



**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 (2027)  
David Howlett (2025)  
Robert Lewis (2028)  
Kathy Robertson (2024)  
David Stroup (2024)  
Michael Turbeville (2028)

**August 18, 2023**

**5:00 p.m.**

**District Board Room**



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

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

**August 22, 2023**

**Regular Board Meeting 5 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**

- August 8, 2023 – Regular Meeting Minutes

**Board Presentations:**

- None

**Communications – Public Comments:**

Members of the audience wishing to speak must sign in no later than 4:55 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:**

<b>Committee</b>	<b>Last Meeting</b>	<b>Next Meeting</b>	<b>Committee Member(s)</b>
BOCES Board	August 16, 2023 6 p.m.	September 27, 2023 6 p.m.	Mr. Gerald Maar (BCSD Liaison)
MCSBA Information Exchange	April 19, 2023 6 p.m.	September 13, 2023 Noon	Member Robertson/ Member Carbone
MCSBA Labor Relations Committee	April 26, 2023 Noon	September 20, 2023 Noon	Member Turbeville Superintendent Bruno
MCSBA Legislative Committee	May 3, 2023 Noon	September 6, 2023 Noon	Member Carbone



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

Diversity, Equity, and Inclusion (DEI) Committee	April 26, 2023 4 p.m.	TBD	President Harradine Member Carbone Member Robertson Superintendent Bruno
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**1. New Business**  
None

**2. Policy Development**  
None

**3. Instructional Planning & Services**

- 3.1 Verbal – Ryan Lanigan, Assistant Superintendent for Instruction
- 3.2 Approval of Varsity Cross Country Trip to Saratoga Springs for Burnt Hills Invitational Oct. 13-14, 2023
- 3.3 Approval of Band and Orchestra trip to perform in Walk Disney World, February 1-4, 2024
- 3.4 UPK Outside Agency Approval for JLU Child Care
  
- 3.5 Verbal – Lynn Carragher, Assistant Superintendent for Inclusive Education and Instruction
- 3.6 Approval of CSE Recommendations (3.6.1-3.6.3)
  - 3.6.1 On August 2, and 9, 2023, the District Committee on Special Education reviewed students and made recommendations for placement.
  - 3.6.2 On July 28, 31, August 1, 4, 8, 11, and 14, 2023, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
  - 3.6.3 On May 11, 25, July 6, and 24, 2023, the Committee on Preschool Special Education reviewed students and made recommendations for placement.

**4. Personnel**

**CERTIFIED**

**4.1 Appointments**

- 4.1.1 Brigid McClenathan, to be appointed as a long-term substitute Kindergarten Teacher at Ginther School effective September 5, 2023 through June 30, 2024. Initial certificates in Early Childhood Education birth- grade 2 and Students with Disabilities birth – grade 2. Annual salary \$45,000.
- 4.1.2 Sofia Palmieri, to be appointed as a Kindergarten Teacher at Ginther School effective September 5, 2023. Initial certificates in Childhood Education (grades 1-6), Students with Disabilities (grades 1-6), and pending certificate in Early Childhood Education (birth – grade2). Probationary period September 5, 2023 through September 4, 2027. 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 \$44,075.
- 4.1.3 Cameron Barnard, to be appointed as a Special Education Teacher at Hill School effective September 5, 2023. Pending certificates in Childhood Education (grades 1-6) and Students with Disabilities (grades 1-6). Probationary period September 5, 2023 through September 4, 2027. 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 \$43,000.
- 4.1.4 Clarissa Steier, to be appointed as a Science Teacher at the High School effective September 18, 2023. Initial certificates in Biology (grades 7-12) and Students with Disabilities (grades 7-12). Probationary period September 19, 2023 through September 17, 2027. 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 \$46,125. (prorated \$44,049).



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.1.5 Kathie Pryor, to be appointed as a long-term substitute LOTE Teacher (0.7 FTE) effective September 5, 2023 through June 30, 2024. Professional certificates in French (grades 7-12) and English (grades 7-12). Annual salary \$87,052 (prorated \$60,936).

## 4.2 Resignations

4.2.1 Sofia Palmieri, Special Education Teacher at Hill School, to resign effective August 22, 2023, pending board approval as a Kindergarten Teacher at Ginther School.

## 4.3 Substitutes

- 4.3.1 Kathryn Dankner, Contracted Building Substitute, \$160 per day
- 4.3.2 Mary Hao Tze Ho, Contracted Building Substitute, \$160 per day
- 4.3.3 Nancy Mateer, pending print clearance
- 4.3.4 Andrew Huffman, pending print clearance
- 4.3.5 Kassidi Kirkpatrick, pending print clearance
- 4.3.6 Nicholas Pastore, pending print clearance

## 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 – 4.6.118 Extra Duty

	School	XDUTY NAME	First Name	Last Name	23-24 Level	23-24 Step	Amount
4.6.1	High	Advisor (Class 2024-Gr 12)	Katrina	Contrera	H	2	\$ 1,123.00
4.6.2	High	Advisor (Class 2024-Gr 12)	Matthew	Schirmer	H	2	\$ 1,123.00
4.6.3	High	Advisor (Class of 2025- Gr 11)	Amy	Nesbitt	I	3	\$ 1,026.00
4.6.4	High	Advisor (Class of 2025- Gr 11)	Jessica	Ophardt	I	3	\$ 1,026.00
4.6.5	High	Advisor (Class of 2026- Gr 10)	Rebecca	Restaino	J	8	\$ 1,086.00
4.6.6	High	Advisor (Class of 2026- Gr 10)	Ashley	Lysiak	J	6	\$ 1,003.00
4.6.7	High	AP Coordinator	Amanda	Collins	E	1	\$ 1,518.00
4.6.8	High	AP Coordinator Assistant	Sundae	Avery	J	1	\$ 823.00
4.6.9	High	Art Club	Mary	Warth	J	Off 8	\$ 1,347.82
4.6.10	High	Band Assistant	Patrick	Clarke	G	2	\$ 1,339.00



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.11	High	Band Director	Victoria	Valente	A	Off 1	\$ 4,255.68
4.6.12	High	Blue Notes	Victoria	Valente	G	Off 1	\$ 1,834.56
4.6.13	High	Bookstore Advisor/ split w Sodoma	Frances	Teta	J	3	\$ 446.00
4.6.14	High	Bookstore Advisor/ split w Teta	Suzanne	Sodoma	J	3	\$ 446.00
4.6.15	High	Choir Director	Katelyn	Marasco	K	1	\$ 715.00
4.6.16	High	Chorus - Handsome Devils	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.17	High	Chorus - Mad Vocals	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.18	High	Chorus - Triple Quartet (Bella)	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.19	High	Class Acts - SPRING 2 positions shared w/ Benedict	Neil	Czerniak	K	Off 4	\$ 1,083.86
4.6.20	High	Class Acts - SPRING 2 positions shared w/ Czerniak	Daniel	Benedict	K	Off 7	\$ 1,150.19
4.6.21	High	Clay Target Club	Gordon	DiBattisto	C	4	\$ 2,310.00
4.6.22	High	BE YOU	Jessica	Ophardt	J	3	\$ 892.00
4.6.23	High	Drama Assistant - Musical Instrumental - FALL	Victoria	Valente	F	2	\$ 1,455.00
4.6.24	High	Drama Assistant Musical Vocal - FALL	Katelyn	Marasco	F	1	\$ 1,398.00
4.6.25	High	Drama Choreographer Musical - FALL	Jamie	Porteus	J	Off 7	\$ 1,321.39
4.6.26	High	Drama Club	Neil	Czerniak	J	Off 9	\$ 1,374.79
4.6.27	High	Drama Coordinator Director- Straight Play	Neil	Czerniak	J	Off 9	\$ 1,374.79
4.6.28	High	Drama Coordinator Musical - FALL	Neil	Czerniak	A	Off 9	\$ 4,983.60
4.6.29	High	Drama Costumer HS- Straight Play (Spring)	Kim	Pero	K	1	\$ 715.00
4.6.30	High	Drama Costumer Musical	Kim	Pero	K	1	\$ 715.00
4.6.31	High	Drama Producer - HS Straight Play - SPRING	Neil	Czerniak	K	Off 9	\$ 1,196.67



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.32	High	Drama Producer HS Musical 1 position shared w/Czerniak - FALL	Katelyn	Marasco	K	1	\$ 357.50
4.6.33	High	Drama Producer HS Musical 1 position shared w/Marasco - FALL	Neil	Czerniak	K	Off 9	\$ 598.33
4.6.34	High	Drama Props- All Plays	Katelyn	Marasco	L	1	\$ 501.00
4.6.35	High	Drama Set Construction Supervisor	Orlando	Benzan	K	5	\$ 840.00
4.6.36	High	Drama Set Painter Play	Rachel	Jarmuz	L	2	\$ 517.00
4.6.37	High	E-Sports	Josh	Miller	J	3	\$ 892.00
4.6.38	High	FLEC	Erica	Baase	H	2	\$ 1,123.00
4.6.39	High	FLEC	Jamie	Porteus	H	2	\$ 1,123.00
4.6.40	High	Gender & Sexualities Alliance	Victoria	Valente	L	3	\$ 535.00
4.6.41	High	Good News Club	Dan	Viola	L	3	\$ 535.00
4.6.42	High	House Manager	Gordon	DiBattisto	A	Off	\$ 8,138.17
4.6.43	High	Ink & Art	Kathleen	Jaccarino	K	Off 9	\$ 1,196.67
4.6.44	High	Jazz Ensemble	Shawn	Prior	G	2	\$ 1,339.00
4.6.45	High	Key Club	Christine	Howlett	J	Off 7	\$ 1,321.39
4.6.46	High	Masterminds	Jonathan	VanHuben	J	1	\$ 823.00
4.6.47	High	Masterminds	Christopher	Arnold	J	4	\$ 928.00
4.6.48	High	Mathletes	Melanie	Garber	J	8	\$ 1,086.00
4.6.49	High	Mock Trial Club	Christopher	Arnold	L	Off 9	\$ 777.77
4.6.50	High	Model UN Club	Christopher	Arnold	I	Off 9	\$ 1,580.50
4.6.51	High	Multi-Media Production Club	Gordon	DiBattisto	C	Off 9	\$ 3,423.16
4.6.52	High	National Honor Society	Anthony	Benson	I	2	\$ 985.00



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.53	High	Orchestra Director	Joseph	Goehle	L	7	\$ 609.00
4.6.54	High	Percussion club	Victoria	Valente	L	8	\$ 628.00
4.6.55	High	Pool Coordinator	Laurie	Torrence	B	5	\$ 3,166.00
4.6.56	High	Project Graduation	Mary	Love	L	9	\$ 649.00
4.6.57	High	Ski Club (HS)	Brian	McCue	L	6	\$ 589.00
4.6.58	High	Student Council	Anthony	Benson	B	2	\$ 2,811.00
4.6.59	High	Technology Club	Craig	Coon	L	1	\$ 823.00
4.6.60	High	Tri-M	Victoria	Valente	J	5	\$ 965.00
4.6.61	Hill	4th grade Band	Brandon	McArdell	H	3	\$ 1,169.00
4.6.62	Hill	4th grade Chorus	Sarah	Kuhn	G	1	\$ 1,286.00
4.6.63	Hill	4th Grade Orchestra	Lauren	Reinhardt	H	5	\$ 1,264.00
4.6.64	Hill	5th grade Band	Gillian	Pompili	G	3	\$ 1,395.00
4.6.65	Hill	5th Grade Chorus	Becki	Place	G	Off 7	\$ 2,065.28
4.6.66	Hill	5th Grade Orchestra	Lauren	Reinhardt	G	5	\$ 1,509.00
4.6.67	Hill	Art Club	Rachel	Jarmusz	L	8	\$ 628.00
4.6.68	Hill	Elem Student Council - 1 position shared with Cintron	David	Resseguie	K	1	\$ 357.50
4.6.69	Hill	Elem Student Council - 1 position shared with Resseguie	Shelby	Cintron	K	1	\$ 357.50
4.6.70	Hill	Great Books Club	Cathy	Mangan	K	Off 6	\$ 1,105.53
4.6.71	Hill	Hill Bookstore	Mercy	Caparco	L	3	\$ 535.00
4.6.72	Hill	Hill Hawk Strings	Lauren	Reinhardt	L	3	\$ 535.00
4.6.73	Hill	Hilltop Singers	Becki	Place	L	Off 7	\$ 803.30



