

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

Call to Order: The Reorganization Meeting of the Board of Education was called to order at 6:30 p.m. on July 02, 2013 by Superintendent Mary Beth Fiore.

Members Present: Lisa Benedict, William Brewer, Christopher Callas, Harvey Harris, Joseph Sullivan,

Member Elect Present: Andrew Willard

Member Absent: Harry Blish

Others Present: Mary Beth Fiore, Debra Palmer, Tom Boyanowski, Andy Lutz, Dawn Hanrahan, Mike Coghlan, Auditors from Buffamante, Whipple, Buttafaro, P.C. , Colleen Dengler,

Temporary Chairman Motion was made by William Brewer, seconded by Lisa Benedict and carried 6-0 to appoint Mary Beth Fiore as the Temporary Chairman of the Reorganization Meeting.

Oath of Office

▪**Superintendent** - The Oath of Office was administered to Superintendent **Mary Beth Fiore**.

Oath of Office

▪**Re-Elected School Board Member**

Andrew Willard -Term of Office - July 1, 2013 through June 30, 2018

▪**School Board Members**

The Oath of Office was administered to **Lisa Benedict, William Brewer, Christopher Callas, Harvey Harris, and Joseph Sullivan as a reaffirmation to their position** as School Board Members

Election of Officers for 2013-2014

President: Nominee Harry Blish Motion by Joseph Sullivan, Second by Christopher Callas

Results: Being no other nominations the vote was 6-0 to elect **Harry Blish** as President

Vice President Nominee Joseph Sullivan Motion by Harvey Harris Second by William Brewer

Results: Being no other nominations the vote was 6-0 to elect **Joseph Sullivan** as Vice President.

Oath of Office

▪**President, Board of Education** – President elect was absent – oath to be administered at later date

▪**Vice-President, Board of Education** – Oath of Office was administered to Vice President Elect **Joseph Sullivan**

2013-2014 Appointments

Motion was made by Lisa Benedict seconded by Harvey Harris and carried 6-0 to make the following appointments for the 2013-2014 year.

District Clerk - Colleen Dengler

District Treasurer – w/\$4,000,000. blanketbond/loss – Leas Bussmann

Tax Collector – w/\$3,000,000. blanket bond per loss

Kim Dykes (Alternate CBO)

Assistant Tax Collector – Lesa Bussmann

Chief Faculty Counselor, Extracurricular Funds – Tom Boyanowski

Central Treasurer, Extracurricular Funds - \$3,000,000. Blanket

bond/loss Kelly Buckley

Records Access Officer – Debra Palmer

Records Management Officer – Debra Palmer

Asbestos Compliance Designee – Michael Coghlan

Purchasing Agent – Linda Theetge/Alt: GST BOCES CBO

School Physician \$24,000. contract – Marc Immerman, M.D.

Legal Counsel – with contract \$7,520.00 – Donald Coyles

District Auditor – Buffamante, Whipple, Buttafaro, P.C.

Secretary to Superintendent/BOE – Colleen Dengler

Athletic Director – Michael Bennett - \$8,180.00 stipend

Director of Physical Education – Mary Beth Fiore

Committee on Special Education (CSE) Members**2013-2014:**

Dawn Hanrahan – Chairperson
 Janice Lagonegro – CSE Secretary
 Lori Andriene – Alternate Chairperson
 Lori Andriene – School Psychologist
 BOCES Provider – Occupational Therapist
 BOCES Provider – Physical Therapist
 BOCES Provider – Speech Therapist
 Jackie Weaver – School Social Worker
 Jennifer Jadoski – Special Education Teacher ES
 Wendy Jurusik – Special Education Teacher ES
 Stacia Kruckow – Special Education Teacher ES
 Nancy Monks – Special Education Teacher ES
 Courtney Perez – Special Education Teacher 6th grade MS
 Jill Wood – Special Education Teacher 8th Grade - MS
 Kate Biddle – Special Education Teacher 7th Grade - MS
 Aimee Badger – Special Education Teacher HS
 Brenda Baker – Special Education Teacher HS
 Tracey Hayes – Special Education Teacher HS
 Tammy Farley – Special Education Teacher HS
 General Ed. Teachers – All General Education Teacher
 TBD – Parent Representative

