

**BROCKPORT CENTRAL SCHOOL BOARD
OF EDUCATION
December 7, 2021**

These are the minutes of the Regular Board Meeting held on December 7, 2021. The meeting was called to order at 6:02 p.m. by President Carbone.

The following Board Members were in attendance:

Terry Ann Carbone, President
Jeffrey Harradine, Vice President (arrived at 7:30 p.m.)
David Howlett, Board Member
Daniel Legault, Board Member
Robert Lewis, Board Member
Kathy Robertson, Board Member
Michael Turbeville, Board Member (arrived at 7:30 p.m.)

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
Lauren Combo
Randall Yu
Kelly Keenan
Britni Zweibel
Justin Jackson

ORDER OF THE AGENDA

Mr. Lewis moved, seconded by Mr. Legault, the Board approved the order of the agenda. The motion carried 5-0.

MINUTES

Mr. Legault moved, seconded by Mr. Howlett, the Board approved the November 16, 2021, Regular Board Meeting minutes. The motion carried 5-0.

BOARD PRESENTATIONS

- Brockport's Best awards were presented to Tina Colby, Hill School Principal; Justin Jackson, Elementary teacher; and Britni Zweibel, AIS teacher for working to overcome the unique challenges we currently face to provide an extraordinary learning experience for our students on Pioneer Day.
- Randall Yu, Ginther Assistant Principal and Kelly Keenan, Teacher Instructional Specialist presented on the 2021 ELL Summer School program, held July 19-August 12, 2021. The program included 27 teachers and 251 students for a 120-minute Literacy Block and a 60-minute math block.

COMMUNICATION – PUBLIC COMMENT

- None

BOARD REPORTS

Diversity, Equity and Inclusion (DEI) Committee (submitted by Mr. Harradine)

The December 1 meeting of the DEI Committee was attended by approximately 15 faculty members, District administrators, and community members. There was continued discussion of the goals of the committee, as well as the importance of encouraging additional participation by parents and students. Vice President Harradine and I are members of this committee, and will be able to update the Board and community about the committee's activities each month. Ms. Carbone mentioned the recent OnBoard publication regarding the State Education Department partnership with school boards for DEI and we are on track.

MCSBA Labor Relations Meeting (submitted by Mr. Harradine)

On November 17, Ms. DiLalla co-presented a program called "Staff Retention in Trying Times" at the Labor Relations Meeting. That presentation has already been shared with the Board. This presentation reflected our HR Department's commitment to data driven analysis and how it uses that data to identify future challenges in time to address them. Equally important was the clear demonstration that Mrs. DiLalla and her team are focused on the "whole employee." The HR Department takes seriously the stresses brought on by COVID-19 and the realities of public education in general, and looks for ways to improve both the physical and emotional wellness of the Brockport team.

Executive Committee

Ms. Carbone reported she and Mr. Bruno attended the December 1 Executive Committee meeting. It was a nice evening to network with people from area districts in our roles.

1. New Business

None

2. Policy Development

The Board discussed first reading of policies 2.1-2.7.

- 2.1 3290 Operation of Vehicles on District Property
- 2.2 3310 Public Access to Records
- 2.3 3410 Code of Conduct on School Property
- 2.4 3411 Unlawful Possession of a Weapon Upon School Grounds
- 2.5 3420 ID Badges
- 2.6 3510 Emergency Closings
- 2.7 3600 Legal Qualifications of Voters at School District

3. Instructional Planning & Services

- 3.1 Verbal – Rachel Kluth, Ed.D., Assistant to the Superintendent for Secondary Instruction
 - Dr. Kluth reported that she and Brandon Broughton have been visiting buildings and classrooms over the past couple of weeks (and still have some more classrooms to get into). She stated it is impressive to see students being so engaged and gave kudos to teachers and staff and to buildings administrators for keeping everything going.
- 3.2 Mr. Lewis moved, seconded by Ms. Robertson, the Board approved the book: *The Stuff of Life* by Mark Schultz. The motion carried 5-0.
- 3.3 Verbal – Lynn Carragher, Assistant to the Superintendent for Inclusive Education and Instruction.
 - Ms. Carragher provided a COVID-19 update. She stated that throughout the pandemic there has been a Finger Lakes reopening schools safety task force with online panel discussions four times a year. The second one of the school year will be Dec. 13. She and nurses will attend. The Return to Play and physician approval (for students to return to physical education and sports after having COVID) is being reviewed and anticipating a change where elementary level students don't need to go to physician to get clearance.
- 3.4 Ms. Robertson moved, seconded by Mr. Legault, the Board approved Consent Items (CSE) 3.4.1-3.4.8. The motion carried 5-0.

