

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ELMIRA HEIGHTS, NEW YORK**

CALL TO ORDER: The Board of Education Meeting was called to order at 7:00 p.m. by President, Harry Blish, followed by the pledge of allegiance.

MEMBERS PRESENT Harry Blish, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

MEMBERS ABSENT Harvey Harris

OTHERS PRESENT Mary Beth Fiore, Jason Rosno, Tom Boyanowski, Andy Lutz, Barb Day, Carol Sullivan, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas seconded by Michael Lepak and carried 6-0 to approve the Agenda for the January 22, 2015 Board of Education Meeting.

Minutes:

December 11, 2014 Regular Meeting- A motion was made by Andrew Willard seconded by Kristen Wolowitz and carried 6-0 to approve the minutes of the December 11, 2014 Regular Meeting.

Order of Business:

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Curriculum & Instruction – instructional rounds held here included visits to 16 classrooms – this has been a very positive experience. ♦winter sports are winding down. ♦play is in progress ♦New Acting Commissioner of Education has no school experience. – criteria for selection of next commissioner are being determined ♦Legislative reception for Board members is Feb 23. ♦Governor’s, state of the state/budget message is not the best of news. Lot of issues to be addressed with potential for increased cost to school districts.

Andy Lutz, Elementary Principal ♦Things are going well at the Elementary building – 2nd marking period and benchmark completion ♦instructional rounds – visiting the different districts has been a good venture. Need to continue the process. ♦Jackals Game- National Anthem sung by our students – great turnout. ♦Harlem Wizards - visit and game is tomorrow, this is part of character education curriculum

Tom Boyanowski – High School Principal ♦Social Studies teachers have been training ♦Regents next week. ♦Spring sports sign-ups are underway ♦play is gearing up for “Suessical” ♦Distracted driver presentation next month in preparation of upcoming proms and graduations

Jason Rosno – Business Manager ♦Budget Requests have been entered ♦Department Budget meetings will be scheduled. ♦Hope to get some figures from the State but that is not looking promising.

PERSONNEL

Appointments

A motion was made by Joseph Sullivan seconded by Andrew Willard and carried 6-0 to approve the following consent personnel items F-1a through F3a. Be it further resolved that upon receipt of final clearance from the State Education Department, any conditional appointments shall be changed to regular appointments, reflecting the effective date of said Board meeting.

F-1 Appointments

a. Substitutes – for the 2014-15 school – approved

Substitute Teachers Michelle Moore Sandra Chalk Cassandra Phillips
Adam Coghlan Lori Holloway Courtney Lyon

Substitute Support Staff Kristi Lattimer Adam Coghlan Sandra Chalk Chris Coghlan Scott Stanton
Cassandra Phillips Lori Holloway Courtney Lyon Michelle Moore

b. Volunteers- drama - approved

The following volunteers were approved to work with our drama program for the 2014-15 school year:

Aimee Badger	Jolene Fiori	Stacey Nemier	Breanne Stroman
John Braster	Karen Foulk	Tiffany Palm	Amanda Vaughan
Paula Cole	Rae Kakretz	Monica Palmer	Laura Webber
Ammie Comfort	Melissa Kelley	Nikole Piper	Kelly Doherty-Maggs
Erica Elston	Missy Lutz	Kelly Smith	

c. Volunteers- athletics - approved

The following volunteers were approved to work with our athletic program for the 2014-15 school year:

Softball: Michael Slaven Paul Richmond

d. Civil Rights Compliance Officers - approved

Dawn Hanrahan & Andy Lutz

The Board approved the recommendation to designate Dawn Hanrahan and Andrew Lutz as the Civil Rights Compliance Officers for the 2014-15 school year

e. Long Term Substitute - extension - Secondary English - approved

Holly Lewis

The Board of Education approved the recommendation to extend the Long Term Substitute status of Ms. Holly Lewis as Secondary English Language Arts teacher until such time the regular classroom teacher returns from her medical leave of absence or through the end of the school year, June 26, 2015, if necessary

f. Teacher Assistant - approved

Stephanie Eichenlaub

The Board of Education approved the recommendation to appoint Ms. Stephanie Eichenlaub as a 6.92 hour per day teacher assistant effective January 23, 2015. Ms. Eichenlaub shall serve a three year probationary period, effective January 23, 2015 and shall be paid the equivalent of Step 1 of the current EHESSA contract at a rate of \$15.06 per hour.

