



Brockport Central School District
40 Allen Street, Brockport, New York 14420-2296

Mission Statement

We engage and empower each student to achieve excellence as a learner and citizen.

Board Members

Terry Ann Carbone (2024)
Jeffrey Harradine (2022)
David Howlett (2025)
Daniel Legault (2026)
Robert Lewis (2023)
Kathy Robertson (2024)
Michael Turbeville (2023)

April 26, 2022

6 p.m.

District Board Room



Brockport Central School District

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We, the Board of Education, promise to:

- Put students first
- Set clear goals and focus on task at hand
- Be respectful
- Recognize and value differences
- Engage in honest communication
- Honor and maintain confidentiality
- Speak with one voice
- Work hard and have fun

April 26, 2022

Regular Board Meeting Agenda 6 p.m.
District Board Room

Call to Order
Pledge to the Flag
Fire Exits

Motion to Approve the Order of the Agenda

Approval of Minutes

- April 5, 2022

Board Presentations:

- Students in Action: Brockport High School Teacher Shannon Howlett and Students: Isabel Lesniak, Brandt Marshall, Autumn Richey, Charlotte Toland, Bridget Vogt, and Hannah Williams.

Communications – Public Comments:

Members of the audience wishing to speak must sign in no later than 5:55 p.m. A period of time, not to exceed 30 minutes, is set aside at regular meetings of the board for the purpose of hearing comments from interested individuals. Board of Education members will not engage in conversation or answer questions during this portion of the meeting.

- Each speaker is allowed up to five (5) minutes to present his/her remarks.
- Speakers must not give or defer their time slot to another person.
- All remarks must be addressed to the President of the Board, or the presiding officer. Please ensure remarks are respectful and dignified. Public comments must not single any individuals out by using names or identifiable information.

Board Reports:

Committee	Last Meeting	Next Meeting	Committee Member(s)
BOCES Board	April 13, 2022 6 p.m.	May 11, 2022 6 p.m.	Mr. Gerald Maar (BCSD Liaison)
MCSBA Information Exchange	April 13, 2022 Noon	TBD	Member Robertson
MCSBA Board Leadership Meeting	March 2, 2022 5:45 p.m.	May 4, 2022 5:45 p.m.	President Carbone Vice President Harradine
MCSBA Labor Relations Committee	March 16, 2022 Noon	April 27, 2022 Noon	Member Lewis Superintendent Bruno



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MCSBA Legislative Committee	April 6, 2022 Noon	May 4, 2022 Noon	President Carbone
MCSBA Executive Committee	February 2, 2022 5:45 p.m.	April 27, 2022 5:45 p.m.	President Carbone & Superintendent Bruno
Diversity, Equity, and Inclusion (DEI) Committee	March 2, 2022 4 p.m.	May 4, 2022 4 p.m.	President Carbone Vice President Harradine Member Robertson Superintendent Bruno

1. New Business

None

2. Policy Development

- 2.1 5561 Honors, Awards, Honoraria and Remembrances (remove policy) – second reading
- 2.2 5570 Financial Accountability – second reading
- 2.3 5571 Financial Accountability: Allegations of Fraud – second reading
- 2.4 5572 Audit Committee – second reading
- 2.5 5573 Internal Audit Function – second reading
- 2.6 5574 Medicaid Compliance Program Policy – second reading
- 2.7 5610 Insurance – second reading
- 2.8 5620 Fixed Asset Inventories Accounting and Tracking – second reading
- 2.9 5630 Facilities: Inspection, Operation and Maintenance – second reading
- 2.10 5631 Hazardous Waste and Handling of Toxic Substances by Employees – second reading
- 2.11 5633 Gender Neutral Single-Occupancy Bathrooms – second reading

3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
- 3.2 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction.
- 3.3 Approval of CSE Recommendations (3.3.1-3.3.8)
 - 3.3.1 On March 10, 11, 24, 29, 30, 31, April 5, 6, 7, 11, and 14, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.
 - 3.3.2 On March 21, 23, April 5, 8, 11, 13 and 14, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.3 On March 4, 10, 11, 15, 22, 24, 25, April 1, 5, 8, and 12, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
 - 3.3.4 On March 14, 21, and 28, 2022, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.5 On March 31, and April 4, 2022, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.6 On March 24, April 8, and 13, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.7 On March 21, 24, April 4 and 7, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.8 On March 29 and April 7, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.



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4. Personnel

CERTIFIED

4.1 Appointments

- 4.1.1 Randall Yu, to be appointed as the Principal at Ginther School effective July 1, 2022. Internship certificate as a School Building Leader, professional certificates in Childhood Education grades 1-6, and Literacy (Birth – grade 6). Probationary period July 1, 2022 through June 30, 2026. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$93,000.

4.2 Resignations

- 4.2.1 Deborah Perrine, Elementary Teacher at Ginther School, to resign for the purpose of retirement, effective June 30, 2022.
- 4.2.2 Deborah Roe, Pre-Kindergarten Teacher at Ginther School, to resign for the purpose of retirement, effective June 30, 2022.
- 4.2.3 Theresa Cacciola, part-time district wide Physical Therapist, to resign effective April 26, 2022.
- 4.2.4 Randal Yu, Assistant Principal at Ginther School, to resign effective June 30, 2022, pending board approval to the position of Ginther Principal.

4.3 Substitutes

- 4.3.1 Kristina Decosse, pending fingerprint clearance
- 4.3.2 Bryn Hayes
- 4.3.3 Deborah Perrine
- 4.3.4 Jamie Porteus, pending fingerprint clearance
- 4.3.5 Kathie Pryor, daily rate of \$393.24, retroactive to April 8, 2022
- 4.3.6 Deborah Roe
- 4.3.7 Meaghan Wilson

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 Emily Milazzo, to request an unpaid leave of absence effective August 31, 2022 through June 30, 2023.
- 4.5.2 Kylie Grillo, to request an unpaid leave of absence effective August 31, 2022 through June 30, 2023.

4.6 Other

- 4.6.1 – 4.6.27 The following staff to be appointed as a K-6 Literacy/Math Summer School teacher for the summer 2022 session at a base rate of \$38.00 per hour.
- 4.6.1 Alan Schoeneck
- 4.6.2 Ashleigh Grant
- 4.6.3 Brittany Hill
- 4.6.4 Hannah Madden
- 4.6.5 Jessica Allen
- 4.6.6 Jodie Shatzel
- 4.6.7 Julia Meyers
- 4.6.8 Kendra Zaffuto
- 4.6.9 Kimberly Decoste
- 4.6.10 Kristina Kirchgraber
- 4.6.11 Kyle Kita
- 4.6.12 Lisa Rice
- 4.6.13 Mandy Horschel



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- 4.6.14 Maren Aldrich
- 4.6.15 Melinda Drisdorn
- 4.6.16 Michael Leschander
- 4.6.17 Michelle Purcell
- 4.6.18 Nancy Postilli
- 4.6.19 Natalie McCue
- 4.6.20 Nicholas Colucci
- 4.6.21 Rebecca Rossier
- 4.6.22 Riley DeBellis
- 4.6.24 Ronald Wojtas
- 4.6.25 Shannon Patricelli
- 4.6.26 Sharon Shannon
- 4.6.27 Silvia Wharram
- 4.6.28 Tara Jackson
- 4.6.29 Brianna Davis, to be appoint as the K-6 Literacy/Math Summer School nurse for the summer 2022 session at a base rate of \$38.00 per hour.
- 4.6.30 Heidi Squillante, to be appointed as a Sunrise Scholars Substitute Teacher at Hill School, effective April 27, 2022. Pay rate of \$53.00 per hour.
- 4.6.31 Lisa Jensen, AP Proctor, \$20 per hour.
- 4.6.32 Tracy Robb, to be appointed as an Afternoon Academy (AIS) Substitute Teacher at Ginther School effective April 26, 2022 through May 25, 2022, at rate of \$53.00 per hour.

CLASSIFIED

4.7 Appointments

- 4.7.1 Jennifer Warner, to be appointed as a probationary Teacher Aide at Barclay School effective April 27, 2022. Rate is set at her current rate of pay. Probationary period begins on April 27, 2022 and ends on September 26, 2022.
- 4.7.2 Daniel Green, to be appointed as a probationary Cleaner at Ginther School effective April 27, 2022. Rate is set at \$14.00 per hour. Probationary period begins on April 27, 2022 and ends on April 26, 2023.
- 4.7.3 Scott Ellsmore, to be appointed as a probationary Cleaner at Oliver Middle School effective May 2, 2022. Rate is set at \$14.00 per hour. Probationary period begins on May 2, 2022 and ends on May 1, 2023. (Pending fingerprint clearance.)
- 4.7.4 Jeffrey Higgins, to be appointed as a probationary Automotive Mechanic in the Transportation Department effective May 9, 2022. Rate is set at \$28.00 per hour. Probationary period begins on May 9, 2022 and ends on May 8, 2023.

4.8 Resignations

- 4.8.1 Jennifer Warner, School Aide/Cafeteria Monitor, High School, resigning effective April 26, 2022, pending board approval to the position of Teacher Aide.
- 4.8.2 Michelle Small, Cleaner, Barclay School, resigning effective May 31, 2022.
- 4.8.3 Jordan Naughton, Microcomputer Maintenance Technician, resigning effective April 21, 2022.

4.9 Substitutes

- 4.9.1 May Files, Food Service Helper, pending fingerprint clearance
- 4.9.2 Ethan DeVecchio, Student Cleaner
- 4.9.3 Gemma Meyering, Student Cleaner
- 4.9.4 Ethan Moyer, Student Cleaner
- 4.9.5 Troy Sears, Bus Driver
- 4.9.6 Kimberly Stauffer, Bus Driver
- 4.9.7 Eric Specksgoor, Bus Driver
- 4.9.8 Greg Baron, Bus Driver



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4.10 Volunteers

None

4.11 College Participants

None

4.12 Leaves of Absence

None

4.13 Other

None

5. Financial

5.1 Verbal – Jill Reichhart, Director of Finance

5.2 Approval of 2022-2023 Property Tax Report Card

5.3 Approval of \$500 donation from the PTSA to purchase snow cone machines and supplies for the HS PBIS program.

6. Physical Plant, Safety & Security, Transportation and Support Services

6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business

7. Human Resources

7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources

8. Report of the Superintendent of Schools

8.1 Verbal – Sean C. Bruno, Superintendent of Schools

9. Board Operations

9.1 2021-22 Board of Education Meeting Schedule

9.2 2022-23 Budget Development Calendar

9.3 2021-22 MCSBA Calendar

10. Old Business

None

11. Other Items of Business

None

12. Round Table

13. Executive Session

13.1 It is anticipated that the Board will enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

14. Adjournment

**Next Board of Education Meeting/ Budget Public Hearing:
Tuesday, May 3, 2022, at 6 p.m., Hill School Cafetorium**

**BROCKPORT CENTRAL SCHOOL
BOARD OF EDUCATION
April 5, 2022**

These are the minutes of the Regular Board Meeting held on April 5, 2022. The meeting was called to order at 6:08 p.m. by President Carbone.

The following Board Members were in attendance:

Terry Ann Carbone, President
Jeffrey Harradine, Vice President
Daniel Legault, Board Member
Robert Lewis, Board Member
Kathy Robertson, Board Member
Michael Turbeville, Board Member

Also present were:

Sean Bruno, Superintendent of Schools
Lynn Carragher, Assistant to the Superintendent for Inclusive Education
Jerilee DiLalla, Assistant Superintendent for Human Resources
Rachel Kluth, Ed.D. Assistant to the Superintendent for Secondary Instruction
Jill Reichhart, Treasurer and Finance Director
Darrin Winkley, Assistant Superintendent for Business
Deb Moyer, District Clerk
Gerry Maar
Scott Morrison

Excused:

David Howlett, Board Member

ORDER OF THE AGENDA

Ms. Robertson moved, seconded by Mr. Lewis, the Board of Education approved the order of the agenda. The motion carried 6-0.

MINUTES

Mr. Turbeville moved, seconded by Mr. Lewis, the Board of Education approved the March 15, 2022 Regular Board Meeting minutes. The motion carried 6-0.

Mr. Harradine moved, seconded by Ms. Robertson, the Board of Education approved the March 31, 2022 Special Board Meeting minutes. The motion carried 6-0.

BOARD PRESENTATIONS

None

COMMUNICATION – PUBLIC COMMENT

- Gerry Maar, BOCES 2 Board liaison gave updates from BOCES and thanked our Board of Education for their work and support. He reminded everyone about the BOCES 2 Annual Meeting on April 6.

BOARD REPORTS

None

1. New Business

None

2. Policy Development

The Board of Education discussed the first reading of policies 2.1-2.12. Minor changes were discussed for policies 2.1 and 2.4.

