

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT  
ELMIRA HEIGHTS, NEW YORK

C-2a

Board of Education Meeting  
June 11, 2012

**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** Lisa Benedict, Harry Blish, William Brewer, Christopher Callas, Harvey Harris, Andrew Willard

**MEMBERS ABSENT** Joseph Sullivan

**OTHERS PRESENT** Mary Beth Fiore, Debra Palmer, Dawn Hanrahan, Andy Lutz, Joe Robinson, Mike Coghlan, Barb Day, Jason Johnson, Lisa Morley

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Harvey Harris seconded by Andrew Willard and carried 6-0 to approve the June 11, 2012 Board of Education Agenda with addition of F1c and amended F4a.

**Minutes:**

May 7, 2012 Regular Meeting- A motion was made by William Brewer seconded by Harry Blish and carried 6-0 to approve the minutes of the May 7, 2012 Regular Meeting.

May 15, 2012 Annual Meeting & Election- A motion was made by Andrew Willard seconded by Harvey Harris and carried 6-0 to approve the minutes of the May 15, 2012 Annual Meeting and Election.

**Order of Business:**

A motion was made by Harvey Harris 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 ♦93% of State Ed Department budget actually comes from Federal monies – changes may occur at Federal Level that could be devastating ♦Graduation Data released

Andy Lutz –Elementary School Principal ♦Schedule for next year is 90% complete ♦APPR changes – not as many indicators needed ♦Summer School sign-ups are down – this is last year of summer school – will be shifting to an after school program ♦Flag day is Thursday ♦Lunch with Polade from Jackals for kids that met their goal. ♦75 Kindergartner for next year as of now

Dawn Hanrahan - Middle School Principal/CSE/CPSE Chair ♦8<sup>th</sup> grade trip to Washington DC/Baltimore was last Friday ♦Cohen night at Pioneers is Saturday ♦Final Dance of the year ♦Scheduling for next year is 95% complete ♦Change in SINI identification for next year

Joe Robinson – High School Principal ♦Sports awards night last week ♦Honors Class day past Friday – very nice day ♦Don Lewis donated 700 tickers for Pioneers games 6/17 ♦Exams begin tomorrow ♦Mark Twain Scholar Dinner is Wed ♦Val/Sal dinner is next week.

Debra Palmer – Business Manager ♦Received \$50,000 Bullet Aid ♦Auditors were in to do preliminary work ♦End of Year checklist went out ♦Year End close out has begun

**AWARDS / HONORS / ACHIEVEMENTS**

♦ **Congressional Art Competition Recipient** – District had a finalist – a pencil drawing of Mark Twain Study

♦ **US Dept. of Education Leadership Summit** – Harry Blish, Carol Cady and Mary Beth Fiore attended – it was an exceptional experience

♦ **NYSIR Report** – Congratulations to Mike Coghlan and his staff for this exceptional report.

## **PERSONNEL**

A motion was made by Christopher Callas seconded by Lisa Benedict and carried 6-0 to approve the following recommended personnel items F-1a through F-4a 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. Substitutes – for the 2011-12 school year - approved**

**Substitute Support Staff** Andy Shultz

#### **b. Substitutes – for the 2011-12 school year – pending fingerprint clearance - approved**

**Substitute Support Staff** Kathryn Rupert

#### **c. Translator - approved**

Ms. Day-Lih Tung

The Board conditionally approved Ms. Day-Lih Tung as a Chinese translator for the 2012 Regents examination period, pending completed application processing and fingerprint clearance. Ms. Tung shall be paid at a rate of \$17.50 per hour

### **F-2 Tenure - approved**

Upon recommendation of the Superintendent the Board of Education granted tenure to the following:

- |                           |                          |                              |
|---------------------------|--------------------------|------------------------------|
| a. <u>Lisa Morley</u>     | Elementary Education     | effective July 7, 2012.      |
| b. <u>Courtney Perez</u>  | Special Education        | effective September 1, 2012. |
| c. <u>Mary Ann Sheets</u> | Library Media Specialist | effective September 1, 2012. |
| d. <u>Gretchen Smith</u>  | Dean of Students         | effective July 1, 2012.      |

### **F-3 Resignations - approved**

#### **a. Cleaner**

Timothy Shaffer

With thanks and appreciation of service and best wishes, the Board accepted the resignation of Timothy Shaffer as a Cleaner, effective June 8, 2012 after fourteen years of service to the Elmira Heights CSD.