g. Coaches - approved

The Board of Education approved the recommendation to appoint the following coaches for the 2014-15 school year, pending completion of NYS coaching license requirements:

Position	Appointee	Step	Level	Stipend
Varsity Girls Track	<u>Kayla Heintzelman</u>	1	1	\$3,686.76
Modified Track	<u>Kirsten Southard-Twicheil</u>	1	1	\$1,936.48

h. Food Service Helper – 3.0 hr/day - approved

John Townson

The Board of Education approved the recommendation to appoint John Townson as a 3.0 hour per day food service helper effective January 26, 2015. Mr. Townson will be placed on Step 1 of the current EHESSA contract at a rate of \$9.79 and will serve up to a one year probationary period in accordance with Civil Service regulation.

F-2 Parental Leave - approved

a. Allison Newkirk

The Board of Education approved the parental leave of Ms. Allison Newkirk, to begin on or about May 22, 2015 through the remainder of the school year. Ms. Newkirk expects to return in September 2015.

F-3 Resignation

a. Devon Burch – JV Baseball Coach - accepted

The Board of Education, accepted the resignation of Mr. Devin Burch as the JV Baseball Coach for the 2014-15 school year. Mr. Burch is concerned that he would not be able to do the program justice while he pursues his Masters degree

FINANCIAL

G-1 Budget Status Report as of January 15, 2015- acknowledged

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 6-0 to acknowledge the budget status report as of January 15, 2015.

G-2 Treasurer's Report (November 2014) - acknowledged

A motion was made by Christopher Callas, seconded by Kristen Wolowitz and carried 6-0 to acknowledge the Treasurer's report for November 2014.

G-3 Investment Report

No Report

G-4 Claims Auditor Report (November 2014) - acknowledged

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to acknowledge the Claims Auditor Report for November 2014.

G-5 Extra-Classroom Report (November 2014) - acknowledged

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to acknowledge the Extra-Classroom Report for November 2014.

FACILITIES

No Report

OLD BUSINESS

No Items

NEW BUSINESS

J1- J13 Policy Revisions

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to accept the first reading of the following revised Board of Education Policies J-1 through J-13:

J-1 Policy 1650: *Submission of Questions and Propositions at the Annual Meeting and Elections and Special District Meetings.*

J-2 Policy 3420: *Non-Discrimination and Anti-Harassment in the School*

This policy will replace the current Board of Education Policy 3420: Non-Discrimination and Anti-Harassment in the School.

J-3 Policy 5672: *Information Security Breach and Notification*

This policy will replace the current Board of Education Policy 5672: Information Security Breach and Notification.

J-4 Policy 6110: *Code of Ethics for Board Members and All District Personnel*

This policy will replace the current Board of Education Policy 6110: Code of Ethics for All District Personnel and includes the additional requirements under the law.

J-5 Policy 6120: *Equal Employment Opportunity*

This policy will replace the current Board of Education Policy 6120: Equal Employment Opportunity

J-6 Policy 6121: *Sexual Harassment of District Personnel*

This policy will replace the current Board of Education Policy 6121: Sexual Harassment of District Personnel.

J-7 Policy 6122: *Employee Grievances*

This policy will replace the current Board of Education Policy 6122: Complaints and Grievances by Employees.

J-8 Policy 7210: *Student Evaluation, Promotion and Placement*

This policy will replace the current Board of Education Policy 7210: Student Evaluation.

J-9 Policy 7320: *Alcohol, Tobacco, Electronic Cigarettes, Drugs and Other Substances (Students)* This policy will replace the current Board of Education Policy 7320: Alcohol, Tobacco, Drugs and Other Substances (Students) .

J-10 Policy 7530: *Child Abuse and Maltreatment*

This policy will replace the current Board of Education Policy 7530: Child Abuse and Neglect/Maltreatment.

J-11 Policy 7551: *Sexual Harassment of Students*

This policy will replace the current Board of Education Policy 7551: Sexual Harassment of Students.