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.74	Hill	Lego Club	Justin	Jackson	L	5	\$ 571.00
4.6.75	Hill	Outdoor Club	David	Resseguie	D	8	\$ 2,709.00
4.6.76	Hill	Pioneer Day 1 position shared w/Jackson - FALL	Britni	Zweibel	K	6	\$ 436.50
4.6.77	Hill	Pioneer Day 1 position shared w/Zweibel - FALL	Justin	Jackson	K	6	\$ 436.50
4.6.78	Hill	Safety Patrol	Jennifer	Hoenk	K	3	\$ 777.00
4.6.79	Hill	Science Fun Day (STEAM DAY) 1 position shared w/ Broughton	Natalie	McCue	K	5	\$ 420.00
4.6.80	Hill	Science Fun Day (STEAM DAY) 1 position shared w/ McCue	Blaine	Broughton	K	5	\$ 420.00
4.6.81	Hill	Ski Club	Anne	Parker	L	Off 2	\$ 691.24
4.6.82	Hill	Top Brass	Gillian	Pompili	L	3	\$ 535.00
4.6.83	Hill	Yearbook	Christopher	Albrecht	L	Off 7	\$ 751.51
4.6.84	OMS	6th Grade Treble Makers	Lisa	Lancia	L	7	\$ 609.00
4.6.85	OMS	Academic Challenge Bowl	James	Liptak	K	Off 8	\$ 1,173.19
4.6.86	OMS	American History Trip Assistant	Amy	Rodak	I	5	\$ 1,108.00
4.6.87	OMS	American History Trip Coordinator	Tammy	Corrigan	D	6	\$ 2,409.00
4.6.88	OMS	Baking Club	Kristin	McAdoo	L	2	\$ 517.00
4.6.89	OMS	Bookstore	Ronald	Wojtas	L	Off 8	\$ 736.29
4.6.90	OMS	Drama Assistant Musical Production Coordinator	Jessica	Allen	L	3	\$ 535.00
4.6.91	OMS	Drama Assistant Musical Vocal - OMS - SPRING	Laura	Mueller	J	6	\$ 1,003.00
4.6.92	OMS	Drama Choreographer (OMS)	Jessica	Allen	J	5	\$ 965.00
4.6.93	OMS	Drama Club	John	Akers	K	Off 2	\$ 1,073.44
4.6.94	OMS	Drama Coordinator Musical (OMS) - SPRING	John	Akers	D	Off 3	\$ 2,929.40





# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.95	OMS	Drama Costumer - OMS - SPRING	Kim	Pero	L	1	\$ 501.00
4.6.96	OMS	Drama Tech & Design-OMS-Spring	Orlando	Benzan	L	5	\$ 571.00
4.6.97	OMS	Drama-Assistant Music Director	Lisa	Lancia	J	5	\$ 484.50
4.6.98	OMS	DramaTech Support (MS Musical)	Neil	Czerniak	K	Off 7	\$ 1,676.25
4.6.99	OMS	Fiddle Club OMS	Joseph	Goehle	L	7	\$ 609.00
4.6.100	OMS	Jazz Ensemble	Andrew	Stoker	J	Off 9	\$ 1,374.79
4.6.101	OMS	Lego Club	Casey	Coon	K	4	\$ 808.00
4.6.102	OMS	Literacy Club	Kendra	Zaffuto	K	3	\$ 777.00
4.6.103	OMS	OMS Pop Vocals	Laura	Mueller	K	6	\$ 873.00
4.6.104	OMS	Science Olympiads	Michael	Scalzo	K	Off 6	\$ 1,127.64
4.6.105	OMS	Science Olympiads	Amy	Phillips	K	Off 8	\$ 1,196.67
4.6.106	OMS	Service Club	Amy	Phillips	L	Off 8	\$ 764.66
4.6.107	OMS	Ski Club (Middle School)	Tammy	Corrigan	L	9	\$ 649.00
4.6.108	OMS	Stage Band	Patrick	Clarke	J	2	\$ 856.00
4.6.109	OMS	Student Council	Josie	Snyder	D	6	\$ 2,409.00
4.6.110	OMS	Student Council	James	Liptak	D	Off 9	\$ 3,298.98
4.6.111	OMS	Sunshine Ollies	Marissa	Cavalieri	L	3	\$ 535.00
4.6.112	OMS	Variety Show	Lisa	Lancia	K	3	\$ 777.00
4.6.113	OMS	Variety Show	Laura	Mueller	K	3	\$ 777.00
4.6.114	OMS	World Language Club	Rachel	Rathke	K	3	\$ 777.00
4.6.115	OMS	Yearbook split w Rota	Carolynne	Schleede	D	3	\$ 1,070.50



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

4.6.116	OMS	Yearbook Split W Schleede	Maria	Rota	D	2	\$ 1,028.00
4.6.117		Accompanist - Chorus 3 positions	Noah	Halquist	Acc	9	\$ 13,119.00

4.6.118 ~~Peter Mancus, Modified Swimming Coach, 60% of Level B - Step 9 \$3826~~ **RESCINDED POSITION**

4.6.119 Livia Stepanek, Modified Swimming Coach, 60% Level B -Step 1 \$2867

4.6.120 William Maryniak, Modified Girls Volleyball Coach, 60 % of Level B – Step 9 \$3826

4.6.121 Megan Wood, Modified Girls Volleyball Coach, 60% of Level B-Step 1 \$2867

4.6.122 **UDPATE**, Angelica Coudriet, Music Therapist, change from a provisional appointment to a probationary appointment, effective August 23, 2023. Probationary period begins August 23, 2023 through August 22, 2024.

## CLASSIFIED

### 4.7 Appointments

- 4.7.1 David Breslawski, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.2 Brittany Slocum, to be appointed as a probationary Teacher Aide at Ginther School effective September 5, 2023. Rate is set at \$18.72 per hour. Probationary period begins on September 5, 2023 and ends on December 4, 2023.
- 4.7.3 Bridget Bassford, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024. (Pending fingerprint clearance.)
- 4.7.4 Niyana Oholi, to be appointed as a probationary Teacher Aide at Barclay School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on December 4, 2023. (Pending fingerprint clearance.)
- 4.7.5 Jamie Stutz, to be appointed as a probationary School Aide/Cafeteria Monitor at Ginther School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.6 Melissa Wagner, to be appointed as a probationary Food Service Helper at Barclay School effective August 30, 2023. Rate is set at \$15.50 per hour. Probationary period begins on August 30, 2023 and ends on August 29, 2024.

### 4.8 Resignations

- 4.8.1 Richard McAllister, Cleaner, Barclay School, resigned effective August 7, 2023.
- 4.8.2 Brittany Slocum, School Aide/Cafeteria Monitor, Ginther School, resigning effective September 4, 2023, pending board approval to the position of Teacher Aide.
- 4.8.3 Craig Kenyon, Cleaner, High School, terminated effective August 18, 2023.

### 4.9 Substitutes

- 4.9.1 Patricia Sweeney, Bus Attendant
- 4.9.2 Makenzie Corbett, Bus Attendant, pending print clearance
- 4.9.3 Mary Mastin, Teacher Aide, pending print clearance
- 4.9.4 Nathan Dambra, Lifeguard
- 4.9.5 James Marshall, Bus Attendant
- 4.9.6 Susan Mead, Food Service Helper

### 4.10 Volunteers

- 4.10.1 Kayla Cathcart
- 4.10.2 Christopher Coke



# Brockport Central School District

40 Allen Street, Brockport, New York 14420-2296

- 4.10.3 Steven Davis
- 4.10.4 Marissa Haight-Swan
- 4.10.5 Steven Tamburello
- 4.10.6 Melissa Wagner

## 4.11 College Participants

- 4.11.1 Madeline Couch, Student Teaching, (G. Pompili)
- 4.11.2 Katherine Perry, Student Teaching, (K. Sherman)
- 4.11.3 Anna Roggow-Kim, Student Teaching, (J. Mangiameli)

## 4.12 Leaves of Absence

None

## 4.13 Other

None

## 5. Financial

- 5.1 Verbal – Jill Reichhart, Director of Finance
- 5.2 Approval of 2023-24 High School, Middle School and Hill School extracurricular clubs

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

- 6.1 Verbal – Darrin Winkley, Assistant Superintendent for Business
- 6.2 Approval of 2023-24 District Wide School Safety Team Members and Schedule
- 6.3 Approval of 2023-24 District-Wide Safety Plan
- 6.4 Approval of 2023-24 School Building Level Safety Plans

## 7. Human Resources

- 7.1 Verbal – Jerilee Gulino, Assistant Superintendent for Human Resources

## 8. Report of the Superintendent of Schools

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools

## 9. Board Operations

None

## 10. Old Business

None

## 11. Other Items of Business

None

## 12. Round Table

## 13. Adjournment

**Next Board of Education Meeting:  
September 5, 2023, 6 p.m., District Board Room**

**BROCKPORT CENTRAL SCHOOL  
BOARD OF EDUCATION  
August 8, 2023**

These are the minutes of the Regular Board Meeting held on August 8, 2023. The meeting was called to order at 5 p.m. by President Harradine.

The following Board Members were in attendance:

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

Also present were:

Sean Bruno, Superintendent of Schools  
Jerilee Gulino, Assistant Superintendent for Human Resources  
Ryan Lanigan, Assistant Superintendent for Instruction  
Jill Reichhart, Director of Finance  
Darrin Winkley, Assistant Superintendent for Business  
Deb Moyer, District Clerk

Excused:

David Howlett, Board Member

### **ORDER OF THE AGENDA**

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

### **MINUTES**

Mr. Lewis moved, seconded by Mr. Turbeville, that the Board of Education approve the July 25, 2023, Regular Board Meeting Minutes, as amended to remove the attached Spring 2023 Athletics presentation. The motion carried 6-0.

### **BOARD PRESENTATIONS**

- None

### **COMMUNICATION – PUBLIC COMMENTS**

- None

### **BOARD REPORTS**

- None

#### **1. New Business**

- None

#### **2. Policy Development**

- None

#### **3. Instructional Planning & Services**

##### **3.1 Verbal – Ryan Lanigan, Assistant Superintendent for Instruction**

- Mr. Lanigan provided the following updates:

- UPK: There are 80 full day UPK students (16 students in 5 classes); Community-Based Organizations have 20 full day students (working with one additional organization to complete enrollment); There are 27 half day UPK students at Ginther and 14 half-day students in Community-Based Organizations.
- Conducting trainings and curriculum and instruction review.

### 3.2 Verbal – Lynn Carragher, Assistant Superintendent for Inclusive Education and Instruction

- None

- 3.3 Mr. Turbeville moved, seconded by Ms. Robertson, the Board approved Consent Items (CSE) 3.3.1-3.3.6. The motion carried 6-0.
- 3.3.1 On July 18, and 26, 2023, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.3.2 On July 11, 20, 24, 25, 26,27, 28, and 31, 2023, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.3 On March 16, April 21, 27, May 5, 12, 25, June 22, July 24 and 25, 2023, the Committee on Preschool Special Education reviewed students and made recommendations for placement.
- 3.3.4 On April 25, 2023, the Ginther Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.5 On May 25, 2023, the Oliver Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.3.6 On May 26, 2023, 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 Jeffrey Jung Jr, to be appointed as a long-term substitute Math Teacher at the high school effective September 5, 2023 through June 30, 2024. Pending certificate in Math grades 7-12. Annual salary \$43,000.
- 4.1.2 Eric VanPatten, to be appointed as a Health/Physical Education Teacher at Oliver Middle School effective September 5, 2023. Professional certificates in Health Education and Physical Education. Probationary period September 5, 2023 through September 4, 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 \$54,829.
- 4.1.3 Kimberly Kappeli, to be appointed as a long-term substitute Literacy Teacher at Ginther School effective September 5, 2023 through June 30, 2024. Pending certificate in Literacy. Annual salary \$45,000.
- 4.1.4 Megan Richardson, to be appointed as a long-term substitute Kindergarten Teacher at Ginther School effective September 5, 2023. Initial certificates in Early Childhood Education birth- grade 2 and Childhood Education grades 1-6. Annual salary \$ 43,000.

### 4.2 Resignations

- 4.2.1 Hannah Madden, Elementary Teacher at Barclay School, to resign effective August 9, 2023.
- 4.2.2 Neil Paul, Science Teacher at the high school, to resign effective August 31, 2023.
- 4.2.3 Jennifer Cooper, Kindergarten Teacher at Ginther School, to resign effective August 15, 2023.