#### **b. Teacher - Health**

Tiffany Vesey

With thanks and appreciation of service and best wishes, the Board accepted the resignation of Tiffany Vesey as a Health teacher, effective July 1, 2012.

#### **c. Teacher - Elementary**

Jaime Deming

With thanks and appreciation of service and best wishes, the Board accepted the resignation of Jaime Deming as an Elementary teacher, effective July 1, 2012.

### **F-4 Salary – Working Foreperson - approved**

#### **a. Michael Coghlan**

Pending approval of the shared facilities director services agreement with Horseheads Central School District the Board set the salary of Working Foreperson, Michael Coghlan at \$75,000 for the 2012-13 school year. Should the pilot be discontinued, compensation will revert to current salary under the exempt employees' contract.

## **FINANCIAL**

### **G-1 Budget Status Report as of June 4, 2012- acknowledged**

A motion was made by Harry Blish, seconded by Harvey Harris and carried 6-0 to acknowledge the budget status report as of June 4, 2012.

### **G-2 Treasurer's Report (April 2012) - acknowledged**

A motion was made by Andrew Willard, seconded by William Brewer and carried 6-0 to accept the Treasurer's report for April 2012.

### **G-3 Investment Report**

No Report

### **G-4 Claims Auditor Report (April 2012) - acknowledged**

A motion was made by Harvey Harris, seconded by Christopher Callas and carried 6-0 to accept the Claims Auditor Report for April 2012.

### **G-5 Extra-Classroom Report (April 2012) - acknowledged**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to accept the Extra-Classroom Report for April 2012.

## **FACILITIES**

Update – Michael Coghlan – Air Conditioning up and going in the cafeteria

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **J-1 Lead Evaluators - approved**

A motion was made by Harry Blish, seconded by William Brewer and carried 6-0 to certify Lead Evaluators under the current 3012-c laws as follows:

Superintendent Mary Beth Fiore: Lead Evaluator of Administrators and Teachers

Principal Andy Lutz: Lead Evaluator of Teachers

Principal Dawn Hanrahan: Lead Evaluator of Teachers

Principal Joe Robinson: Lead Evaluator of Teachers

All lead evaluators have participated in on-going professional development through a variety of conferences, workshops, webinars and administrative work sessions. These professional development activities have been provided by the New York State Education Department, New York State Council of School Superintendents, GST BOCES, Marzano Rubric application and I-Observation. Professional Training

### **J-2 Exempt Employees Agreement**

A motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to approve the Employment Conditions and Benefits of the Exempt Employees, effective July 1, 2012. The increase in salary for the 2012-13 school year shall reflect an increase of 2.7% of the employee base salary, effective July 1, 2012

## **CONSENT**

A motion was made by Lisa Benedict seconded by William Brewer and carried 6-0 to approve the following consent agenda items K-1 through K-10.

### **K-1 CPSE Recommendations and Funding - approved**

Approved recommendations and funds to support placements for determinations made at the April 30, March 14, 2012 CPSE meetings.

### **K-2 CSE Recommendations and Funding - approved**

Approved recommendations and funds to support placements for determinations made at the May 1,7,15,22,31,June 1, 2012 CSE meetings.

### **K-3 District Safety Plan for 2012-13 approved**

Approved the District Safety Plan for the 2012-13 school year, as presented at the May 7, 2012 Board of Education Meeting.

### **K-4 Plan for Participation for 2012-13 - approved**

Approved the Plan for Participation for the 2012-13 school year, as presented at the May 7, 2012 Board of Education Meeting.

### **K-5 Academic Intervention/Response to Intervention (AIS/RTI) Plan for 2012-13 approved**

Approved the Academic Intervention/Response to Intervention (AIS/RTI) Plan for the 2012-13 school year, as presented at the May 7, 2012 Board of Education Meeting.

### **K-6 OMNI Group – Services Agreement - approved**

Approved the Services Agreement for the 2012-13 school year with the OMNI Group, for a total of \$2,076.00.

### **K-7 SIEBA Ltd Administrative Service Agreement – Amendment 3 - approved**

Approved Amendment 3 to the Administrative Service Agreement between the Elmira Heights CSD and SIEBA Ltd, effective September 1, 2012 through August 31, 2014.

### **K-8 Transportation Lease – Horseheads - approved**

Approved the Lease agreement between the Horseheads CSD and the Elmira Heights CSD for the lease of Transportation Garage Facilities, effective July, 1, 2012 through June 30, 2013 in the amount of \$20,616.80 per year or \$2,061.68 per month.