- 2.1 6150 Alcohol, Drugs and Other Substances (School Personnel)
- 2.2 5561 Honors, Awards, Honoraria and Remembrances (remove policy)
- 2.3 5570 Financial Oversight
- 2.4 5571 Financial Accountability: Allegations of Fraud
- 2.5 5572 Audit Committee
- 2.6 5573 Internal Audit Function
- 2.7 5574 Medicaid Compliance Program Policy
- 2.8 5610 Insurance
- 2.9 5620 Inventories & Accounting of Fixed Assets
- 2.10 5630 Facilities: Inspection, Operation and Maintenance
- 2.11 5631 Hazardous Waste and Handling of Toxic Substances by Employees
- 2.12 5633 Gender Neutral Single-Occupancy Bathrooms

3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
 - Dr. Kluth shared ELA testing was completed and preparation is underway for the upcoming Math assessments.
 - Dr. Kluth thanked the high school administration team and Jen Cropro who attended every department chair meeting. She gave current status on assessments inputted into edoctrina. Gap areas and current needs are being looked at as well as summer planning.
- 3.2 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction
 - Ms. Carragher provided an update on annual reviews and CSE meetings. The majority of parents opted for virtual meetings, which has led to better participation. The Office of Inclusive Education is seeing an increase in CSE referrals.
 - Ms. Carragher shared that Paulette Reddick has worked hard to get approval for BCSD to be an Extended School Year provider in case it is needed (approximately 40 students participate).
- 3.3 Mr. Turbeville moved, seconded by Mr. Lewis, the Board approved Consent Items (CSE) 3.31-3.38). The motion carried 6-0.
 - 3.3.1 On February 17, and March 9, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.
 - 3.3.2 On March 3, 11, 23 and 25, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.3 On February 4, 22, March 4, 8, 10, 11, 16, 17, 18, 21, and 23, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
 - 3.3.4 On March 2, 7, and 8, 2022, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.5 On February 17, March 9, and 10, 2022, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.6 On March 10, and 14, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.7 On March 9 and 15, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
 - 3.3.8 On March 24, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

4. Personnel

Ms. Robertson moved, seconded by Mr. Turbeville, the Board approved Personnel items 4.1-4.13. The motion carried 6-0.

CERTIFIED**4.1 Appointments**

- 4.1.1 Christopher Baugher, to be appointed as a Technology Teacher at the high school effective August 31, 2022. Professional certificate in technology education. Probationary period August 31, 2022 through August 30, 2025. This expiration date is tentative and conditional only. In order to be eligible for tenure the employee must meet all requirements of Education Law and corresponding regulations. Annual salary \$52,557.
- 4.1.2 **UPDATE** Sara Wolcott, to be appointed as a long term substitute English Teacher at the high school effective August 31, 2021 through ~~March 31, 2022~~ **April 30, 2022**. Initial certificates in English language arts grades 7-12 and English language arts extension grades 5-6. Annual salary \$37,100 (prorated ~~\$26,429~~, **\$29,860**).

4.2 Resignations

- 4.2.1 Candace Greiner, ELA Teacher at the middle school, to resign effective April 1, 2022.
- 4.2.2 Jennifer Eichas, AIS Teacher at Ginther School, to resign effective April 22, 2022.
- 4.2.3 Tina Harrity, Special Education Teacher at the high school, to resign effective March 30, 2022.
- 4.2.4 Ryan McDonell, Art Teacher at the high school, to resign effective April 1, 2022.

4.3 Substitutes

- 4.3.1 Marcia Bartalo
- 4.3.2 Carter Dauenhauer
- 4.3.3 Claire Rogers
- 4.3.4 John Frenett

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 None

4.6 Other

- 4.6.1 Christine Howlett, Mentor Teacher, \$300 (prorated April – June).
- 4.6.2 Maria Daley, Mentor Teacher, \$300 (prorated April – June).
- 4.6.3 **Update**, Patricia Arnold, Mentor Teacher, \$500 (prorated Sept – Jan), **\$800 (prorated Sept – April)**.
- 4.6.4 Keri Krull, Mentor Teacher, \$300 (prorated April – June).
- 4.6.5 Jeff Gurbacki, Boys Lacrosse Program Assistant, Level E – Step 2, \$2468.
- 4.6.6 Amy Nesbitt, Freshman Class Advisor, (split w/ Ophardt), Level J – Step 1 \$55 (prorated April – June)
- 4.6.7 Jessica Ophardt, Freshman Class Advisor, (split w/ Nesbitt) Level J – Step 1 \$55 (prorated April – June)
- 4.6.8 – 4.6.15 The following staff to be appointed as a Fitness Center Supervisor at the High School and Hill School effective April 6th, 2021. Rate of \$27.50 per hour.
- 4.6.8 Sundae Avery
- 4.6.9 Maria Belpanno
- 4.6.10 Katelyn Marasco
- 4.6.11 Tara Jackson
- 4.6.12 Christopher Albrecht
- 4.6.13 Amy Nesbitt
- 4.6.14 Scott Nugent
- 4.6.15 Steven Reiss
- 4.6.16 – 4.6.19 The following staff to be appointed as a Student Support Academy Teacher at the Middle School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.16 Lisa Rice
- 4.6.17 Amy Phillips
- 4.6.18 Christopher Wilbur
- 4.6.19 James Wallington

- 4.6.20 – 4.6.23 The following staff to be appointed as an Academic Intervention Service Sunset Program Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.20 Justin Jackson
- 4.6.21 Melissa Norment
- 4.6.22 Natalie McCue
- 4.6.23 Rebecca Rossier
- 4.6.24 – 4.6.25 The following staff to be appointed as an Academic Intervention Service Sunset Program Substitute Teacher at Hill School effective April 4, 2022 through June 10, 2022. Rate of \$53.00 per hour.
- 4.6.24 Lisa Byrne-Emmerson
- 4.6.25 Lauren Raines
- 4.6.26 – 4.6.31 The following staff to be appointed as a Student Support Program Teacher at the High School effective April 18, 2022 through April 21, 2022. Rate of \$38.00 per hour.
- 4.6.26 Scott Hopsicker
- 4.6.27 Jonathan VanHuben
- 4.6.28 Neil Paul
- 4.6.29 Matt Schirmer
- 4.6.30 Thomas Rispoli
- 4.6.31 Jennifer Cropo
- 4.6.32 Resolved, that the Board of Education approves a written agreement between the Superintendent of Schools and an employee of the District, executed on April 1, 2022.

CLASSIFIED

4.7 Appointments

- 4.7.1 Ashley Bianchi, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.2 Charles Ricker, to be appointed as a probationary Bus Driver in the Transportation Department effective April 6, 2022. Rate is set at \$20.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.
- 4.7.3 Karen Pahman, to be appointed as a probationary Food Service Helper at the High School effective April 6, 2022. Rate is set at \$14.00 per hour. Probationary period begins on April 6, 2022 and ends on April 5, 2023.

4.8 Resignations

- 4.8.1 Mary Steedman, Bus Driver, Transportation Department, resigning effective March 25, 2022.
- 4.8.2 Casandra Courtney, School Aide/Cafeteria Monitor, High School, terminated effective March 18, 2022.
- 4.8.3 Scott Loiacono, Custodian, High School, resigning effective March 22, 2022.
- 4.8.4 Jill Wright, Cleaner, Oliver Middle School, resigning for the purpose of retirement effective May 31, 2022.
- 4.8.5 Sally Swanger, Food Service Helper, High School, resigning effective March 28, 2022.
- 4.8.6 Alona Melendez, School Aide/Cafeteria Monitor, High School, terminated effective April 1, 2022.

4.9 Substitutes

- 4.9.1 Mary Scutella, School Aide
- 4.9.2 Jill Wright, Cleaner
- 4.9.3 Mary Ann Kramer, Bus Attendant (working towards CDL)
- 4.9.4 Caleb Christiansen, Student Cleaner
- 4.9.5 Lillyanna McNamee, School Aide

4.10 Volunteers

- 4.10.1 Megan Baker
- 4.10.2 Sara Berlin
- 4.10.3 Ashley Bianchi

- 4.10.4 Tamara Bonisteel
- 4.10.5 Joanne Brown
- 4.10.6 Jennifer Carpenter
- 4.10.7 Ashley Colby
- 4.10.8 Jennifer Corey
- 4.10.9 Ashley Decker
- 4.10.10 Amanda Folwell
- 4.10.11 Jeffrey Gurbacki
- 4.10.12 Matthew Heyden
- 4.10.13 John Izzo
- 4.10.14 Dawn Jones
- 4.10.15 Sylvanna King
- 4.10.16 Patrick Maar
- 4.10.17 Nancy Maier
- 4.10.18 Jennifer Manard
- 4.10.19 Alicia Manktelow
- 4.10.20 Amanda Mason
- 4.10.21 Mary Mastin
- 4.10.22 Desiree Mastrodonato
- 4.10.23 Cody Miller
- 4.10.24 Charles Modzelewski
- 4.10.25 Nina Nguyen
- 4.10.26 Shawn Phillips
- 4.10.27 Mariahn Plesh
- 4.10.28 Charles Reaves
- 4.10.29 Andrea Scharping
- 4.10.30 Vernon Scharping
- 4.10.31 Amy Stoltz
- 4.10.32 Kelly Thompson
- 4.10.33 Sierra Thurston
- 4.10.34 Karen Underwood
- 4.10.35 Breanna Wahl
- 4.10.36 Angela Way
- 4.10.37 Nydia Zukaitis

4.11 College Participants

None

4.12 Leaves of Absence

None

4.13 Other

None

5. Financial

- 5.1 Verbal – Jill Reichhart, Director of Finance
 - Ms. Reichhart shared there is a Budget subcommittee meeting next week.
- 5.2 Mr. Turbeville moved, seconded by Mr. Legault, RESOLVED, that the Board of Education approve the Construction Management Services for the 2021 Capital Improvement Project to Turner Construction Company in the amount of \$606,251.00. The motion carried 5-1 (Ms. Carbone, Mr. Harradine, Mr. Legault, Ms. Robertson, and Mr. Turbeville voted in favor; Mr. Lewis opposed).
- 5.3 Mr. Harradine moved, seconded by Mr. Legault, RESOLVED, that the Board of Education of Brockport Central School District, Brockport, New York, be and hereby is authorized to expend the sum set forth in the total amount of \$89,417,493 as the proposed budget 2022-2023 and \$87,930,808 as the proposed contingent budget for the 2022-2023 school year. The motion carried 6-0.
- 5.4 Mr. Turbeville moved, seconded by Mr. Lewis, RESOLVED, that the Board of Education approve the

Financial Statements of Extraclassroom Activity Funds for the Hill School, Oliver Middle School and High School for February 2022. The motion carried 6-0.

- 5.5 Mr. Turbeville moved, seconded by Ms. Robertson, RESOLVED, that the Board of Education approve the Treasurer's Report for the month of February 2022, as submitted and prepared by District Treasurer, Jill Reichhart. The motion carried 6-0.
- 5.6 Mr. Turbeville moved, seconded by Ms. Robertson, RESOLVED, that the Board of Education approve the Financial Report for the month of February 2022, as submitted and prepared by District Treasurer, Jill Reichhart. The motion carried 6-0.

6. Physical Plant, Safety & Security, Transportation and Support Services

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business
- Mr. Winkley provided a project update. Survey crews and geo tech collecting dimensions and soil testing for the 2021 Capital Project.

7. Human Resources

- 7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources
- Ms. DiLalla shared the Office of Human Resources is starting recruitment efforts to fill teacher vacancies for fall. April 6 is a virtual Rochester area recruitment day with 27 interviews scheduled.
 - Ms. DiLalla shared that first round interviews are being conducted this week for Ginther principal.

8. Report of the Superintendent of Schools

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools
- Mr. Bruno thanked Mr. Maar for coming to our Board meeting and for his long-term support of BCSD.
 - He shared his excitement of having 37 approved volunteers and thanked the Board.
 - Mr. Bruno shared how nice it is to see athletes on fields and students on the playgrounds.

9. Board Operations

- 9.1 2021-22 Board of Education Meeting Schedule
- 9.2 2022-23 Budget Development Calendar
- 9.3 2021-22 MCSBA Calendar
- 9.4 By unanimous consent, the Board approved votes of the Annual Election members to the Monroe 2-Orleans BOCES Board.

The Board of Education of the Brockport Central School District, at a meeting duly called and held on April 5, 2022, which six members were present and one was absent, and at which a quorum was present and voting throughout, took the following action:

RESOLVED: to cast one vote for the election of Gerald Maar, resident of the Brockport Central School District, as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.

RESOLVED: to cast one vote for the election of Dennis Laba, resident of the Gates Chili Central School District, as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.

RESOLVED: to cast one vote for the election of Trina Lorentz, resident of the Holley Central School District as a member of the Monroe 2-Orleans BOCES board for a term of office which will begin on July 1, 2022 and end June 30, 2025.

- 9.5 Mr. Harradine moved, seconded by Mr. Legault, RESOLVED, that the Brockport Central School District approves the proposed 2022-23 Monroe 2-Orleans BOCES administrative budget of \$8,673,365.

Whereas, the Central School District is a component district of the Monroe 2-Orleans Board of Cooperative Educational Services, and

Whereas, Education Law as amended in 1993 requires that the administrative budget of BOCES be approved by a majority vote of the component districts, and

Whereas, the Monroe 2-Orleans BOCES proposed 2022-23 administrative budget of \$ 8,673,365 represents a 3.7% increase over the 2021-22 administrative budget of \$ 8,362,133 and

Whereas, the net cost to be billed to the districts will be \$8,023,365, which represents a 5.4% increase over the 2021-22 billing cost; therefore be it

The motion carried 6-0.