### 4.3 Substitutes

- 4.3.1 Elecia Young, pending fingerprint clearance
- 4.3.2 Nicole Johnson, pending fingerprint clearance
- 4.3.3 Nicholas Askin
- 4.3.4 Jessica England, pending fingerprint clearance

- 4.3.5 Sandra Schicker, pending fingerprint clearance
- 4.3.6 Connor Smith
- 4.3.7 Cameron Barnard, Contracted Building Substitute, \$160 per day

#### 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 Jerrod Roberts, Drivers Education Coordinator, 23-24 school year, \$3000.
- 4.6.2 Brandon Broughton, Continuing Education Coordinator, 23-24 school year, \$4000.
- 4.6.3 Orlando Benzan, DEI Coordinator, 23-24 school year, \$4500.
- 4.6.4 – 4.6.13 Oliver Middle School Team Leaders

4.6.4	Tresa Constantino	Team Leader Alpha	\$2,377.00
4.6.5	Veronica Cellura	Team Leader Beta	\$2,377.00
4.6.6	Carolynn Schleede	Team Leader Gamma	\$2,377.00
4.6.7	Scott Schleede	Team Leader Omega	\$2,377.00
4.6.8	Brian Hoch	Team Leader Epsilon	\$2,377.00
4.6.9	Amy Phillips	Team Leader Kappa	\$2,377.00
4.6.10	Melinda Rugari	Team Leader Theta	\$2,377.00
4.6.11	Josie Snyder	Team Leader Delta	\$2,377.00
4.6.12	Holly VanEpps	Team Leader Lambda	\$2,377.00
4.6.13	Jessica Barton	Team Leader Sigma	\$2,377.00

- 4.6.14 Upon the recommendation of the Superintendent, for the reasons of economy the Board of Education hereby abolishes one (1) FTE position in the school counselor tenure area effective August 9, 2023.
- 4.6.15 Upon the recommendation of the Superintendent, for the reasons of economy the Board of Education hereby abolishes one (1) FTE position in the elementary tenure area effective August 9, 2023.
- 4.6.16 UPDATE Katelyn Marasco, District Wide Chair-Music ~~\$3393~~ split with Valente \$1696.50.
- 4.6.17 Victoria Valente, District Wide Chair Music split with Marasco \$1696.50
- 4.6.18 ~~Update Katelyn Marasco, HS Department Chair Music split with Valente \$ 1696.50.~~
- 4.6.19 ~~Update Victoria Valente, HS Department Chair Music split with Marasco \$ 1696.50.~~
- 4.6.20 ~~Update Gerri Hofstra, Varsity Cheerleading Coach, (split), Level C – Step 8, \$2686~~
- 4.6.21 ~~Update Melissa Snider, Varsity Cheerleading Coach, (split), Level C – Off 3, \$2937~~
- 4.6.22 Erin Schmeer, Modified A Cheerleading Coach, (split), 60% of Level C – Step 2, \$1302
- 4.6.23 Christopher Wilcox, Modified Football Assistant, 50% of Level A – Step 2, \$2603
- 4.6.24 Coby Albone, Varsity Girls Tennis Coach, Level C – Step 1, \$4187
- 4.6.25 Michael Spagnola, Equipment Manager, 75% of Level C – Step 4, \$3500
- 4.6.26 Jeremy Michels, Football Assistant Coach, 75% of Level A- Step 2, \$3905
- 4.6.27 Jeffrey Jung, JV Football Coach, 75% of Level A- Step1, \$3772
- 4.6.28 ~~Update Michael Bourne, Hill School MTS2 Coach, \$500~~
- 4.6.29 Tina Colby, Hill School MTS2 Coach, \$500

#### CLASSIFIED

#### 4.7 Appointments

- 4.7.1 **UPDATE --** Colleen Mattison, to be appointed as a provisional Payroll Clerk in the Business Office effective July 17, 2023. Rate is set at ~~her current hourly rate~~ **\$26.97 per hour**. Probationary period

is to be determined.

- 4.7.2 ~~Autumn Miles, to be appointed as a probationary Teacher Aide at Barclay School effective September 5, 2023. Rate is set at \$16.28 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024. (Pending fingerprint clearance.)~~ **RESCINDED ACCEPTANCE**
- 4.7.3 James Marshall, to be appointed as a probationary Bus Attendant in the Transportation Department effective September 5, 2023. Rate is set at \$16.28 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.4 Meaghan McMillion, to be appointed as a probationary School Aide/Cafeteria Monitor at the Hill School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024. (Pending fingerprint clearance.)
- 4.7.5 Erica Carl, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.6 Deborah Koch, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024. (Pending fingerprint clearance.)
- 4.7.7 Christine Andrews, to be appointed as a probationary Food Service Helper at the High School effective August 30, 2023. Rate is set at \$15.50 per hour. Probationary period begins on August 30, 2023 and ends on August 29, 2024. (Pending fingerprint clearance.)

#### **4.8 Resignations**

- 4.8.1 Tamara DeLorenzo, Teacher Aide, Oliver Middle School, resigning effective July 31, 2023.
- 4.8.2 Steffany Celento, Teacher Aide, Ginther School, resigning effective June 7, 2023.

#### **4.9 Substitutes**

- 4.9.1 Scott Bennett, Security Worker, pending fingerprint clearance
- 4.9.2 Ryan Davis, Security Worker
- 4.9.3 Dolores Gratto, Bus Attendant, pending fingerprint clearance
- 4.9.4 Allyson Hayes, Teacher Aide, pending fingerprint clearance
- 4.9.5 Cheryl Kame, Teacher Aide, pending fingerprint clearance
- 4.9.6 Timothy Kemp, Student Support Partner, pending fingerprint clearance
- 4.9.7 Susan Mead, Teacher Aide, pending fingerprint clearance
- 4.9.8 Christopher Brown, Bus Driver

#### **4.10 Volunteers**

- 4.10.1 Kimberley Coon
- 4.10.2 Mark Noll
- 4.10.3 Richard Noll
- 4.10.4 Kaitlyn Popielarz
- 4.10.5 Joseph Wasielewski

#### **4.11 College Participants**

- 4.11.1 Casey Melanophy, Field Experience, (S. Wharram)
- 4.11.2 Anna Hastie, Internship, (J. Day)
- 4.11.3 Carson Nietisbach, Student Teaching, (B. McArdell)

#### **4.12 Leaves of Absence**

None

#### **4.13 Other**

None

### **5. Financial**

#### **5.1 Verbal – Jill Reichhart, Director of Finance**

- Ms. Reichhart provided an update on year-end: finalizing grants to fully maximize COVID funding; Audit starting last week in August.

5.2 Mr. Lewis moved, seconded by Mr. Stroup,

RESOLVED, that the Board of Education of the Brockport Central School District has been authorized by the voters, at the Annual District Vote, that was held on May 16, 2023, to raise by tax for the current budget of the 2023-2024 school year a sum of \$35,786,906.

BE IT FURTHER DIRECTED, that the tax warrant of the Board of Education duly signed, should be affixed to the described tax rolls, authorizing the collection of said taxes to begin September 1, 2023 and to end October 31, 2023 giving the tax warrants an effective period of 60 days, at the expiration of which time the tax collector should make an accounting in writing to the Board of Education.

Whereas, the Board of Education of the Brockport Central School District has been authorized by the voters at the Annual District Vote, which was held on May 16, 2023 to raise, by tax, for the current budget of 2023-2024 school year a sum of \$35,786,906; see tax summary:

TOWNS	LEVY IN TOWN	ASSESSED VALUE	TAX RATE/M
Bergen	\$4,964.48	\$237,243	\$20.925718
Clarendon	\$183,392.59	\$7,887,575	\$23.250820
Clarkson	\$9,173,867.39	\$479,041,101	\$19.150721
Hamlin	\$5,932,916.56	\$207,569,415	\$28.558149
Ogden	\$1,590,143.88	\$57,293,563	\$27.754320
Parma	\$1,397,258.51	\$51,803,062	\$26.948763
Sweden	\$17,504,362.59	\$850,059,975	\$20.584014

The tax warrant is hereby approved and signed by the Board of Education on Tuesday, August 8, 2023. 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 the following updates:
  - Solar Pilot agreements
  - 2021 Capital Project: Overall work is progressing well; OMS front loop work has been delayed due to weather; OMS upper gym had a leak over the weekend with some damage to wood floor; BHS elevator work is wrapping up and work will begin on oms elevator.

6.2 Mr. Lewis moved, seconded by Mr. Turbeville,

WHEREAS, the Photography Services RFP was opened on July 13, 2023, at 11:00 a.m. The following companies below responded. After reviewing submissions, the District awards Photography Services to **Z’s Phototastic\***.

**July 13, 2023**

**RFP for Photography Services**

Company Name	Basic Package	Basic with Option A (copyright print release)	Escalation
Cardinal Sporting Imaging	\$21.75	\$21.75	2.5%
Photos by Bruce & Associates	\$18.00	\$33.00	0%
Upstate Imaging	\$17.00	\$25.00	0-5%
<b>Z’s Phototastic*</b>	<b>\$15.00</b>	<b>\$27.00</b>	<b>0-5%</b>

RESOLVED, that the Board of Education approve **Z’s Phototastic\*** to provide Photography Services for Brockport Central School District. The motion carried 6-0.



- 6.3 Mr. Turbeville moved, seconded by Ms. Carbone, RESOLVED, that the Board of Education hereby approves the change order proposal from General Contractor, Javen Construction, for the Oliver Middle School window wells in the amount of \$67,856.00 The motion carried 6-0.
- 6.4 Ms. Carbone moved, seconded by Mr. Turbeville,

WHEREAS, the District wishes to remove the following equipment from inventory and dispose of it. 1 - CEPACS Electric Club Car Our intention is to sell to the highest bidder or dispose of as trash.

RESOLVED, that the Board of Education hereby authorizes the District Clerk to dispose of the above equipment and to remove reference of these items from the inventory. The motion carried 6-0.

- 6.5 Mr. Turbeville moved, seconded by Mr. Stroup,

WHEREAS, the District previously entered into the one-year contract for Bid #22-2483: CO-OP Natural Gas – Large Accounts with Marathon Energy/Energo will expire on August 31, 2023. Pursuant to the option in the contract, Brockport CSD will extend the contract for an additional period to expire on June 30, 2024 at the rate of -\$0.10/DTH. All other terms and conditions will remain the same.

RESOLVED, Brockport CSD will extend the Marathon Energy/Energo contract for an additional period to expire on June 30, 2024 at the rate of -\$0.10/DTH. All other terms and conditions will remain the same. The motion carried 6-0.

- 6.6 Mr. Stroup moved, seconded by Ms. Robertson,

WHEREAS, the District previously entered into the one-year contract for Bid #22-2484: CO-OP Natural Gas – Small Accounts with Empire Natural Gas Corp. will expire on September 30, 2023. Pursuant to the option in the contract, Brockport CSD will extend the contract for an additional period to expire on June 30, 2024 at a rate of \$0.377/DTH. All other terms and conditions will remain the same.

RESOLVED, Brockport CSD will extend the Empire Natural Gas Corp. contract for an additional period to expire on June 30, 2024 at a rate of \$0.377/DTH. All other terms and conditions will remain the same. The motion carried 6-0.

## **7. Human Resources**

- 7.1 Verbal – Jerilee Gulino, Assistant Superintendent for Human Resources

- Ms. Gulino provided the following updates:
  - Extracurricular clubs: she and Ms. Reichhart held meetings in the schools and extracurricular clubs will be moved forward for Board approval at the next meeting.
  - Interview process improvements: implementing a rubric-based interview system.

## **8. Report of the Superintendent of Schools**

- 8.1 Verbal – Sean C. Bruno, Superintendent of Schools

- Mr. Bruno provided a website update. The District is reviewing several website options since current website was purchased by another company.

## **9. Board Operations**

- None

## **10. Old Business**

- None

## **11. Other Items of Business**

- None

**12. Round Table**

- Ms. Carbone provided an update on tickets for the BEST Foundation Farm to Table dinner on September 16.
- Mr. Harradine shared he went on a tour of the Oliver Middle School with members of the Class of 1971. He said Elaine Rich did a great job and provided a lot of information on the school’s history.

**13. Executive Session**

- None

**14. Adjournment**

14.1 Ms. Carbone moved, seconded by Mr. Lewis, the Board adjourned the meeting at 6:23 p.m. The motion carried 6-0.

Prepared by:

\_\_\_\_\_  
Deb Moyer, District Clerk

\_\_\_\_\_  
Date

# PRESENTATIONS TO THE BOARD



# COMMUNICATIONS



# 1.0 NEW BUSINESS



## 2.0 POLICY



# 3.0 INSTRUCTION PLANNING AND SERVICES



Ryan Lanigan  
Assistant Superintendent for Instruction

Todd Hagreen  
Director of Health, Physical Education, and Athletics

**SUBJECT: Field Trip Request Approval**

Submitted to the Board of Education for their approval:

Field Trip for the Varsity and JV Cross Country teams to attend the Burnt Hills Invitational at Saratoga State Park, October 13 – 14, 2023

Motion by ..... Seconded by .....

RESOLVED, that the Board of Education approve the field trip for the Varsity and JV Cross Country teams to attend the Burnt Hills Invitational at Saratoga State Park, October 13 – 14, 2023



Ryan Lanigan  
Assistant Superintendent for Instruction

Michael Pincelli  
Brockport High School Principal

**SUBJECT: Field Trip Request Approval**

Submitted to the Board of Education for their approval:

Field Trip for the Band and Orchestra to travel to Florida to perform in Walt Disney World,  
February 1 – 4, 2024

Motion by ..... Seconded by .....

RESOLVED, that the Board of Education approve the field trip for the Band and Orchestra to  
travel to Florida to perform in Walt Disney World, February 1 – 4, 2024

Ryan Lanigan  
Assistant Superintendent for Instruction

Randall Yu  
Ginther Elementary School Principal

**SUBJECT: UPK Outside Agency Approval**

JLU Child Care is an outside agency who has applied to participate in the UPK Program for 2023-2024 School Year and is being recommended for approval in addition to the four previously approved community-based organizations. This outside agency recently expanded its operations to Brockport and is interested in partnering with the district to provide the UPK program.

Motion by ..... Seconded by .....

RESOLVED, JLU Child Care has been approved to partner with the Brockport Central School District in providing the UPK program.

**TO: Sean Bruno**

**FROM: Lynn Carragher, Paulette Reddick, and Betsy Fitzpatrick**

**RE: Placements for Students with Disabilities**

**DATE: August 18, 2023**

**For August 22, 2023 Board of Education Meeting**

- 3.6.1 On August 2, and 9, 2023, the District Committee on Special Education reviewed students and made recommendations for placement.
- 3.6.2 On July 28, 31, August 1, 4, 8, 11, and 14, 2023, the District Subcommittee on Special Education reviewed students and made recommendations for placement.
- 3.6.3 On May 11, 25, July 6, and 24, 2023, the Committee on Preschool Special Education reviewed students and made recommendations for placement.

