

**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 Harry Blish, Harvey Harris, Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

MEMBERS ABSENT Christopher Callas,

OTHERS PRESENT Mary Beth Fiore, Jason Rosno, Dawn Hanrahan, Carol Sullivan, Jean Willard, L Kordyl, Deborah Levanduski, Laurie Bush, Elise Root

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Harvey Harris seconded by Andrew Willard and carried 6-0 to approve agenda for the August 28, 2014 Board of Education Meeting with amendment.

Minutes:

July 22, 2014 Joint Board of Education Meeting- A motion was made by Joseph Sullivan seconded by Andrew Willard and carried 6-0 to approve the minutes of the July 22, 2014 Joint Board of Education Meeting with Horseheads Central School District..

July 24, 2014 Regular Meeting- A motion was made by Andrew Willard seconded by Joseph Sullivan and carried 6-0 to approve the minutes of the July 24, 2014 Regular Meeting.

Order of Business:

A motion was made by Michael Lepak seconded by Harry Blish 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 ♦Absenteeism – there is a county initiative to combat the absentee rate in Chemung County. There will be a press conference Sept 17 in the Community Room ♦CAC (Community Advisory Committee – there were 27 applicants from which 16 were selected – the first meeting will be Sept 8 ♦Growth scores were received from the state and they are looking favorable – more information available as they are analyzed

Andy Lutz – Elementary School Principal ♦Welcome to the new Board members ♦Mr. Lutz is part of the K-2 committee on the attendance initiative and indicated that there is a lot of work to be done ♦New Teacher orientation was today- largest group we have had ♦APPR scores – everything is looking good so fare – just sorting through the data ♦School orientations are occurring ♦enrollments are strong – very large 5th grade class this year ♦Teachers have been in and around all summer training and preparing ♦Kudos to Mike and his crew for preparing the buildings for opening day

Tom Boyanowski – High School Principal ♦9th grade orientation was last night ♦5 new teachers at TAE this year so far and will be hiring 2 others ♦athletics is underway

Jason Rosno – Business Manager ♦13/14 school year is closed out ♦Excess Funds will be returned to Reserves ♦ST3's were certified today ♦Tax bills will be mailed tomorrow.

PERSONNEL

A motion was made by Joseph Sullivan seconded by Harvey Harris and carried 6-0 to approve the following recommended personnel items F-1a through F-3a 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 2014-15 school year - approved

Substitute Teachers	Charlene Kociuba	Nicole Parasiliti	Laurie Bush
	Joyce Winton	Robert Oldroyd	Don Thomson

Substitute Support Staff: Charlene Kociuba Linda Nigh Joyce Winton

b. Guidance

Deborah How-Tennant

The Board of Education approved the appointment of Deborah Howe-Tennant in the tenure area of School Guidance Counselor effective September 1, 2014. Ms. Howe-Tennant shall serve a two year probationary period, effective September 1 2014 and shall be placed on Step 24 of the current EHTA contract with 60 graduate hours, guidance stipend and summer hours for a total compensation of \$75,675.

c. Coach

- a. The Board of Education approved the following coach for the 2014-15 school year:
Modified Cross Country Kayla Heintzelman step 1 yr 1 \$1,452.36

d. Volunteers

- b. The Board of Education approved the following volunteers to work with the athletic program in the 2014-15 school year:
Dierk Shrijver – Football
Michaela Gill – Cheerleading
Michelle Woychak - Volleyball

F-3 Resignations - approved

a. Coach – modified cross country

Callie Black

- a. the Board accepted the resignation of Ms. Callie Black, as modified cross country coach for the 2014-15 school year.

b. Guidance

Christin Bresett

- a. The Board accepted with thanks for service and best wishes, the resignation of Ms. Christin Bresett as guidance counselor, effective August 28, 2014.

c. Spanish Teacher - LTS

Steven Winston

The Board accepted the resignation of long-term substitute in Spanish, Mr. Steven Winston, effective August 13, 2014.

d. Extra-Curricular Faculty Auditor

Mary Ann Sheets

With thanks and appreciation of service, the Board accepted the resignation Ms. Mary Ann Sheets as the Extra-Curricular Faculty Auditor

e. Spanish Teacher

Stephanie Littlefield

The Board accepted with thanks for service and best wishes, the resignation of Ms. Stephanie Littlefield as Spanish teacher effective August 31, 2014

f. Junior Class Co-Advisor

Christin Bresett

The Board accepted the resignation of Ms. Christin Bresett as Junior Class Co-Advisor, effective August 28, 2014.

FINANCIAL

G-1 Budget Status Report as of August 21, 2014- acknowledged

A motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to acknowledge the budget status report as of August 21, 2014.

G-2 Treasurer's Report (June 2014) - acknowledged

A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 6-0 to acknowledge the Treasurer's report for June 2014.

G-3 Investment Report

No - Report

G-4 Claims Auditor Report (June 2014) - acknowledged

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 6-0 to acknowledge the Claims Auditor Report for June 2014.