10. Old Business

None

11. Other Items of Business

None

12. Round Table

- Ms. Robertson was thrilled to drive on campus and see student athletes outside practicing.
- Mr. Lewis shared he had fun reading to Ginther students and appreciates the Ginther School staff. He also had an opportunity to accompany his niece, a park ranger at Yellowstone National Park, who presented to Chris Albrecht's class.
- Mr. Turbeville shared he watched the Varsity Boys Baseball game and the field looked fantastic. Staff are doing a great job!
- Mr. Legault is also very impressed with seeing everyone out on campus.
- Mr. Harradine shared he attended the Evening of Jazz on Friday at the high school where our fifth grade through high school students plus other districts and the Brockport Big Band performed. The music was great and the Band Boosters did a great job!
- Ms. Carbone shared it was a highlight of the year to read to kindergarten students.

13. Executive Session

- 13.1 Mr. Turbeville moved, seconded by Mr. Legault, the Board adjourned the regular meeting at 6:47 p.m. to enter into Executive Session for the purpose of discussing the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. The motion carried 6-0.

Mr. Turbeville moved, seconded by Mr. Legault, the Board entered into executive session at 6:59 p.m. The motion carried 6-0.

Mr. Harradine moved, seconded by Mr. Turbeville, the Board adjourned executive session and entered into regular session at 8:58 p.m. The motion carried 6-0.

14. Adjournment

- 14.1 Mr. Legault moved, seconded by Mr. Turbeville, the Board adjourned the meeting at 8:59 p.m. The motion carried 6-0.

Prepared by:

Debra S. Moyer, District Clerk

Date

PRESENTATIONS TO THE BOARD





Students in Action

A leadership course of civic knowledge, participation and
engagement



Good Evening!! We are BHS Students In Action!!!

*Bridget, Charlotte, Hannah, Brandt, Autumn, Isabel,
Mrs. Howlett!*

What is SIA?

Students in Action is a new elective course

Develop leadership skills

Serve their school community with projects and service opportunities

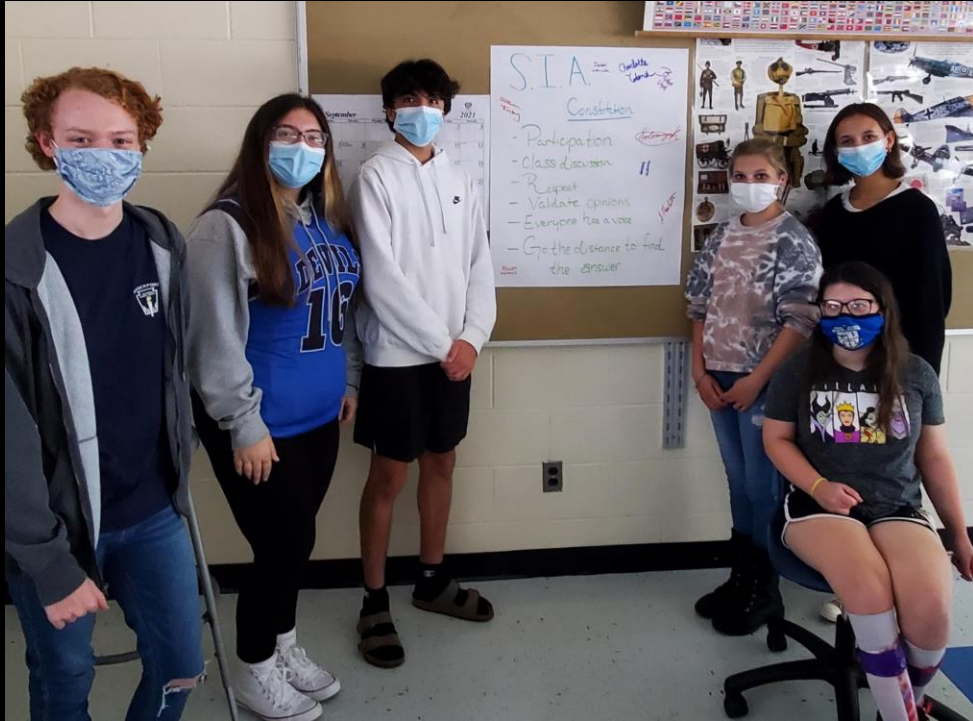
Seal of Civic Readiness on student's diploma



Our Goal Tonight

- Goal of this presentation is to bring awareness to the Superintendent and the Board of Ed. of what we aspire to do this year and to leave a legacy for future years.

Why Students in Action?



- Started planning in early 2020
- The idea was to create a class about leadership and service and work toward changing the culture of the high school
- Students in Action 2021-22 is a combination of that idea along with the new NYS Seal of Civic Readiness capstone project



What have we done this year?

- - Positive post-it notes
- - Teacher appreciation notes
- - Take one leave one
- - CHD Awareness week
- - Snack Attack
- - BOCES Inclusive Ed. Event



Autumn's Positive Locker Post-its

As a class, we wrote positive notes for students on their lockers to see as they passed in the hall





Charlotte's Teacher + Staff Appreciation Notes

- Students had the opportunity to write thoughtful notes and send candy to their hard-working teachers and staff members

Hannah's Take one, Leave one Wall

- We made a poster and wrote numerous positive sticky notes on them and then we had empty one's underneath it for students to write on them other positive things for students to take what they need.





Isabel's Advisement Snack Attack

During their advisement, we brought a snack with a nice note to students to brighten their day!

Bridget's CHD Awareness Week



- From February 7th to 11th, we held a school-wide spirit week for Congenital Heart Disorder (CHD) Awareness.

Congenital Heart (CHD) Awareness Week

A Congenital Heart defect is a range of 18 different heart defects from birth that can fall between mild or severe conditions. This week (Feb. 7-11) show your support to raise awareness for CHD!

Monday 2/7 - Workout Day:

Wear your fitness workout gear to stay heart healthy!

Tuesday 2/8 - Passionate for... Day:

Wear something you're passionate about! (Sports, Movies, etc.)

Wednesday 2/9 - Peace and Love Day:

Channel your inner love and dress like a hippie!

Thursday 2/10 - Find your Soulmate(s) Day:

Wear clothes that match with a special someone in your life!

Friday 2/11 - Wear Blue/Red Day:

Wear Red and Blue for CHD Awareness!



Brandt's BOCES Inclusive Ed. Classroom Event

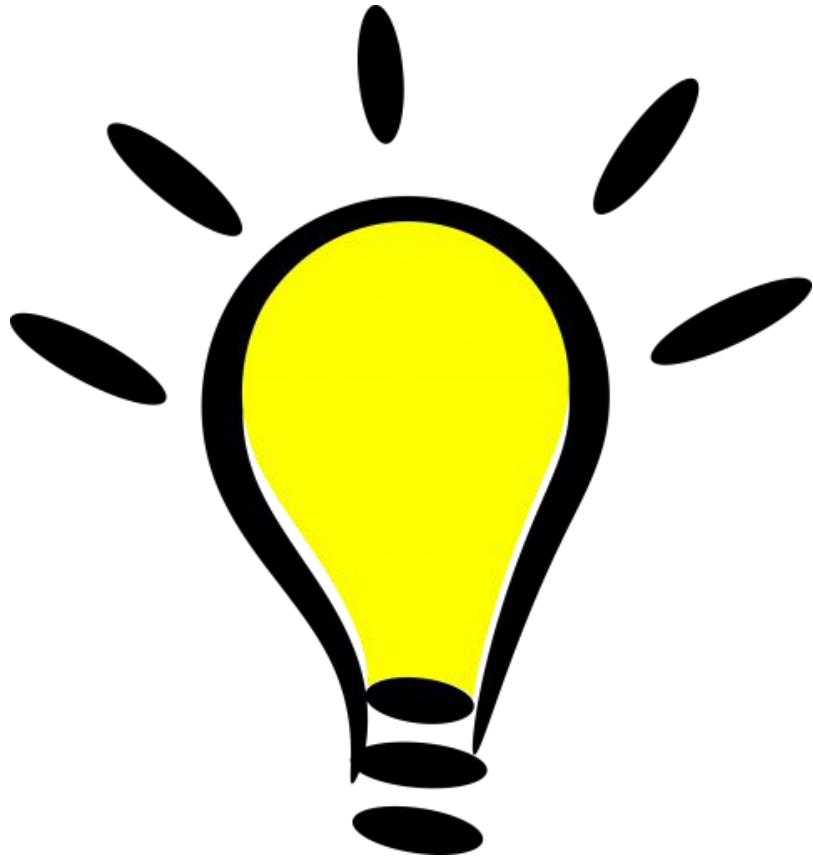
This project is currently a work in progress, though we plan to create a fun activity for the BOCES Inclusive Ed. Students.

Day of Wellness

June 10th, 2022



Capstone Project



The Day of Wellness is to serve as a capstone project to our course, Students in Action. Our goal is for all members of the BHS community to have a day of self-care and raise awareness of their personal well-being.

Student Survey

We surveyed the student body on topics of what was most important to them



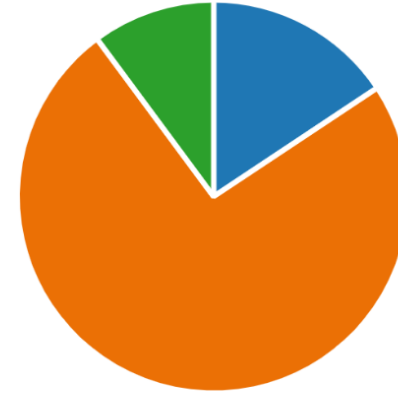
[Click Here](#)

3. Since March of 2020, have you experienced bullying at school?

[More Details](#)

 Insights

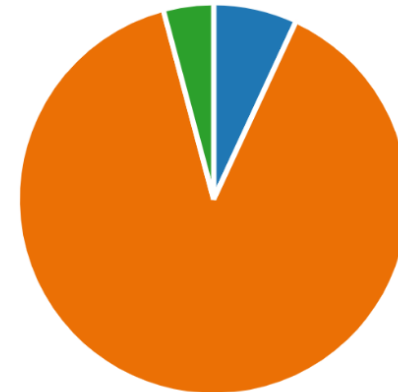
 Yes	34
 No	161
 Unsure	22



4. Since March of 2020, have you experienced pressure to vape at school?

[More Details](#)

 Yes	15
 No	193
 Unsure	9



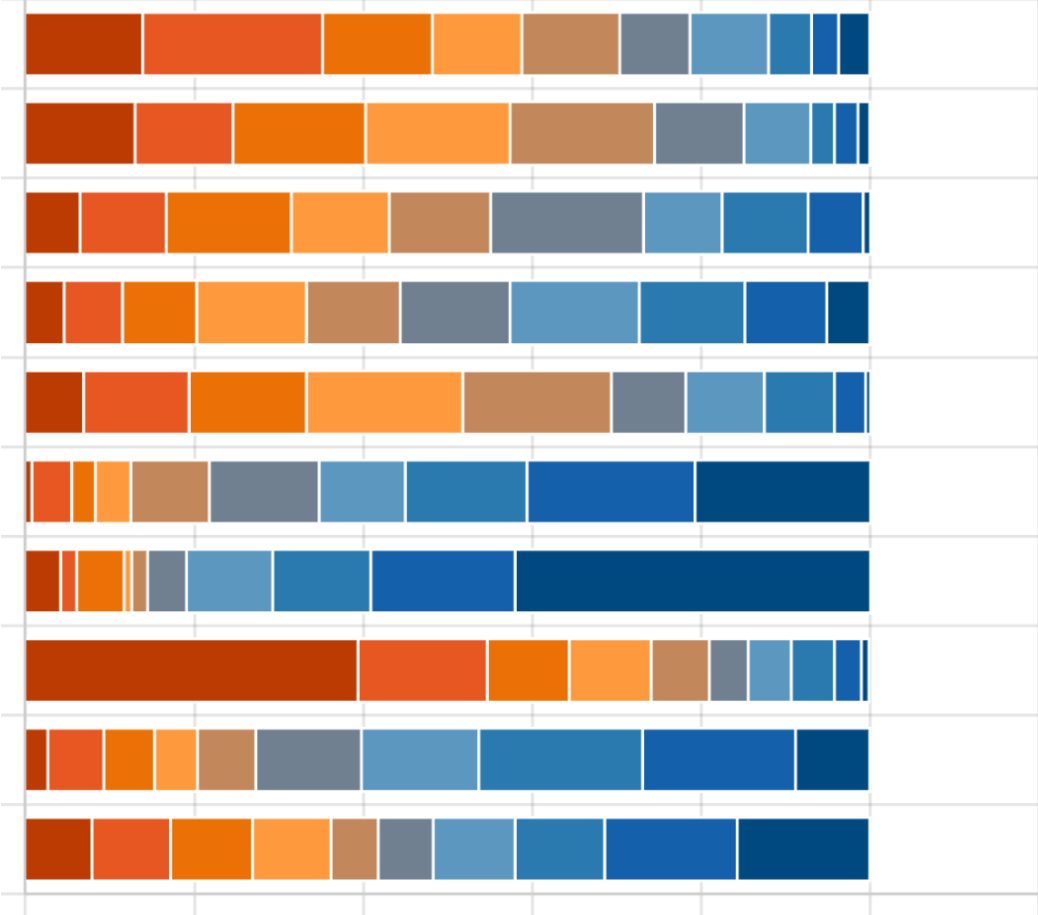
1. Please rank the following topics from most important to least important to you

[More Details](#)

Rank Options

- 1 Bullying
- 2 Disrespect
- 3 Lack of communication (betwee...
- 4 Safety (lack of security, Covid)
- 5 Self Esteem issues/Lack of Confi...
- 6 Lack of student participation in ...
- 7 Cell Phones
- 8 Mental Health (social media, im...
- 9 Peer Pressure (drugs, vaping, ski...
- 10 Lack of Awareness (politics, gen...