We are forwarding this document to you for your information.

<b>CMA Date</b>	<b>CMA BOE Date</b>	<b>CMA Committee</b>	<b>CMA Reason</b>	<b>School</b>	<b>ID#</b>	<b>Grade</b>	<b>CR Decision/ Status</b>	<b>CR Disability</b>
08/02/2023	08/22/2023	CSE	Initial Eligibility Determination Meeting	Hill	211735	04	Classified	Other Health Impairment
08/02/2023	08/22/2023	CSE	Initial Eligibility Determination Meeting	Hill	559510	05	Classified	Other Health Impairment
08/09/2023	08/22/2023	CSE	Initial Eligibility Determination Meeting	OMS	560973	08	Classified	Other Health Impairment
07/28/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561363	08	Classified	Learning Disability
07/31/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Barclay	561350	02	Classified	Other Health Impairment
07/31/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Rochester School for the Deaf	561379	03	Classified	Deafness
08/01/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Barclay	561316	02	Classified	Other Health Impairment

CMA Date	CMA BOE Date	CMA Committee	CMA Reason	School	ID#	Grade	CR Decision/ Status	CR Disability
08/01/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Holley Central School District		11	Classified	Learning Disability
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561366	07	Classified	Other Health Impairment
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Hill	561384	04	Classified	Other Health Impairment
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	559855	08	Classified	Speech or Language Impairment
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	559855	08	Classified	Speech or Language Impairment
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	559855	08	Classified	Speech or Language Impairment
08/04/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561380	07	Classified	Learning Disability

CMA Date	CMA BOE Date	CMA Committee	CMA Reason	School	ID#	Grade	CR Decision/ Status	CR Disability
08/08/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	Brockport High School	561385	11	Classified	Emotional Disability
08/11/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561427	08	Classified	Other Health Impairment
08/11/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561354	08	Classified	Learning Disability
08/14/2023	08/22/2023	SubCSE	Transfer Student - Agreement No Meeting	OMS	561433	06	Classified	Other Health Impairment
05/11/2023	08/22/2023	CPSE	Annual Review	PS Itinerant Services Only	560718	PS	Classified PS	PS Student with a Disability
05/11/2023	08/22/2023	CPSE	Annual Review	PS Itinerant Services Only	560567	PS	Classified PS	PS Student with a Disability
05/11/2023	08/22/2023	CPSE	Annual Review	PS Itinerant Services Only	560694	PS	Classified PS	PS Student with a Disability

<b>CMA Date</b>	<b>CMA BOE Date</b>	<b>CMA Committee</b>	<b>CMA Reason</b>	<b>School</b>	<b>ID#</b>	<b>Grade</b>	<b>CR Decision/ Status</b>	<b>CR Disability</b>
05/25/2023	08/22/2023	CPSE	Initial Eligibility Determination Meeting	PS Itinerant Services Only	560627	PS	Classified PS	PS Student with a Disability
07/06/2023	08/22/2023	CPSE	Initial Eligibility Determination Meeting	PS Itinerant Services Only	561234	PS	Classified PS	PS Student with a Disability
07/24/2023	08/22/2023	CPSE	Initial Eligibility Determination Meeting	PS Itinerant Services Only	560707	PS	Classified PS	PS Student with a Disability

## 4.0 CERTIFIED PERSONNEL





# BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

August 22, 2023

## PERSONNEL AGENDA – CERTIFIED

Office of the Superintendent of Schools  
Board Meeting of August 22, 2023

Sean C. Bruno  
Superintendent of Schools

Jerilee Gulino  
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 Brigid McClenathan, to be appointed as a long-term substitute Kindergarten Teacher at Ginther School effective September 5, 2023 through June 30, 2024. Initial certificates in Early Childhood Education birth-grade 2 and Students with Disabilities birth – grade 2. Annual salary \$45,000.
- 4.1.2 Sofia Palmieri, to be appointed as a Kindergarten Teacher at Ginther School effective September 5, 2023. Initial certificates in Childhood Education (grades 1-6), Students with Disabilities (grades 1-6), and pending certificate in Early Childhood Education (birth – grade 2). Probationary period September 5, 2023 through September 4, 2027. 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 \$44,075.
- 4.1.3 Cameron Barnard, to be appointed as a Special Education Teacher at Hill School effective September 5, 2023. Pending certificates in Childhood Education (grades 1-6) and Students with Disabilities (grades 1-6). Probationary period September 5, 2023 through September 4, 2027. 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 \$43,000.
- 4.1.4 Clarissa Steier, to be appointed as a Science Teacher at the High School effective September 18, 2023. Initial certificates in Biology (grades 7-12) and Students with Disabilities (grades 7-12). Probationary period September 19, 2023 through September 17, 2027. 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 \$46,125. (prorated \$44,049).
- 4.1.5 Kathie Pryor, to be appointed as a long-term substitute LOTE Teacher (0.7 FTE) effective September 5, 2023 through June 30, 2024. Professional certificates in French (grades 7-12) and English (grades 7-12). Annual salary \$87,052 (prorated \$60,936).

### 4.2 Resignations

- 4.2.1 Sofia Palmieri, Special Education Teacher at Hill School, to resign effective August 22, 2023, pending board approval as a Kindergarten Teacher at Ginther School.

### 4.3 Substitutes

- 4.3.1 Kathryn Dankner, Contracted Building Substitute, \$160 per day
- 4.3.2 Mary Hao Tze Ho, Contracted Building Substitute, \$160 per day
- 4.3.3 Nancy Mateer, pending print clearance
- 4.3.4 Andrew Huffman, pending print clearance
- 4.3.5 Kassidi Kirkpatrick, pending print clearance
- 4.3.6 Nicholas Pastore, pending print clearance

### 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 – 4.6.117 Extra Duty

	School	XDUTY NAME	First Name	Last Name	23-24 Level	23-24 Step	Amount
4.6.1	High	Advisor (Class 2024-Gr 12)	Katrina	Contrera	H	2	\$ 1,123.00
4.6.2	High	Advisor (Class 2024-Gr 12)	Matthew	Schirmer	H	2	\$ 1,123.00
4.6.3	High	Advisor (Class of 2025- Gr 11)	Amy	Nesbitt	I	3	\$ 1,026.00
4.6.4	High	Advisor (Class of 2025- Gr 11)	Jessica	Ophardt	I	3	\$ 1,026.00
4.6.5	High	Advisor (Class of 2026- Gr 10)	Rebecca	Restaino	J	8	\$ 1,086.00
4.6.6	High	Advisor (Class of 2026- Gr 10)	Ashley	Lysiak	J	6	\$ 1,003.00
4.6.7	High	AP Coordinator	Amanda	Collins	E	1	\$ 1,518.00
4.6.8	High	AP Coordinator Assistant	Sundae	Avery	J	1	\$ 823.00
4.6.9	High	Art Club	Mary	Warth	J	Off 8	\$ 1,347.82
4.6.10	High	Band Assistant	Patrick	Clarke	G	2	\$ 1,339.00
4.6.11	High	Band Director	Victoria	Valente	A	Off 1	\$ 4,255.68
4.6.12	High	Blue Notes	Victoria	Valente	G	Off 1	\$ 1,834.56
4.6.13	High	Bookstore Advisor/ split w Sodoma	Frances	Teta	J	3	\$ 446.00
4.6.14	High	Bookstore Advisor/ split w Teta	Suzanne	Sodoma	J	3	\$ 446.00
4.6.15	High	Choir Director	Katelyn	Marasco	K	1	\$ 715.00
4.6.16	High	Chorus - Handsome Devils	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.17	High	Chorus-Mad Vocals	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.18	High	Chorus - Triple Quartet (Bella)	Katelyn	Marasco	G	1	\$ 1,286.00
4.6.19	High	Class Acts - SPRING 2 positions shared w/ Benedict	Neil	Czeraniak	K	Off 4	\$ 1,083.86
4.6.20	High	Class Acts - SPRING 2 positions shared w/ Czeraniak	Daniel	Benedict	K	Off 7	\$ 1,150.19

4.6.21	High	Clay Target Club	Gordon	DiBattisto	C	4	\$ 2,310.00
4.6.22	High	BE YOU	Jessica	Ophardt	J	3	\$ 892.00
4.6.23	High	Drama Assistant - Musical Instrumental - FALL	Victoria	Valente	F	2	\$ 1,455.00
4.6.24	High	Drama Assistant Musical Vocal - FALL	Katelyn	Marasco	F	1	\$ 1,398.00
4.6.25	High	Drama Choreographer Musical - FALL	Jamie	Porteus	J	Off 7	\$ 1,321.39
4.6.26	High	Drama Club	Neil	Czerniak	J	Off 9	\$ 1,374.79
4.6.27	High	Drama Coordinator Director-Straight Play	Neil	Czerniak	J	Off 9	\$ 1,374.79
4.6.28	High	Drama Coordinator Musical - FALL	Neil	Czerniak	A	Off 9	\$ 4,983.60
4.6.29	High	Drama Costumer HS- Straight Play (Spring)	Kim	Pero	K	1	\$ 715.00
4.6.30	High	Drama Costumer Musical	Kim	Pero	K	1	\$ 715.00
4.6.31	High	Drama Producer - HS Straight Play - SPRING	Neil	Czerniak	K	Off 9	\$ 1,196.67
4.6.32	High	Drama Producer HS Musical 1 position shared w/Czerniak - FALL	Katelyn	Marasco	K	1	\$ 357.50
4.6.33	High	Drama Producer HS Musical 1 position shared w/Marasco - FALL	Neil	Czerniak	K	Off 9	\$ 598.33
4.6.34	High	Drama Props- All Plays	Katelyn	Marasco	L	1	\$ 01.00
4.6.35	High	Drama Set Construction Supervisor	Orlando	Benzan	K	5	\$ 840.00
4.6.36	High	Drama Set Painter Play	Rachel	Jarmuz	L	2	\$ 517.00
4.6.37	High	E-Sports	Josh	Miller	J	3	\$ 892.00
4.6.38	High	FLEC	Erica	Baase	H	2	\$ 1,123.00
4.6.39	High	FLEC	Jamie	Porteus	H	2	\$ 1,123.00
4.6.40	High	Gender & Sexualities Alliance	Victoria	Valente	L	3	\$ 535.00
4.6.41	High	Good News Club	Dan	Viola	L	3	\$ 535.00
4.6.42	High	House Manager	Gordon	DiBattisto	A	Off	\$ 8,138.17
4.6.43	High	Ink & Art	Kathleen	Jaccarino	K	Off 9	\$ 1,196.67

4.6.44	High	Jazz Ensemble	Shawn	Prior	G	2	\$ 1,339.00
4.6.45	High	Key Club	Christine	Howlett	J	Off 7	\$ 1,321.39
4.6.46	High	Masterminds	Jonathan	VanHuben	J	1	\$ 823.00
4.6.47	High	Masterminds	Christopher	Arnold	J	4	\$ 928.00
4.6.48	High	Mathletes	Melanie	Garber	J	8	\$ 1,086.00
4.6.49	High	Mock Trial Club	Christopher	Arnold	L	Off 9	\$ 777.77
4.6.50	High	Model UN Club	Christopher	Arnold	I	Off 9	\$ 1,580.50
4.6.51	High	Multi-Media Production Club	Gordon	DiBattisto	C	Off 9	\$ 3,423.16
4.6.52	High	National Honor Society	Anthony	Benson	I	2	\$ 985.00
4.6.53	High	Orchestra Director	Joseph	Goehle	L	7	\$ 609.00
4.6.54	High	Percussion club	Victoria	Valente	L	8	\$ 628.00
4.6.55	High	Pool Coordinator	Laurie	Torrence	B	5	\$ 3,166.00
4.6.56	High	Project Graduation	Mary	Love	L	9	\$ 649.00
4.6.57	High	Ski Club (HS)	Brian	McCue	L	6	\$ 589.00
4.6.58	High	Student Council	Anthony	Benson	B	2	\$ 2,811.00
4.6.59	High	Technology Club	Craig	Coon	L	1	\$ 823.00
4.6.60	High	Tri-M	Victoria	Valente	J	5	\$ 965.00
4.6.61	Hill	4th grade Band	Brandon	McArdell	H	3	\$ 1,169.00
4.6.62	Hill	4th grade Chorus	Sarah	Kuhn	G	1	\$ 1,286.00
4.6.63	Hill	4th Grade Orchestra	Lauren	Reinhardt	H	5	\$ 1,264.00
4.6.64	Hill	5th grade Band	Gillian	Pompili	G	3	\$ 1,395.00
4.6.65	Hill	5th Grade Chorus	Becki	Place	G	Off 7	\$ 2,065.28
4.6.66	Hill	5th Grade Orchestra	Lauren	Reinhardt	G	5	\$ 1,509.00
4.6.67	Hill	Art Club	Rachel	Jarmusz	L	8	\$ 628.00

