renumbered, originally 1431, now appears in the 3000s. It combines its original provisions with provisions from the previous 3230 *Public Inquiries and Suggestions*.

3. #6120 Equal Employment Opportunity
 - #6121 Sexual Harassment: Personnel
 - #6122 Complaints and Grievances by Employees
 - #7531 Sexual Harassment of Students
 - #7540 Complaints and Grievances by Students
 - #8140 Equal Educational Opportunities
 - #8220 Career and Technical (Occupational) Education

The above policies have links or are referred to 1430R and will be updated with 3230R.

4. #3271 Advertising, Commercial, Political Interests
The yellow-highlighted paragraph, taken from a recent Erie 1 sample has been inserted.
5. #3273 Soliciting Funds in Schools
This is a change in the policy title as the policy deals with other personnel as well as students. Legal references added.
6. #3310 Public Access to Records
The Board, not the Superintendent, appoints The Records Access Officer per Policy 1330. Language has been added that will protect the district from excessive costs of complying with FOIL requests. In addition to a per-copy fee, established by the Board annually during the Organizational Meeting, an additional fee for time beyond two hours that employees spend in assembling requested records as well as the cost of any necessary professional services required to comply with the request (e.g., legal counsel) will be charged to the person/entity making the request.
7. #3320 Confidentiality of Computerized Information
This policy should be rescinded. It goes back to the early days of computers and laws about them. Policy 5671 (updated 2013) replaces it and reflects the current status of technology, information, laws, and SED guidance.
8. #3410 Code of Conduct on School Property
No substantive changes. Mostly, the word “will” replaces “shall.” Also, typos & a word omission have been corrected.
9. #3411 Prohibition of Weapons on School Grounds
A small expansion of this policy to include *any* weapon (not just firearms). Administrative judgment is embedded in the word “reasonably,” enabling us to respond to situations where there is danger, but not requiring us to take action where there is none and where it would be foolish to do so. The two final paragraphs are

adapted from our current (outdated) regulation (3411R). By inserting them here, we can drop the regulation. Further legal references have been added (also in Policy 7360).

10. #5630 Facilities: Inspection, Operation and Maintenance

A recent Erie 1 update responds to a change in law regarding carbon monoxide detectors. The added section to this policy acknowledges district responsibilities under the law and assures compliance. Jeff Rahn is working with Clark Patterson Lee regarding optimal locations for CO detectors.

11. #5680 School Safety Plans

This revision would replace our current #5680. Many of the details in our current policy 5680 are also spelled out in law and Commissioner's regulation, over which the Board has no authority. Recent changes in the law and regulations include changes to those details, and our policy will need to change to accommodate them. Rather than attempting to spell out the changed details as the Erie 1 sample does, this draft pares the policy down to the general framework for the District's approach to safety. Essentially, it affirms that the District will abide by all laws and regulations that pertain, incorporating them by reference, while leaving the District free to add any safety-related initiatives of its own. Though this draft steers away from including details established in law, it does include the provision that building-level emergency response plans will now be confidential. Should a FOIL request occur, it may be easier to respond with the policy rather than search out the legal reference. While we must continue to accommodate any future changes in the law and/or Commissioner's regulations, this policy should allow us to do so without needing further change itself.

12. #6180 Professional Registration and Continuing Teacher and Leader Education

This is a new policy. Changes in law now require professional staff members to register with TEACH, as well as to re-register every five years and to notify the system of any changes in status. In addition, the requirement of 175 hours every five years of continuing education for professional staff has been reduced to 100 hours, while the requirement for 75 hours for some teacher assistant staff has increased to 100 hours. The details of these requirements are spelled out in law, regulation, and SED guidance memos. Rather than spell them out again, this policy affirms its compliance with them and adds that the District will support its staff members in their responsibility to meet them.

13. #7260 Rights of Non-Custodial Parent

This is a new policy. Our current policy 7240 *Student Records: Access and Challenge* addresses release of information to non-custodial parents, but it does not cover other aspects of the involvement of non-custodial parents, including participation in the child's educational program as well as the release of the student himself or herself to a non-custodial parent. This policy fills that gap and would provide a policy foundation for what is already our practice.

This will be considered the first reading, with the second reading and approval anticipated at the September 8, 2016 Study Session.

- I. Peak Performance Blueprint Survey Discussion
Dr. Terranova reviewed the draft survey and discussion occurred.

Dr. Flood arrived at 6:53 p.m.

- J. Review of 2016-17 Annual Professional Performance Plan
Dr. Terranova reviewed the 2016-17 Annual Professional Performance Plan and approval is anticipated at the September 8, 2016 Study Session.

- K. Defunding of Unemployment Reserve
Upon motion by Dr. Steckley with a second by Ms. Stahl the following resolution was offered:

BE IT RESOLVED, that the Board of Education of the West Irondequoit Central School District, in accordance with §3651 of Education Law, transfer \$144,078 from the Unemployment Reserve to the 2016 Capital Reserve.

Motion Carried: 7-0-0

BOARD REPORTS

A. Liaison Reports and Next Scheduled Meeting Date

1. Monroe County School Board Association

- Legislative Committee (Ann Cunningham, Bill Evans, Carolyn Stahl)
- Labor Relations (Bill Evans, John Vay)
- Information Exchange (Brian Charles, John Shafer)

Dr. Shafer reminded everyone to send any meeting topics they are interested in by August 19, 2016.

2. School/Community Groups

- Helmer Nature Center (Meg Steckley, John Vay)
- PTSA (Ann Cunningham)
- WIF (Ann Cunningham)

Mrs. Cunningham reported that she has attended two WIF meetings and reported that the recent golf tournament raised just over \$8,000. Plans are underway for the 30th anniversary celebration.

- WI Alumni Association (Brian Charles)
- TLC (John Shafer, Carolyn Stahl)
- Facilities (Bill Evans, John Vay)

Mr. Evans reported that a Facilities Committee meeting was held earlier this week where there was discussion on the Cooper Road Library along with the status of the construction projects.

3. Schools

- Irondequoit High School (Meg Steckley)
- Dake Junior High (John Shafer)
- Rogers (Ann Cunningham)
- Iroquois (Brian Charles)
- Briarwood/Colebrook (Carolyn Stahl)
- Brookview/Seneca (John Vay)
- Listwood/Southlawn (Bill Evans)

B. Correspondence

Mr. Vay commented on the recent Athlete/Parent meeting held. He commented that Mr. Lipani and Mr. Lancy did a great job with an amazing message to all.

C. Review of Future Meetings

Welcome Back Breakfast	Thursday, September 1, 2016	7:30 a.m.	I H S
Special Meeting	Thursday, September 1, 2016	7:30 a.m.	I H S
Study Session	Thursday, September 8, 2016	7:00 p.m.	District Office
Business Meeting	Thursday, September 22, 2016	7:00 p.m.	Dake

ADJOURNMENT

There being no further business, the meeting was unanimously adjourned at 7:11 p.m. following a motion by Mr. Vay with a second by Dr. Steckley.

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.)