Our Mission
The Hilton Central School District is committed to educating each student for success academically, physically, emotionally, and socially. We develop self-directed, life-long learners who think critically and creatively and function as caring, responsible, productive citizens. We accomplish this by attracting and inspiring high quality educators, administrators and staff, and involving parents, volunteers and community members.

The Hilton Central School District Board of Education is responsible to represent the entire community through its governance of the district; focus on the vision and mission; and fulfillment of our strategic plan.

Due to the required regulation during the COVID-19 outbreak, this meeting was conducted remotely via Zoom meeting and posted on the website.

On Tuesday, March 10, 2020 a regular meeting of the Board of Education of the Hilton Central School District was called to order at 7:03 p.m. remotely, by Board President Mark Hilburger.

Board Members Present: Thomas Abbott, Russell Byer, Maryanne Chaffee, Therese Flannery, Mark Hilburger, Brian O’Connor, Nancy Pickering

Board Members Absent: None

Staff/Faculty Present: Casey Kosiorek, Adam Geist, Barbara Surash, Scott Massie, Grace Scism, Josh Ennis

Pledge of Allegiance
President Mark Hilburger led the pledge of allegiance.

Public Comments
No comments

Recognition - None

Presentation
Budget 2020-2021 Continued Review – Assistant Superintendent for Business Adam Geist
Assistant Superintendent for Business Adam Geist shared with the Board of Education the 2020-2021 budget scenarios during this unprecedented time and the impact on the budget. The presentation started with the recap of the first draft budget and reviewed the different scenarios.
Political Dynamics
Governor
- Detailed school aid for proposed $826 million increase
- Directs 85% increase to high need schools – eliminates 10 expense-based aids and combines them into foundation aid
- Proposed cap on transportation aid plus changes to building aid
- Includes language to take back aid for education if state revenues come in lower than expected
Assembly and State – No proposals to date

What we are hearing
- Late adoption
- Governor’s budget becomes the adopted New York State Budget
- Economic downturn
- Increase in unemployment
- School Budget Vote – may be in jeopardy, push date later
- Mid-year State Aid reduction
- Back to GEA (Gap Elimination Adjustment)

What the district is doing
- Cut-off purchasing, eliminating all non-essential payments
- Everything is on the table
- Maximize fund balance and/or reserves

Scenario #1 Best Case – Additional State aid exceeds current budget deficit
Scenario #2 Worst Case – No additional State aid or additional State aid does not exceed current budget deficit

Next Steps:
- Monitor State budget negotiations – prepare for the worst
- Evaluate accuracy of budget settlement – projections if adopted
- Plan to utilize additional fund balance reserves
- Plan for reductions of staff and programs

Approval of Minutes
Resolved that the regular minutes from the March 10, 2020 meeting be adopted:

Moved:  Brian O’Connor
Seconded:  Thomas Abbott
Motion Carried:  7-0

Reports
Board Level Committees

1. District Improvement –  Mark Hilburger
2. Policy – Maryanne Chaffee
3. Board Development –  Mark Hilburger
4. Audit – Thomas Abbott
5. Technology – Nancy Pickering
6. District Fitness and Wellness – Therese Flannery
7. District Retirement/Service Recognition Awards – Brian O’Connor
8. Budget - All
9. Recycling – Russell Byer
10. Safety – Nancy Pickering
11. Long Range Planning – (Resumes after Building Condition Survey completion)

Board Level Activities

Monroe County School Boards Association
1. Executive Committee – Mark Hilburger, no report
2. Information Exchange – Nancy Pickering, met on March 11, 2020 Presentation:
   Taking the Unconscious Out of Bias: Raising consciousness of our own biases to create change
3. Labor Relations – Thomas Abbott, no report
4. Legislative Committee – Brian O’Connor, no report

New York State School Boards Association
No report

Old Business
Approval of additional wording to the Legal Notice 2020 Public Hearing for Budget Presentation and Annual School District Meeting & Election

AND NOTICE IS ALSO GIVEN, Residents unable to vote because of military service as defined under the Commissioner’s Emergency Regulation Part 122, and by reason of such military service, is absent from the school district in which he or she is qualified to vote on the day of registration or election, or a spouse, parent, child or dependent of a voter as described above, accompanying or being with such voter, if a qualified voter of the State of New York and a resident of the District; may request applications for absentee ballots. Applications may be requested from the District Clerk Julie Norris at (585) 392-1000, ext. 7099 or by email at jnorris@hilton.k12.ny.us. Applications must be received by the District Clerk no later than 25 days (April 22, 2020) prior to the vote on May 19, 2020. In all cases, the ballots must be returned to the district office no later than 5 p.m. on May 19, 2020.