4.6.68	Hill	Elem Student Council - 1 position shared with Cintron	David	Resseguie	K	1	\$ 357.50
4.6.69	Hill	Elem Student Council - 1 position shared with Resseguie	Shelby	Cintron	K	1	\$ 357.50
4.6.70	Hill	Great Books Club	Cathy	Mangan	K	Off 6	\$ 1,105.53
4.6.71	Hill	Hill Bookstore	Mercy	Caparco	L	3	\$ 535.00
4.6.72	Hill	Hill Hawk Strings	Lauren	Reinhardt	L	3	\$ 535.00
4.6.73	Hill	Hilltop Singers	Becki	Place	L	Off 7	\$ 803.30
4.6.74	Hill	Lego Club	Justin	Jackson	L	5	\$ 571.00
4.6.75	Hill	Outdoor Club	David	Resseguie	D	8	\$ 2,709.00
4.6.76	Hill	Pioneer Day 1 position shared w/Jackson - FALL	Britni	Zweibel	K	6	\$ 436.50
4.6.77	Hill	Pioneer Day 1 position shared w/Zweibel - FALL	Justin	Jackson	K	6	\$ 436.50
4.6.78	Hill	Safety Patrol	Jennifer	Hoenk	K	3	\$ 777.00
4.6.79	Hill	Science Fun Day (STEAM DAY) 1 position shared w/Broughton	Natalie	McCue	K	5	\$ 420.00
4.6.80	Hill	Science Fun Day (STEAM DAY) 1 position shared w/McCue	Blaine	Broughton	K	5	\$ 420.00
4.6.81	Hill	Ski Club	Anne	Parker	L	Off 2	\$ 691.24
4.6.82	Hill	Top Brass	Gillian	Pompili	L	3	\$ 535.00
4.6.83	Hill	Yearbook	Christopher	Albrecht	L	Off 7	\$ 751.51
4.6.84	OMS	6th Grade Treble Makers	Lisa	Lancia	L	7	\$ 609.00
4.6.85	OMS	Academic Challenge Bowl	James	Liptak	K	Off 8	\$ 1,173.19
4.6.86	OMS	American History Trip Assistant	Amy	Rodak	I	5	\$ 1,108.00
4.6.87	OMS	American History Trip Coordinator	Tammy	Corrigan	D	6	\$ 2,409.00
4.6.88	OMS	Baking Club	Kristin	McAdoo	L	2	\$ 517.00
4.6.89	OMS	Bookstore	Ronald	Wojtas	L	Off 8	\$ 736.29
4.6.90	OMS	Drama Assistant Musical Production Coordinator	Jessica	Allen	L	3	\$535.00

4.6.91	OMS	Drama Assistant Musical Vocal - OMS - SPRING	Laura	Mueller	J	6	\$1,003.00
4.6.92	OMS	Drama Choreographer (OMS)	Jessica	Allen	J	5	\$965.00
4.6.93	OMS	Drama Club	John	Akers	K	Off 2	\$ 1,073.44
4.6.94	OMS	Drama Coordinator Musical (OMS) - SPRING	John	Akers	D	Off 3	\$2,929.40
4.6.95	OMS	Drama Costumer - OMS - SPRING	Kim	Pero	L	1	\$ 501.00
4.6.96	OMS	Drama Tech & Design-OMS-Spring	Orlando	Benzan	L	5	\$571.00
4.6.97	OMS	Drama-Assistant Music Director	Lisa	Lancia	J	5	\$484.50
4.6.98	OMS	DramaTech Support (MS Musical)	Neil	Czerniak	K	Off 7	\$ 1,676.25
4.6.99	OMS	Fiddle Club OMS	Joseph	Goehle	L	7	\$ 609.00
4.6.100	OMS	Jazz Ensemble	Andrew	Stoker	J	Off 9	\$ 1,374.79
4.6.101	OMS	Lego Club	Casey	Coon	K	4	\$ 808.00
4.6.102	OMS	Literacy Club	Kendra	Zaffuto	K	3	\$ 777.00
4.6.103	OMS	OMS Pop Vocals	Laura	Mueller	K	6	\$ 873.00
4.6.104	OMS	Science Olympiads	Michael	Scalzo	K	Off 6	\$ 1,127.64
4.6.105	OMS	Science Olympiads	Amy	Phillips	K	Off 8	\$ 1,196.67
4.6.106	OMS	Service Club	Amy	Phillips	L	Off 8	\$ 764.66
4.6.107	OMS	Ski Club (Middle School)	Tammy	Corrigan	L	9	\$ 649.00
4.6.108	OMS	Stage Band	Patrick	Clarke	J	2	\$ 856.00
4.6.109	OMS	Student Council	Josie	Snyder	D	6	\$ 2,409.00
4.6.110	OMS	Student Council	James	Liptak	D	Off 9	\$ 3,298.98
4.6.111	OMS	Sunshine Ollies	Marissa	Cavalieri	L	3	\$ 535.00
4.6.112	OMS	Variety Show	Lisa	Lancia	K	3	\$ 777.00
4.6.113	OMS	Variety Show	Laura	Mueller	K	3	\$ 777.00
4.6.114	OMS	World Language Club	Rachel	Rathke	K	3	\$ 777.00

4.6.115	OMS	Yearbook split w Rota	Carolynne	Schleede	D	3	\$ 1,070.50
4.6.116	OMS	Yearbook Split W Schleede	Maria	Rota	D	2	\$ 1,028.00
4.6.117		Accompanist - Chorus 3 positions	Noah	Halquist	Acc	9	\$ 13,119.00

4.6.118 ~~Peter Mancus, Modified Swimming Coach, 60% of Level B – Step 9 \$3826~~ **RESCINDED POSITION**

4.6.119 Livia Stepanek, Modified Swimming Coach, 60% Level B -Step 1 \$2867

4.6.120 William Maryniak, Modified Girls Volleyball Coach, 60 % of Level B – Step 9 \$3826

4.6.121 Megan Wood, Modified Girls Volleyball Coach, 60% of Level B-Step 1 \$2867

4.6.122 **UDPATE**, Angelica Coudriet, Music Therapist, change from a provisional appointment to a probationary appointment, effective August 23, 2023. Probationary period begins August 23, 2023 through August 22, 2024.

## 4.0 CLASSIFIED PERSONNEL





# BROCKPORT CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION MEETING

AUGUST 22, 2023

## PERSONNEL AGENDA – CLASSIFIED

Office of the Superintendent of Schools  
Board Meeting of August 22, 2023

Sean C. Bruno  
Superintendent of Schools

Jerilee Gulino  
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 David Breslawski, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.2 Brittany Slocum, to be appointed as a probationary Teacher Aide at Ginther School effective September 5, 2023. Rate is set at \$18.72 per hour. Probationary period begins on September 5, 2023 and ends on December 4, 2023.
- 4.7.3 Bridget Bassford, to be appointed as a probationary Teacher Aide at Oliver Middle School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024. (Pending fingerprint clearance.)
- 4.7.4 Niyana Ocholi, to be appointed as a probationary Teacher Aide at Barclay School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on December 4, 2023. (Pending fingerprint clearance.)
- 4.7.5 Jamie Stutz, to be appointed as a probationary School Aide/Cafeteria Monitor at Ginther School effective September 5, 2023. Rate is set at \$15.50 per hour. Probationary period begins on September 5, 2023 and ends on September 4, 2024.
- 4.7.6 Melissa Wagner, to be appointed as a probationary Food Service Helper at Barclay School effective August 30, 2023. Rate is set at \$15.50 per hour. Probationary period begins on August 30, 2023 and ends on August 29, 2024.

### 4.8 Resignations

- 4.8.1 Richard McAllister, Cleaner, Barclay School, resigned effective August 7, 2023.
- 4.8.2 Brittany Slocum, School Aide/Cafeteria Monitor, Ginther School, resigning effective September 4, 2023, pending board approval to the position of Teacher Aide.
- 4.8.3 Craig Kenyon, Cleaner, High School, terminated effective August 18, 2023.

**4.9 Substitutes**

- 4.9.1 Patricia Sweeney, Bus Attendant
- 4.9.2 Makenzie Corbett, Bus Attendant, pending print clearance
- 4.9.3 Mary Mastin, Teacher Aide, pending print clearance
- 4.9.4 Nathan Dambra, Lifeguard
- 4.9.5 James Marshall, Bus Attendant
- 4.9.6 Susan Mead, Food Service Helper

**4.10 Volunteers**

- 4.10.1 Kayla Cathcart
- 4.10.2 Christopher Coke
- 4.10.3 Steven Davis
- 4.10.4 Marissa Haight-Swan
- 4.10.5 Steven Tamburello
- 4.10.6 Melissa Wagner

**4.11 College Participants**

- 4.11.1 Madeline Couch, Student Teaching, (G. Pompili)
- 4.11.2 Katherine Perry, Student Teaching, (K. Sherman)
- 4.11.3 Anna Roggow-Kim, Student Teaching, (J. Mangiameli)

**4.12 Leaves of Absence**

None

**4.13 Other**

None

## 5.0 FINANCIAL



Sean Bruno  
Superintendent

Jill Reichhart  
Director of Finance

SUBJECT: 2023-24 High School, Middle School and Hill School Extraclassroom  
Activity Clubs

Submitted to the Board of Education for their approval are the High School, Middle  
School and Hill School extraclassroom clubs for 2023-24 per attached.

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

RESOLVED, that the Board of Education approve the 2023-24 High School, Middle  
School and Hill School extraclassroom clubs.

### High School Clubs 2023-24

Advisor Class of 2024
Advisor Class of 2025
Advisor Class of 2026
Advisor Class of 2027
Art Club
Band Director/Club
Bookstore
Brockport Animal Shelter Volunteer Club
Choir Director
Class Acts
Clay Target Club
BE YOU
Drama Club
Envirothon
E-Sports
FLEC
Friends of Rachel Club
Gender & Sexualities Alliance
Good News Club
Ink & Art Club
Key Club
Masterminds
Mathletes
Mock Trial Club
Model UN Club (United Nations)
Multi-Media Production Club
National Honors Society
Orchestra Club
Percussion Club
Science Olympiad
Sign Language Club
Ski Club
Student Council
Technology Club
Tri-M
Varsity Club
Yearbook

### Oliver Middle School Clubs 2023-24

Academic Challenge Bowl
American History Trip
Art
Baking
Bookstore
Diversity Club
Drama Club
Fiddle Club
Gay Straight Alliance
Lego
Literacy Club
Science Olympiads
Service Club
Ski Club
Student Council
Sunshine Ollies
Variety Show
World Language Club
Weight Training Club
Yearbook

### Hill School Clubs 2023-2024

Art Club
Bookstore
Great Books Club
Lego Club
Outdoor Ed
Ski Club
Student Council
Yearbook

## 6.0 PHYSICAL PLANT



Sean C. Bruno  
Superintendent

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: District Wide School Safety Team Members and Schedule 2023-2024**

Submitted to the Board of Education for their acceptance is the attached 2023-2024 District Wide School Safety Team Members and Schedule.

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

RESOLVED, that the Board of Education accept the 2023-2024 District Wide School Safety Team Members and Schedule.

**BROCKPORT CSD  
DISTRICT WIDE SCHOOL SAFETY TEAM  
2023-2024 Members**

Central Office	Sean Bruno	Superintendent
Business Office	Darrin Winkley	Assistant Superintendent
Ginther School	Kelly Keenan	Assistant Principal
Barclay School	Alana Roberts	Assistant Principal
Hill School	Mike Bourne	Assistant Principal
A.D. Oliver School	Michelle Guerrieri	Assistant Principal
High School	Dave Iacchetta	Assistant Principal
High School/District	Karen Stein	Nurse
Athletics	Todd Hagreen	Director
Food Service	Stacey Snyder	Director
Buildings & Grounds	Christian Hansen	Director
Security	Jeff Phillips	Director
Security	Chris Ladd	Senior Security Worker
Transportation	Rachel Kluth	Executive Director of Operations
CEPACS	Anthony Smith	Director
High School	Jason Wentworth	Athletic Trainer
Human Resources	Jerilee Gulino	Assistant Superintendent
Marsh USA Insurance Co.	Christian Hargis	Representative
Marsh USA Insurance Co.	Kim Fina	Representative
Utica Insurance Co.	Christina Burnette	Representative
BTA	Kristin McAdoo	Representative
PTSA/Community	Tricia White	Parent Representative
Board of Education	M. Turbeville/T. Carbone	Board Member
Monroe County Sheriff	L.T. Tuthill	MCSO
GV BOCES	Paul Newhook	Health & Safety Specialist
NYS Police	Jason Klewicki	NYSP
Brockport Police Dept.	Chief Cuzzupoli	Chief of Police

<b>DATE</b>	<b>TIME</b>	<b>LOCATION</b>
Thursday, October 19, 2023	1:00 – 2:00 p.m.	TTC – Room A
Thursday, December 21, 2023	1:00 – 2:00 p.m.	TTC – Room A
Thursday, February 29, 2024	1:00 – 2:00 p.m.	TTC – Room A
Thursday, May 16, 2024	1:00 – 2:00 p.m.	TTC – Room A



Office of the Superintendent of Schools  
Regular Meeting of August 22, 2023

6.3

Sean C. Bruno  
Superintendent

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: District-Wide Safety Plan 2023-2024**

Submitted to the Board of Education for their acceptance is the 2023-2024 District-Wide Safety Plan.

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

RESOLVED, that the Board of Education accept the 2023-2024 District-Wide Safety Plan.

