

**Board of Education  
Regular Meeting**

**Minutes September 4, 2024**

**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 7:00 p.m. on September 4, 2024 by President Joseph Sullivan followed by the pledge of allegiance.

**Members Present:** Jody Buckley, Christopher Callas, Dominic Lucarelli, Terry Day, John Cole, Joseph Sullivan, Mikki Yesesky

**Member Absent:**

**Others Present:** Michael Gill, Martha Clark, Andy Billotte (Welliver), Tom Boyanowski

**APPROVAL OF AGENDA/MINUTES**

**Agenda -**

A motion was made by Dominic Lucarelli, seconded by John Cole and carried 7-0 to approve the agenda **with additions/updates** of the September 4, 2024 Board of Education Regular meeting.

**Minutes –**

A motion was made by Jody Buckley, seconded Terrance Day and carried 7-0 to approve the minutes of the following Board of Education Meetings: August 28, 2024 – Board of Education Regular Meeting

**Order of Business:**

A motion was made by Christopher Callas, seconded by Dominic Lucarelli, and carried 7-0 to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

**EXECUTIVE SESSION:**

At 7:01pm a motion was made by Terrance Day, seconded by Christopher Callas and carried 7-0 to enter executive session to discuss particular personnel matter and student issue.

**ADJOURN EXECUTIVE SESSION:**

At 7:45pm a motion was made by Dominic Lucarelli, seconded by Jody Buckley, and carried 7-0 to adjourn executive session.

**Tabled Item:**

**ELECTION resumed from July 2, 2024 Reorg. Meeting:**

**Vice President** July 2, 2024 Nominees: Terrance Day  
Christopher Callas

Call for Re-Vote Being no other nominations and last vote resulted in a tie, Mr. Sullivan called for a re-vote.

**Results:** VOTE 7-0 in favor of **Terrance Day** to be Vice President of the Board of Education

**Oath of Office**

- Vice President, Board of Education – Oath of Office was administered to Vice President elect Terrance Day

**COMMENTS FROM THE PUBLIC AND STAFF**

Michael Gill - Superintendent ♦ Amazing job by buildings and grounds getting facilities ready for opening day with all the activities and construction this summer. Lots of last minute changes and plans and they adapted brilliantly. ♦ Big Thanks for admin staff and office staff for bunking up and seemed to enjoy it! ♦ Welcome new staff! 2.5 day orientation last week and 2 conference days this week. Heard a great speaker Brian Mender at Clemens Center relevant to all grade levels ♦ Thanks to PFO for lunch from the Sub Shop. ♦ Varsity Girls Soccer kicks off!

Tom Boyanowski – High School Principal ♦ 70 kids (all levels) earned college credits before graduating last year. ♦ Great opportunities for kids with New Visions and CTE and new hire, FACS teacher. ♦ Pep rally and homecoming right around the corner.

Martha Clark – Business Manager ♦BAN sale yesterday for the bus sales. ♦Survived audit week. ♦Audit committee meeting needed in October 2. ♦ Finishing up state reporting. ♦ United Healthcare Medicare Advantage plan – changes from Center of Medicare services, there will no longer be a “donut hole” for prescription drugs. Federal regulation, effects all insurance premiums.

**PERSONNEL:**

A motion was made by Terrance Day, seconded by Jody Buckley and carried 7-0 to approve the following recommended personnel items F-1 through F-2 including updates/corrections to F-2d, 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 Resignation/Termination/Retirements**

**Resignations**

- a. Kali Dayton - resignation, pending approval of appointment below, of Kali Dayton as Food Service Helper, to accept a new position as Teacher Aide (Assigned to the Cafeteria), effective September 5, 2024.
- b. Renata Russo - resignation of Renata Russo as Food Service Helper, her last day with the district will be September 10, 2024.

**F-2 Appointments - approved**

Recommendation to approve the following personnel. 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.