First choice ■ ■ ■ ■ ■ ■ ■ ■ ■ ■ Last choice



Action Research Papers

- We used data from our student surveys to determine the topics of our research

Topics: Mental health

Bullying

COVID-19

Peer Pressure

Self Esteem

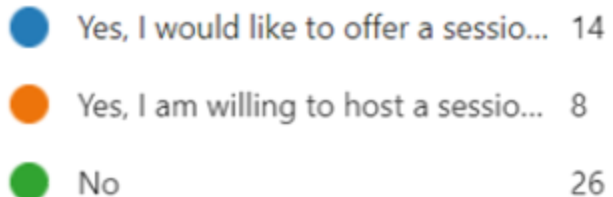
Attention Span

Teacher Survey

Using the student survey data, we asked teachers how they could help.

1. If there were to be a Day of Wellness at BHS this spring, would you be willing to offer or host a session on one of the topics listed above?

[More Details](#)



Brainstorm Session Ideas

Teachers gave us ideas on session to do and as a class we began brainstorming and adding more ideas for the Wellness Day. After a class of planning, we made a list of activities.

These ideas include:

- Yoga
- Art and music therapy
- Gardening
- Therapy animals
- Dancing
- Hypnosis
- Fit walk or water aerobics
- Nutritionist
- Inspirational speaker



Schedules

9th Schedule

Period	Time
1st	7:35 - 8:10
2nd	8:14 - 8:49
3rd	8:53 - 9:28
4th	9:32 - 10:07
Lunch	10:13 - 10:48
Session 2	10:52 - 11:27
Session 3	11:31 - 12:06
Session 4	12:10 - 12:45
Session 5	12:49 - 1:24
Senior Walk	1:30 - 2:13

10th Schedule

Period	Time
1st	7:35 - 8:10
2nd	8:14 - 8:49
3rd	8:53 - 9:28
4th	9:32 - 10:07
Session 1	10:13 - 10:48
Lunch	10:52 - 11:27
Session 3	11:31 - 12:06
Session 4	12:10 - 12:45
Session 5	12:49 - 1:24
Senior Walk	1:30 - 2:13

11th Schedule

Period	Time
1st	7:35 - 8:10
2nd	8:14 - 8:49
3rd	8:53 - 9:28
4th	9:32 - 10:07
Event	10:13 - 10:48
Event	10:52 - 11:27
Lunch	11:31 - 12:06
Session 4	12:10 - 12:45
Session 5	12:49 - 1:24
Senior Walk	1:30 - 2:13

12th Schedule

Period	Time
1st	7:35 - 8:10
2nd	8:14 - 8:49
3rd	8:53 - 9:28
4th	9:32 - 10:07
Event	10:13 - 10:48
Event	10:52 - 11:27
Session 3	11:31 - 12:06
Lunch	12:10 - 12:45
Auditorium	12:49 - 1:24
Senior Walk	1:30 - 2:13

Next, we started outlining what our school schedule would look like for that day. Seen above is our rough draft that we produced. This included the first half of the day to be shorter with normal class periods, grade-level lunches, an event for the Juniors and Seniors, and the Senior graduation walk at the end of the day.



Mr. Bourne (AP) Meeting

We then met with Mr. Bourne about scheduling and plans. He shared constructive input and ideas to help shape our project.



Ms. Snyder (Food Service)
Meeting

- We also met with the director of food service to discuss how lunches would operate for the day.

Mrs. White (PTSA) Meeting

We met with the PTSA and talked about some stuff, such as handing out snacks during the last session of the day.

We also asked about different sessions that PTSA would be able to host such as crafts and etc.

Mr. Pincelli + Dr. Kluth Meeting

- On April 12th, we invited Dr. Kluth and Mr. Pincelli into our classroom to preview our presentation and provided us constructive feedback.



Moving Forward

Upon project approval:

- Reaching out to other student leadership groups (NHS, Key Club, etc.)
- Establish sessions for students
- Create system of registration for sessions
- Secure presenters



Thank you for your time!

COMMUNICATIONS



1.0 NEW BUSINESS



2.0 POLICY



Adoption Date: 4/25/2006 Revised: 3/20/2018
5000 – NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5561 HONORS, AWARDS, HONORARIA AND REMEMBRANCES

The Board of Education, in its role as a representative public body, recognizes the importance of observing certain social conventions. Among these are: acknowledging a grieving staff member; acknowledging serious sickness/injury; encouraging and supporting good efforts; and recognizing exceptional performance within the school community.

When knowledge of events such as these is obtained, the Board hereby authorizes the Superintendent to, on behalf of the District, initiate an appropriate social recognition, most typically in the form of a greeting card.

Adoption Date: 12/21/2004, Revised: 3/21/2006; 3/20/2007; 12/04/12; 3/20/18

5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5570 FINANCIAL ACCOUNTABILITY

The Board of Education recognizes the importance of maintaining the public trust in school governance and its responsibility to provide oversight of the finances of the Brockport Central School District, to ensure the financial integrity of the institution. Toward that end, the Board adopts the following plan.

External Audit Reports: All audit reports and “management letters” will be provided directly to the Superintendent of Schools and the Board. The distribution of the audit report shall not involve employees whose work was the subject of the audit.

Audit Committee: The Board’s Audit Committee will oversee each District response to audit findings and review the District’s internal and external audit procedures. This committee will consist of three members and will report to the Board.

Audit Evaluation: The Audit Committee will review the District contract for external audit services every five years and report its findings to the Board. This review may include a request for proposals as well as other methods determined to be appropriate by the Audit Committee.

Internal Auditing: The internal audit function of the District will be performed by an outside firm, consultant, or by an employee who holds no other audit duties in the District. The internal audit function must be independent of the influence of those being audited and report to the Board.

School Board Training: New Board members shall attend the Monroe County School Boards training. The President of the Board shall arrange such training as the Board or the Audit Committee may recommend.

The District will have internal controls in place to ensure that the goals and objectives of the District are accomplished; laws, regulations, policies, and good business practices are complied with; operations are efficient and effective; assets are safeguarded; and accurate, timely and reliable data are maintained.

The Brockport Central School District's governance and control environment will include the following:

- a) The District's code of ethics addresses conflict of interest transactions with Board members or District officials and employees. Transactions that are less-than-arm's length are prohibited. Less-than-arm's length is a relationship between the District and employees or vendors who are related to District officials or Board members.
- b) The Board requires corrective action for issues reported in the CPA's management letter, audit reports, the Single Audit, and consultant reports.
- c) The Board has established the required policies and procedures concerning District operations.
- d) The Board routinely receives and discusses the necessary fiscal reports including the: Treasurer's cash reports, Budget status reports, Revenue status reports, monthly extra-classroom activity fund reports, and Fund balance projections (usually starting in January).
- e) The District has a three to five year financial plan for both capital projects and operating expenses.
- f) The District requires attendance at training programs for Board members, business officials, treasurers,

claims auditors, and others to ensure they understand their duties and responsibilities and the data provided to them.

g) The Board has an audit committee to assist in carrying out its fiscal oversight responsibilities.

h) The District's information systems are economical, efficient, current, and up-to-date.

i) All computer files are secured with passwords or other controls, backed up on a regular basis, and stored at an offsite location.

j) The District periodically verifies that its controls are working efficiently.

k) The District will provide appropriate staff during which time another staff member is absent to perform those duties when necessary.

Adoption Date: 3/21/2006, Revised: 11/7/2006
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting
5571 Financial Accountability: Allegations of Fraud

Reporting and Investigations of Allegations of Fraud

All Board of Education members, District employees and third-party consultants are required to abide by the Brockport Central School District's policies, administrative regulations and procedures in the conduct of their duties. Further, all applicable federal and state laws and regulations must be followed in the course of District operations and practices. Any individual who has reason to believe that financial improprieties, fraud or wrongful conduct is occurring within the District is to disclose such information according to the reporting procedures established by the District. For purposes of this policy "financial impropriety, fraud or wrongful conduct" will include but will not be limited to: theft of time, theft of property, falsification of an attendance record, time sheet or other District business record, making or influencing decisions of the District for personal gain, interference in the hiring process so as to secure employment, and a contract or a consultancy of a relative.

The reporting procedures will follow the chain of command as established within the department or school building or the District's Organizational Chart. If the allegations of financial improprieties, fraud or wrongful conduct concern the investigating official, the report shall be made to the next level of supervisory authority. If the chain of supervisory command is not sufficient to ensure impartial, independent investigation, allegations of financial improprieties, fraud or wrongful conduct will be reported as applicable, to the Internal Auditor (if available), or the Independent (External) Auditor, or the School Attorney, or the Board.

Upon receipt of an allegation of financial improprieties, fraud or wrongful conduct, the Board or designated employee(s) will conduct a thorough investigation of the charges. However, even in the absence of a report of suspected wrongful conduct, if the District has reason to believe financial improprieties, fraud or wrongful conduct has occurred, the District will investigate such conduct promptly and thoroughly. To the extent possible, within legal constraints, all reports will be treated confidentially =. However, disclosure may be necessary to complete a thorough investigation of the charges and to notify law enforcement officials as warranted, and any disclosure will be provided on a "need to know" basis. Written records of the allegation, and resulting investigation and outcome will be maintained in accordance with law.

Based upon the results of this investigation, if the District determines that a Board member or employee has engaged in financial improprieties fraud or wrongful conduct, appropriate disciplinary measures will be applied, up to and including termination of employment, in accordance with legal guidelines, District policy and regulation, and any applicable collective bargaining agreement. Third parties who are found to have engaged in financial improprieties, fraud or wrongful conduct will be subject to appropriate sanctions as warranted and in compliance with law. The application of such disciplinary measures by the District does not preclude the filing of civil or criminal charges as may be warranted. Rather, when the District receives a report of alleged financial improprieties, fraud or wrongful conduct that may be criminal in nature, law enforcement should be immediately notified.

An appeal procedure will also be provided, as applicable, to address any unresolved complaints and unsatisfactory prior determinations by the applicable investigating officer(s).

Prohibition of Retaliation

The Board prohibits any retaliatory behavior directed against those individuals who, in good faith, report allegations of suspected financial improprieties, fraud or wrongful conduct, as well as against witnesses and other individuals who participate in the investigation of alleged financial impropriety, fraud or wrongful conduct. Follow-up inquiries shall be made to ensure that no reprisals or retaliatory behavior has occurred to those involved in the investigation. Any act of retaliation is subject to appropriate disciplinary action by the District.

Knowingly Makes False Accusations

Any individual who knowingly makes false accusations against another individual of financial improprieties, fraud or wrongful conduct may also face appropriate disciplinary action.

Policy References:

Civil Service Law Section 75-b

Adoption Date: 3/21/2006, Revised: 9/5/2006; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting
5572 Audit Committee

An Audit Committee shall be established by Board of Education resolution. The Audit Committee may consist of:

1. Three members of the Board; and
2. individuals who, in the judgment of the Board, possess valuable accounting or auditing expertise.

Persons other than Board members who serve on the Audit Committee shall be independent and shall not:

1. Be employed by the Brockport Central School District;
2. Be an individual who within the last two years provided, or currently provides, services or goods to the District;
3. Be the owner of or have a direct and material interest in a company providing goods or services to the District; or
4. Be a close or immediate family member of an employee, officer, or contractor providing services to the District. A "close family member" is defined as a parent, sibling or nondependent child; an "immediate family member" is a spouse, spouse equivalent, or dependent (whether or not related).

Members of the Audit Committee shall serve without compensation but shall be reimbursed for any actual and necessary expenditure incurred in relation to attendance at meetings. District employees are prohibited from serving on the Audit Committee.

The Audit Committee is advisory and any recommendations it provides to the Board shall not substitute for any required review and acceptance by the Board.

The Audit Committee shall hold regularly scheduled meetings and report to the Board on the activities of the Committee on an as needed basis, but not less than annually. The report will address or include at a minimum:

- a) The activities of the Audit Committee;
- b) A summary of the minutes of the meeting;
- c) Significant findings brought to the attention of the Audit Committee;
- d) Any indications of suspected fraud, waste, or abuse;
- e) Significant internal control findings; and
- f) Activities of the internal audit function.