G-5 Extra-Classroom Report (June 2014) - acknowledged

A motion was made by Harvey Harris, seconded by Joseph Sullivan and carried 6-0 to acknowledge the Extra-Classroom Report for June 2014.

G-6 Unemployment Reserve

A motion was made by Harry Blish, seconded by Andrew Willard, and carried 6-0 to approve the following resolution:
RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
Unemployment Reserve

Whereas, the Elmira Heights Central School District wishes to plan for the reimbursement to the State of New York for payments made to claimants for unemployment benefits since the District has elected to use the benefit reimbursement method (§6-m[4])

Whereas, the Board of Education has established a reserve for this purpose under General Municipal Law;

Whereas, due to recommendation by the Office of the State Comptroller Division of Local Government and School Accountability to return monies previously transferred from the Unemployment Insurance Reserve;

NOW THEREFOR BE IT RESOLVED, that the Board of Education directs the Chief Fiscal Office that up to \$150,094 to be transferred to this reserve fund in the 2013-2014 fiscal year, the source of funds being surplus fund balance at 6/30/2014.

G-7 Employee Retirement Reserve

A motion was made by Harvey Harris, seconded by Joseph Sullivan, and carried 6-0 to approve the following resolution:
RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
Employee Retirement System Reserve

Whereas, the Elmira Heights Central School District wishes to plan for the fluctuations in and payment of contributions to New York State Employees Retirement System (§6)

Whereas, the Board of Education has established a reserve for this purpose under General Municipal Law;

Whereas, due to poor stock market performance and an economic recession employer contribution rates have risen substantially and it is anticipated they will continue to do so over the next several years and the Board of Education wishes to plan in advance for this so as to offset large budget increases;

Whereas, due to the above conditions the Board of Education wishes to increase this reserve;

NOW THEREFOR BE IT RESOLVED, that the Board of Education directs the Chief Fiscal Office that up to \$350,000 to be transferred to this reserve fund in the 2013-2014 fiscal year, the source of funds being surplus fund balance at 6/30/2014.

G-8 Employee Benefit Accrued Liability Reserve

A motion was made by Andrew Willard seconded by Michael Lepak, and carried 6-0 to approve the following resolution:
RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
Employee Benefit Accrued Liability Reserve

Whereas, the Elmira Heights Central School District wishes to revise the calculation of compensated absences based on year end balances;

NOW THEREFOR BE IT RESOLVED, that the Board of Education directs the Chief Fiscal Office that \$20,031.21 to be transferred out of the Employee Benefit Accrued Liability Reserve and transferred to the General fund in 2013-2014 fiscal year.

G-9 Workers' Compensation Reserve

A motion was made by Michael Lepak, seconded by Andrew Willard, and carried 6-0 to approve the following resolution:
RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
Workers' Compensation Reserve

Whereas, the Elmira Heights Central School District wishes to plan for the fluctuations in and payment of compensation, benefits and other expenses authorized by the Workers' Compensation Law, Article 2, and for payment of expenses of administering a self-insurance program (§6-j[4]);

Whereas, the Board of Education has established a reserve for this purpose under General Municipal Law;

Whereas, due to cost of future payments of compensation, benefits and other expenses associated with Workers' Compensation Laws;

Whereas, the Board of Education established a reserve for this purpose according to General Municipal Law (§6-j[4]);

NOW THEREFOR BE IT RESOLVED, that the Board of Education directs the Chief Fiscal Office that up to \$308,000 to be transferred to this reserve fund in the 2013-2014 fiscal year, the source of funds being surplus fund balance at 6/30/2014.

G-10 Tax Certiorari Reserve

A motion was made by Christopher Callas, seconded by William Brewer, and carried 6-0 to approve the following resolution:
RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION
Tax Certiorari Reserve

Whereas, the Elmira Heights Central School District wished to plan for anticipated judgments and claims arising out of tax certiorari proceedings;

Whereas, the Board of Education established a reserve for this purpose according to Education Law, Section 3651.1-a;

NOW THEREFOR BE IT RESOLVED, that the Board of Education directs the Chief Fiscal Officer that up to \$15,000 be transferred to this reserve fund in 2013-2014 per anticipated tax certioraris, the source of funds being surplus fund balance at 6/30/2014

NOW THEREFOR BE IT RESOLVED, that any monies deposited to such reserve fund which are not expended for tax certiorari proceedings in the year such monies are deposited be returned to the general fund on or before the first day of the fourth fiscal year after deposit of such monies.

G-11 Debt Service Fund

A motion was made by Harvey Harris, seconded by Andrew Willard, and carried 6-0 to approve the following resolution:

RESOLUTION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

Debt Service Fund

WHEREAS, the District undertook an \$11,900,000 capital projects 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 the 2013-14 state aid due to overpayment of building aid on said project and,

WHEREAS, the District wished to offset the loss of state aide and the Board of Education of the Elmira Heights Central School District authorized 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 and;

WHEREAS, due to saving realize in expenditures in the 2013-14 budget there now remains additional money available

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 back to the Debt Service Fund to offset future principal and interest payments on said debt.