- 3.4.1 On November 3, 9, 12, 17 and 18, 2021, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.4.2 On November 9, 10 and 17, 2021, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.4.3 On November 5, 8, 18, and 23, 2021, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
- 3.4.4 On November 8, 10, 15, 18, and 23, 2021, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.4.5 On November 9, 2021, the Barclay Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.4.6 On November 22, 2021, the Hill Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.4.7 On November 2, 3, 4, 9, 12, 15, and 23, 2021, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.4.8 On October 29, November 5, 8, 9, 10, 12, 17, 18, 19, and 22, 2021, the High School Subcommittee on Special Education reviewed students and made recommendations for placement.

4. Personnel

Ms. Robertson moved, seconded by Mr. Lewis, the Board approved Personnel 4.1-4.13. The motion carried 5-0.

CERTIFIED

4.1 Appointments

- 4.1.1 Celia Zielinski, to be appointed as a School Social Worker at Hill School and Oliver School effective January 14, 2022. Provisional certificate as a School Social Worker. Probationary period January 14, 2022 through January 13, 2026. 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 \$45,979 (prorated \$25,518).
- 4.1.2 Alexis Thorne, to be appointed as a School Social Worker at the High School effective December 8, 2021. Pending provisional certificate as a School Social Worker. Probationary period December 8, 2021 through December 7, 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 \$44,467 (prorated \$30,015).

4.2 Resignations

- 4.2.1 Katrina Martin, Speech Teacher at Ginther School, resigning effective December 15, 2021

4.3 Substitutes

- 4.3.1 Chelsea Finnerty (Contracted Building Substitute, \$130/day)
- 4.3.2 Michael Greenblatt (Contracted Building Substitute, \$130/day)
- 4.3.3 Lorie Henry
- 4.3.4 Karlene Vandeusen, terminated, effective November 13, 2021
- 4.3.5 Joseph Sarratori

4.4 Teacher Immersion Fellowship Program Participants

None

4.5 Leaves of Absence

- 4.5.1 Rebecca Cucit, requesting an unpaid leave of absence effective December 6, 2021 through August 31, 2022

4.6 Other

- 4.6.1 **UPDATE**, Gerri Hofstra, ~~JV Cheerleading Coach, Level C – Step 6, \$3609~~, **Varsity Cheerleading Coach Level B – Step 6 \$4373**
- 4.6.2 Melissa Snider, JV Cheerleading Coach, Level C – Step 9, \$4052

- 4.6.3 Ty Daly, Mod B Wrestling Coach, Level F – Step 1 \$2103
- 4.6.4 Rachel Rathke, French Club Advisor, Level K – Step 1 \$694 (prorated \$426 Dec – June)
- 4.6.5 **UPDATE**, Samantha DiPerna, Friends of Rachel Advisor, Level L- Step 1 \$389 (~~prorated \$62 Oct 6 – Nov 18~~) (**prorated \$ 344 Oct 6 – June**)
- 4.6.6 Lauren Reinhardt, Hill Hawks Strings, Level L- Step 1, \$389
- 4.6.7 Christine Howlett, Sign Language Club, Level L – Step 1, \$389 (prorated \$262 Dec – June)
- 4.6.8 Neil Czerniak, Play Director, Level J – Off Step 7, \$1258.96
- 4.6.9 Neil Czerniak, Play Producer, Level K – Off Step 7, \$1095.85
- 4.6.10 Neil Czerniak, Play Set Painter, Level L – Step 1, \$389.
- 4.6.11 Elizabeth Banner, Play Costumer, Level K – Off Step 4, \$1032.64
- 4.6.12 Elizabeth Banner, Play & Musical Props, Level L – Step 4, \$439
- 4.6.13 Neil Czerniak, Musical Director, Level A – Off Step 4 \$4563.73
- 4.6.14 Neil Czerniak, Musical Set Painter, Level L – Step 1, \$389
- 4.6.15 Neil Czerniak, Musical Producer, Split position w/ Banner, Level K – Off Step 7, \$547.92
- 4.6.16 Elizabeth Banner, Musical Producer, Split position w/ Czerniak, Level K – Off Step 7, \$547.92
- 4.6.17 Elizabeth Banner, Musical Customer, Level K – Off Step 2, \$992.54
- 4.6.18 Elizabeth Banner, Musical Vocal Director, Level F – Off Step 7, \$2138.85
- 4.6.19 Shawn Halquist, Musical Music Director, Level F – Off Step 7, \$2138.85
- 4.6.20 Jamie Porteus, Musical Chorographer, Level J – Off Step 5, \$1210.07
- 4.6.21 Neil Czerniak, Technical Support Supervisor (OMS Musical), Level K – Off Step 5, \$1535.03