The responsibilities of the Audit Committee include the following:

- a) Provide recommendations regarding the appointment of the External (Independent) Auditor for the District;
- b) Meet with the External (Independent) Auditor prior to commencement of the audit;
- c) Review and discuss with the External (Independent) Auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable;
- d) Receive and review the draft annual audit report and accompanying draft management letter and,

working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents;

e) Make a recommendation to the Board on accepting the annual audit report; and

f) Review every corrective action plan developed by the District and assist the Board in its implementation.

Corrective Action Plan

Within ninety days of receipt of the report or management letter, the Superintendent of Schools shall prepare a corrective action plan approved by the Board in response to any findings contained in:

a) The annual external audit report or management letter;

b) A final audit report issued by the District's internal auditor;

c) A final report issued by the State Comptroller;

d) A final audit report issued by the State Education Department; or

e) A final audit report issued by the United States or an office, agency or department.

The corrective action plan must be filed with the State Education Department, and if appropriate, must include the expected date(s) of implementation. To the extent practicable, implementation of the corrective action plan should begin no later than the end of the next fiscal year. The District will also timely publish a copy of this plan.

Additional responsibilities of the Audit Committee include: assisting in the oversight of the internal audit function including, but not limited to, providing recommendations regarding the appointment of the Internal Auditor; reviewing significant findings and recommendations of the Internal Auditor; monitoring the District's implementation of such recommendations; and participating in the evaluation of the performance of the internal audit function.

The Audit Committee may conduct an Executive Session pursuant to Public Officers Law Section 105 pertaining to the following matters:

a) To meet with the External (Independent) Auditor prior to commencement of the audit;

b) To review and discuss with the External (Independent) Auditor any risk assessment of the District's fiscal operations developed as part of the Auditor's responsibilities under governmental auditing standards for a financial statement audit and federal single audit standards if applicable; and

c) To receive and review the draft annual audit report and accompanying draft management letter and, working directly with the External (Independent) Auditor, assist the Board of Education in interpreting such documents.

Policy Cross References:

» 5570 - FINANCIAL OVERSIGHT

Policy References: Education Law Sections 2116-a, 2116-c, and 3811-3813

Public Officers Law Sections 105(b), 105(c) and 105(d) 8

New York Code of Rules and Regulations (NYCRR) Section 170.12(d)

Adoption Date: 3/21/2006, Revised: 9/5/2006; 12/04/12; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting

5573 Internal Audit Function

The internal audit function shall include:

- a) Development of a risk assessment of operations including, but not limited to, a review of financial policies, procedures and practices;
- b) An annual review and update of such risk assessment;
- c) Annual testing and evaluation of one or more of the Brockport Central School District's internal controls, taking into account risk, control weaknesses, size, and complexity of operations; and
- d) Preparation of reports, at least annually or more frequently as the Board of Education may direct, which analyze significant risk assessment findings, recommend changes for strengthening controls and reducing identified risks, and specify time frames for implementation of such recommendations.

The District is permitted to utilize existing District personnel to fulfill the internal audit function who do not have responsibility for other business operations of the District while performing internal audit functions. The District shall also be permitted to use inter-municipal cooperative agreements, shared services to the extent authorized by Education Law Section 1950 or independent contractors to fulfill the internal audit function as long as the personnel or entities performing this function comply with any Regulations issued by the Commissioner of Education and meet professional auditing standards for independence between the auditor and the District.

Personnel or entities serving as the Internal Auditor and performing the internal audit function shall report directly to the Board.

Policy References: Education Law Sections 1950, 2116-b and 2116-c
8 New York Code of Rules and Regulations (NYCRR) Section 170.12(d)

Policy Cross References:

» 1339 - DUTIES OF THE INTERNAL AUDITOR

Adoption Date: 1/19/2010, Revised: 11/16/2010; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

Fiscal accounting and reporting
5574 MEDICAID COMPLIANCE PROGRAM POLICY

The Brockport Central School District shall comply with New York State and federal laws and regulations related to the District's participation as a provider of care, services or supplies under the Medicaid program.

The District, as a provider receiving or submitting Medicaid claims of at least \$500,000 in any consecutive twelve-month period, has established and implemented a Medicaid Compliance Program designed to detect and prevent fraud, waste and abuse.

As required by the New York State Office of the Medicaid Inspector General (hereinafter referred to as the OMIG), the District's Medicaid Compliance Program is comprised of the following core elements:

1. Written policies and procedures that describe compliance expectations as embodied in a code of ethics applicable to all District personnel, including Board of Education members. Such compliance expectations or standards of conduct shall include provisions designed to: implement the operation of the Medicaid Compliance Programs; provide guidance to employees and others on dealing with potential compliance issues; identify how to communicate compliance issues to appropriate personnel; and describe how issues are investigated and resolved;
2. A designated employee who will be responsible for the day-to-day operation of the Medicaid Compliance Program. This employee's job duties may be exclusively related to Medicaid compliance issues or may be combined with other duties, provided that the Medicaid compliance portions of the employee's duties are satisfactorily fulfilled. The designated employee shall report directly to the Superintendent of Schools or their designee and shall also periodically report directly to the Board on the District's Medicaid Compliance Program activities;
3. Training and education of all affected District employees and other persons associated with the District's Medicaid Compliance Program, including, but not limited to, members of the Board. Such training shall occur periodically and shall be made a part of any required training or orientation for new employees, Board members, volunteers and others on dealing with the District's Medicaid Compliance Program;
4. Communication lines and processes directed to the District employee who will be responsible for the day-to-day operation of the Medicaid Compliance Program. Such communication lines and processes shall be accessible to all District employees, Board members, volunteers and others associated with the District's Medicaid Compliance Program. The communication lines and processes are designed to allow employees to report compliance issues, including the anonymous and confidential good faith reporting of any practice or procedure related to Medicaid reimbursement of school or preschool supportive health services, that an employee believes is inappropriate;
5. Disciplinary procedures that encourage good faith and fair dealing in the District's Medicaid Compliance Program by all affected individuals. Such disciplinary procedures shall include procedures that articulate expectations for reporting and assisting with the resolution of compliance issues and provide sanctions for

the failure to report suspected problems and participating (either actively or passively) in non-compliant behavior;

6. A system for the routine identification of Medicaid compliance risk areas in the District's Medicaid Compliance Program. Self-evaluation of such risk areas may be accomplished by, but not necessarily limited to, internal audits and external audits, as appropriate;

7. A system for responding to, investigating, correcting and reporting compliance issues as they are raised, including the development of procedures and systems to reduce the potential for recurrence, identifying and reporting compliance issues to the OMIG and refunding over payments; and

8. A policy of non-intimidation and non-retaliation against any person for the good faith participation in any aspect of the administration of the District's Medicaid Compliance Program including, but not limited to, the reporting of potential issues, assisting as a witness with any investigation, evaluation, audit, remedial actions or reporting to appropriate officials as provided in Sections 740 and 741 of the New York State Labor Law.

Policy References: Social Services Law Section 363-d 1
8 New York Code of Rules and Regulations (NYCRR) Part 521

Adoption Date: 7/19/1994, Revised: 6/20/2000; 12/04/12; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS
5610 INSURANCE

The objective of the Board of Education is to obtain adequate insurance at a reasonable cost, and to seek advice from an Insurance Appraisal Service (or other consultants skilled in assessment) to determine that adequate coverage is being provided regarding fire, boiler, general liability, and bus insurance.

The Board shall carry insurance to protect the Brockport Central School District's real and personal property against loss or damage. This property shall include school buildings, the contents of such buildings, school grounds and automobiles.

The Board may also purchase liability insurance to pay damages assessed against Board members and District employees acting in the discharge of their respective duties, within the scope of their employment or under the direction of the Board.

All insurance policies, along with an inventory of the contents of the building, are to be kept in a fireproof depository or with the appropriate insurance agent for safekeeping and referral purposes. The Superintendent of Schools or their designee shall review the District's insurance program annually and make recommendations to the Board if more suitable coverage is required.

Policy References: Public Officers Law Section 18
General Municipal Law Sections 6-n and 52
Education Law Sections 1709(8) and (26) and (34-b), 3023, 3028, and 3811

Adoption Date: 7/19/1994, Revised: 6/20/2000; 10/19/2010; 2/04/12; 5/15/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5620 FIXED ASSET INVENTORIES ACCOUNTING, AND TRACKING

The Superintendent of Schools or their designee will maintain a continuous and accurate inventory of fixed assets owned by the Brockport Central School District in accordance with applicable rules, standards, procedures, and best practices. Fixed assets include long-term, tangible resources intended to be continuously held or used, and may include land, buildings, improvements, machinery and equipment. All fixed assets purchased and received by the District will be included in the accounting of general fixed assets according to the procedures outlined by the Uniform System of Accounts for School Districts and GASB Statement 34 Regulations.

The accounts will serve to:

1. Maintain an inventory of assets
2. Establish accountability;
3. Determine replacement costs; and
4. Provide appropriate insurance coverage.

Fixed assets with a minimum value, not less than \$1,500, established by the Board of Education that have a useful life one year or more and physical characteristics not appreciably affected by use of consumption shall be inventoried and recorded on an annual basis. Fixed assets shall include land, buildings, and equipment.

The Board shall establish a dollar threshold as a basis for considering which fixed assets are to be depreciated. Such threshold shall ensure that at least 80% of the value of all assets is reported. However, it is recommended that such threshold shall not be greater than \$5,000. A standardized depreciation method and averaging convention shall also be established for depreciation calculations.

Fixed Assets will be recorded at initial cost or, if not available, at estimated initial cost; gifts of fixed assets shall be recorded at estimated fair value at the time of the gift. A property record will be maintained for each fixed asset and will contain, where possible, the following information:

1. Date of acquisition;
2. Description;
3. Serial or other identification number;
4. Any funding source and percentage contributed by the source;
5. vendor;
3. Cost or value;
4. Location;
5. Asset type;
6. Condition and estimated useful life;
7. Replacement cost;
8. Current value;

9. Salvage value;
10. Sale price and date and method of disposition; and
11. Responsible official.

The Assistant Superintendent for Business shall arrange for periodic inventory and appraisal of District property, and equipment. Any discrepancies between an inventory and the District's property records on file should be traced and explained.

Equipment Acquired Under a Federal Government Grant

The District shall comply with the U.S. Department of Education regulations governing the use, management requirements and disposition of any and all equipment acquired through a federal government grant. Those federal Education department General Administrative Regulations (collectively known or referred to as EDGAR) comprise parts 74 through 99 of Title 34 of the Code of Federal Regulations (CFR).

Equipment Purchased with Extraclassroom Funds

Title to all equipment acquired with extraclassroom activity funds shall reside with the District and be carried as an insurable asset of its list of insurable values. Such equipment shall be tagged as District property, but is available for exclusive use by the extraclassroom activity club acquiring the item.

Policy References:

Uniform System of Accounts for School Districts(Fiscal Section)

Adoption Date: 7/19/1994, Revised: 6/20/2000; 12/20/11; 4/24/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5630 FACILITIES: INSPECTION, OPERATION AND MAINTENANCE

Operation and Maintenance

The Superintendent of Schools is charged with the responsibility for administering plant operations in an efficient and economical manner, while maintaining the health and safety of students and conservation of natural resources.

The Board of Education, through the Superintendent and their staff, is responsible for protecting the Brockport Central School District's investment in plant and facilities through a systematic maintenance program. It is expected that the program shall include periodic preventive maintenance activities, long-range maintenance schedules and emergency repair procedures. It is further expected that all maintenance work will be carried out in a manner that will cause the least interference with the educational program.

Construction and Remodeling of School Facilities

All capital projects and maintenance must assure compliance with the requirements of the New York State Uniform Fire Prevention and Building Code, the Manual of Planning Standards and the Regulations of the Commissioner of Education. All new buildings must be formally submitted no matter the size or cost.

Plans and specifications for the erection, enlargement, repair or remodeling of facilities of the District shall be submitted to the Commissioner when the contemplated construction costs of such work are \$35,000 or more, and for all projects affecting the health and safety of students.

Plans and specifications submitted to the Commissioner shall bear the signature and seal of an architect or engineer licensed to practice in the State of New York. The architect or engineer who sealed the plans and specifications shall also certify that the plans and specifications conform to the standards set forth in the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and the State Energy Conservation Construction Code (19 NYCRR Part 1240).

For remodeling or construction projects costing \$10,000 or more, the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and Commissioner's Regulations Part 155, and shall retain the services of an architect or engineer licensed to practice in New York State.

For remodeling or construction projects costing less than \$10,000, the District shall assure compliance with the requirements of the State Uniform Fire Prevention and Building Code (19 NYCRR Parts 1220 through 1226) and Commissioner's Regulations Part 155.

Inspections

The District shall cooperate with appropriate officials conducting health, fire, asbestos, bus, and boiler inspections.

In accordance with law, local building inspectors may not enter District premises at any time they wish. Only the Fire Safety Inspector conducting the Annual Fire Safety Inspection may enter District premises for

inspections.