Moved: Nancy Pickering
Seconded: Russell Byer
Motion Carried: 7-0

New Business – Consent

Resolved that the consent agenda with addendum be accepted:

Moved: Russell Byer
Seconded: Brian O’Connor
Motion Carried: 7-0
RESOLUTION

Review for Recommendation of Tenure

In accordance with the contractual and administrative procedures, listed is the certificated individual who will be recommended by the Superintendent for tenure. In order to confer tenure, there must be both an affirmative recommendation of the Superintendent and an affirmative vote by a majority of the Board of Education. The majority vote must be the entire Board and not just a majority of the members present.

As per our time sequence, the Board will take formal action on this recommendation at its meeting on April 28, 2020.

INSTRUCTIONAL STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Tenure Area</th>
<th>Location</th>
<th>Probationary Period</th>
<th>Effective Date</th>
<th>Certification Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>D'Amuro, Alexandria</td>
<td>Music</td>
<td>VE</td>
<td>09/01/16 – 09/01/20</td>
<td>09/01/20</td>
<td>Initial, Music</td>
</tr>
</tbody>
</table>

Personnel Report

1. RESIGNATIONS
   a. Certified – None

   b. Classified –
      - **Anquinette Cash**, employed by the District since September 20, 1999 is a Bus Driver in the Transportation Department. Ms. Cash has submitted her letter of resignation effective March 20, 2020.
      - **Mary Rose Muratore**, employed by the District since January 29, 2020 is a Food Service Worker at the High School. Ms. Muratore has submitted her letter of resignation effective March 19, 2020.
      - **Marisa Pulci**, employed by the District since November 9, 2019 is a Lunch Monitor at Village Elementary School. Ms. Pulci has submitted her letter of resignation effective March 31, 2020.
      - **Gino Rechichi**, employed by the District since June 25, 2018 is a Cleaner in the Buildings & Grounds Department. Mr. Rechichi has submitted his letter of resignation effective March 27, 2020.

2. TERMINATIONS
   a. Certified – None

   b. Classified – None

3. LEAVES OF ABSENCE
   a. Certified -
      - **Christy Mordaci**, employed by the District since September 1, 2001 is an English Teacher at the Merton Williams Middle School. Ms. Mordaci has been approved for an unpaid childcare leave of absence effective April 6, 2020 anticipated through June 26, 2020.
Ashley Pierri, employed by the District since September 3, 2019 is an Elementary Teacher at QUEST Elementary School. Ms. Pierri has been approved for an unpaid childcare leave of absence effective March 23, 2020 through April 10, 2020.

Ariana Scarfone, employed by the District since September 3, 2019 is an Elementary Teacher at the Village Elementary School. Ms. Scarfone has been approved for a medical leave of absence effective March 6, 2020 effective through an undetermined end date.

b. Classified -

Shauna Clay, employed by the District since January 25, 2010 is a Bus Driver in the Transportation Department. Ms. Clay’s return to work date has been updated from March 15, 2020 to March 9, 2020.

Debie Torres, employed by the District since October 3, 2016 is a Lunch Monitor at QUEST Elementary School. Ms. Torres has been approved for an extension to her medical leave of absence effective September 16, 2019 anticipated through May 15, 2020.

4. CHANGE IN EMPLOYMENT STATUS

a. Certified –

Brenda Carpenter, employed by the District since September 1, 2000 is an Elementary Teacher at QUEST Elementary School. Ms. Carpenter has been approved for an extension to her medical leave of absence through April 3, 2020.

