

**Board of Education
Regular Meeting**

Minutes

October 1, 2025

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

Call to Order: The Regular Meeting of the Board of Education was called to order at 7:13 p.m. on October 1, 2025 following the Audit Committee meeting, President Joseph Sullivan followed by the pledge of allegiance.

Members Present: John Cole, Christopher Callas, Terry Day, Dominic Lucarelli (7:19), Joseph Sullivan, Mikki Yesesky

Member Absent:

Others Present: Martha Clark, Brandon Foley, Jordan Elliott, Ben Owens, Rita King, Douglas Preston

APPROVAL OF AGENDA/MINUTES

Agenda -

A motion was made by Mikki Yesesky, seconded by John Cole and carried 5-0 to approve the agenda **with additions/updates** of the October 1, 2025 Board of Education Regular meeting session.

Minutes –

A motion was made by Terry Day, seconded John Cole and carried 5-0 to approve the minutes of the following Board of Education Meetings: September 3, 2025 – Board of Education Regular Meeting

Order of Business:

A motion was made by John Cole, seconded by Christopher Callas, and carried 5-0 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

Mike Gill – Superintendent ♦ Just returned from NYSCOSS Fall Institute ♦ Cut backs in SNAP and other federal/state funding-impacts can be found in education ♦ Looking at 2-year extension for electrification of buses. Need more information on post tax benefit. ♦ Another hot topic, Artificial Intelligence. Needs to be utilized appropriately to enhance student’s work. ♦ Participated on panel discussion on PLC work and the impact on student development. ♦ Lot of staff filling in as a bus aide this month with our shortage.

Brandon Foley – Middle School Principal ♦ Exciting Opening of 2025-26 school year ♦ Mr. Loomis filled our CTE teacher spot in Commercial Art with design and computer media advertising. ♦ Mr. Perry Ground, Onondaga Nation of the Haudenosaunee Confederacy speaker/storyteller visited CMS. ♦ Student Council speeches today, remarkable job by students and audience. ♦ Science of Reading Goals for 2025-26 were reviewed. ♦ Fall Festival October 8.

Martha Clark – Business Manager ♦ Audit work ♦ GASB data has been a challenge. ♦ Bus Ban closed mid September at 3.5%. ♦ Closed on the bond for the current capital project. 2.616%.

Jordan Elliott – Student Member ♦ Spirit Week is coming up, everyone is excited. ♦ Sept 17th training for Student Members, with breakout sessions with other student members focusing on what they want to see in their schools. ♦ Cell Phone ban has been surprisingly easy. A lot of students have been agreeing with the ban. Pros – no online drama, no videos of fights. Concern with spirit week photos, but there will be student photographer.

Public – Douglas Preston – 105 Prescott Ave, shared detailed information on mechanical equipment specs he thinks would be good in the new transportation facility base on his experience.

PERSONNEL:

A motion was made by John Cole, seconded by Terry Day and carried 6-0 to approve the following recommended personnel items F-1a through F-1e including updates/corrections to F-1a, and being 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. Substitute(s) for the 2025-26 school year:

1. *Substitute Teacher:* Monica Forte, Milo Miller, Rhonda Tebin, JoAnn McGee, Morgan Jolley
2. *Substitute Support:* Monica Forte, Milo Miller, Rhonda Tebin, Justine Hayes, JoAnn McGee, Morgan Jolley, Adam Brimmer

b. Instructional Probationary:

NAME	POSITION	PROBATIONARY BEGIN/END DATE	TENURE AREA	SALARY
1. Arthur Loomis	CTE Teacher	09/04/25-09/03/29**	CTE-Commercial Art	\$53,472 (Step 1 w/105 credits)
2. Chloe Bellis	PE Teacher	09/10/25-09/09/29**	Physical Education	\$47,703 (Step 1)

**To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

c. Non-Instructional Probationary:

NAME	POSITION	PROBATIONARY BEGIN/END DATE	TENURE AREA	SALARY
1. Thomas Kirchoff	Teacher Assistant	10/2/2025-10/1/2029**	Teaching Assistant	\$20.40/hr (Step 4)

**To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

d. Non-Instructional Civil Service Probationary:

NAME	POSITION	PROBATIONARY BEGIN/END DATE	SALARY
1. Robyn DeLabar	Food Service Helper	10/02/25-10/01/26	\$16.32/hr (Step 1)
2. Angelia Taylor	Food Service Helper	10/02/25-10/01/26	\$16.32/hr (Step 1)
3. Joseph Osgood Jr.	Food Service Helper	10/02/25-10/01/26	\$16.32/hr (Step 1)
4. Melissa Mager	Food Service Helper	10/02/25-10/01/26	\$16.32/hr (Step 1)

e. 25-26 Athletic Events Supervision/Game Help :

NAME	POSITION	SALARY
1. Victoria Brown	Supervision/Game Help	\$18.50/hr
2. Angelica Morgan	Supervision/Game Help	\$18.50/hr

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Dominic Lucarelli, seconded by Mikki Yesesky, and carried 6-0 to acknowledge the following consent financial reports G1a thru G1f.