Sub-Committee on Special Education (CSE) Members**2013-2014:**

Dawn Hanrahan – Chairperson/Middle School Principal
 Tom Boyanowski – Alternate Chairperson
 Tom Boyanowski – High School Principal
 Andy Lutz – Alternate Chairperson
 Andy Lutz – Elementary School Principal
 Dan Crandall – Alternate Chairperson
 Janice Lagonegro – CSE Secretary
 Lori Andriene – School Psychologist
 Lori Andriene – Alternate Chairperson
 BOCES Provider – Occupational Therapist
 BOCES Provider – Physical Therapist
 BOCES Provider – Speech Therapist
 Jackie Weaver – School Social Worker
 Jennifer Jadoski – Special Education Teacher ES
 Wendy Jurusik – Special Education Teacher ES
 Stacia Kruckow – Special Education Teacher ES
 Nancy Monks – Special Education Teacher ES
 Courtney Perez – Special Education Teacher 6th grade MS
 Jill Wood – Special Education Teacher 8th Grade - MS
 Kate Biddle – Special Education Teacher 7th Grade - MS
 Aimee Badger – Special Education Teacher HS
 Brenda Baker – Special Education Teacher HS
 Tracey Hayes – Special Education Teacher HS
 Tammy Farley – Special Education Teacher HS
 General Ed. Teachers – All General Education Teacher
 TBD – Parent Representative

2013-14 Audit Committee

Lisa Benedict Harry Blish William Brewer Christopher Callas Harvey Harris Joseph Sullivan Andrew Willard

Title IX Compliance Officer – Debra Palmer
 Section 504/ADA Compliance Officer – Dawn Hanrahan
 Liaison for Homeless Children and Youth – Dawn Hanrahan
 Chemical Hygiene Officer – Michael Coghlan
 Sexual Harassment Complaint Officers – Dawn Hanrahan, Andrew Lutz
 Deputy Treasurer – w/ \$1,000,000. bond – Rose Ann Wylie
 Technology Coordinator – Julie Lederman
 Claims Auditor \$1,000,000. bond – Cindy Luedeman/alternate CBO
 Attendance Officer – Andy Lutz
 Faculty Auditor – w/ stipend \$500.00 – Mary Ann Sheets
 Public Information Officer – w/stipend of \$3,000.00 James Russ

Committee on Preschool Special Education (CPSE)**2013-2014: Members**

Hanrahan – CPSE Chairperson
 Lori Andriene – CPSE Alternate Chairperson
 Janice Lagonegro – CPSE Secretary
 Anne Jernigan – County Representative
 Able 2 – Evaluator/Service Provider
 Building Blocks – Evaluator/Service Provider
 Erik Miller Associates – Service Provider
 Arnot Ogden Rehab – Service Provider
 Kim Cramer – Independent Service Provider
 Heather Early – Independent Service Provider
 Jessica Johnson – Independent Service Provider
 Yolanda Bush – Independent Service Provider
 TBD – Parent Representative

504 Accommodation Plan Members**2013-2014:**

Andy Lutz – Elementary School Principal
 Tom Boyanowski – High School Principal
 Dawn Hanrahan – Middle School Principal
 Lori Andriene – School Psychologist
 General Ed. Teachers – Respective Teacher

Oaths of Office

Oath of Office – To Be Administered to the following appointees at earliest convenience

District Clerk - Colleen Dengler
Tax Collector – Kim Dykes
Claims Auditor – Cindy Luedeman
Central Treasurer, Extra-Curricular Funds – Kelly Buckley
Deputy Treasurer – Rose Ann Wylie
District Treasurer – Lesa Bussmann
Assistant Tax Collector – Lesa Bussmann

Resolutions: 2013-2014

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adopt the following resolutions 8a-8q for the 2013-2014 year:

- a. RESOLVED, that the Board authorize the payroll plan with one bank transfer for the net amount of each payroll being paid to the consolidated Net Payroll Account, by the District Treasurer.
- b. RESOLVED, that any member of the Board of Education, Superintendent, and other authorized personnel shall be reimbursed for expenses incurred in the interest of the district, the amount to be decided by the Board of Education as reasonable; that all bills be duly itemized, signed and submitted monthly, or as otherwise provided for by the Board of Education.
- c. RESOLVED, that the Star-Gazette be designated as the official newspaper of the District.
- d. RESOLVED, that Chemung Canal Trust Company, Elmira Heights Branch; JP Morgan Chase Bank, Five Star Bank, Elmira Heights Branch and M&T Bank, Elmira branch, be designated as the official depositories for all funds; and that the Treasurer of the District be authorized to sign checks and drafts of the District.
- e. RESOLVED, that the establishment of Petty Cash Funds be authorized as follows:

\$100.00	District Office	made to	Kelly Buckley
\$ 25.00	High School	made to	Sheri May
\$ 25.00	Middle School	made to	Janice Lagonegro
\$ 25.00	Elementary School	made to	Kathleen Willis
\$100.00	School Lunch Fund	made to	Freda Patterson
\$100.00	Athletic Director	made to	Mike Bennett
\$ 50.00	Maintenance	made to	Mike Coghlan
\$ 50.00	Transportation	made to	Richard VanHouten
- f. RESOLVED, that the conferences for the teaching and non-teaching personnel be authorized by the Superintendent and/or other designated personnel, and that the costs be limited to designated budget amounts.
- g. RESOLVED, that the District Treasurer be authorized to invest moneys in all accounts to secure maximum interest rates under legal authority within limits.
- h. RESOLVED, that the Chief School Administrator or designees be authorized to make necessary budget transfers in accordance with Section 170.2 of the Commissioner's Regulations.
- i. RESOLVED, that the Treasurer is authorized to wire transfer of State Aid monies to Chemung Canal Trust Company, JP Morgan Chase Bank, Five Star Bank and M&T Bank-Elmira Branch.
- j. RESOLVED, that all persons and positions required by law or regulation are bonded.
- k. RESOLVED, that the Board readopts all policies and Code of Ethics in effect last year in accordance with all current policies and regulations.
- l. RESOLVED, that the Board establish the mileage reimbursement rate at the IRS rate.
- m. RESOLVED, that the Chief School Administrator be designated to authorize and certify payrolls.
- n. RESOLVED, that the Treasurer be designated for signature on checks.
- o. RESOLVED, that the Superintendent be authorized to apply for Grants in Aid.

- p. RESOLVED, that the Regular Meetings of the Board of Education take place at 7pm unless advertised differently per the below schedule:

Board of Education 2013-2014 Calendar

Date	Meeting	Location
* July 2 (Tuesday)	* Reorganization Meeting/Regular BOE Meeting	Community Room
July 22	Regular BOE Meeting (if needed)	Community Room
August 12	Regular BOE Meeting (if needed)	Community Room
August 26	Regular BOE Meeting (Visual Inspection @ 6pm)	Community Room
September 9	Regular BOE Meeting	Community Room
September 23	NYSCOSS President Induction (No meeting)	
October 7	Regular BOE Meeting (if needed)	Community Room
October 14	HOLIDAY (No meeting)	
October 24-26	Annual NYSSBA Convention	Rochester, NY
October 28	Regular BOE Meeting	Community Room
November 11	HOLIDAY (No meeting)	
November 25	Regular BOE Meeting	Community Room
December 9	Regular BOE Meeting	Community Room
January 13	Regular BOE Meeting	Community Room
January 27	Regular BOE Meeting (if needed)	Community Room
February 10	Regular BOE Meeting	Community Room
February 24	Regular BOE Meeting (if needed)	Community Room
March 10	Regular BOE Meeting	Community Room
March 17	Budget Workshop (if needed)	Community Room
March 24	Regular BOE Meeting Final Budget Review	Community Room
April 7	Regular BOE Meeting Final Budget Adoption (if completed)	
April 8 (Tuesday)	GST BOCES ANNUAL Meeting	Cooper's Campus
April 23 (Wednesday)	BOCES Administrative Budget Vote Final Budget Adoption (if not completed on April 7)	Community Room
May 12	Regular Budget Meeting/Public Presentation	
May 20 (Tuesday)	Budget VOTE & BOE Member Elections	TAE Gym
May 26	HOLIDAY (No meeting)	
June 9	Regular BOE Meeting	Community Room
June 23	Regular BOE Meeting (if needed)	Community Room
June 27 (Friday)	GRADUATION	

RED indicates atypical meeting week or special event.

- q. Be it resolved that the District will use the specified list for Impartial Hearing Officers (IHO) as maintained by the New York State Impartial Hearing Reporting System (IHSW)

Adjournment – due to audit committee to follow

At 6:37 pm a motion was made by Christopher Callas, seconded by William Brewer and carried 6-0 to adjourn the Reorganization Meeting.

Regular Meeting – to convene after audit committee meeting

Clerk