G-12 Tax Warrant 2014-15 \$7,440,666

A motion was made by Harvey Harris, seconded by Harry Blish, and carried 6-0 to approve the 2014-2015 tax warrant, authorizing the collection of \$7,440,666, with the town by town tax rates per \$1000.00 being:

Big Flats \$22.73 Elmira \$22.50 Horseheads \$23.71

FACILITIES

H-1 Building Condition/Five Year Capital Facilities Plan Discussion: Mike Coghlan
Mr. Coghlan emphasized the importance of doing a thorough study.

H-2 Cafeteria Design Update: Mike Coghlan
New drawings are now available for review

H-3 A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to approve the Standard Form Agreement between the Elmira Heights CSD and Hunt Engineers, Architects and Land Surveyors, P.C. for the completion of the 2014 Capital Outlay Project.

OLD BUSINESS

No Items

NEW BUSINESS

J-1 A motion was made by Michael Lepak, seconded by Harvey Harris and carried 6-0 to accept the first reading of Board of Education Policy 7551: Sexual Harassment of Students with Attached Policy 7551: Sexual Harassment of Students to replace current version of Policy 7551: Sexual Harassment of Students.

J-2 A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 6-0 to accept the first reading of revised Board of Education Policy 7570: Supervision of Students.

J-3 A motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to accept the first reading of revised Board of Education Policy 6460: Jury Duty.

J-4 A motion was made by Harvey Harris, seconded by Joseph Sullivan and carried 6-0 to approve the following as members of the Community Advisory Committee for the Consolidation Study process:

Douglas Bauer	Stephanie Eichenlaub	Margaret Smith
Carol Cady	Mitzi Fidler	Rhonda Tebin
Frank Cicci, Jr	Bryan Maggs	Leena Trinh
Michael Coghlan	James Mallette	Todd VanHouten
John Cole	Mary Moore	
Barbara Day	Jamie Shaw	

CONSENT

A motion was made by Andrew Willard seconded by Michael Lepak and carried 6-0 to approve the following consent agenda items K-1 through K-10.

K-1 Donation \$2,500.00 – Elmira Heights Rotary - accepted

Accepted with thanks and appreciation, a donation of \$2,500.00 from Elmira Heights to purchase Nooks and related software/accessories for Cohen Elementary School

K-2 Donation \$4,575.04 – TAE Class of 2013 - accepted

Accepted with thanks and appreciation, a donation of \$4,575.04 from the TAE Class of 2012, to be used at the discretion of the Athletic Department.

K-3 Donation \$600.00 – Hobby Lobby - accepted

Accepted with thanks and appreciation, a donation of three, \$200.00 gift cards from Hobby Lobby; one for each school

K-4 TAE 14/15 Student Handbook - acknowledged

The Board acknowledged the 2014-15 Thomas A. Edison Student Handbook..

K-5 Cohen Middle 14/15 Student Handbook - acknowledged

The Board acknowledged the 2014-15 Cohen Middle School Student Handbook..

K-6 Cohen Elementary 14/15 Student Handbook - acknowledged

The Board acknowledged the 2014-15 Cohen Elementary Student Handbook..

K-7 School Related Group - PFO - recognized

The Board recognized the Elmira Heights Parent Faculty Organization (PFO) as a school-related group for the 2014-15 school year.

K-8 School Related Group – Project Graduation - recognized

The Board recognized the Elmira Heights Project Graduation as a school-related group for the 2014-15 school year.

K-8 School Related Group – Sports Boosters - recognized

The Board recognized the Elmira Heights Sports Boosters as a school-related group for the 2014-15 school year.

K-10 Donation \$2,500.00 – PFO - accepted

Accepted with thanks and appreciation, a donations from the Elmira Heights PFO in the amount of \$1,500.00 for the Cohen PBIS program and \$1,000.00 for the TAE PBIS program for the 2014-15 school year.

COMMUNICATIONS

Thank You Notes received

Class of 1964 – for the tour of the facilities

Tyler Troccia, Kevin Yuski and Katelyn Warren for scholarships received

DISCUSSION

N-1 School Related Group Fundraising Guidelines/Financial Records

The Board requested that the groups be more diligent and accurate in their fundraising recordkeeping. The also wanted the groups to know how much their work is appreciated.

N-2 Board of Education Retreat

Superintendent Fiore will e-mail some date options to the members to respond to their availability.

N-3 NYSSBA - Conference

Voting Delegate –

Nominee Andrew Willard - Motion by Joseph Sullivan Second by Harvey Harris Vote 6-0 in favor of Andrew as the delegate

Alternate Delegate

Nominee ccc - Motion by Harvey Harris Second by Michael Lepak Vote 6-0 in favor of Chris at the alternate

EXECUTIVE SESSION:

At 7:51pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to enter executive session to discuss personnel and litigation.

ADJOURN EXECUTIVE SESSION:

At 8:11pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to adjourn executive session.

NEXT MEETINGS

Thur September 11, 2014

7:00 pm -Regular Meeting

TAE Community Room

Thur September 25, 2014

7:00 pm -Regular Meeting

TAE Community Room

ADJOURNMENT

– At 8:12pm a motion was made Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

Clerk