

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

OTHERS PRESENT Mary Beth Fiore, Debra Palmer, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Carol Cady, Randy Cornell, Barb Day, Carol Sullivan, Colleen Dengler, the press, and approximately 50 family & friends accompanying students receiving awards.

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Lisa Benedict seconded by Andrew Willard and carried 7-0 to approve the November 25, 2013 agenda with the addition of one volunteer under personnel and dispensing with the order of business.

Minutes:

October 21, 2013 Regular Meeting- A motion was made by William Brewer seconded by Joseph Sullivan and carried 7-0 to approve the minutes of the October 21, 2013 Board of Education Regular Meeting.

Order of Business:

A motion was made by Andrew Willard seconded by Joseph Sullivan 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.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Congratulations to all our students here tonight ♦excited about the upcoming concert season ♦Thankful for all the efforts of our staff to make students successful every day in school ♦Dec 9 is Problems to Solutions Community Forum – will discuss core curriculum and efficiency study ♦Educators are working diligently with policy makers to work out the best solutions.

Andy Lutz –Elementary School Principal ♦3rd graders received dictionaries from the Elmira Heights Rotary ♦Safety Committee meeting – on schedule with completing required drills as well as an evacuation drill for each building ♦Math STEM Training – mixed reviews ♦ Boycott Day – only 8 elementary students absent - ♦Denise Glowaski opened up her door to a reporter to observe common core ♦K-2 Common Core modules have not been adopted- our program standards are higher ♦Holiday Concert Season is coming up ♦Ski Club – Sadly due to limited interest, it will not be run this year

Dawn Hanrahan - Middle School Principal/CSE/CPSE Chair ♦Talent Show was Friday –exceptional talent in our school: 1st place Abbie Doland 2nd place Lidia Pierce 3rd place Tori Dupont, Sydni Pylkas, Alyssa Steinhauer, Alexis DePue ♦Afterschool tutoring has begun ♦Middle School overall average is 86.5%

Tom Boyanowski – High School Principal ♦3rd marking period has begun ♦Evacuation Drill –the building was emptied all were at Cohen within 10 minutes ♦Seniors – some have received acceptances others are in the process of completing applications ♦Winter Sports are underway - ♦Dec 18 Band Concert ♦Benchmarks coming up in December ♦Atmosphere in the building is good.

Debra Palmer – Business Manager ♦Tax Collection- 91.59% collected this year ♦NY44 Annual Meeting – topics included 4-Tier Pricing, fund balance, claims analysis etc. with recommendation to budget for an 8% premium increase ♦Workers Comp meeting – discussed claim status and coverage ♦Comptrollers Audit – they are here working ♦Copier replacements – have 2 demos that the building is trying out ♦Medicaid cost report updating/training ♦Wellness Committee has \$1000 from NY44 to use on a wellness plan – a survey has been sent to staff

PERSONNEL

A motion was made by Andrew Willard seconded by Lisa Benedict and carried 7-0 to approve the following recommended personnel items F-1a through F-4a as presented, 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 2013-14 school - approved

Substitute Teachers: Ryan Becker Christie Brethorst David Crowley Brittany Dolan
Laura Jessup Janice Mecum

Substitute Support Staff: Ryan Becker Christie Brethorst David Crowley Brittany Dolan Laura
Jessup Janice Mecum Peggy Ridosh

b. Volunteers - approved

Approved the following volunteers to work with our athletic program for the 2013-14 school year:

Basketball	Kourtne Evans	Megan Cook	Andrew Pesesky
Bowling	Mike Houghtaling	Kayla Coolbaugh	
Track	Kayla Heintzelman		
Baseball	Mike Coghlan	Chris Bennett	

c. Coaches - approved

Approved the following coaches to work with our athletic program for the 2013-14 school year:

		Level	Year	Stipend
Assistant Girls Track	<u>Matt Wukovitz</u>	1	1	\$2,445.37
Assistant Boys Track	<u>Shawn Nugent</u>	2	4	\$2,481.86
Modified Girls Basketball	<u>Paul Richmond</u>	1	1	\$1,897.90

d. Teacher – English Language Arts - Secondary - approved

Aimee Badger

The Board approved the recommendation to appoint Ms. Aimee Badger, in the tenure area of Secondary ELA, effective December 2, 2013. Ms. Badger shall serve a two-year probationary period, effective December 2, 2013. Ms. Badger shall be placed on Step 10 of the current EHTA contract with 51 graduate hours for a total salary of \$50,148 prorated for the remainder of the year.