# Brockport Central School District



## SAFETY PLAN DISTRICT-WIDE

July 2023 Revised  
Presented to BOE Date: 07-14-23  
Date Adopted:

# **TABLE OF CONTENTS**

## **SECTION 1 - GENERAL INFORMATION AND GUIDELINES**

1.1 Introduction.....	4
1.2 Summary of Laws/Commissioners Regulation.....	4

## **SECTION 2 - RISK REDUCTION, PREVENTION AND INTERVENTION**

2.1 Prevention and Intervention Strategies.....	5
2.2 Training, Drills and Exercises.....	6
2.3 Implementation of School Security.....	6
2.4 Building Safety and Security.....	7
2.5 School Resource Officers/Private Security Firms.....	7

## **SECTION 3 - PREPAREDNESS**

3.1 Chief Emergency Officer.....	8
3.2 District Wide School Safety Team.....	8
3.3 Implementation of the Incident Command System.....	8

## **SECTION 4 - GENERAL RESPONSE PROCEDURES**

4.1 Concept of Operations.....	9
4.2 Initial Response.....	9
4.3 Organization and Assignment of Responsibility.....	9
4.4 Direction, Control, and Coordination.....	10
4.5 Communication During Emergencies.....	10
4.6 Multi-Hazard Response.....	10
4.7 Responses to Acts of Violence: Implied or Direct.....	11
4.8 Specific Response Protocols.....	12
4.9 Obtaining Advice and Assistance from the Local Government.....	12
4.10 District Resources Available During and Emergency.....	12
4.11 Emergency Responses.....	12
4.12 Crime Scene Management.....	13
4.13 Evacuation of Non-Ambulatory Disabled Individuals.....	13
4.14 Accounting for All Persons.....	13
4.15 Family Reunification Plans.....	13
4.16 Procedures for Informing Other Educational Agencies of an Emergency.....	13
4.17 Medical Emergencies and Mental Health.....	14
4.18 Crises Outside of Normal School Hours.....	14
4.19 Response to a Declared Pandemic.....	14
4.20 Emergency Remote Instruction Plan (ERI).....	14

**SECTION 5 - BUILDING-LEVEL EMERGENCY RESPONSE PLANS**

5.1 Plan Development and Maintenance..... 17  
5.2 Distribution of the Plan..... 17

**SECTION 6 - RECOVERY**

6.1 District Support for Buildings..... 18  
6.2 Disaster Mental Health Services..... 18  
6.3 Review and Debriefing..... 18  
6.4 Trauma and Grief Team (TIG)..... 18  
6.5 Continuity of Operations Plan (COOP)..... 18

# **SECTION 1**

## **GENERAL INFORMATION AND GUIDELINES**

### **1.0 INTRODUCTION**

The Brockport Central School District is committed to providing a safe and orderly environment in which our high academic goals can be met. In keeping with this commitment, a District-Wide Safety Plan and Building-Level Emergency Response Plans have been created to assist all school personnel in maintaining safety and order in an emergency situation.

School safety is the job of the entire school community. This effort requires leadership and coordination by school administration, and involvement and participation from all sectors of the school community. Planning, conducting drills, and participating in exercises with law enforcement, fire, emergency officials and other members of the school community ensures a comprehensive, unified approach to school emergency response planning. Building relationships and community engagement are vital to building a safer school community.

The purpose of the District-Wide Safety Plan and each school's Building-Level Emergency Response Plan (BLERP) is to help school officials identify and respond to potential emergencies by assigning responsibilities and duties of the school employees, students, families, and community stakeholders. Emergency Response Plans provide parents/guardians and the community reassurance that the school has established guidelines and procedures to respond to threats and hazards efficiently and effectively. Individualized policies and procedures have been developed by the Brockport Central School District based on potential circumstances and resources. Tools to manage an emergency include response procedures that are developed through threat assessments, safety audits, planning, and training.

The District-Wide Safety Plan is required by law to be posted on the district website and contains only basic safety information. Each individual school building in the Brockport Central School District also has an independent Building-Level Emergency Response Plan (BLERP) that contains information about school Emergency Response Team members, students and staff with special needs and any other information critical to each school building. BLERP's are not available to the public and are confidential. BLERP's are submitted to the New York State Police and local emergency responders (police and fire departments) as required by law, for review and approval.

### **1.2 SUMMARY OF LAWS/COMMISSIONER'S REGULATION 155.17**

The Brockport Central School District, District-Wide School Safety Plan was developed pursuant to Commissioner's Regulation 155.17. The Brockport School District Board of Education, upon the recommendation of the Superintendent of Schools, appointed a District-Wide Emergency Response Team, and charged it with the development and maintenance of the District-Wide School Safety Plan.

# SECTION 2

## **RISK REDUCTION, PREVENTION, INTERVENTION**

### **2.1 PREVENTION AND INTERVENTION STRATEGIES**

The Brockport Central School District believes the issue of safety and security in our schools is of the utmost importance. The following is a brief list of programs and initiatives that are in place at some or all of the BCSD schools that promote open communication and have a positive impact in the prevention and intervention of safety and the quality of life in our schools:

- Brockport Central School District has a closed campus policy. No students may leave during the school day for any reason unless written permission is provided by parents or guardians.
- All employees are issued photo ID badges that are to be worn at all times on school property.
- School Administrators are trained in the Incident Command System (ICS) which is nationally recognized training used during emergencies.
- Portable radios are available at all schools in order to communicate during an emergency.
- Select staff members are trained in Therapeutic Crisis Intervention De-escalation techniques.
- There are a number of prevention and intervention strategies that this district employs and believes in. First, and foremost, is to establish a relationship of trust and communication with all of our students. In each of our schools, we have multidisciplinary teams devoted to character development whose mission is to provide programs and experiences that focus on respect, responsibility, trustworthiness, caring and readiness to learn.
- Instructional support teams are in place at each school.
- A full-time substance abuse counselor is employed by the district.
- The district is a member of the TIG (Trauma and Grief) Consortium, which will provide additional post incident mental health counseling services in the case of a significant event.
- A wide array of student support groups are provided by counseling and mental health staff.
- School counselors provide advocacy and case manage students in the areas of academic, career, personal, and social development.
- The district has collaborated with the Monroe County Sheriff's Office, Brockport Police Department and SUNY Brockport Police so that they may access our buildings quickly in the event of an emergency at all hours of the day.
- The district uses an anonymous reporting system that allows students and staff to anonymously report concerns or safety issues.
- Student Assistance Programs.

## **2.2 TRAINING, DRILLS AND EXERCISES**

The district understands the importance of training. All school staff, students, and others deemed appropriate by the schools receive training during the school year to better prepare them for an incident. Staff and students receive the necessary training on Emergency Response Procedures and their Building-Level Emergency Response Plans. The district also submits certification to NYSED that all district and school staff have undergone annual training components on violence prevention and mental health. Newly hired staff who start after the start of the school year will receive the necessary training within 30 days of hire. All other school staff will receive that training by September 15<sup>th</sup> of each school year.

### Multi-Hazard Training

The district provides annual training for schools and staff. These drills focus on following NYSED guidelines for safety. This training comes in many forms, including but not limited to table tops, online training, staff meeting training.

### Drills and Exercises

The Brockport Central School District follows all current NYSED guidelines for mandated drills. NYSED states there must be four (4) lockdown drills and eight (8) evacuation drills. There must be six (6) evacuation drills and two (2) lockdown drills prior to December 31<sup>st</sup> of each school year. There must then be two (2) more evacuation drills and two (2) more lockdown drills between January 1 and the end of classes of the same school year. NYSED also requires one early dismissal drill per year. That early dismissal drill must be completed at least fifteen (15) minutes before normal dismissal.

## **2.3 IMPLEMENTATION OF SCHOOL SECURITY**

### Security Personnel/Hall Monitors/Student Support Partners

The Brockport Central District employs hall monitors, security workers and student support partners. All NYS guidelines are followed for hiring hall monitors and security workers and student support partners. The Human Resources Department of the Brockport School District maintains the job requirements and responsibility for those positions. Student Support Partners are current or retired police officers who are or have been certified by NYS. The duties for the Student Support Partners, Security, and Hall Monitors are listed below:

- Actively observes and attempts to prevent disruptive behavior in schools.
- Enforces school rules, administrative procedures, and board policy.
- May conduct interviews with students and/or staff, if necessary, on school property or at school functions abiding by school board policy and applicable laws.
- Prevents admittance of unauthorized persons to the premises.
- Mentor's students in special situations when requested by the principal or designee.
- Confers with the Director of Security to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school related

activities.

- Works with the Director of Security to recommend educational crime prevention programs to reduce the opportunity for crime against persons and property in the schools.
- Participates in campus activities, student organizations, and athletic events.
- Works in cooperation with building administration in presenting various subjects. e.g., drug abuse prevention to meet federal and state mandates, in accordance with established curriculum.
- Maintain records and prepare written reports.
- Performs other duties as may be assigned by the Director of Security or his/her designee.

## **2.4 BUILDING SAFETY AND SECURITY**

Building Safety and security is taken very seriously in the Brockport CSD. Due to safety reasons, all procedures are not listed. A brief summary of some of the building safety and security measures are listed below:

### Visitor Access

School access is controlled during the regular school day. A visitor management system is used by the district to monitor and screen all visitors. All schools utilize one point of entry and visitors must have a valid and approved reason for being in the school. A Board of Education policy is in place for visitors. All visitors are required to produce an approved photo identification to visit each school building. Once approved, the visitor is required to wear their issued badge while on the premises.

### Video Surveillance

All Brockport CSD buildings are equipped with video surveillance. This surveillance system may or may not be monitored during the school day, but the recordings are available for district officials to review at a later time if necessary.

### Fire Detection

All district buildings are protected by a fire detection system that are monitored by a third party and linked to local emergency responders.

## **2.5 SCHOOL RESOURCE OFFICERS/PRIVATE SECURITY FIRMS**

In the event that the Brockport Central School District contracts with a police department for a School Resource Officer or private security guard, the district will have a MOU that states all school discipline will be delegated to the school. It will also define the roles of the officers while in the schools.



# **SECTION 3**

## **PREPAREDNESS**

### **3.1 CHIEF EMERGENCY OFFICER**

Each school year, the Brockport CSD appoints a Chief Emergency Officer. The designated Chief Emergency Officer is responsible for:

- 1) Coordination of the communication between school staff, law enforcement, and other first responders.
- 2) Leads the efforts of the District-Wide School Safety Team in the completion and yearly update of the District-Wide School Safety Plan and the coordination of the District-Wide Plan with the BLERP's.
- 3) Ensure staff understanding of the District-Wide School Safety Plan.
- 4) Ensure the completion and yearly update of BLERP's for each school building.
- 5) Assist in the selection of security related technology and development of procedures for the use of such technology.
- 6) Coordinate appropriate safety, security, and emergency training for district and school staff, including required training in the emergency response plan.
- 7) Ensure the completion and yearly update of Building-Level Emergency Response Plans by the dates designated by the commissioner.

### **3.2 DISTRICT-WIDE SCHOOL SAFETY TEAM**

The District-Wide School Safety Team is appointed by the Board of Education each school year. It may include, but is not limited to, representatives of the school board, teachers, administrators, law enforcement, local emergency responders, parents, and school safety personnel. The District-Wide School Safety Team is responsible for addressing safety issues within the district and developing and updating District-Wide School Safety Plan on a yearly basis.

### **3.3 IMPLEMENTATION OF THE INCIDENT COMMAND SYSTEM**

The Incident Command System (ICS) will be used to manage all incidents and major planned events/drills. In general, the initial Incident Commander at the school will be the building Principal and will be the delegated authority to direct all incident activities within the school's jurisdiction. The Incident Commander will establish an Incident Command Post (ICP) and provide an assessment of the situation to the emergency responders, identify incident management resources required, and direct the on-scene incident management activities from the ICP. If no Incident Commander is present at the onset of the incident, the most qualified individual will assume command until relieved by a more qualified Incident Commander. NYCRR Section 155.17 requires a definition of a chain of command consistent with the Incident Command System.

# **SECTION 4**

## **GENERAL RESPONSE PROCEDURES**

### **4.1 CONCEPT OF OPERATIONS**

The overall strategy of the District-Wide School Safety Plan and BLERP's is to execute effective and timely decisions and actions that prevent harm, protect lives and property, mitigate damages, restore order, and aid recovery. These plans are based upon the concept that the incident management functions that must be performed by the school staff generally parallel some of their daily routine functions. To the extent possible, the same personnel and material resources used for daily activities will be employed during incidents. Because personnel and equipment resources are limited, some routine functions that do not contribute directly to the incident may be suspended. The personnel, equipment, and supplies that would typically be required from those routine functions will be redirected to accomplish assigned incident management tasks.

### **4.2 INITIAL RESPONSE**

School personnel are likely to be the first on the scene of an incident in a school setting. Staff and faculty are expected to respond as appropriate and notify the principal, or designee until command is transferred to someone more qualified and/or to an emergency response agency with legal authority to assume responsibility (Police, Fire or EMS dependent upon the nature of the incident). Staff will seek guidance and direction from the district and emergency responders.

Any staff person or faculty in a building that sees or is aware of an emergency shall activate the Building-Level Emergency Response Plan (BLERP).