- a. Probationary appointments:

Kali Dayton

Teacher Aide (Cafeteria)

Effective: September 5, 2024

Probationary Period: September 5, 2024, through September 4, 2025/Civil Service Regulations

Total Compensation per EHESSA Contract: \$15.94 per hour (Step 1)

Marissa Forman

Teacher Aide

Effective: *pending fingerprint clearance* anticipated September 5, 2024

Probationary Period: anticipated September 5, 2024, through September 4, 2025/Civil Service Regulations

Total Compensation per EHESSA Contract: \$15.94 per hour (Step 1)

Sarah Kurcoba

Tenure Area: Teaching Assistant

Effective: September 5, 2024

\*\*Probationary Period: Four (4) years effective September 5, 2024, through September 4, 2028

Certification Area: Teaching Assistant Level III

Total Compensation per EHESSA Contract: \$20.00 per hour (Step 5)

\*\*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.

- b. Substitutes for the 2024-25 school year:

Substitute Teacher: Gerald Carpenter

- c. Student Teacher

Jack Hourihan

Recommendation to acknowledge Alfred University student, Mr. Jack Hourihan as a student teacher under the supervision of Mrs. Patricia Berman, elementary education teacher in the subject area of elementary education at Cohen Elementary School, for the period of September 5, 2024 through December 20, 2024.

- d. Reorganizational personnel appointment update:

- g. Claims Auditor

Mathew Bombarger/Alternate CBO

**FINANCIAL**

**G-1 Reports - acknowledged**

A motion was made by Jody Buckley, seconded by Dominic Lucarelli, and carried 7-0 to acknowledge the following consent financial reports G1a thru G1f.

- a. Budget Status Report as of August 28, 2024
- b. Revenue Status Report as of August 28, 2024
- c. Budget Transfer Report as of August 28, 2024
- d. Treasurer's Report –
  - a. June 2024 *revised*
  - b. July 2024
- e. Claims Auditor Report for July 2024

f. Extra Classroom Report for July 2024

**FACILITIES**

The updates below were reviewed by Construction Manager, Andy Billotte from Welliver.

**H-1 Capital Project 2021 / Energy Performance Contract (EPC) Update** – EPC Paperwork finished to close it out. Making progress in fine tuning 3<sup>rd</sup> floor cooling units. MS office furniture arrives 16th and 17th and targeted to turn the office over then.

**H-2 Capital Project 2024 - Transportation Facility Update** – State reviewing plans. Bidding in December or January.

**H-3 2025 Capital Outlay Update** – plans to upgrade camera security system at Cohen and boards.

**NEW BUSINESS**

**J-1 Welliver Construction Management Services Contract**

A motion was made by Terrance Day, seconded by John Cole, and carried 7-0 to approve Welliver to provide construction management services for the \$17,875,000 Transportation and Main Buildings Capital Project and authorize the Board President to sign and execute the contract after approval by the District’s legal counsel.

**CONSENT**

A motion was made by Christopher Callas, seconded by Mikki Yesesky, and carried 7-0 to approve the following consent agenda items K-1 through K-2.

**K-1 CSE Recommendations** – approved

The Board approved the student placement determinations from the August 28, 2024 CPSE meeting(s) and the funds to support such recommendations.

**K-2 Donation** - accepted

The Board accepted the grant donation of \$473.00 from Visions Loves Educators’ Classroom Funding Program to help purchase items for Garden Tower Grow System at Cohen Middle School.

**DISCUSSION TOPICS**

N-1 Attendance Plan 2024-25 – admin reviewed with no significant changes.

**NEXT MEETING**

Wednesday	September 18, 2024	Regular BOE Meeting (if needed)	7:00 pm	Comm Rm
Wednesday	October 2, 2024	Audit Committee	6:30 pm	Comm Rm
Wednesday	October 2, 2024	Regular BOE Meeting	7:00 pm	Comm Rm
Wednesday	October 16, 2024	Regular BOE Meeting (if needed)	7:00 pm	Comm Rm

**ADJOURNMENT** – At 8:19pm motion was made by Jody Buckley, seconded by Christopher Callas, and carried 7-0 to adjourn the meeting.

\_\_\_\_\_  
Clerk