Annmarie Schaffer, employed by the District since September 1, 2007 is a School Psychologist at Village Elementary School. Ms. Schaffer was granted an extension to her unpaid childcare leave of absence at the February 11, 2020 Board of Education meeting. The leave was to be effective through March 31, 2020. Ms. Schaffer has now requested to return March 23, 2020.

b. Classified –

Kyrrstin Baldino, employed by the District since September 9, 2019 is a School Nurse who is assigned District-Wide. Ms. Baldino has requested a voluntary transfer to Village Elementary School due to the vacancy created by the voluntary transfer of Kathleen Farrell, effective March 16, 2020.

Kevin Brockmann, employed by the District since September 16, 2019 is currently in the probationary position of Groundskeeper II in the Buildings & Grounds Department. Mr. Brockmann’s probationary period will be extended through September 16, 2020.

Sherri DaMore, employed by the District since September 23, 2019 is currently in the probationary position of Payroll Specialist in the Business Office. Ms. DaMore’s probationary period will be extended through September 23, 2020.

Kathleen Farrell, employed by the District since March 27, 2019 is a School Nurse at Village Elementary School. Ms. Farrell has requested a voluntary transfer to Northwood Elementary School due to the vacancy created by the resignation of Rachel Carpenter, effective March 16, 2020.

Alaina Haller-Furtner, employed by the District since September 3, 2019 is currently in the probationary position of School Nurse at QUEST Elementary School. Ms. Haller-Furtner’s probationary period will be extended through May 3, 2020.
Gia Neri, employed by the District since September 25, 2019 is a Teacher Aide at Village Elementary School. Ms. Neri has been recommended for permanent employment status effective March 25, 2020.

Aaron Thibault, employed by the District since September 25, 2019 is currently in the probationary position of Cleaner in the Buildings & Grounds Department. Mr. Thibault’s probationary period will be extended through September 25, 2020.

David Vileria, employed by the District since September 23, 2019 is currently in the probationary position of Cleaner in the Buildings & Grounds Department. Mr. Vileria’s probationary period will be extended through September 23, 2020.

5. APPOINTMENTS – Conditional upon New York State Education Department’s Notification to the District of clearance of employment after fingerprinting check and proof of teacher certification. For probationary appointments of classroom teachers and principals:
   • To receive tenure, the individual must receive composite or overall APPR ratings of effective or highly effective in at least three of four preceding years; and
   • If the teacher or principal receive an ineffective composite or overall APPR rating in their final year of probation, they will not be eligible for tenure at that time.

a. Administrator – None

b. Certified Staff (Probationary) – None

c. Certified Staff (Part-Time, Contract/Per Diem Substitute) –

Jennifer Enser
Initial Assignment
Effective
Certification
Type of Appointment
Reason

1.0 FTE Elementary Teacher
Village Elementary School
March 13, 2020 – undetermined end date (or earlier at the discretion of the Board of Education)
Permanent, Pre-K - 6
Per Diem Substitute
Due to Ariana Scarfone’s medical leave of absence

Alexis Hamlin
Initial Assignment
Effective
Certification
Type of Appointment
Reason

1.0 FTE English Teacher
Merton Williams Middle School
February 24, 2020 – June 26, 2020 (or earlier at the discretion of the Board of Education)
Initial, English Language Arts 7-12
Per Diem Substitute
Due to Christy Mordaci’s medical and unpaid childcare leave of absence
Brenna Hibbard 1.0 FTE Elementary Teacher
Initial Assignment QUEST Elementary School
Effective February 24, 2020 – April 10, 2020 (or earlier at the discretion of the Board of Education)
Certification Initial, Childhood Education 1-6
Type of Appointment Per Diem Substitute
Reason Due to Ashley Pierri’s medical and unpaid childcare leave of absence