### **4.3 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY**

The Incident Commander is not able to manage all of the aspects associated with an incident without assistance. The school relies on other key school personnel to perform tasks that will ensure the safety of students and staff during a crisis or incident. The Incident Command System (ICS) uses a team approach to manage incidents. It is difficult to form a team while a crisis or incident is unfolding. Roles should be pre-assigned based on training and qualifications. Each staff member and volunteer must be familiar with his or her role and responsibilities before an incident occurs. The Building-Level Emergency Response Team will be used to delegate these tasks.

## **4.4 DIRECTION, CONTROL, AND COORDINATION**

### Coordination with First Responders

The Building-Level Emergency Response Plan may have a set of interagency agreements with various agencies to aid in timely communication. Agreements with these agencies and services (including, but not limited to, mental health, law enforcement and fire departments) could help coordinate services between the agencies and the school. The agreements could specify the type of communication and services provided by one agency to another.

In the event of an incident involving outside agencies, a transfer of command from the school Incident Commander to a responding agency will occur.

### Use of Resources

The school will use its own resources and equipment to respond to incidents until emergency responders arrive. It will be the responsibility of the Chief Emergency Officer to coordinate resources with first responders.

## **4.5 COMMUNICATION DURING EMERGENCIES**

The school will contact and maintain communications with parents, the media and emergency responders during an incident. The School Incident Commander or Chief Emergency Officer works with district personnel and/or emergency responders to coordinate the release of information to ensure that information is consistent, accurate and timely. Communication procedures are detailed further in the BLERP's.

## **4.6 MULTI-HAZARD RESPONSE**

There are many variables that could impact the manner in which the Building-Level Emergency Response Team responds to a particular occurrence. These variables could include but are not limited to: time of year, time of day, weather, age of student(s) involved, location of student(s), anticipated delay from emergency responders, availability of support personnel and availability of transportation. Therefore, it is not practical to try and map out the steps to take for every conceivable scenario. It is more practical to focus on just a few critical decisions that need to be made in every emergency pursuant to our primary goal of preventing the loss of life and injury of students and school staff.

The building Principal or their designee is designated as the Incident Commander of their school during a crisis situation until relieved by a higher authority. The principal or designee will provide leadership, organize activities, and disseminate information with the assistance of the District's Chief Emergency Officer.

In most instances where this level of school response is warranted, the school will be seeking assistance from other emergency responders in resolving the situation. As such, the immediate

objective is generally to contain the incident and successfully manage it until the emergency personnel arrive.

#### **4.7 RESPONSES TO ACTS/THREATS OF VIOLENCE: IMPLIED OR DIRECT**

The Brockport Central School District makes no distinction between implied or direct threats of violence, or any acts or incidents of a violent nature committed by any teacher, student, staff member, visitor, or any other person against this school district, its buildings and/or its inhabitants. Each act or threat is dealt with in a very serious manner at all times. This includes any school sponsored or related activity held on or off campus at any time. All staff and students are expected to report threats of violence or suicide to an administrator immediately. All administrators are directed to investigate those threats with security and/or counselors. The police are routinely contacted in these instances to help investigate. Training with staff and administrators regarding these types of situations are conducted routinely.

Acts of violence are actual situations that have occurred or are still occurring or have the potential to occur in the immediate future. They include, but are not limited to, unauthorized person on campus; fighting or civil disturbances; person with a weapon; person with a gun; a suicide threat; bomb threats; intrusions; hostage taking or any situation that has the potential for endangering the health and safety of students, staff, visitors, or other people.

##### General Guidelines

- Treat all threats and/or actions as potentially real and dangerous. Do not downplay or assume it may not be serious.
- Notify an administrator at once, deploy building team, implement safety plan procedures and contact District Emergency Response Team. Incident Command protocols now in effect.
- Call 911. They will support you with law enforcement, fire, or emergency medical services as required. District Emergency Response Team will provide mental health services or other district resources as required. In the case of a bomb threat or a suspicious device found, call the 911 center.
- Your objective should be containment. Prevent the spread of the threat by establishing an inner perimeter. Make sure no electronic devices are turned on within that perimeter.
- Isolate the area.
- Determine the appropriate response.
- Secure internal and external perimeters.
- Establish a command center.
- Gather and process information and inform the Director of Security, Superintendent, and the Communication Specialist.
- District Emergency Response Team will assign a member to the internal control center to communicate with external incident command if required.
- District Emergency Response Team will activate post incident team.

- Debrief and review incident.
- Assess damage.
- Identify needs and implement appropriate post incident mental health, medical or other follow-up procedures.
- When a threat or act of violence has occurred, the school administration will work with local law enforcement to notify the parents or guardians of the threat and issue presented.
- When a threat of suicide is made by a student, the school administration/counselors, will work to notify the parents or guardians of the threat and offer school resources to the individual making the threat of self-harm.

#### **4.8 SPECIFIC RESPONSE PROTOCOLS**

The district has established appropriate response actions to a variety of emergency situations. They are detailed in each BLERP as recommended by the NYSED Safe Schools Template. Transportation safety procedures are also in place.

#### **4.9 OBTAINING ADVICE AND ASSISTANCE FROM LOCAL GOVERNMENT**

In the event of an emergency where additional advice, assistance, or assets not readily available to the district are needed, the Superintendent of Schools or Chief Emergency Officer will seek assistance from the local government (including the police, fire etc.) for these specific circumstances.

#### **4.10 DISTRICT RESOURCES AVAILABLE DURING EMERGENCIES**

The District Chief Emergency Officer will coordinate the use of District resources during an emergency.

#### **4.11 EMERGENCY RESPONSES**

Functional Annexes focus on the critical operational functions and the courses of action developed to carry them out. In New York State, to ensure consistency, schools are provided with standardized definitions. These annexes are defined in detail in the BLERP's and quick reference guides. Other Annexes available and listed in this section are Crime Scene Management, Communications, Accounting for all persons, Continuity of Operations, and Recovery. The Medical Emergency Annex has its own section in the District-Wide Safety Plan.

Standardized language for emergencies (SHELL) has been developed by NYSED and is utilized by the Brockport Central School District.

#### **4.12 CRIME SCENE MANAGEMENT**

A crime can take place before, during or after school hours. In the event that a crime occurs before or after school hours, IMMEDIATELY contact the Security department, Superintendent, and Administration. Be sure to secure the crime scene following the “RESPOND” plan listed in the Building-Level Emergency Response Plans.

#### **4.13 EVACUATION OF NON-AMBLATORY DISABLE INDIVIDUALS**

Each building Principal is responsible for identifying non-ambulatory disabled staff or students and listing that information in their BLERP. This includes assigning an area of rescue assistance for such person on floors above or below the level of discharge. Since BLERP’s are provided to local emergency responders, this information will be readily available during an emergency.

#### **4.14 ACCOUNTING FOR ALL PERSONS**

The Building-Level Emergency Response Plan has procedures in place to:

- Take attendance and report to the Incident Commander when class relocates inside the building or an evacuation takes place.
- Report to the Incident Commander when a student, staff member, or guest cannot be located.
- Dismiss students if they have been relocated.
- Staff members may utilize the Tap App to assist in Accounting for all Persons.

#### **4.15 FAMILY REUNIFICATION PLANS**

During any building evacuation it is important to have a family reunification plan. In general, families should be reunified at each building’s evacuation site and will require assigned personnel and plans that should be detailed in each BLERP. Depending on the nature of the emergency, a reunification plan will be put into place at the command post, with the assistance of the police department and emergency responders. There are agreements with neighboring school districts for housing students temporarily if needed.

#### **4.16 PROCEDURES FOR INFORMING OTHER EDUCATIONAL AGENCIES OF AN EMERGENCY**

In the event of an emergency, the Chief Emergency Officer will evaluate the impact of the emergency on other educational agencies. If the impact is evident, notifications will be made to those other districts. Coordination between the districts is very important during and after the crisis.

#### **4.17 MEDICAL EMERGENEIS AND MENTAL HEALTH**

A medical emergency is a result of a minor or major illness, or injury to an individual, and can be of such severity as to be life threatening, or merely cause the victim discomfort or pain. The district does not expect unlicensed staff to provide medical care. The district does expect unlicensed staff to call for emergency assistance (e.g., 911, school nurse) and stay with the victim until help arrives. In each case, the guiding principles are to provide appropriate care until competent medical or parental care is secured. Emergency care is not authorized beyond proper first aid. First aid is treatment that will attempt to protect the life and comfort of the victim until authorized medical treatment is available, or in the case of a student, until the child is placed under the care of the parent or guardian. Staff should use judicious avoidance and standard precautions in managing all emergencies. School nurses follow their standard district policies, procedures and training not listed in this section.

The number of medical emergencies that can develop is potentially endless. Each BLERP will designate Building-Level Response Teams that may be used to respond in a medical emergency.

Brockport CSD has also developed policy and procedures for contacting parents, guardians, or persons in a parental relation to a student in the event of an implied or direct threat of violence by a student against themselves, including threat of suicide or suicidal ideations. When a staff member notices signs of mental health issues or signs of suicide or suicidal ideations, they should report those signs or issues to an administrator immediately and without delay. The Administrator will investigate the issue with counselors using the Columbia Rating Scale and contact parents with available resources, as necessary.

#### **4.18 CRISES OCCURRING OUTSIDE OF NORMAL SCHOOL HOURS**

Due to the many uncertainties about building occupancy during those times when school is not in session, it is difficult to prescribe a specific course of action that will remedy any and all crises occurring within that time frame. The building Principal will notify the Chief Emergency Officer of the Crisis and the appropriate actions will be taken.

#### **4.19 RESPONSE TO A DECLARED PANDEMIC**

The district has a plan in place for online and hybrid learning (Remote Instruction Plan listed in section 4.20). As required, a separate plan has been submitted to NYSED and the Governor's Office for this situation. The district will follow all guidelines issued by the Monroe County Health Department and the Governor's Office when implementing and following this plan.

#### **4.20 EMERGENCY REMOTE INSTRUCTION PLAN (ERI)**

The Brockport Central School District has an Emergency Remote Instruction Plan as required by NYS §155.17(c)(1)(xxi) (a-d) that is kept by the Director of Technology. That plan includes policies and procedures to ensure computing devices will be made available to students or other means by which students will participate in synchronous instruction. The following questions are answered in the ERI:

- a. How will the district ensure that all students have access to a computing device?
- b. How will the district disseminate computing devices to students?
- c. How will the district communicate with families about the dissemination of computing devices?
- d. How will devices be serviced and/or repaired?
- e. If not using computing devices, how will students participate in instruction?
- f. Is your plan consistent with the information provided by families in the Student Digital Resources data collection?

The plan also includes policies and procedures to ensure students receiving remote instruction under emergency conditions will access internet connectivity. The following questions are in answered in the ERI:

- a. How will the district determine the need for access to the internet in student's places of residence?
- b. How will the district ensure that all students have access to the internet?
- c. How will the district work with the community organizations and local public spaces to ensure students have access to Wi-Fi points?
- d. The plan is consistent with the information provided by families in the Student Digital Resources data collection.

Expectations for school staff as to the proportion of time spent in synchronous and asynchronous instruction of students on days of remote instruction under emergency conditions with an expectation that asynchronous instruction is supplementary to synchronous instruction. The following questions are answered in the ERI:

- a. How will the district ensure that school staff has the necessary tools, including device and Wi-Fi, to deliver emergency instruction from their place of residence?
- b. What portion of the school day will be spent on synchronous instruction?
- c. What portion of the school day will be spent on asynchronous instruction?
- d. How will instruction be personalized to support students individualized needs, including supporting ELL/ML students?
- e. What training is provided to teachers in order to help adapt their instruction to the district expectations?

A description of how instruction will occur for those students for whom remote instruction by digital technology is not available or appropriate. The following questions are answered in the ERI:

- a. How will the district determine which students for whom the remote instruction via digital technology is not appropriate?
- b. How will the district provide instruction for those students whom remote instruction by digital technology is not appropriate?
- c. How will the district provide synchronous instruction for those students who do not have adequate internet?

A description of how special education and related services will be provided to students with disabilities and preschool students with disabilities, as applicable, in accordance with their



individualized education programs to ensure the continued provision of a free appropriate public education. The following questions are answered in the ERI:

- a. How will the district ensure that special education and related services will be provided remotely?
- b. How has the district coordinated with special education teachers, support staff, and service providers in the district to ensure that each student with an IEP is receiving the same quality of services that would occur in an in-person environment?

For school districts that receive foundation aid, the estimated number of instructional hours the school district intends to claim for State aid purposes for each day spent in remote instruction due to emergency conditions pursuant to section 175.5 of this Chapter. The following questions are answered in the ERI:

- a. How many hours of instruction will the district plan to claim for each day of an emergency closure?

# **SECTION 5**

## **BUILDING LEVEL EMERGENCY RESPONSE PLANS**

### **5.1 PLAN DEVELOPMENT AND MAINTENANCE**

Each Brockport Central School District Building-Level Emergency Response Plan will be developed by the Building-Level Emergency Response Team under the direction of the Chief Emergency Officers. NYCRR Section 155.17 requires that each school shall have a Building-Level Emergency Response Team that consists of representatives from the following groups: teacher, administrator, and parent organizations, school safety personnel and other school personnel, community members, local law enforcement officials, local ambulance or other emergency response agencies, and any other representatives the board of education, chancellor or other governing body deems appropriate. A Building-Level Response Team and Post Incident Response team will also be appointed. The Building-Level Emergency Response Team is responsible for the overall development, maintenance, and revision of the Emergency Response Plan (ERP) and for coordinating training and exercising the school BLERP. Team members are expected to work closely together to make recommendations for revising and enhancing the plan.