### **K-9 Shared Facilities Director Services - approved**

Approved the agreement between the Horseheads CSD and the Elmira Heights CSD for the provision of shared Facilities Director Services, effective July 1, 2012 through June 30, 2013. Horseheads CSD shall receive 2 ½ days of services per week and shall compensate the Elmira Heights CSD for services rendered Fifty-Seven Thousand Two Hundred Seventy-three and 00/100ths Dollars (\$57,273.00).

### **K-10 Fire Safety Reports - acknowledged**

Acknowledged the Annual Public School Fire Safety Reports.

**K-11 Policy 7552: Dignity for All Students Act –new - 1<sup>st</sup> reading - accepted**

Accepted the first reading of new Board of Education Policy 7552: Dignity for all Students Act

**K-12 Policy 3410: Code of Conduct on School Property –revised - 1<sup>st</sup> reading - accepted**

Accepted the first reading of revised Board of Education Policy 3410: Code of Conduct on School Property

**K-13 Cooperative Purchasing DCMS - approved**

The Board of Education approved the following resolutions:

*Cooperative Purchasing School Year 2012-13*

*WHEREAS, the cooperative purchasing service is a plan of a number of public school district in the Delaware-Chenango-Madison-Otsego BOCES area in New York, to bid jointly equipment supplies and contract items, and*

*WHEREAS, The Elmira Heights Central School District is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentions above as authorized by General Municipal Law, Section 119-o and*

*WHEREAS, The Elmira Heights Central School District wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf, therefore*

*BE IT RESOLVED, The Elmira Heights Central School District Board of Education , hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,*

*BE IT FURTHER RESOLVED, The Elmira Heights Central School District Board of Education authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and.*

*BE IT FURTHER RESOLVED, The Elmira Heights Central School District Board of Education agrees to )1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).*

*Generic School Year 2012-13*

*WHEREAS, It is a plan of a number of public school district in the Delaware-Chenango-Madison-Otsego BOCES area in New York, to bid jointly equipment supplies and contract items, and*

*WHEREAS, The Elmira Heights Central School District is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o and*

*WHEREAS, The Elmira Heights Central School District wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards, therefore*

*BE IT RESOLVED, The Elmira Heights Central School District Board of Education, herby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,*

*BE IT FURTHER RESOLVED, The Elmira Heights Central School District Board of Education authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and.*

*BE IT FURTHER RESOLVED, The Elmira Heights Central School District Board of Education agrees to )1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s); (*

**K-14 Donation \$50.00 - Anonymous**

Accepted with thanks and appreciation an anonymous donation of \$50.00 to be used to offset meal expenses for the May 23, 2012 Spring College Fair

**K-15 CiNTAS Uniform Services Agreement - approved**

Approved the service agreement with CiNTAS to provide uniform services for the bus garage for the 2012-13 school year

**COMMUNICATIONS**

- ◆ None

**DISCUSSION**

◆ Board of Education Meeting Calendar 2012-13 and Budget Calendar 2013

Motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to approve the 2012-13 BOE Meeting Calendar and 2013 Budget Calendar

◆ Code of Conduct

Reviewed with recommended changes

◆ Comprehensive Attendance Plan

Reviewed

◆ Professional Development Plan (work in progress)

◆ APPR Plan (work in progress)

◆ School Report Card

Presented by Superintendent Mary Beth Fiore

◆ Board of Education Self-Evaluation/Goal Setting Retreat Report

◆ NYSSBA Convention – October 25-27, 2012

◆ Adjustment to Calendars

2011-12 Calendar: Add Final Exam Day at TAE on June 12

motion by William Brewer, second by Christopher Callas passed 6-0

2012-13 Calendar: Change ½ early Release Day from April 17, 2013 to April 19, 2013  
& add Local High School Exam Day June 10, 2013

motion by Harvey Harris, second by Andrew Willard, passed 6-0

**EXECUTIVE SESSION:**

At 7:77pm a motion was made by Lisa Benedict, seconded by William Brewer and carried 6-0 to enter executive session to discuss a student matter.

**ADJOURN EXECUTIVE SESSION:**

At 8:07pm a motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to adjourn executive session

**NEXT MEETING**

Monday June 25, 2012

7:00 pm -Regular Meeting

TAE Community Room

**ADJOURNMENT** – At 10:30pm a motion was made Lisa Benedict, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

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Clerk