CLASSIFIED

4.7 Appointments

- 4.7.1 **UPDATE** -- Nurjahan Khan, to be appointed as a probationary Teacher Aide at Oliver Middle School effective ~~November 17, 2021~~ **November 22, 2021**. Rate is set at \$12.50 per hour. Probationary period begins on ~~November 17, 2021~~ **November 22, 2021** and ends on ~~November 16, 2022~~ **November 21, 2022**.
- 4.7.2 **UPDATE** -- Courtney Carson, to be appointed as a provisional Office Clerk II (11 Months) at the High School effective ~~December 6, 2021~~ **November 29, 2021**. Rate is set at \$15.80 per hour. Probationary period is to be determined.
- 4.7.3 **UPDATE** -- Laura Alhart, to be appointed as a probationary Food Service Helper at the High School effective ~~November 17, 2021~~ **November 29, 2021**. Rate is set at \$12.50 per hour. Probationary period begins on ~~November 17, 2021~~ **November 29, 2021** and ends on ~~November 16, 2022~~ **November 28, 2022**.
- 4.7.4 **UPDATE** -- Amanda Mousaw, to be appointed as a probationary Teacher Aide at Oliver Middle School effective ~~November 29, 2021~~ **December 3, 2021**. Rate is set at \$12.50 per hour. Probationary period begins on ~~November 29, 2021~~ **December 3, 2021** and ends on ~~November 28, 2022~~ **December 2, 2022**.
- 4.7.5 Aaron White, to be appointed as a probationary Cleaner at Oliver Middle School effective December 12, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 12, 2021 and ends on December 11, 2022. (Pending fingerprint clearance.)
- 4.7.6 Nicole Wissinger, to be appointed as a probationary Custodian at Ginther School and Barclay School effective December 30, 2021. Rate is set at \$16.68 per hour. Probationary period begins on December 30, 2021 and ends on March 29, 2022.
- 4.7.7 Catherine Metz, to be appointed as a probationary Nurse Aide at Hill School effective December 13, 2021. Rate is set at \$13.10 per hour. Probationary period begins on December 13, 2021 and ends on March 12, 2022.
- 4.7.8 Sara Kaypak, to be appointed as a probationary Teacher Aide at the High School effective January 3, 2022. Rate is set at \$14.00 per hour. Probationary period begins on January 3, 2022 and ends on January 2, 2023. (Pending fingerprint clearance.)
- 4.7.9 Jennifer Manard, to be appointed as a probationary Teacher Aide at the High School effective December 13, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 13, 2021 and ends on December 12, 2022.