In addition, per the requirements of the Asbestos Hazard Emergency Response Act (AHERA), the District will inform all employees and building occupants (or their legal guardians) annually about all asbestos inspections, response actions, post-response action activities, as well as triennial re-inspection activities and surveillance activities that are either planned or in progress. Written notice will be provided and will be filed in the District asbestos management plan.

Comprehensive Public School Building Safety Program (Rescue)

To ensure that all school facilities are properly maintained and preserved and provide suitable educational settings, the Board requires that all occupied school facilities which are owned, operated or leased by the District comply with the provisions of the Comprehensive Public School Safety Program and the Uniform Code of Public School Building Inspections, Safety Rating and Monitoring as prescribed in Commissioner's Regulations. For this reason, the District shall develop a Comprehensive Public School Building Safety Program in accordance with Commissioner's Regulations.

The program shall be reevaluated and made current at least annually, and shall include the following:

a) A five-year capital facilities plan which will include an appraisal of the following: the educational philosophy of the District, with resulting administrative organization and program requirements; present and projected student enrollments; space use and State-rated student capacity of existing facilities; the allocation of instructional space to meet the current and future education program and service needs, and to serve students with disabilities in settings with non-disabled peers; priority of need of maintenance, repair or modernization of existing facilities, including consideration of the obsolescence and retirement of certain facilities; and the provision of additional facilities;

b) A District-wide building inventory, which will include information pertaining to each building including, but not limited to:

1. Type of building, age of building, size of building;
2. Rated capacity, current enrollment;
3. List of energy sources and major systems (lighting, plumbing, electrical, heating); and
4. Summary of triennial Asbestos Inspection reports;

c) Annual Visual Inspections:

1. An annual visual inspection of each occupied building and assignment of a safety rating score. The inspection committee must include a state certified code enforcement official, the District's Facility Director or designee, and a member of the District's Health and Safety Committee; and

2. A re-inspection of school buildings where a report of inspection identified violations that, if uncorrected, would cause the department to deny an annual Certificate of Occupancy to such school building, and shall require additional re-inspections until it is demonstrated to the satisfaction of the Commissioner that said violations have been corrected;

d) A building condition survey shall be conducted for all occupied school buildings once every five years by a team that includes at least one licensed architect or engineer;

e) A District-wide monitoring system which includes:

1. Establishing a Health and Safety Committee;

2. Development of detailed plans and a review process of all inspections; and
3. Procedures for a response in writing to all inquiries about building health and safety concerns, a copy of which will be sent to the District's Health and Safety Committee for oversight, and a copy kept on permanent file; and

f) Procedures to ensure the safety of the building occupants while a construction or renovation project is taking place. These procedures will include:

1. Notification to parents, staff and the community at least two months in advance of a construction project of \$10,000 or more to be conducted in a school building while the building is occupied; provided, however, that in the case of emergency construction projects, such notice shall be provided as far in advance of the start of construction as is practicable;
2. A plan to ensure that all contractors comply with all health and safety issues and regulations, and wear photo identification badges;
3. An opportunity for the District's Health and Safety Committee to conduct a walk-through inspection of newly renovated or constructed areas to confirm that the area is ready to be reopened for use; and
4. An emergency plan which will address potential concerns with the capital project including, but not limited to, evacuation procedures, fire drills, and structural failures.

Policy References:

Fire Inspection: 8 New York Code of Rules and

Regulations (NYCRR) Section 155.4

Education Law Section 807-a

Health Inspection: Education Law Section 906

Asbestos Inspection: Education Law, Article 9-A, 40 Code of Federal Regulations (CFR) Part 763, Subpart

E Plans and Specifications: Education Law Sections 408, 408-a and 409, 8 NYCRR Sections 155.1 and 155.2

Structural Safety Inspections: Education Law Sections 409-d and 3602(6)(d)

Policy Cross References:

» 5810 - FACILITIES PLANNING

» 5820 - EVALUATING EXISTING BUILDINGS

Adoption Date: 7/19/1994, Revised: 6/20/2000; 10/06/2009; 5/15/18
5000 - NON-INSTRUCTIONAL/BUSINESS OPERATIONS

NON-INSTRUCTIONAL OPERATIONS

5631 HAZARDOUS WASTE AND HANDLING OF TOXIC SUBSTANCES BY EMPLOYEES

The Board of Education recognizes the need to protect human health and the environment from damage resulting from the improper handling of hazardous wastes.

The management of hazardous waste from its point of generation to the ultimate disposal is regulated through specific Federal and State laws.

The District shall maintain rules to ensure District implementation of applicable Federal and State laws pertaining to the identification, transportation, treatment, storage, and disposal of hazardous wastes.

Hazard Communication Standard

All personnel shall be provided with training to comply with the New York State "Right-to-Know" Law and the Hazard Communication Standard. Both the "Right to Know" poster and the "Labor Law Information Relating to Public Employees" poster must be posted in common areas informing workers of relevant work hazards and associated rights.

The Superintendent of Schools or their designee shall maintain a record of the name, address and social security number of every employee who handles or uses toxic substances and which substance(s) were handled or used by the employee.

Rules and regulations will be developed to ensure District implementation of this policy which shall include awareness information, employee training and record keeping.

In addition, designated administrators will provide notice of hazardous materials within 72 hours of an employee request.

Policy References:

Environmental Protection Agency, 40 Code of Federal Regulations (CFR) Parts 261 and 262

Occupational Safety and Health Administration (OSHA), 29 Code of Federal Regulations (CFR)

Section 1910.1200

Labor Law Sections 875-883

Public Health Law Sections 4800-4808

6 New York Code of Rules and Regulations (NYCRR) Part 371

9 New York Code of Rules and Regulations (NYCRR) Part 1174

Adoption Date: 4/20/21

5000 – Non Instructional Business Operations

5633 GENDER NEUTRAL SINGLE-OCCUPANCY BATHROOMS

The Brockport Central School District is committed to creating and maintaining an inclusive educational and work environment. All single-occupancy bathroom facilities shall be designated as gender neutral.

"Single-occupancy bathroom" means a bathroom intended for use by no more than one occupant at a time or for family or assisted use and which has a door for entry into and egress from the bathroom that may be locked by the occupant to ensure privacy and security.

All gender-neutral bathroom facilities will be clearly designated by the posting of signage either on or near the entry door of each facility.

Education Law § 409-m

Public Buildings Law § 145

3.0 INSTRUCTION PLANNING AND SERVICES



TO: Sean Bruno

FROM: Lynn Carragher, Paulette Reddick, and Betsy Fitzpatrick

RE: Placements for Students with Disabilities

DATE: April 21, 2022

For April 26, 2022 Board of Education Meeting

On March 10, 11, 24, 29, 30, 31, April 5, 6, 7, 11, and 14, 2022, the District Committee on Special Education reviewed students and made recommendations for placement.

On March 21, 23, April 5, 8, 11, 13 and 14, 2022, the District Subcommittee on Special Education reviewed students and made recommendations for placement.

On March 4, 10, 11, 15, 22, 24, 25, April 1, 5, 8, and 12, 2022, the Committee on Preschool Special Education reviewed students and made recommendations for placement.

On March 14, 21, and 28, 2022, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.

On March 31, and April 4, 2022, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.

On March 24, April 8, and 13, 2022, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.

On March 21, 24, April 4 and 7, 2022, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.

On March 29 and April 7, 2022, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

We are forwarding this document to you for your information.

CMA Date	BOE Date	CMA Committee	CMA Reason	CR Recommended School	ID	Grade	CR Decision/Status	CR Disability
03/10/2022	04/26/2022	CSE	Reevaluation CPSE to CSE Transition	Ginther	560288	Kdg.	Classified	Autism
03/11/2022	04/26/2022	CSE	Reevaluation CPSE to CSE Transition	Ginther	560066	Kdg.	Classified	Speech or Language Impairment
03/24/2022	04/26/2022	CSE	Requested Review	OMS		06	Classified	Other Health Impairment
03/24/2022	04/26/2022	CSE	Initial Eligibility Determination Meeting	Hill	210691	04	Classified	Other Health Impairment
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	560558	12+	Classified	Multiple Disabilities
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Therapeutic Day Program	212010	12	Classified	Learning Disability
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	994966	12	Classified	Autism
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	994518	Post Graduate	Classified	Autism
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	210619	11	Classified	Other Health Impairment
03/29/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	996872	10	Classified	Autism
03/30/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS		12	Classified	Autism
03/30/2022	04/26/2022	CSE	Annual Review	BOCES II Therapeutic Day Program		11	Classified	Other Health Impairment
03/30/2022	04/26/2022	CSE	Annual Review	BOCES II Program Elementary	211568	08	Classified	Other Health Impairment
03/30/2022	04/26/2022	CSE	Annual Review	BOCES II Program Elementary		08	Classified	Other Health Impairment
03/30/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	993931	Post Graduate	Classified	Intellectual Disability
03/31/2022	04/26/2022	CSE	Requested Review	Hill	211872	04	Classified	Other Health Impairment
03/31/2022	04/26/2022	CSE	Annual Review	BOCES II Program MS/HS	997059	12	Classified	Autism

CMA Date	BOE Date	CMA Committee	CMA Reason	CR Recommended School	ID	Grade	CR Decision/Status	CR Disability
04/05/2022	04/26/2022	CSE	Requested Review	Crestwood Children's Center Day Treatment	211873	04	Classified	Other Health Impairment
04/06/2022	04/26/2022	CSE	Requested Review	OMS	210832	07	Classified	Other Health Impairment
04/07/2022	04/26/2022	CSE	Initial Eligibility Determination Meeting	OMS	211569	06	Classified No Services	Other Health Impairment
04/11/2022	04/26/2022	CSE	Reevaluation/Annual Review	BHS	993026	12+	Classified	Autism
04/11/2022	04/26/2022	CSE	Reevaluation/Annual Review	BHS	993026	12+	Classified	Autism
04/14/2022	04/26/2022	CSE	Initial Eligibility Determination Meeting	Barclay	560069	03	Classified	Learning Disability
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	998683	07	Classified	Learning Disability
03/23/2022	04/26/2022	SubCSE	Reevaluation Review	Norman Howard School	997177	10	Classified	Autism
04/05/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	212532	07	Classified PP NR Within District Dual Enrollment	Traumatic Brain Injury
04/05/2022	04/26/2022	SubCSE	Annual Review	Mary Cariola Children's Center	211993	03	Classified	Autism
04/05/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	211302	04	Classified PP Within District Dual Enrollment	Other Health Impairment
04/08/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	Hill	560212	5	Classified No Services	Learning Disability
04/08/2022	04/26/2022	SubCSE	Annual Review	BHS	560211	10	Classified No Services	Learning Disability
04/08/2022	04/26/2022	SubCSE	Amendment - Agreement No Meeting	Mary Cariola Children's Center	999629	11	Classified No Services	Autism
04/08/2022	04/26/2022	SubCSE	Initial Eligibility Determination Meeting	OMS	560538	07	Classified No Services	Other Health Impairment
04/08/2022	04/26/2022	SubCSE	Initial Eligibility Determination Meeting	OMS	560538	08	Classified No Services	Other Health Impairment
04/11/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	Student is Parentally Placed in a Nonpublic School	211139	01	Classified	Speech or Language Impairment

CMA Date	BOE Date	CMA Committee	CMA Reason	CR Recommended School	ID	Grade	CR Decision/Status	CR Disability
04/11/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	Student is Parentally Placed in a Nonpublic School	211139	02	Classified	Speech or Language Impairment
04/11/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	559553	01	Classified PP Within District Dual Enrollment	Other Health Impairment
04/11/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	212547	02	Classified PP Within District Dual Enrollment	Speech or Language Impairment
04/11/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	560415	01	Classified PP Within District Dual Enrollment	Other Health Impairment
04/13/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	997227	12	Classified PP Within District Dual Enrollment	Other Health Impairment
04/13/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	560096	11	Classified PP Within District Dual Enrollment	Autism
04/13/2022	04/26/2022	SubCSE	Annual Review	Student is Parentally Placed in a Nonpublic School	998108	12	Classified PP NR Within District Dual Enrollment	Other Health Impairment
04/14/2022	04/26/2022	SubCSE	Annual Review	BOCES I Creekside	994750	12+	Classified	Autism
03/04/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	PS Itinerant Services Only	560055		Classified PS	PS Student with a Disability
03/10/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	PS Itinerant Services Only	560288	PS	Classified PS	PS Student with a Disability
03/10/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	PS Itinerant Services Only	212311	PS	Classified PS	PS Student with a Disability
03/11/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	PS Itinerant Services Only	559508	PS	Declassified	PS Student with a Disability
03/15/2022	04/26/2022	CPSE	Annual Review	UCP - Happiness House	559763	PS	Classified PS	PS Student with a Disability
03/15/2022	04/26/2022	CPSE	Annual Review	PS Itinerant Services Only	559509	PS	Declassified	PS Student with a Disability
03/15/2022	04/26/2022	CPSE	Annual Review	PS Itinerant Services Only	560203	PS	Classified PS	PS Student with a Disability

