

MANCHESTER-SHORTSVILLE CENTRAL SCHOOL DISTRICT  
1506 Route 21, Shortsville, NY 14548  
Board of Education

Regular Session

August 8, 2018

7:00 PM

**Members Present:**

Jennifer Speers, President  
Kristin Gray, Vice President  
Heather Bachman  
Martha Flower  
Barbara Gardner  
Amanda MacNamara  
Richard Vienna

**Others Present:**

Charlene Dehn, Superintendent  
Kimberly Brown, Board Clerk

**Members Absent:**

None

**CALL TO ORDER:**

The scheduled monthly meeting of the Manchester-Shortsville Central School District Board of Education was called to order on August 8, 2018, in high school auditorium lobby at approximately 7:02 p.m. by President Speers.

**I. PUBLIC COMMENT:**  
None

**II. PUBLIC HEARING:**  
Code of Conduct

**III. OLD BUSINESS:**  
Capital Project Update

**IV. APPROVAL OF MINUTES:**  
A motion by Martha Flower, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the minutes of the July 11, 2018, Board of Education Reorganizational meeting be approved as presented.

A motion by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the minutes of the July 11, 2018, Board of Education regular meeting be approved as presented.

**V. PERSONNEL REPORT:**

**Retirement**

It was moved by Amanda MacNamara, seconded by Heather Bachman, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the retirement of **Patricia Paddock**, Treasurer, effective, December 26, 2018.

**Resignations**

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Erika Bastian**, Teacher, effective, August 28, 2018.

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Leasa Vaccarella**, Teacher, effective, August 28, 2018.

It was moved by Richard Vienna, seconded by Martha Flower, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Phillip Dorf**, Bus Monitor, effective, July 26, 2018.

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept the resignation of **John Parmele**, Cleaner, effective, May 16, 2018.

It was moved by Amanda MacNamara, seconded by Kristin Gray, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to accept with regret the resignation of **Wendy Ciardi**, Teacher Aide, effective, August 8, 2018.

**Appointments**

It was moved by Martha Flower, seconded by Richard Vienna, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Amy Baker**, full-time on probation as a K-12 Literacy Teacher. The probationary service shall begin on August 29, 2018 and end on August 31, 2021 provided that she has been rated as effective or highly effective during at least two of her three years of probation and has obtained ESOL certification. The appointee is professionally certified in SS 7-12, SWD 7-12, and Literacy 5-12. Step 9, **Salary per the RJFA negotiated contract agreement**

It was moved by Richard Vienna, seconded by Heather Bachman, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Jaime Dorn**, full-time on probation as an Elementary Teacher. The probationary service shall begin on August 29, 2018 and end on August 31, 2022, provided that she has been rated as effective or highly effective during at least three of her four years of probation and has obtained B-2 Early Childhood certification. The appointee is initially certified in Childhood Ed 1-6, SWD 1-6, and Literacy B-6. Step 4, **Salary per the RJFA negotiated contract agreement**

It was moved by Richard Vienna, seconded by Kristin Gray, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Megan Krenzer**, full-time on probation as a Elementary Teacher. The probationary service shall begin on August 29, 2018 and end on August 31, 2022, provided that she has been rated as effective or highly effective during at least three of her four years of probation and has obtained B-2 Early Childhood certification. The appointee is initially certified in Childhood Ed 1-6, SWD 1-6, and SS 7-9 Extension. Step 4, **Salary per the RJFA negotiated contract agreement**

It was moved by Martha Flower, seconded by Richard Vienna, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Samantha McKenzie**, full-time on probation as an Elementary Teacher. The probationary service shall begin on August 29, 2018 and end on August 31, 2022, provided that she has been rated as effective or highly effective during at least three of her four years of probation. The appointee is professionally certified in Childhood Ed B-6 and Literacy B-6. Step 9, **Salary per the RJFA negotiated contract agreement**

It was moved by Kristin Gray, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that upon the recommendation of the Superintendent, to appoint **Sara Bragg**, full-time on probation as a K-12 Art Teacher. The probationary service shall begin on August 29, 2018 and end on August 31, 2022, provided that she has been rated as effective or highly effective during at least three of her four years of probation. The appointee is initially certified in K-12 Visual Arts. Step 5, **Salary per the RJFA negotiated contract agreement**

It was moved by Martha Flower, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent, to make appointments as per the consensus agenda.