- 4.7.10 Lillian Pitcher, to be appointed as a probationary Food Service Helper at the High School effective December 16, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 16, 2021 and ends on December 15, 2022. (Pending fingerprint clearance.)
- 4.7.11 Spencer Grande, to be appointed as a probationary Cleaner at Ginther School effective December 28, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 28, 2021 and ends on December 27, 2022. (Pending fingerprint clearance.)
- 4.7.12 Darcy Kane, to be appointed as a probationary Food Service Helper at Oliver Middle School effective December 13, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 13, 2021 and ends on December 12, 2022. (Pending fingerprint clearance.)
- 4.7.13 Jaime Cushman, to be appointed as the Lead Automotive Mechanic position in the Transportation Department effective December 8, 2021. The annual stipend is \$2,000 (pro-rated for 2021-2022).
- 4.7.14 Paul Poduslo, to be appointed as a probationary Teacher Aide at Oliver Middle School effective January 3, 2022. Rate is set at \$14.00 per hour. Probationary period begins on January 3, 2022 and ends on January 2, 2023. (Pending fingerprint clearance.)
- 4.7.15 Matthew Akyuz, to be appointed as a probationary Teacher Aide at Oliver Middle School effective December 13, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 13, 2021 and ends on December 12, 2022. (Pending fingerprint clearance.)
- 4.7.16 Sally Swanger, to be appointed as a probationary Food Service Helper at the High School effective December 13, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 13, 2021 and ends on December 12, 2022. (Pending fingerprint clearance.)
- 4.7.17 Janice Bradt, to be appointed as a probationary Teacher Aide at the High School effective December 8, 2021. Rate is set at \$12.50 per hour. Probationary period begins on December 8, 2021 and ends on December 7, 2022.

4.8 Resignations

- 4.8.1 Ariana Allen, Cleaner, Ginther School and Barclay School, resigning, effective November 21, 2021.
- 4.8.2 Nicole Wissinger, Cleaner, Ginther School, resigning effective December 29, 2021, pending board approval to the position of Custodian.
- 4.8.3 Catherine Metz, School Aide/Cafeteria Monitor, High School, resigning effective December 12, 2021, pending board approval to the position of Nurse Aide.
- 4.8.4 Amber Bruckman, Teacher Aide, High School, terminated effective November 29, 2021.

4.9 Substitutes

- 4.9.1 Kaitlyn Lepp, School Aide
- 4.9.2 Kathleen Mitchell, Food Service Helper
- 4.9.3 Tricia Becker, Bus Attendant (training for CDL)
- 4.9.4 Donald Litolff, Bus Attendant (training for CDL)
- 4.9.5 April Northrop, Bus Attendant (training for CDL)
- 4.9.6 Zachary Hursch, Bus Attendant, pending fingerprint clearance
- 4.9.7 Keith Pasly, Bus Attendant (training for CDL)
- 4.9.8 Thomas McDonough, Bus Attendant (training for CDL)
- 4.9.9 Natalie Mitchell, Bus Attendant (training for CDL)
- 4.9.10 Jaime Kieffer, Bus Attendant (training for CDL)
- 4.9.11 Kurt Fishbaugh, Cleaner
- 4.9.12 Hayden Watt, Student Cleaner
- 4.9.13 Indigo Pardun, Student Lifeguard
- 4.9.14 Cody Vohs, Bus Attendant (training for CDL)

4.10 Volunteers

None

4.11 College Participants

- 4.11.1 Holli Cotton, Student Teacher, (Dawn Siragusa)
- 4.11.2 Malcolm Rinzel, Field Experience, (John Akers)
- 4.11.3 Catherine Lauria, Practicum, (Maria Belpanno)

4.12 Leaves of Absence

- 4.12.1 Melinda Hagen, School District Tax Collector, effective December 17, 2021 through the anticipated date of February 7, 2022.

13 Other

- 4.13.1 **UPDATE** – Jenna Crosier, change from Provisional appointment to Probationary appointment as Payroll Clerk, effective November 19, 2021.
- 4.13.2 **UPDATE** – Jaclyn Stalter, change from Provisional appointment to Probationary appointment as Office Clerk III, effective October 29, 2021.
- 4.13.3 Approval of the extension successor agreement for the Exempt Non-Supervisor Bargaining Unit – July 1, 2019 through June 30, 2025.

5. Financial

- 5.1 Verbal – Jill Reichhart, Director of Finance

Mr. Howlett moved, seconded by Ms. Robertson, the Board approved financial items 5.2-5.7.
The motion carried 5-0.

- 5.2 **RESOLVED**, that the Board of Education accept the generous donation from the Brockport Lions Club to provide financial support to the STEM Program.
- 5.3 **RESOLVED**, that the Board of Education accept the generous donation from Jessica Couch who donated a Steam Roller for the sensory room at the Hill School.
- 5.4 **RESOLVED**, that the Board of Education accept the Basic Financial Statements, Management Letter and Corrective Action Plan for the year ended June 30, 2021.
- 5.5 **RESOLVED**, that the Board of Education accept the generous donation from the BEST Foundation to support funds for the Bookmobile Summer 2022.
- 5.6 **RESOLVED**, that the Board of Education accept the generous donation from the BEST Foundation to support funds for the 2D shape cookies and 3D cone trees at the Ginther School.
- 5.7 **RESOLVED**, that the Board of Education accept the generous donation from the BEST Foundation to support funds for the Students in Action – Random Acts of Kindness at the High School.