- a. Budget Status Report as of August 27, 2025
- b. Revenue Status Report as of August 27, 2025
- c. Budget Transfer Report as of August 27, 2025
- d. Treasurer’s Report for July 2025
- e. Claims Auditor Report for July 2025
- f. Extra Classroom Report for July 2025

G-2 Payroll and Personnel Audit-accepted

A motion was made by Mikki Yesesky, seconded by Joseph Sullivan, and carried 6-0 to accept the 2024-25 Payroll and Personnel Internal Audit Report of Tompkins Seneca BOCES Internal Audit Services, as presented to the Audit Committee on October 1, 2025.

G-3 Corrective Action Plan (Payroll and Personnel audit) - accepted

A motion was made by Terry Day, seconded by Christopher Callas, and carried 6-0 to accept the Corrective Action Plan for the 2024-25 Payroll and Personnel Internal Audit Report.

G-4 Financial Statements and Audit Report 2024-25- accepted

A motion was made by John Cole, seconded by Mikki Yesesky, and carried 6-0 to accept the District’s 2024-25 financial statements & audit report as presented, and the 2024-25 financial statements and the audit report of the Extraclassroom Activity Fund as presented by Insero & CO. CPAs, LLP at the October 1, 2025 Audit Committee meeting.

G-5 Management Letter Response & Corrective Action Plan-Financial Statements 2024-25 – accepted

A motion was made by Terry Day, seconded by John Cole, and carried 6-0 to accept the Corrective Action Plan for the management letter dated October 1, 2025 concerning the basic financial statement for the year ended June 30, 2025.

G-6 Management Letter Response & Corrective Action Plan-Extraclassroom Audit 2024-25 – accepted

A motion was made by John Cole, seconded by Mikki Yesesky, and carried 6-0 to accept the Corrective Action Plan for the management letter dated October 1, 2025 concerning the audit of the Extraclassroom Activity Fund for the year ended June 30, 2025.

FACILITIES

The updates below were reviewed by Business Manager Martha Clark.

H-1 Capital Project 2021 / Energy Performance Contract (EPC) – Basically wrapped up. Waiting on parts for the chiller and warranty work.

H-2 Capital Project 2024 Update - Transportation Facility – Underground utilities have been dug and placed. Roof work still continuing.

OLD BUSINESS – no items

NEW BUSINESS

J-1 Board Member Resignation

A motion was made by Mikki Yesesky, seconded by Chrisotpher Callas, and carried 6-0 to acknowledge with thanks and appreciation for 2 years of service, the resignation of Board Member Jody Buckley effective immediately.

J-2 SRO MOU Amendment

A motion was made by John Cole, seconded by Terry Day, and Supt. Gill commented on the salary cap carried 6-0 to approve the amended Memorandum of Understanding with the Village of Elmira Heights for SRO services to increase the total annual contract amount to \$57,500.00 increase the total annual contract amount to \$57,500 for an increase in salary from \$35,000/yr. to \$50,000/yr.

CONSENT

A motion was made by Dominic Lucarelli, seconded by Mikki Yesesky, and carried 6-0 to approve the following consent agenda items K-1 through K-6.

- K-1 The Board approved the student placement determinations from September 10, 12, 16, 22, 23, and 24, 2025, CSE/504 meeting(s) and the funds to support such recommendations.
- K-2 The Board approved the student placement determinations from September 16 and 23, 2025, CPSE meeting(s) and the funds to support such recommendations.
- K-3 The Board recognized TAE Project Graduation as a school-related group for the 2025-26 school year.
- K-4 The Board approved the contract renewal with Auctions International, for the purpose of selling District surplus and unused property.
- K-5 The Board accepted with thanks and appreciation the donation of \$401.78 from the TAE Class of 1965 to be used to purchase supplied for the "TAE Comfort Corner."
- K-6 The Board accepted the donation in kind with thanks and appreciation of one (1) Etude trombone with an estimated value of \$400.00 to be used by the Cohen Middle School Instrumental Music department.

AWARDS- no items

COMMUNICATIONS- no items

DISCUSSION TOPICS

N-1 Board Member Vacancy – Superintendent reviewed options for filling the board vacancy and the board had a brief discussion and will bring this back up at the next meeting with a plan.

NEXT MEETING

Wednesday	October 15, 2025	Regular BOE Meeting (if needed)	7:00 pm	Comm Rm
Wednesday	November 5, 2025	Regular BOE Meeting	7:00pm	Comm Rm
Wednesday	November 19, 2025	Regular BOE Meeting (if needed)	7:00pm	Comm Rm

EXECUTIVE SESSION:

At 8:08pm a motion was made by Mikki Yesesky, seconded by Terry Day and carried 6-0 to enter executive session to discuss particular personnel matter and employee evaluation.

ADJOURN EXECUTIVE SESSION:

At 9:53pm a motion was made by John Cole, seconded by Terry Day, and carried 6-0 to adjourn executive session.

ADJOURNMENT – At 9:55pm motion was made by Dominic Lucarelli, seconded by Christopher Callas, and carried 6-0 to adjourn the meeting.

Clerk