e. Extracurricular Advisor - approved

The Board approved the recommendation to appoint the following extra-curricular advisor effective November 26, 2013 through June 30, 214 with the following stipend to be pro-rated:

Drama Liz Schlickbernd Year 1 Level 1 Stipend \$2,116.89

F-2 Resignations - approved

a. Teacher - English

Hollie Hughes

The Board accepted the resignation of Ms. Hollie Hughes, with thanks and best wishes. Ms. Hughes resigns as a Secondary English Teacher, effective October 25, 2013

b. Drama Advisor - approved

Debbie Troia

The Board accepted with thanks and appreciation for her service, the resignation of Debbie Troia as Drama Director for the 2013-14 school year effective November 9, 2013. Ms. Troia's stipend will be pro-rated to reflect her resignation.

c. Special Education Teacher - approved

Aimee Badger

The Board accepted the resignation of Ms. Aimee Badger as a Special Education teacher, effective December 2, 2013 for the purpose of voluntarily accepting an internal transfer to the tenure area of Secondary English Arts. The transfer from Special Education to English Language Arts is with the understanding that her seniority will be applied in accordance to the law.

F-3 Termination - approved

a. Substitute

Abigail Green

The Board of Education acknowledged the submission of a letter of resignation from Abigail Green, and approved the recommendation to terminate the services of Ms. Abigail Green as a substitute for the 2013-14 school year, effective November 26, 2013

F-4 Parental Leave - approved

a. Katie Goetz

Parental leave for Katie Goetz was approved to begin on or about January 21, 2014 with an anticipated return to work on or about March 4, 2014.

FINANCIAL

G-1 Budget Status Report as of November 18, 2013 - acknowledged

A motion was made by Christopher Callas, seconded by Harvey Harris and carried 7-0 to acknowledge the budget status report as of November 18, 2013.

G-2 Treasurer's Report (September 2013) - acknowledged

A motion was made by Harvey Harris, seconded by Lisa Benedict and carried 7-0 to accept the Treasurer's report for September 2013.

G-3 Investment Report

No Report

G-4 Claims Auditor Report (September 2013) - acknowledged

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 7-0 to accept the Claims Auditor Report for September 2013.

G-5 Extra-Classroom Report (September 2013) - acknowledged

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 7-0 to accept the Extra-Classroom Report for September 2013.

G-6 Affidavit of Unpaid School Taxes

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 7-0 to acknowledge the Affidavit of Unpaid 2013 School Taxes in the amount of \$492,519.04 to be re-levied by the Chemung County Treasurer.

G-7 Budget Increase for Cameras:

A motion was made by Harvey Harris, seconded by William Brewer and carried 7-0 to approve the following resolution increasing the 2013-14 budget in the amount of \$1,985 for two security cameras:

RESOLUTION FOR THE 2013-14 BUDGET

BE IT RESOLVED, That two (2) security cameras be purchased in 2013-14, as per Day Automation quote dated October 31, 2013, due to this being a safety issue that was unanticipated when the budget was approved.

BE IT FURTHER RESOLVED, That the following budget line, be increased for a total amount of \$1,985.

A1621-200-5-00 HS Maintenance Equipment

Such increase shall be supported by fund balance in the 2013-2014 school year. We will be aided in 2014-15 at our 2013-14 RWADA aid ratio (approximately .79) plus an additional 10% under the NYSAFE Act.

G-8 Tax Refund - Map 073001 79.10-2-45 - Good

A motion was made by Andrew Willard, seconded by Lisa Benedict and carried 7-0 to approve the following resolution correcting a bill due to a star exemption not being applied from \$1,812.65 taxes due to \$1,143.65 taxes due resulting in a \$669.00 refund:

RESOLVED: That the tax bill for 2013 for Stephen C Good for property designated as Tax Map No. 79.10-2-45, Town of Elmira, be decreased by \$669.00, from \$1,812.65 to \$1,143.65 and that any amount already paid in excess of the corrected tax bill be refunded. The assessor has certified that the property owner applied for and was eligible to receive the Basic Star exemption. However, the exemption was not entered on the 2013 assessment roll in error. Failure to grant the exemption represents a clerical error as defined by RPTL section 550(2)(c), and should be corrected for the 2013-14 tax rolls.