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

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business
- Mr. Winkley reported the last of the Capital Improvement Project presentations will be tomorrow at the Transportation Department. He provided an update on the track project.
 - Mr. Winkley reported that Security Director Jeff Phillips and Trooper Jason Klewicki provided de-escalation training to staff in various buildings, athletics and transportation.
- 6.2 Mr. Lewis moved, seconded by Mr. Legault, **RESOLVED**, that the Board of Education hereby authorizes the District Clerk to dispose of an Open Golf Cart (club Car) Cart and to remove reference of these items from the inventory. The motion carried 5-0.

7. Human Resources

- 7.1 Verbal – Jerilee DiLalla, Assistant Superintendent for Human Resources
- Ms. DiLalla provided a hiring update. She reported the job fair was fantastic. Forty-two people were interviewed with the help of the administrative team. There are 16 appointments on tonight's agenda from the job fair. Seven people are interested in being trained for CDL and will hopefully become bus drivers with us. Building and Grounds and Food Service Department positions were filled. There are a few teacher aide positions remaining and the District is always looking for bus drivers.

8. Report of the Superintendent of Schools

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools
- Mr. Bruno reported he and Jeff Phillips toured the high school and things were going smoothly. He sent an email to everyone regarding wrestling. There was a slight increase in wrestlers placed in quarantine protocol or testing positive. There will be a two-day pause (this evening's practice was

canceled and meet for tomorrow will be rescheduled). He commended coaches and Mr. Hagreen for working with us to ensure we are doing everything we can to maximize safety.

- Mr. Bruno discussed free tests being distributed to families. He mentioned we will provide an opportunity for parents to pick up tests if they wish.
- Mr. Bruno provided a COVID-19 from his meeting with Dr. Mendoza. He shared that Dr. Mendoza mentioned that the omicron variant seems to be more transmissible and contagious, but seems to have mild symptoms.
- Mr. Bruno shared the capital project has been received very positively and people are supportive. We are continually looking at how we are maximizing opportunities for the project. We are investigating temporary classroom space for renovations that are aidable. We are also investigating an energy performance contract agreement between school district and energy company for design and energy upgrades. This is a free study for us right now to see if savings exist. The primary objective is to reduce energy consumption, which also reduces maintenance costs and meets goals of our energy policy.

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

- Board members thanked everyone for their hard work.
- Ms. Carbone shared Spanish written materials that were donated for students in the English Language Learners (ELL) program. She also congratulated Mr. Legault on his retirement from the Coast Guard.

13. Executive Session

- 13.1 Mr. Lewis moved, seconded by Mr. Howlett, the Board adjourned the regular meeting at 7:14 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 5-0.

Mr. Harradine moved, seconded by Mr. Legault, the Board entered into executive session at 7:34 p.m. The motion carried 7-0. (Mr. Harradine and Mr. Turbeville arrived at 7:30 p.m.)

Mr. Howlett moved, seconded by Mr. Legault, the Board adjourned executive session and entered into regular session at 8:17 p.m. The motion carried 7-0.

Regular Session

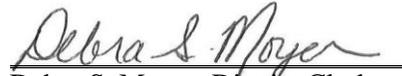
Mr. Howlett moved, seconded by Mr. Lewis, the Board created the position of Temporary Student Discipline Support Liaison. The motion carried 7-0.

Mr. Howlett moved, seconded by Ms. Robertson, the Board appointed James Cannon as Temporary Student Discipline Support Liaison effective December 8, 2021 through June 30, 2022 at \$400 per day. The motion carried 7-0.

14. Adjournment

14.1 Mr. Howlett moved, seconded by Ms. Robertson, the Board adjourned the meeting at 8:20 p.m.
The motion carried 7-0.

Prepared by:



Debra S. Moyer, District Clerk

12-22-21
Date