**APPOINTMENTS/INSTRUCTIONAL:**

		Stipend: \$
Laura Frey	Appointment as Yearbook Layout Advisor	Per RJFA Contract
Tammy LaBarr	Wellness Coordinator	Per RJFA Contract

APPOINTMENTS/DAILY SUBSTITUTES:

Cynthia Beers – Shortsville	Appointment as Daily Substitute Teacher, K-8 for the 2018-2019 school year. Certification: None
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APPOINTMENTS/NON-INSTRUCTIONAL:

Amanda Tabone	Permanent appointment of Amanda Tabone, Office Specialist 1, effective, August 23, 2018 2018. This is a change in civil service status from probationary to permanent.
Dawn Goben – Shortsville	Appointment as Account Clerk Typist – for the 2018-2019 school year, effective, August 6, 2018 - \$13.00/hr.
<b>Volunteer Coaching Assistants</b> Cory King – Football Barbara Gardner – Football	

**VI. COMMITTEE ON SPECIAL EDUCATION/PRE-SCHOOL SPECIAL EDUCATION:**

It was moved by Kristin Gray, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the CSE and CPSE recommendations.

**VII. REPORTS AND CORRESPONDENCE:**

Superintendent Dehn commented on the following topics:

- Pre-Kindergarten Update
- Board Retreat/Work Session

**VIII. FINANCIAL REPORTS:**

President Speers acknowledged receipt of the Treasurer’s Report on behalf of the Board.

Tax Levy

A motion by Richard Vienna, seconded by Kristin Gray, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to set the 2018-2019 tax levy at \$7,429,400.

Donations

A motion by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to accept the donation of \$3,067 from a community stakeholder organization for the creation of 2018-2019 Fall Modified Cheerleading.

A motion by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to accept the gift of \$600 from the Class of 2018 for picnic tables for the courtyard.

RJFA MOA’s

A motion by Amanda MacNamara, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the attached Memorandum of Agreement with Red Jacket Faculty Association, to establish one coaching position for Fall Modified Cheerleading, Group V, pending approval from the RJFA.

A motion by Amanda MacNamara, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the attached Memorandum of Agreement with Red Jacket Faculty Association, to establish one advisor position for Golf Club, pending approval from the RJFA.

A motion by Kristin Gray, seconded by Richard Vienna, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the attached Memorandum of Agreement with Red Jacket Faculty Association, to establish one advisor position for Bowling Club, pending approval from the RJFA.

SRO Agreement

It was moved by Richard Vienna, seconded by Amanda MacNamara, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the contract agreement with the County of Ontario for the School District Resource Officer Program from September 1<sup>st</sup>, 2018 through June 30<sup>th</sup>, 2019.

**VIII. NEW BUSINESS:**

Raptor Management System Procedures

Plan Updates

A motion by Kristin Gray, seconded by Heather Bachman, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to approve the following Plan updates as presented.

Professional Development Plan
Code of Conduct

Policies

A motion by Kristin Gray, seconded by Martha Flower, and unanimously approved: RESOLVED, that the Board hereby accepts the recommendation of the Superintendent to waive the second reading and complete the adoption of the following policies:

- #5573 – Internal Audit Function
- #5630 – Facilities: Inspection, Operation and Maintenance
- #5631 – Hazardous Waste and Handling of Toxic Substances by Employees
- #5633 – Public Recognition and Dedication
- #5640 – Smoking/Tobacco Use
- #5670 – Records Management
- #5671 – Disposal of Consumer Report Information and Records

Policy 1<sup>st</sup> Reading

- #5632 – Pest Management and Pesticide Use
- #5650 – Energy Conservation and Recycling in the Schools

**ADJOURNMENT:**

Moved by Kristin Gray, seconded by Martha Flower, and carried unanimously: RESOLVED, that the Board hereby stands adjourned at approximately 8:50 p.m.

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Kimberly Brown, District Clerk