G-9 Tax Refund - Map 073089 88.00-1-13.2 - Sonsire/Bruner

A motion was made by William Brewer, seconded by Harvey Harris and carried 7-0 to approve the following resolution to refund \$1,601.92 to Damian Sonsire & Christina Bruner for overpayment of the 2013 school taxes as a result of a reduction in assessment from \$545,700 to \$475,000 at a hearing on September 18, 2013:

RESOLVED: That the tax bill for 2013 for Damian Sonsire & Christina Bruner for property designated as Tax Map No. 88.00-1-13.2, Town of Elmira, be decreased by \$1,601.96, from \$12,364.51 to 10,762.59 and that any amount already paid in excess of the corrected tax bill be refunded. This is per decision at a hearing on September 18, 2013 reducing the property assessment from \$545,000 to \$475,000.

G-10 Debt Service Fund Transfer - \$193,624

A motion was made by Joseph Sullivan , seconded by Andrew Willard and carried 7-0 to approve the following resolution to transfer \$193,624 from the Debt Service Fund to Interfund Revenue-Debt Service to offset principal and interest payments on said debt in 2013-14:

Resolution for 2013-14 Budget

WHEREAS, the District undertook an \$11,900,000 capital project and

WHEREAS, the unspent funds have been transferred to the Debt Service Fund to offset debt service on said projects and

WHEREAS, final cost reports have been filed and

WHEREAS, the District has been notified by the New York State Education Department that \$193,624 will be deducted from 2013-14 state aid due to overpayment of building aid on said project and

WHEREAS, the District wishes to offset the loss of state aid,

NOW, THEREFORE, be it

RESOLVED, that the Board of Education of the Elmira Heights Central School District authorizes the Chief Fiscal Officer to transfer \$193,624 from the Debt Service Fund to Interfund Revenue-Debt Service to offset principal and interest payments on said debt in 2013-14.

FACILITIES

H-1 Update Capital Work – Ms. Fiore reported that there had been a meeting with the architects to discuss Cohen Cafeteria upgrades and that Mr. Coghlan will have a facilities inspection report in the near future to share.

NEW BUSINESS

Policy 7513: Administration of Medication – revised 1st reading- accepted

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 7-0 to accept the first reading of Board of Education revised Policy 7513: Administration of Medication.

Local Assistance Plan – Cohen Middle School - approved

A motion was made by William Brewer, seconded by Harry Blish and carried 7-0 to approve the Cohen Middle School Local Assistance Plan as presented.

OLD BUSINESS

Policy 8212: Animals in Schools (Instructional Purposes) (On School Premises) – revised - adopted

A motion was made by Andrew Willard, seconded by Joseph Sullivan, and carried 7-0 to adopt revised Policy 8212: Animals in Schools (Instructional Purposes) (On School Premises) as presented at the September 17, 2012 meeting.

Policy 7440: Musical Instruments – revised - adopted

A motion was made by Harry Blish, seconded by Harvey Harris and carried 7-0 to adopt Board of Education revised Policy 7440: Musical Instruments as presented at the September 17, 2012 meeting .

Policy 7160: Education of Homeless Children and Youth. Policy – eliminated - approved

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 7-0 to eliminate BOE Policy 7160: Education of Homeless Children and Youth. Policy is covered on BOE Policy 7131: Education of Homeless Children and Youth

CONSENT

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

K-1 CPSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at the October 21, 2013 CPSE meetings.

K-2 CSE Recommendations and Funding - approved

Approved recommendations and funds to support placements for determinations made at the October 21, 29, 31 and November 4, 8, 12, 14, 2013 CSE meetings.

K-3 Standard Workday - approved

Approved the following standard workday resolution:

STANDARD WORKDAY RESOLUTION

BE IT RESOLVED, that the Elmira Heights Central School District board of Education be and hereby revises and establishes standard workdays for the following appointed positions for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

5 day work week/6 hrs. per day

- 6 hr Bus Driver
- 6 hr Bus Attendant
- 6 hr Cook
- 6 hr Food Service Helper

5 day work week, 6 hrs. 45 min. per day

- 6.75 Hour Teacher Aide

5 day work week, 6 hrs. 55 min. per day

- 6.92 Hour Teacher Aide

5 day work week / 7 hrs. per day

- 7 hr Cook

5 day work week / 7 hrs. 30 min per day

- 7.5 hr Nurse – LPN
- 7.5 hr Nurse – RN

5 day work week / 8 hrs. per day

- 8 hr Building Maintenance Mechanic
- 8 hr Business Manager
- 8 hr Cleaner
- 8 hr Cleaner/Sub Driver
- 8 hr Clerk Typist
- 8 hr Custodian
- 8 hr Principal Clerk
- 8 hr Secretary
- 8 hr Sr. Clerk Typist
- 8 hr Transportation Supervisor
- 8 hr Working Foreperson

