

**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, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

**MEMBERS ABSENT** Harvey Harris

**OTHERS PRESENT** Mary Beth Fiore, Jason Rosno, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Michael Coghlan, Carol Sullivan, Jeremy Gulich, Kate Biddle, Krissy McNamara, Mary Kay Diakite

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to approve the Agenda with additions for the September 24, 2015 Board of Education Meeting.

**Minutes:**

September 10, 2015 Regular Meeting- A motion was made by Andrew Willard seconded by Michael Lepak and carried 6-0 to approve the minutes of the September 10, 2015 Regular Meeting.

**Order of Business:**

A motion was made by Christopher Callas, seconded by Kristen Wolowitz 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.

**EXECUTIVE SESSION:**

At 7:00pm a motion was made by Andrew Willard, seconded by Kristen Wolowitz and carried 6-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 7:30pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to adjourn executive session.

**COMMENTS FROM THE PUBLIC AND STAFF**

Mary Beth Fiore - Superintendent ♦ No Comments

Andy Lutz – Elementary School Principal ♦ Good start to year ♦ APPR process continues ♦ Dental Cleaning Day scheduling

Dawn Hanrahan – Middle School Principal/CSE Chair ♦ Beginning of school year is going well ♦ CSE meetings start tomorrow

Tom Boyanowski – High School Principal ♦ All is going well ♦ Spirit Week is next week

Jason Rosno – Business Manager ♦ No Comments

**PERSONNEL**

A motion was made by Andrew Willard, seconded by Kristen Wolowitz and carried 6-0 to approve the following consent personnel items F-1a through F3b with item F1e special education teacher appointment being tabled. 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

**F1 – Elimination/Creation of Position**

**Eliminate Position - Sr Clerk Typist position - approved**

- a. The Board of Education approved the recommendation to eliminate one (1) Senior Clerk Typist position effective September 25, 2015.

**Create Position – Secretary I - approved**

- b. The board of Education approved the recommendation to create one (1) Secretary I position, effective September 25, 2015 in accordance with Civil Service approval at their September 8, 2015 meeting.

**F2 - Appointments**

**Substitutes –2015-16 school – approved**

**Substitute Teachers** Kyle Mars

**Substitute Support Staff** Kyle Mars

**Tutors - approved**

The Board of Education approved the following tutors for the 2015-16 school year:

Kerry Johnson

Dawn Call

Sherry Moore

Kate Biddle

Andi Rice

Jason Howe

Nancy Monks

Bridgette Metzinger

Nicole Rosno

Amy Williamson

Sara Muehl

Judi Gibbs

**Advisor - approved**

The following extra-curricular advisor was approved for the 2015-16 school year at no additional compensation

<u>Advisor Position</u>	<u>Appointee</u>	<u>Year</u>	<u>Level</u>	<u>Stipend</u>
TAE Student Council	Callie Black	1	1	\$ 0.00

**Secretary I - approved**

Teresa Dean

The Board of Education approved the appointment of Ms. Teresa Dean to the position of Secretary I, effective September 25, 2015. This position is a twelve month position and Ms. Dean shall serve a one year probationary period in accordance with current Civil Service Regulations. Ms. Dean shall be placed on Step 1 of the current EHSSA contract, with a salary of \$13.79 per hour.

**Special Education Teacher - Tabled**

**F-3 Parental Leaves of Absence -approved**

Courtney Stansfield

The Board approved the parental leave of absence of Ms. Courtney Stansfield, to begin on or about November 21, 2015 with an anticipated return to work on or about January 4, 2016. Ms. Stansfield plans to use some of her accruals to cover part of her parental leave and take the balance of the leave as unpaid sick leave in accordance with benefits and eligibility under FMLA.

Jessica Delaney

The Board approved the parental leave of absence of Ms. Jessica Delaney, to begin on or about January 4, 2016 with and anticipated return to work on or about February 15, 2016. Ms. Delaney plans to use some of her accruals to cover part of her parental leave and take the balance of the leave as unpaid sick leave in accordance with benefits and eligibility under FMLA.

**FINANCIAL**

**Budget Status Report as of September 17, 2015- acknowledged**

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 6-0 to acknowledge the budget status report as of September 17, 2015.

**Treasurer's Report (July 2015) - acknowledged**

A motion was made by Andrew Willard, seconded by Harry Blish and carried 6-0 to acknowledge the Treasurer's report for July 2015.

**Investment Report**

No - Report

**Claims Auditor Report (July 2015) - acknowledged**

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 6-0 to acknowledge the Claims Auditor Report for July 2015.

**Extra-Classroom Report (July 2015) - acknowledged**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to acknowledge the Extra-Classroom Report for July 2015.

**FACILITIES**

H-1 Presentations - Request for Proposal for Architect/Engineer Services

- a. Ashley McGraw Architects – Syracuse NY
- b. LaBella Associates – Ithaca NY
- c. HUNT Engineers, Architects – Horseheads NY

**OLD BUSINESS**

**Technology Plan 2015-18 – approved**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the Technology Plan for 2015-18 school years as presented at the September 10, 2015 Board of Education Meeting.

**NEW BUSINESS**

**SEQRA – Capital Outlay Project**

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 6-0 to approve the following resolution designating the Elmira Heights Central School District as lead agency and determining that the Capital Outlay Project is a Type II action and not subject to SEQRA:

**Resolution**

*WHEREAS, the Elmira Heights Central School District has agreed to undertake a Capital Outlay Project at Cohen Elementary/Middle School and WHEREAS, prior to commencement of any action on the project, the District must comply with the New York State Department of Environmental Conservation Environmental Quality Review Act.*

*NOW, THEREFORE, BE IT RESOLVED by the Elmira Heights Central School District Board of Education that:*

- 1) Elmira Heights Central School District shall act as Lead Agency in the SEQR process.*
- 2) That the scope of the work is maintenance, repair or replacement to existing structures which fall within the definition of a Type II action requiring no further action or review under the SEQR process.*

**Affordable Care Act Agreement**

A motion was made by Kristen Wolowitz, seconded by Joseph Sullivan and carried 6-0 to approve the U.S. Employee Benefits Services Group LLC, Affordable Care Act Services Agreement effective October 1, 2015 through September 30, 2016.

**CONSENT**

Motion was made by Joseph Sullivan, seconded by Kristen Wolowitz and carried 6-0 to approve the following consent item K-1.

**Donation - \$65.41 & \$13.91 - TOPS**

The Board accepted with thanks and appreciation, donations in the amount of \$65.41 for Cohen Elementary and \$13.91 for Thomas A Edison High School from Tops Markets, LLC "Tops in Education Program" for the 2014-15 school year.

Motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 6-0 to approve the following consent item K-2.

**Cooperative Student Transportation Agreement**

The Board approved the Cooperative Student Transportation Agreement between participating districts commencing July 1, 2015 and ending June 30, 2016.

**Awards/Honors/Achievement**

- Teacher of the Year - Kate Biddle
- Support Staff Person of the Year - Carol Sullivan

**Communications**

No Items

**DISCUSSION**

N-1 APPR Revisions

Process continues

N-2 Instructional Improvement Model

N-3 NYSSBA – New York City Oct 18-20

Transportation & Meals

**NEXT MEETING**

- Thursday October 8, 2015 (if needed) 7:00pm Regular Meeting – Community Rm
- Thursday October 22, 2015 7:00pm Regular Meeting Community Rm

**ADJOURNMENT** – At 9:52pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

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Clerk