### **5.2 DISTRIBUTION OF THE PLAN**

NYSED requires that Building-Level Emergency Responses Plans be submitted to the NYSED Portal. These plans must also be provided to all local emergency responders. The plans must be submitted according to the deadlines set by NYSED. In addition, each plan shall be made available to the Building Level Emergency Response Team and staff members as needed.

# **SECTION 6**

## **RECOVERY**

### **6.1 DISTRICT SUPPORT FOR BUILDINGS**

In addition to support during an emergency, the district will use all resources at its disposal to support the affected school. The Post-Incident Response Teams will assist the schools after the incident has been resolved to the point where recovery of normal operations can commence. Additional support includes but is not limited to mental health services, building security and facility restoration.

### **6.2 DISASTER MENTAL HEALTH SERVICES**

In addition to District mental health services, District office staff will assist in the coordination of Disaster Mental Health Resources, in support of the Post-Incident Response Teams, in the affected school(s). This may take the form of seeking out additional local support or could, if warranted, involve accessing federal and state mental health resources as well.

### **6.3 REVIEW AND DEBRIEFING**

After a significant incident, the involved school's Building-Level Emergency Response Team will meet to review the specific incident to determine if the school's BLERP was adhered to and if any improvements are needed to enhance the plan. This review may, depending on the nature and degree of the incident, include input from representatives of local emergency response agencies.

### **6.4 TRAUMA AND GRIEF TEAM**

The District TIG team is a group of counselors, psychologists, social workers, nurses, and other staff members who have received specialized training in responding to the emotional needs of children, teachers, and other school personnel, which arise from trauma, violence, illness, grief, and loss. The TIG team will oversee the initial and on-going training program for all building crisis teams and maintain records.

### **6.5 CONTINUITY OF OPERATIONS PLAN (COOP)**

As part of the COOP, the District will use resources to:

- Identify primary and secondary relocation sites for each building that meet the needs of the school.
- Allow the COOP to be activated at any time and sustain it for up to 30 days.
- Re-establishing essential functions, such as restoration of school operations, and maintaining the safety and well-being of students and the learning environment.

- Ensuring students receive applicable related services in the event of a prolonged closure.
- Protect vital documents and make them available at alternate sites.
- Identify personnel to assist in developing COOP and training them.
- Identify resources available to students and staff for online learning in case schools may not be occupied.

Sean C. Bruno  
Superintendent

Darrin Winkley  
Assistant Superintendent for Business

**SUBJECT: School Building Level Safety Plans 2023-2024**

Submitted to the Board of Education for their acceptance are the following 2023-2024 school building level safety plans:

- Ginther School
- Barclay School
- Fred Hill School
- A.D. Oliver Middle School
- Senior High School

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

RESOLVED, that the Board of Education accept the 2023-2024 Ginther, Barclay, Fred Hill, A.D. Oliver Middle and Senior High School Building Level Safety Plans.

# 7.0 HUMAN RESOURCES



# 8.0 SUPERINTENDENT REPORT



## 9.0 BOARD OPERATIONS







**BROCKPORT CENTRAL SCHOOL**  
**Brockport, NY 14420-2296**

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Board of Education  
**2023-2024 Meeting Schedule**

<b>Day</b>	<b>Date</b>	<b>Time/Location/Notes</b>
Friday	July 14, 2023*	Reorganization Meeting 5:30 p.m. - District Office Board Room (District Safety Plan Public Hearing 5:15 p.m.)
Tuesday	July 25, 2023*	5 p.m. - District Office Board Room
Tuesday	August 8, 2023*	5 p.m. - District Office Board Room
Tuesday	August 22, 2023*	5 p.m. – District Office Board Room
Tuesday	September 5, 2023	6 p.m. – District Office Board Room
Tuesday	September 19, 2023	6 p.m. – District Office Board Room
Tuesday	October 3, 2023	6 p.m. - District Office Board Room
Tuesday	October 17, 2023	6 p.m. - District Office Board Room
Tuesday	November 7, 2023	6 p.m. - District Office Board Room
Tuesday	November 21, 2023	6 p.m. - District Office Board Room
Tuesday	December 5, 2023	6 p.m. - District Office Board Room
Tuesday	December 19, 2023	6 p.m. - District Office Board Room
Tuesday	January 9, 2024*	6 p.m. - District Office Board Room
Tuesday	January 23, 2024*	6 p.m. - District Office Board Room
Tuesday	February 6, 2024	6 p.m. - District Office Board Room
Monday	March 5, 2024	6 p.m. - District Office Board Room
Tuesday	March 26, 2024*	6 p.m. - District Office Board Room
Tuesday	April 16, 2024	6 p.m. - District Office Board Room
Tuesday	May 7, 2024	5:30 p.m. Budget Public Hearing 6 p.m. Board Meeting Hill School Cafetorium
Tuesday	May 21, 2024*	7 p.m. - District Office Board Room (Budget Vote)
Tuesday	June 4, 2024	6 p.m. – Hill School Cafetorium
Tuesday	June 18, 2024	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:** *Meetings are subject to change. Updated information will be posted on the District’s website at [www.bcs1.org](http://www.bcs1.org).*

**BROCKPORT CENTRAL SCHOOL  
BUDGET DEVELOPMENT CALENDAR  
2024-2025 BUDGET**

Date	Activity
September 5, 2023	Regular Board Meeting
<b>September 13, 2023</b>	<b>BUDGET COMMITTEE MEETING</b>
September 19, 2023	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 3, 2023	Regular Board Meeting
<b>October 11, 2023</b>	<b>BUDGET COMMITTEE MEETING</b>
October 17, 2023	Regular Board Meeting
November 7, 2023	Regular Board Meeting
<b>November 15, 2023</b>	<b>BUDGET COMMITTEE MEETING</b>
November 21, 2023	Regular Board Meeting
December 5, 2023	Regular Board Meeting
<b>December 13, 2023</b>	<b>BUDGET COMMITTEE MEETING</b>
December 19, 2023	Regular Board Meeting
January 9, 2024	Regular Board Meeting
<b>January 17, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
January 23, 2024	Regular Board Meeting
<b>January 31, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
February 6, 2024	Regular Board Meeting – (Draft budget)
<b>February 14, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
March 5, 2024	Regular Board Meeting – (presentation of proposed 2023-2024 budget)
<b>March 13, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
March 26, 2024	Regular Board Meeting – (adopt 2023-2024 budget & publish first budget legal notice)
<b>March 27, 2024</b>	<b>BUDGET COMMITTEE MEETING (IF NEEDED)</b>
<b>April 10, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
April 15, 2024	Last day to file nominating petition for Board candidates
April 16, 2024	Regular Board Meeting
May 7, 2024	Regular Board Meeting – <b>Budget Hearing at 5:30 p.m.</b>
<b>May 15, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
May 21, 2024	Budget Vote and Election – 6:00 a.m. – 9:00 p.m.
June 4, 2024	Regular Board Meeting
<b>June 12, 2024</b>	<b>BUDGET COMMITTEE MEETING</b>
June 18, 2024	Regular Board Meeting

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

# MCSBA Master Calendar 2023-2024

Day		Time	Event	Location
<b>JULY 2023</b>				
3-4	Monday - Tuesday		Holiday - OFFICE CLOSED - Independence Day	
24	Monday		NYSSBA Summer Law Conference	Virtual
28	Friday - Saturday		NYSSBA Leadership in Education	Latham
<b>AUGUST 2023</b>				
9	Wednesday	Noon	Steering Committee	DoubleTree
18-19	Friday - Saturday		NYSSBA New School Board Member Academy	Latham
<b>SEPTEMBER 2023</b>				
4	Monday		Holiday - OFFICE CLOSED - Labor Day	
6	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
<b>6</b>	<b>Wednesday</b>	<b>4:00 PM</b>	<b>Association Social Hour for All MCSBA Members</b>	<b>DoubleTree</b>
6	Wednesday	5:45 PM	Board Leadership Meeting	DoubleTree
13	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
18-20	Sunday - Tuesday		NYSCOSS	Saratoga Springs
20	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
21	Thursday	8:00 AM	MCSBA Fall Law Conference	Oak Hill Country Club
21	Thursday		NYSSBA District Clerk Workshop	Latham
<b>OCTOBER 2023</b>				
1-3	Sunday - Tuesday		NYSCOSS Fall Leadership Summit	Saratoga Springs
4	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
6	Friday		NYSSBA Board Officer's Academy	Virtual
9	Monday		Holiday - OFFICE CLOSED - Indigenous People's Day	
11	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
11	Wednesday	5:45 PM	Executive Committee Meeting	Monroe's - Pittsford
<b>14</b>	<b>Saturday</b>	<b>7:30 AM</b>	<b>MCSBA Fiscal Training Seminar</b>	<b>DoubleTree</b>
16-20	Monday - Friday		Board Member Recognition Week	
19	Thursday	8:30 AM	District Clerks Conference	DoubleTree
25	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
26-28	Thursday - Saturday		NYSSBA Annual Convention	Buffalo
<b>NOVEMBER 2023</b>				
1	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
1	Wednesday	4:30 PM	Steering Committee Meeting	Via Zoom
8	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
8	Wednesday	5:45 PM	Board Leadership Meeting	Pane Vino
10	Friday		Holiday - OFFICE CLOSED - Veterans Day	
15	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
23-24	Thursday - Friday		Holiday - OFFICE CLOSED - Thanksgiving	
29	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
29	Wednesday	5:45 PM	Executive Committee Meeting	Monroe's - Ridgemont
<b>DECEMBER 2023</b>				
6	Monday		MCSBA Advocacy Day with Legislators	Via Zoom
25-26	Monday - Tuesday		Holiday - OFFICE CLOSED - Christmas	

Day		Time	Event	Location
<b>JANUARY 2024</b>				
1	Monday		Holiday - OFFICE CLOSED - New Year's Day	
3	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
10	Wednesday	4:00 PM	Information Exchange Committee Meeting/Social	RMSC
15	Monday		Holiday - OFFICE CLOSED - Martin Luther King, Jr.	
17	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
24	Wednesday	Noon	Steering Committee Meeting	DoubleTree
31	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
<b>FEBRUARY 2024</b>				
3	Saturday	8:30 AM	MCSBA Legislative Breakfast	Shadow Lake
5	Monday	9:00 AM	Legislative Committee - Debrief Table Leaders	Via Zoom
7	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
14	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
14	Wednesday	5:45 PM	Executive Committee Meeting	Monroe's - Pittsford
19	Monday		Holiday - OFFICE CLOSED - Presidents' Day	
19-23	Monday - Friday		Winter Recess	
28	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
28	Wednesday	5:45 PM	Board Leadership Meeting	Pane Vino
<b>MARCH 2024</b>				
3-5	Sunday - Tuesday		NYSCOSS Conference	Albany
5 OR 6	Tuesday OR Wednesday		MCSBA One-Day Albany Advocacy Trip	Albany
13	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
20	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
21	Thursday	8:30 AM	District Clerks Conference	DoubleTree
27	Wednesday	Noon	Steering Committee Meeting	DoubleTree
29	Friday		Holiday - OFFICE CLOSED - Good Friday	
<b>APRIL 2024</b>				
1-5	Monday-Friday		Spring Break	
6-8	Saturday - Monday		NSBA Annual Conference	New Orleans, LA
8	Monday		Holiday - OFFICE CLOSED - Solar Eclipse	
10	Wednesday	Noon	Legislative Committee Meeting	DoubleTree
10	Wednesday	6:00 PM	Monroe 2-Orleans BOCES Annual Meeting	BOCES 2
11	Thursday	5:00 PM	Monroe One BOCES Annual Meeting	15 Linden Park
13	Saturday		Prospective School Board Candidate Seminar	DoubleTree
17	Wednesday	Noon	Information Exchange Committee Meeting	DoubleTree
24	Wednesday	Noon	Labor Relations Committee Meeting	DoubleTree
24	Wednesday	5:45 PM	Executive Committee Meeting	Monroe's Ridgemont
<b>MAY 2024</b>				
1	Wednesday	4:00 PM	Association Social Hour for All MCSBA Members	Salena's - Village Gate
1	Wednesday	5:45 PM	Board Leadership Meeting	Salena's - Village Gate
2	Thursday	8:00 AM	MCSBA Spring Law Conference	Shadow Lake
21	Tuesday	6AM - 9PM	Budget Vote	
27	Monday		Holiday - OFFICE CLOSED - Memorial Day	
29	Wednesday	5:30 PM	MCSBA Annual Meeting	TBD
<b>JUNE 2024</b>				
6	Thursday	8:30 AM	District Clerks Conference	DoubleTree
8	Saturday	7:30 AM	New School Board Member Governance Training	DoubleTree
19	Wednesday		Holiday - OFFICE CLOSED - Juneteenth National Independence Day	

# 10 OLD BUSINESS



# 11 OTHER ITEMS OF BUSINESS



# 12 EXECUTIVE SESSION



# 13 ADJOURNMENT