Lauren McKeon 1.0 FTE Elementary Teacher
Initial Assignment QUEST Elementary School
Effective February 24, 2020 – April 3, 2020 (or earlier at the discretion of the Board of Education)
Certification Initial, Childhood Education 1-6
Type of Appointment Per Diem Substitute
Reason Due to Brenda Carpenter’s medical leave of absence

d. Classified Staff (Probationary) – None

e. Classified Staff (Part-Time, Contract Substitute/Temporary) – None

f. Classified Substitutes –

<table>
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<tr>
<th>Name</th>
<th>Area</th>
<th>Effective Date</th>
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<tbody>
<tr>
<td>Cash, Anquinette</td>
<td>Transportation Department</td>
<td>March 21, 2020</td>
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<tr>
<td>Smolinski, Fiona</td>
<td>Lifeguard</td>
<td>March 25, 2020</td>
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</table>

g. Certified Substitutes –

<table>
<thead>
<tr>
<th>Name</th>
<th>Area</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blodgett, Zachary</td>
<td>Uncertified</td>
<td>March 25, 2020</td>
</tr>
</tbody>
</table>

h. Extra-Curricular – None

i. Coaches – None

Treasurer’s Report
No report

CSE/CPSE Report
February 25, 2020 – March 24, 2020

Disposal/Recycling of the Surplus/Obsolete Equipment
The Superintendent recommends that the Board of Education declares Surplus/obsolete items on the equipment and instructional materials list and authorizes the Director of Building and Grounds to dispose of these items.

The full list is on file and is available through the Board Minutes.
Field Trips - None

New Business – For Discussion

Gifts and Bequests - None

Bids, Request for Professional Services, Contracts and Agreements - None

Request for Proposal

Contracts and Agreements

Other

Administrative Reports

Superintendent of Schools – Dr. Casey Kosiorek

District Updates

The Superintendent shared with the Board of Education the following district updates:

- Daily updates with administration
- A big thank you to teachers and staff – Hilton one of the first to go remotely and online
- Thank you to Executive Cabinet, Cabinet, SRP’s and Teachers for their professionalism during this unprecedented time – a proud moment

Assistant Superintendent for Business – Adam Geist

Department Updates

Assistant Superintendent for Business Adam Geist shared with the Board of Education the following department updates:

- Business Office – working remotely online
  - Processing payroll
  - Accounts payable – printing checks
  - 1085 Forms completed and uploaded
  - Mail – picked up on Monday & Thursday
- Security – 7:00 a.m. – 3:30 p.m. buildings covered for essential staff
- Food Service – cold grab and go meals, breakfast & lunch, Monday – Friday 10:00 a.m. – 1:00 p.m. locations in Hilton (schedule and locations found on website)
- Transportation Department – assisting with some food distribution, cleaning buses
- Building & Grounds Department – cleaning classrooms, repairs in buildings if needed

Mr. Geist thanked all of his staff for their hard work and dedication

Assistant Superintendent for Human Resources – Scott Massie

Department Updates

Assistant Superintendent for Human Resources shared with the Board of Education the following department updates:

- Office of Human Resources has been working remotely online.
- Primary work has been contract language with unions – Teachers and SRP. A big shout-out to Pam Stadtmiller and Lynda Donovan for their work

Mr. Massie thanked all of his staff and is proud of the work that they have done.
Assistant Superintendent for Instruction – Dr. Barbara Surash

Department Updates

Assistant Superintendent for Instruction Dr. Barbara Surash shared with the Board of Education the following department updated:

- Office of Instruction has been working remotely online
- Curriculum is also online (State Ed. has been notified)
- Childcare in place for essential staff
- Online learning – home learning folder
- Nurses – parents able to pick up medications for students
- SEL (Social Emotional Learning) continues
- Annual Reviews are continuing – remotely online
- LTT Department – working hard to continue learning, broken devices are being replaced

Dr. Surash thanked all of her staff for the hard work and dedication to the students of Hilton.

Closure

Agenda Items

April 14, 2020

- Superintendent's Budget 2020-2021
- Friends of Education Recognition – Postponed at this time
- Code of Conduct and District Wide Safety & Security (30 day notice)
- Approval of the Property Tax Report

Upcoming Events

- Cancelled until further notice due to COVID-19
- Spring Recess – Mon. – Fri. April 6-10, 2020

Other

Each Board of Education member shared their gratitude and appreciation for the work and dedication by the Administrative Staff, Teachers and all Staff of the Hilton School District during this unprecedented time.

Adjournment

Resolved that the meeting be adjourned at 8:10 p.m.

Moved: Thomas Abbott
Seconded: Brian O’Connor
Motion Carried: 7-0

Respectfully submitted,

Julie Norris
District Clerk