J-12 Policy 7560: *Notification of Sex Offenders*

This policy will replace the current Board of Education Policy 7560: Notification of Sex Offenders.

J-13 Policy 8130: *Equal Educational Opportunities*

This policy will replace the current Board of Education Policy 7551: Equal Educational Opportunities.

J14- J15 Policy Deletions

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to delete the following Board of Education Policies J-14 through J-15:

J-14 Policy 8211: *Prevention Instruction*

The policy is unnecessary as all mandated instructional components are outlined in Education Law and continuously updated.

J-15 Policy 7550: *Complaints and Grievances by Students*

This policy falls under Policy 3420

J-16 Senior Class Trip - Senior Class Trip - Vermont.

A motion was made by Kristen Wolowitz, seconded by Christopher Callas and carried 6-0 to approve the Senior Class Trip to Vermont for various activities June 12-14, 2015.

CONSENT

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to approve the following consent agenda items K-1 through K-8.

K-1 CPSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at the December 8, 2014 and January 2, 2015 CPSE meetings.

K-2 CSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at December 8, 9, 15, 16, 2014 and January 6, 12, 13, 14, 2015 CSE meetings.

K-3 Donation – \$66.20 – Tops Markets - accepted

The Board accepted with thanks and appreciation a donation of \$66.20 for Cohen Elementary School, from Tops Markets, LLC. "Tops in Education Program" for the 2014-15 school year.

K-4 Donation \$250.00 – PFO Middle School College Visits - accepted

The Board accepted with thanks and appreciation a donation of \$250.00 from the Cohen Middle School Student Council to cover costs that exceeded the Triangle Grant for the SUNY Geneseo trip on December 5, 2014

K-5 Donation – \$500.00 – Exxon-Mobil – science - accepted

The Board accepted with thanks and appreciation a donation of \$500.00 from Petr-All Petroleum Consulting Corp (HH&K Exxon Mobil) to be used in the areas of math and science at the discretion of the district including the awarding of scholarships.

K-6 Donation \$150.00 – Lifetouch Studios - accepted

The Board acknowledged with thanks and appreciation the receipt of \$150.00 from Lifetouch National School Studios for high school portrait commissions which is deposited in the President's Scholarship Account.

K-7 Donation – up to \$1000.00 - PFO - lamination - accepted

The Board accepted with thanks and appreciation a donation of up to \$1,000.00 from the Elmira Heights PFO to be used to purchase 14 rolls of laminate to be used during the 2014-15 school year..

K-8 Donation \$150.00 – PFO - knitting club - accepted

The Board accepted with thanks and appreciation a donation of \$150.00 from the Elmira Heights PFO for Sue Portwood to purchase knitting needles and yarn for the Cohen Elementary Knitting Club.

DISCUSSION

N-1 Community Advisory Committee Update – by Mary Beth Fiore

Numbers for occupancy projections that the consultants are inputting into their formulas, do not always come out in a logical format on paper. This is a very frustrating process. Caution must be used to not over promise.

N-2 Budget Development 2015-16 – by Mary Beth Fiore & Jason Rosno

Presentation included information and explanation of reserve funds. Lot of work ahead, since there will be no state aid figures released in a timely fashion.

N-3 Policy 3280 Use of Facilities

Under current policy we cannot deny use of facilities based on religious affiliation. However the Board recommends changing the policy to reflect that our school facilities cannot be used to hold worship services. A draft revising the policy will be created for a first reading

N-4 Internal Audit Option

The Board is recommending that there be an Athletic Department Audit.

EXECUTIVE SESSION:

At 8:06pm a motion was made by Michael Lepak, seconded by Christopher Callas and carried 6-0 to enter executive session to discuss personnel, litigation, negotiations, student.

ADJOURN EXECUTIVE SESSION:

At 8:15pm a motion was made by Andrew Willard, seconded by Kristen Wolowitz and carried 6-0 to adjourn executive session

NEXT MEETING

Monday February 9, 2015	6:00 pm	TAE Community Room
		Joint Board of Education Meeting with Horseheads CSD & Feasibility Study Consultants
Thursday February 26, 2015	7:00 pm	TAE Community Room

ADJOURNMENT – At 8:16pm a motion was made Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

Clerk