K-4 Bid Results – Surplus Equipment - approved

Approved the bid results for surplus equipment as listed below:

Auctions International Bid Recap Closing October 30, 2013

Item #	Description	High Bid	High Bidder	Accept Y/N
1	2009 Blue Bird Bus	\$ 20,100.00	jorge44	N
2	247 Security Camera System	\$ 260.00	requestauto	Y
3	Mobile Radios & Cameras	\$ 180.00	akazzman	Y
4	Coaxial Cables	\$ 16.00	1804	Y
5	Cameras & Telephones	\$ 47.50	cubancigars	Y
6	Assorted Smart Phones	\$ 210.00	1804	Y
7	Motorola Nextel i530 Cell Phones	\$ 14.00	markta607	N
8	Assorted Desktop Printers	\$ 77.50	455289	Y
9	Konica 7022	\$ 36.00	455289	N
10	Minolta Image Max PR600Z	\$ 70.00	1804	N

Note: items with unaccepted bids will be relisted

K-5 Retirees MVP Medicare Advantage Plans (Gold Anywhere-) and (USA Care)- approved

Approved the following Retiree Health Insurance Rates effective 1/14/2014

- MVP Medicare Advantage Gold Anywhere \$320.50 per subscriber per month
- MVP Medicare USA Care \$389.50 per subscriber per month

K-6 Donation up to \$500.00 - PFO - accepted

Accepted with thanks and appreciation, a donation of up to \$350.00 from Elmira Heights PFO to purchase book making supplies for the elementary workroom per request from Gretchen Smith.

K-7 Donation up to \$500.00 – PFO - accepted

Accepted with thanks and appreciation, a donation of up to \$500.00 from the Elmira Heights PFO to support the TAE Choir field trip to sing at the Holiday Inn Downtown, Holiday Tunes event.

AWARDS / HONORS / ACHIEVEMENTS

◆ Middle School Caring Award – presented by Principal Ms. Hanrahan and Board President Mr. Blish

- 6th grade Ryan Benedict Mikayla Bush
- 7th grade Steviey Newton Kyle Bystrom
- 8th grade Samantha Janowski, Michael Condon

◆ Area All State Music Festival Representatives

Presentation by Music Director Mr. Cornell, Principal Mr. Boyanowski & Board President Mr. Blish

The following Middle School and High Students were recognized for their attendance NYSSMA Festival

Brittany Antoniw	Michael Beach	Quessa Brown	Kenly Kuhn	Kristina Leshick
Christian Lopez	Kobie Punchard	Haley Maggs	Molly Hourihan	Savannah Morgan
Katherine Murray	Laura Bryant	Trisha Clark	Emmalea Erickson	

COMMUNICATIONS

No Items

DISCUSSION

◆ SIEBA Roll-Over

New regulations will allow for a roll-over of up to \$500. The District must decide to allow the maximum, less than maximum or no roll-over allowance. Impact to district would be some lost revenue.

◆ Government Efficiency Grant Award

2 grants were awarded to school districts. \$49,500 has been awarded for Elmira Heights and Horseheads to proceed with a study. The Board is in consensus that the Superintendents, Board Presidents and Board Vice Presidents of both Districts should have a preliminary meeting to draft a plan of action for the study with the understanding that all information is provided to the remainder of the Board.

◆ AIS/RTI Plan Update

Minor changes –although SED gave permission for an exemption for some levels of achievement, we continue to service all students.

◆ AMRIC Associates Ltd. Investigations and Security Consulting

Occasionally there are problematic residency issues that need follow-up. Would like the Board to consider using a service to help verify information.

EXECUTIVE SESSION:

At 8:20pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to enter executive session to discuss personnel and a student issue.

ADJOURN EXECUTIVE SESSION:

At 8:50pm a motion was made by Andrew Willard, seconded by Christopher Callas and carried 7-0 to adjourn executive session

NEXT MEETING

Mon December 9, 2013 7:00 pm -Regular Meeting TAE Community Room

ADJOURNMENT – At 8:52pm a motion was made Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.

Clerk