CMA Date	BOE Date	CMA Committee	CMA Reason	CR Recommended School	ID	Grade	CR Decision/Status	CR Disability
03/22/2022	04/26/2022	CPSE	Initial Eligibility Determination Meeting	PS Itinerant Services Only	560512	PS	Classified PS No Services	PS Student with a Disability
03/22/2022	04/26/2022	CPSE	Requested Review	Rochester School for the Deaf	560610	PS	Classified PS	PS Student with a Disability
03/24/2022	04/26/2022	CPSE	Initial Eligibility Determination Meeting	PS Itinerant Services Only	559355	PS	Classified PS No Services	PS Student with a Disability
03/25/2022	04/26/2022	CPSE	Annual Review	BOCES II PS	560188	PS	Classified PS	PS Student with a Disability
04/01/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	BOCES II PS	559573	PS	Classified PS	PS Student with a Disability
04/01/2022	04/26/2022	CPSE	Annual Review	BOCES II PS	212310	PS	Classified PS	PS Student with a Disability
04/01/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	BOCES II PS	559273	PS	Classified PS	PS Student with a Disability
04/01/2022	04/26/2022	CPSE	Reevaluation CPSE to CSE Review	BOCES II PS	559273	PS	Ineligible	
04/05/2022	04/26/2022	CPSE	Annual Review	Liberty Post	560518	PS	Classified PS	PS Student with a Disability
04/08/2022	04/26/2022	CPSE	Annual Review	BOCES II PS	559952	PS	Classified PS	PS Student with a Disability
04/12/2022	04/26/2022	CPSE	Annual Review	PS Itinerant Services Only	560138	PS	Classified PS	PS Student with a Disability
04/12/2022	04/26/2022	CPSE	Annual Review	PS Itinerant Services Only	560291	PS	Classified PS	PS Student with a Disability
03/14/2022	04/26/2022	SubCSE	Reevaluation Review	Ginther	211827	KDG-Waiting	Declassified Support Services	Speech or Language Impairment
03/14/2022	04/26/2022	SubCSE	Reevaluation Review	Ginther	559277	KDG-Waiting	Classified	Speech or Language Impairment
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	Ginther	212576	01	Classified	Speech or Language Impairment
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	Ginther	212576	Kdg.	Classified	Speech or Language Impairment
03/28/2022	04/26/2022	SubCSE	Requested Review	Ginther	559252	01	Classified	Speech or Language Impairment
03/31/2022	04/26/2022	SubCSE	Requested Review	Barclay	560596	02	Classified	Other Health Impairment

CMA Date	BOE Date	CMA Committee	CMA Reason	CR Recommended School	ID	Grade	CR Decision/Status	CR Disability
04/04/2022	04/26/2022	SubCSE	Amendment - Agreement No Meeting	Barclay	210404	03	Classified	Learning Disability
03/24/2022	04/26/2022	SubCSE	Reevaluation Review	Hill	210211	05	Classified	Autism
04/08/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	560212	06	Classified No Services	Learning Disability
04/13/2022	04/26/2022	SubCSE	Amendment - Agreement No Meeting	Hill	560210	05	Classified	Other Health Impairment
04/13/2022	04/26/2022	SubCSE	Transfer Student - Agreement No Meeting	Hill	210914	05	Classified	Learning Disability
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	998683	08	Classified	Learning Disability
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	997286	07	Classified	Learning Disability
03/21/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	997286	08	Classified	Learning Disability
03/24/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	997781	07	Classified	Autism
03/24/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	997781	08	Classified	Autism
04/04/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	210948	06	Classified	Learning Disability
04/04/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	210948	07	Classified	Learning Disability
04/04/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	999342	06	Classified	Learning Disability
04/04/2022	04/26/2022	SubCSE	Reevaluation/Annual Review	OMS	999342	07	Classified	Learning Disability
04/07/2022	04/26/2022	SubCSE	Amendment - Agreement No Meeting	OMS	998271	08	Classified	Multiple Disabilities
03/29/2022	04/26/2022	SubCSE	Amendment - Agreement No Meeting	BHS	996704	10	Classified No Services	Learning Disability
04/07/2022	04/26/2022	SubCSE	Transfer Student - Agreement No Meeting	BHS	560684	12	Classified	Multiple Disabilities

4.0 CERTIFIED PERSONNEL



BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

April 26, 2022

PERSONNEL AGENDA – CERTIFIED

Office of the Superintendent of Schools
Board Meeting of April 26, 2022

Sean C. Bruno
Superintendent of Schools

Jerilee DiLalla
Assistant Superintendent for Human Resources

RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approved action on the following Certified Personnel:

4.1 Appointments

4.1.1 Randall Yu, to be appointed as the Principal at Ginther School effective July 1, 2022. Internship certificate as a School Building Leader, professional certificates in Childhood Education grades 1-6, and Literacy (Birth – grade 6). Probationary period July 1, 2022 through June 30, 2026. This expiration date is tentative and conditional only. In order to be eligible and considered for tenure the employee must meet all requirements of Educational Law and corresponding regulations. Annual salary \$93,000.

4.2 Resignations

- 4.2.1 Deborah Perrine, Elementary Teacher at Ginther School, to resign for the purpose of retirement, effective June 30, 2022.
- 4.2.2 Deborah Roe, Pre-Kindergarten Teacher at Ginther School, to resign for the purpose of retirement, effective June 30, 2022.
- 4.2.3 Theresa Cacciola, part-time district wide Physical Therapist, to resign effective April 26, 2022.
- 4.2.4 Randal Yu, Assistant Principal at Ginther School, to resign effective June 30, 2022, pending board approval to the position of Ginther Principal.

4.3 Substitutes

- 4.3.1 Kristina Decosse, pending fingerprint clearance
- 4.3.2 Bryn Hayes
- 4.3.3 Deborah Perrine
- 4.3.4 Jamie Porteus, pending fingerprint clearance
- 4.3.5 Kathie Pryor, daily rate of \$393.24, retroactive to April 8, 2022
- 4.3.6 Deborah Roe
- 4.3.7 Meaghan Wilson

4.4 Teacher Immersion Fellowship Program Participants

- 4.4.1 None

4.5 Leaves of Absence

- 4.5.1 Emily Milazzo, to request an unpaid leave of absence effective August 31, 2022 through June 30, 2023.
- 4.5.2 Kylie Grillo, to request an unpaid leave of absence effective August 31, 2022 through June 30, 2023.

4.6 Other

- 4.6.1 – 4.6.27 The following staff to be appointed as a K-6 Literacy/Math Summer School teacher for the summer 2022 session at a base rate of \$38.00 per hour.
 - 4.6.1 Alan Schoeneck
 - 4.6.2 Ashleigh Grant
 - 4.6.3 Brittany Hill
 - 4.6.4 Hannah Madden
 - 4.6.5 Jessica Allen

- 4.6.6 Jodie Shatzel
- 4.6.7 Julia Meyers
- 4.6.8 Kendra Zaffuto
- 4.6.9 Kimberly Decoste
- 4.6.10 Kristina Kirchgraber
- 4.6.11 Kyle Kita
- 4.6.12 Lisa Rice
- 4.6.13 Mandy Horschel
- 4.6.14 Maren Aldrich
- 4.6.15 Melinda Drisdorn
- 4.6.16 Michael Leschander
- 4.6.17 Michelle Purcell
- 4.6.18 Nancy Postilli
- 4.6.19 Natalie McCue
- 4.6.20 Nicholas Colucci
- 4.6.21 Rebecca Rossier
- 4.6.22 Riley DeBellis
- 4.6.24 Ronald Wojtas
- 4.6.25 Shannon Patricelli
- 4.6.26 Sharon Shannon
- 4.6.27 Silvia Wharram
- 4.6.28 Tara Jackson
- 4.6.29 Brianna Davis, to be appoint as the K-6 Literacy/Math Summer School nurse for the summer 2022 session at a base rate of \$38.00 per hour.
- 4.6.30 Heidi Squillante, to be appointed as a Sunrise Scholars Substitute Teacher at Hill School, effective April 27, 2022. Pay rate of \$53.00 per hour.
- 4.6.31 Lisa Jensen, AP Proctor, \$20 per hour.
- 4.6.32 Tracy Robb, to be appointed as an Afternoon Academy (AIS) Substitute Teacher at Ginther School effective April 26, 2022 through May 25, 2022, at rate of \$53.00 per hour.

4.0 CLASSIFIED PERSONNEL



BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

APRIL 26, 2022

PERSONNEL AGENDA – CLASSIFIED

Office of the Superintendent of Schools
Board Meeting of April 26, 2022

Sean C. Bruno
Superintendent of Schools

Jerilee DiLalla
Assistant Superintendent for Human Resources

Resolved that, upon the recommendation of the Superintendent of Schools, the Board of Education approves action on the following **Classified, Exempt, Substitute, Volunteer, and College Participant** positions:

4.7 Appointments

- 4.7.1 Jennifer Warner, to be appointed as a probationary Teacher Aide at Barclay School effective April 27, 2022. Rate is set at her current rate of pay. Probationary period begins on April 27, 2022 and ends on September 26, 2022.
- 4.7.2 Daniel Green, to be appointed as a probationary Cleaner at Ginther School effective April 27, 2022. Rate is set at \$14.00 per hour. Probationary period begins on April 27, 2022 and ends on April 26, 2023.
- 4.7.3 Scott Ellsmore, to be appointed as a probationary Cleaner at Oliver Middle School effective May 2, 2022. Rate is set at \$14.00 per hour. Probationary period begins on May 2, 2022 and ends on May 1, 2023. (Pending fingerprint clearance.)
- 4.7.4 Jeffrey Higgins, to be appointed as a probationary Automotive Mechanic in the Transportation Department effective May 9, 2022. Rate is set at \$28.00 per hour. Probationary period begins on May 9, 2022 and ends on May 8, 2023.

4.8 Resignations

- 4.8.1 Jennifer Warner, School Aide/Cafeteria Monitor, High School, resigning effective April 26, 2022, pending board approval to the position of Teacher Aide.
- 4.8.2 Michelle Small, Cleaner, Barclay School, resigning effective May 31, 2022.
- 4.8.3 Jordan Naughton, Microcomputer Maintenance Technician, resigning effective April 21, 2022.

4.9 Substitutes

- 4.9.1 May Files, Food Service Helper, pending fingerprint clearance
- 4.9.2 Ethan DeVecchio, Student Cleaner
- 4.9.3 Gemma Meyering, Student Cleaner
- 4.9.4 Ethan Moyer, Student Cleaner
- 4.9.5 Troy Sears, Bus Driver
- 4.9.6 Kimberly Stauffer, Bus Driver
- 4.9.7 Eric Specksgoor, Bus Driver
- 4.9.8 Greg Baron, Bus Driver

4.10 Volunteers

None

4.11 College Participants

None

4.12 Leaves of Absence

None

4.13 Other

None

5.0 FINANCIAL



Sean Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: 2022-2023 Property Tax Report Card

Submitted to the Board of Education for their approval is the 2022-2023 Property Tax Report Card.

Recommendation: Motion bySeconded by.....

RESOLVED, that the Board of Education accept the 2022-2023 Property Tax Report Card.

****Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.****

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.p12.nysed.gov/mgtserv/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2022-23 Budget Notice to: emscmgt@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Notice: The Enacted Budget allows school districts to establish a reserve fund for NYS Teachers' Retirement System Contributions, effective immediately. This reserve, if applicable, should be reported in the Schedule of Reserves under 'Other Reserve' and with a description that says: "To fund employer retirement contributions to the New York State Teachers' Retirement System (TRS.)"

Form Due - April 25, 2022

Form Preparer Name:
Preparer's Telephone Number:

Shaded Fields Will Calculate	Budgeted 2021-22 (A)	Proposed Budget 2022-23 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	86,288,688	89,417,493	3.63 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	34,093,153	35,092,082	
B. Tax Levy to Support Library Debt, if Applicable			
C. Tax Levy for Non-Excludable Propositions, if Applicable ²			
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable			
E. Total Proposed School Year Tax Levy (A+B+C-D)	34,093,153	35,092,082	2.93 %
F. Permissible Exclusions to the School Tax Levy Limit	723,598	567,502	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	33,371,359	34,529,706	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	33,369,555	34,524,580	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	1,804	5,126	
Public School Enrollment	2,982	2,905	-2.58 %
Consumer Price Index			4.7 %

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2022-23, includes any carryover from 2021-22 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2021-22 (D)	Estimated 2022-23 (E)
Adjusted Restricted Fund Balance	33,602,148	29,223,148
Assigned Appropriated Fund Balance	3,271,877	3,010,189
Adjusted Unrestricted Fund Balance	3,451,548	3,576,699
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	4.00 %	4.00 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/22 Actual Balance	6/30/22 Estimated Ending Balance	Intended Use of the Reserve in the 2022-23 School Year (Limit 200 Characters)**
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Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.

Capital	2021 CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	2,716,114	2,716,144	The 2022-23 budget does not utilize the Capital Reserve. It will be used for future capital project proposals.
Capital	2021 CAPITAL BUS RESERVE	For the cost of any object or purpose for which bonds may be issued.	2,400,000	1,971,000	The 2022-23 budget does utilize \$429,000 from the Bus Capital Reserve
Capital	2014 CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	2,300,000	0	The 2022-23 budget does not utilize the Capital Reserve. It will be used for future capital project proposals.
Repair		For the cost of repairs to capital improvements or equipment.			
Workers Compensation	WORKERS COMPENSTATION	For self-insured Workers Compensation and benefits.	2,292,791	2,242,791	The 2022-23 budget appropriates \$50,000 from the Workers Compensation Reserve to pay for the premiums.
Unemployment Insurance	UNEMPLOYMENT RESERVE	For reimbursement to the State Unemployment Insurance Fund.	2,471,300	2,471,300	The 2022-23 budget does not utilize the Unemployment Reserve. Held for future year expenses.
Reserve for Tax Reduction		For the gradual use of the proceeds of			

		the sale of school district real property.			
Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.			
Insurance	INSURANCE	For liability, casualty, and other types of uninsured losses.	6,715,302	6,715,302	The 2022-23 budget relies on the Insurance Reserve to pay for the un-budgeted potential losses for which the reserve was intended.
Property Loss + (add)		To cover property loss.			
Liability + (add)	LIABILTIY	To cover incurred liability claims.	1,770,043	1,770,043	The 2022-23 budget relies on the Liability Reserve to pay for the un-budgeted potential claims for which the reserve was intended.
Tax Certiorari	TAX CERTIORARI	For tax certiorari settlements.	566,248	566,248	The 2022-23 budget relies on the Tax Cert Reserve to pay for the un-budgeted final settlements for which the reserve was intended.
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.			
Employee Benefit Accrued Liability	EMPLOYEE BENEFIT ACCRUED LIABILTIY	For accrued 'employee benefits' due to employees upon termination of service.	152,630	152,630	The 2022-23 budget relies on the Benefit Accrued Liability Reserve to pay for the un-budgeted payout of contractual benefits for which the reserve was intended.
Retirement Contribution	RETIREMENT CONTRIBUTION	For employer retirement contributions to the State and Local Employees' Retirement System.	10,727,082	9,227,082	The 2021-22 budget appropriates \$1,500,000 from the Retirement Contribution Reserve to pay for required contributions to the NYS Employee Retirement System.
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their			

city/county until the following fiscal year.

Single Other Reserve

NYS TEACHER RETIREMENT RESERVE

NYS Teacher Retirement

1,490,638

1,490,638

The 2022-23 budget does not utilize the Teacher Retirement Reserve. Held for future year potential expense as the reserve fund is intended.

*** NYSED Reserve Guidance:**

http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf

OSC Reserve Guidance: <http://osc.state.ny.us/localgov/pubs/listacctg.htm#reservefunds>

****Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2022-23. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.**

Save	Reset	Save & Ready
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Sean Bruno
Superintendent

Jill Reichhart
Director of Finance

SUBJECT: Brockport PTSA \$500.00 for snow cone machines and supplies

Whereas, Brockport PTSA donated \$500.00 that will be used to purchase two snow cone machines for the High School PBIS program.

Recommendation: Motion by.....Seconded by.....

RESOLVED, that the Board of Education accept the generous donation from Brockport PTSA donation of \$500.00 that will be used to purchase two snow cone machines for the High School PBIS program.

6.0 PHYSICAL PLANT



7.0 HUMAN RESOURCES



8.0 SUPERINTENDENT REPORT



9.0 BOARD OPERATIONS





BROCKPORT CENTRAL SCHOOL
Brockport, NY 14420-2296

Board of Education
2021-2022 Meeting Schedule

Day	Date	Time/Location/Notes
Tuesday	July 6, 2021*	Reorganization Meeting 5 p.m. - District Office Board Room
Tuesday	July 20, 2021*	5 p.m. - District Office Board Room
Tuesday	August 3, 2021*	5 p.m. - District Office Board Room
Tuesday	August 17, 2021*	5 p.m. – Hill School Cafetorium
Tuesday	September 7, 2021	6 p.m. – Hill School Cafetorium
Tuesday	September 21, 2021	6 p.m. – Hill School Cafetorium
Tuesday	October 5, 2021	6 p.m. - Hill School Cafetorium
Tuesday	October 19, 2021	6 p.m. - Hill School Cafetorium
Tuesday	November 2, 2021	6 p.m. - Hill School Cafetorium
Tuesday	November 16, 2021	6 p.m. - Hill School Cafetorium
Tuesday	December 7, 2021	6 p.m. - Hill School Cafetorium
Tuesday	December 21, 2021	6 p.m. - Hill School Cafetorium
Tuesday	January 4, 2022	6 p.m. - Hill School Cafetorium
Tuesday	January 18, 2022	6 p.m. - Hill School Cafetorium
Tuesday	February 1, 2022	6 p.m. - Hill School Cafetorium
Tuesday	February 15, 2022	6 p.m. - Hill School Cafetorium
Monday	February 28, 2022*	6 p.m. - Hill School Cafetorium
Tuesday	March 15, 2022	6 p.m. - District Office Board Room
Tuesday	April 5, 2022	6 p.m. - District Office Board Room
Tuesday	April 26, 2022*	6 p.m. - District Office Board Room
Tuesday	May 3, 2022*	6 p.m. Board Meeting/Budget Public Hearing Hill School Cafetorium
Tuesday	May 17, 2022*	7 p.m. - District Office Board Room (Budget Vote)
Tuesday	June 7, 2022	6 p.m. – Hill School Cafetorium
Tuesday	June 21, 2022	6 p.m. – Hill School Cafetorium

Regular meetings are typically held on the first and third Tuesday at 6 p.m.. Exceptions are marked with an asterisk ().*

Note: Meeting location is subject to change. Updated information will be posted on the District's website at www.bcs1.org.

**BROCKPORT CENTRAL SCHOOL
BUDGET DEVELOPMENT CALENDAR
2022-2023 BUDGET**

Date	Activity
September 7, 2021	Regular Board Meeting
September 15, 2021	BUDGET COMMITTEE MEETING
September 21, 2021	Regular Board Meeting
October – November	Meet with principals, review budget calendar, review forms, publish guidelines, parameters and procedures – District-wide budget forms and guidelines are distributed.
October 5, 2021	Regular Board Meeting
October 13, 2021	BUDGET COMMITTEE MEETING
October 19, 2021	Regular Board Meeting
November 2, 2021	Regular Board Meeting
November 10, 2021	BUDGET COMMITTEE MEETING
November 16, 2021	Regular Board Meeting
December 7, 2021	Regular Board Meeting
December 15, 2021	BUDGET COMMITTEE MEETING
December 21, 2021	Regular Board Meeting
January 4, 2022	Regular Board Meeting
January 12, 2022	BUDGET COMMITTEE MEETING
January 18, 2022	Regular Board Meeting
January 26, 2022	BUDGET COMMITTEE MEETING
February 1, 2022	Regular Board Meeting – (Draft budget)
February 9, 2022	BUDGET COMMITTEE MEETING
February 15, 2022	Regular Board Meeting
March 1, 2022	Regular Board Meeting
March 9, 2022	BUDGET COMMITTEE MEETING
March 15, 2022	Regular Board Meeting – (presentation of proposed 2022-2023 budget)
March 23, 2022	BUDGET COMMITTEE MEETING (IF NEEDED)
April 5, 2022	Regular Board Meeting – (adopt 2022-2023 budget & publish first budget legal notice)
April 13, 2022	BUDGET COMMITTEE MEETING
April 18, 2022	Last day to file nominating petition for Board candidates
April 26, 2022	Regular Board Meeting
May 3, 2022	Regular Board Meeting – Budget Hearing at 7:00 p.m.
May 11, 2022	BUDGET COMMITTEE MEETING
May 17, 2022	Budget Vote and Election – 6:00 a.m. – 9:00 p.m.
June 7, 2022	Regular Board Meeting
June 15, 2022	BUDGET COMMITTEE MEETING
June 21, 2022	Regular Board Meeting

**Budget Committee Meetings held in the District Board Room
8:45 – 11:00am**



MCSBA 2021 - 2022 CALENDAR

JULY 2021			
	5	MON	Holiday (Office Closed) Independence Day
	15	THUR	NYSSBA Summer Law Conference
*	27	TUES-8:00 am	Half day District Clerk's Conference

AUGUST 2021			
*	11	WED-Noon	Steering Committee
*	11	WED-5:45pm	Board Leadership Meeting

SEPTEMBER 2021			
	6	MON	Holiday (office closed) Labor Day
*	8	WED-Noon	Legislative Committee Meeting
*	8	WED-5:45pm	Board Leadership Meeting
	15	WED	Information Exchange Committee, Shadow Lake Golf Club
*	22	WED-Noon	Labor Relations Committee Meeting
	23	THUR-8:00am	MCSBA Fall Law Conference, Shadow Lake Golf Club
	26-28	SUN-TUES	NYSCOSS, Saratoga Springs, NY

OCTOBER 2021			
	1	FRI	NYSSBA Board Officer's Academy
*	6	WED-Noon	Legislative Committee Meeting
	6	WED-5:45pm	Executive Committee Meeting
	7	THURS	NYSSBA District Clerk Workshop
	11	MON	Columbus Day (Office Closed)
	13	WED-Noon	Information Exchange Committee Meeting, Shadow Lake Golf Club
*	16	SAT-7:30am	MCSBA Finance Conference
	18-22	MON-FRI	Board Member Recognition Week
*	20	WED-Noon	Labor Relations Committee Meeting
	24-26	THURS-SAT	NYSSBA Convention - NYC

NOVEMBER 2021			
	3	WED-Noon	Legislative Committee Meeting, Shadow Lake Golf Club
	3	WED-5:45 pm	Board Leadership Meeting, Shadow Lake Golf Club
	7	SUN	Daylight Savings Time
	10	WED-Noon	Information Exchange Committee Meeting, Shadow Lake Golf Club
	10	WED -4:00pm	Steering Committee Meeting - ZOOM
	11	THURS	Veterans Day Holiday (office closed)
*	17	WED-Noon	Labor Relations Committee Meeting
*	18	THUR-8:30am	District Clerks Conference
	25-26	THUR-FRI	Thanksgiving Holiday (Office Closed)

DECEMBER 2021			
*	1	WED-Noon	Legislative Committee Meeting
	1	WED-5:45pm	Executive Committee Meeting
	6	MON-7am	MCSBA One Day Advocacy Trip to Albany
	23-25	THURS-SAT	Christmas Holiday (Office Closed)
	30	FRI	New Year's Eve (office closed)

JANUARY 2022			
	1	SAT	Holiday - New Year's Day
*	5	WED-Noon	Legislative Committee Meeting
*	5	WED-5:45pm	Board Leadership Meeting
*	12	WED-Noon	Information Exchange Committee Meeting
	17	MON	Martin Luther King Holiday – Office closed
*	19	WED-Noon	Labor Relations Committee Meeting
*	26	WED-Noon	Steering Committee Meeting

FEBRUARY 2022			
*	2	WED - Noon	Legislative Committee Meeting
	2	Wed-5:45pm	Executive Committee Meeting
*	5	SAT-9:00 am	MCSBA Legislative Breakfast
*	9	WED-Noon	Information Exchange Committee Meeting
*	16	WED-Noon	Labor Relations Committee Meeting
	21	MON	Holiday (Office Closed) President's Day
	21-25	MON-FRI	Winter Recess

MARCH 2022			
*	2	WED-Noon	Legislative Committee Meeting
*	2	WED-5:45pm	Board Leadership Meeting
	7-8	MON-10:30am	MCSBA Albany 2-day Advocacy Trip
*	9	WED-Noon	Information Exchange Committee
	13	SUN	Daylight Savings Time
*	16	WED-Noon	Labor Relations Committee Meeting
*	26	SAT	Prospective Candidate Seminar
*	30	WED-Noon	Steering Committee Meeting

APRIL 2022			
	2-4	SAT-MON	NSBA Annual Conference, San Diego, CA
*	6	WED-Noon	Legislative Committee Meeting
	6	WED -	Monroe 2-Orleans BOCES Annual Meeting
*	7	THURS	District Clerk Conference
	7	THURS	Monroe One BOCES Annual Meeting
*	13	WED-Noon	Information Exchange Committee Meeting
	15	FRI	Holiday (Office Closed) Good Friday
	18-22	MON-FRI	Spring Break
*	27	WED-Noon	Labor Relations Committee Meeting
	27	WED- 5:45pm	Executive Committee Meeting

MAY 2022			
*	4	WED-Noon	Legislative Committee Meeting
*	4	WED -5:45pm	Board Leadership Meeting
	17	TUES	BUDGET VOTE
	25	WED	MCSBA Annual Meeting
	30	MON	Holiday (Office Closed) Memorial Day

JUNE 2022			
*	11	SAT-7:30am	New Board Member Training

* Meeting held at the DoubleTree Inn, 1111 Jefferson Rd., Rochester 14623, (475-1510)



10 OLD BUSINESS



11 OTHER ITEMS OF BUSINESS



12 EXECUTIVE SESSION



13 ADJOURNMENT

