

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

CALL TO ORDER: The Board of Education Meeting was called to order at 7:01 p.m. by President Harry Blish, followed by the pledge of allegiance.

MEMBERS PRESENT Harry Blish, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard

MEMBERS ABSENT Harvey Harris, Kristen Wolowitz

OTHERS PRESENT Mary Beth Fiore, Jason Rosno, Tom Boyanowski, Dawn Hanrahan, Michael Coghlan, Carol Sullivan, Jeff Robbins (HUNT), Charles Bastian (BP Donegan), Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to approve the Agenda for the January 7, 2016 Board of Education Meeting with correction/change.

Minutes:

December 10, 2015 Regular Meeting- A motion was made by Joseph Sullivan seconded by Andrew Willard and carried 5-0 to approve the minutes of the December 10, 2015 Regular Meeting.

Order of Business:

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 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 ♦Met with commissioner regarding approved APPR changes and dealing with the flaws that negatively impact Districts such as ours that completed their APPR plans on time ♦We have received a grant to purchase kitchen equipment ♦Senator Flanagan remarked that there would be no state budget without the GEA being eliminated

Dawn Hanrahan – Middle School Principal/CSE Chair ♦ESL training – regulations and documentation have our heads spinning – will be working with BOCES to come up with procedure for streamlining process ♦Special Education Audit – continue to work on data driven IEP's and to streamline process and programs ♦CDOS – we are 1 of 11 districts to participate –it is in the fact finding stage – this is part of readiness for the career credential

Tom Boyanowski – High School Principal ♦Many committee meetings since we have been back from the Holiday break ♦excited about the CDOS opportunity ♦Mid-year regents are only a couple weeks away ♦Snowball dance is next weekend

Jason Rosno – Business Manager ♦will comment later as we proceed through the agenda items

PERSONNEL

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to approve the following consent personnel items F-1a through F3a. 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 - Appointments

a. Substitutes – for the 2015-16 school – approved

Substitute Teachers Molly Hitchcock Paula Edelman Donna Brayton

Substitute Support Staff Molly Hitchcock Paula Edelman Donna Brayton Susan Savino
Mary Moore Michael Thomas Blandford

b. Long Term Substitute - Elementary Teacher - approved

Sylvia Milliken

Having exceeded twenty six (26) consecutive work days, the Board of Education approved the appointment of Sylvia Milliken as a long term substitute elementary teacher, with anticipated service through February 1, 2016. In accordance with Policy 6221: Part Time and Professional Staff Employment Mrs. Milliken, who is a retired teacher from EHCS D shall receive a prorated salary based on the current EHTA contract Step 22 salary of 61,999.00 plus \$2,535 dollars for 37 graduate hours. Mrs. Milliken will receive a daily rate of \$322.67 and shall only receive benefits in accordance with Policy 6221: Part Time and Professional Staff Employment.

c. Drama Musical Directors - approved

The following Musical Co-Directors were approved to work with 2015-16 drama program:
Sarah Dennis Jeffery Mathews

d. Volunteers- drama - approved

The following volunteers were approved to work with our drama program for the 2015-16 school year:

Luella Korsky
Alicia Amberg
Brad Punched
Paula Cole

John Cole
Laura Webber
Bryan Maggs
Kelly Doherty Maggs

Matt Bryant
Melissa Kelley
Kate Biddle

F-2 Changes in Employment Status - approved

a..Food Service Helper

John Townson - (permanent appointment)

The Board approved the permanent appointment of Mr. John Townson as a food service helper, effective January 25, 2016. Mr. Townson has successfully completed his probationary period in accordance with current Civil Service Regulations.

F-3 Resignation/Retirement - accepted

a. Teacher Assistant

Donna Brayton

The Board accepted the resignation for the purpose of retirement of Ms. Donna Brayton, as a teacher assistant, effective February 5, 2016, with thanks and appreciation of 10 years of service to the Elmira Heights CSD. Ms. Brayton shall receive retirement benefits that she is eligible for, as outlined in the current EHESSA contract.

FINANCIAL

G-1 Budget Status Report as of December 31, 2015- acknowledged

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to acknowledge the budget status report as of December 31, 2015.

G-2 Treasurer's Report (November 2015) - acknowledged

A motion was made by Christopher Callas, seconded by Joseph Sullivan and carried 5-0 to acknowledge the Treasurer's report for November 2015.

G-3 Investment Report

No - Report

G-4 Claims Auditor Report (November 2015) - acknowledged

A motion was made by Andrew Willard, seconded by Harry Blish and carried 5-0 to acknowledge the Claims Auditor Report for November 2015.

G-5 Extra-Classroom Report (November 2015) - acknowledged

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 5-0 to acknowledge the Extra-Classroom Report for November 2015.

FACILITIES

H-1 Fire Inspection Report

There were no findings – reports were done electronically this year – we have already received our certificates of occupancy

H-2 Capital Outlay Project Update

We have received SED approval for the \$100,000 project

H-3 Capital Project Scope of Work

Charles Bastian of Bernard Donegan's office reviewed the financial aspect of the Capital Project. He stated that our timing of the project is good. With our Capital Reserves we will continue on even ground with our financing. Jeff Robbins from Hunt reviewed the scope of the project and answered questions from the Board.

OLD BUSINESS

No Items

NEW BUSINESS

J1 SEQRA Resolution – Capital Project

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to approve the following SEQRA resolution:

WHEREAS, the voters of the Elmira Heights Central School District (the "School District") will be asked to approve a proposition authorizing general obligation serial bonds (and bond anticipation notes in anticipation thereof) to finance a capital construction project consisting of addition to, and construction, reconstruction and equipping of, school buildings and facilities in the School District; and

NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

1. According to the regulations of the New York State Education Department, the Elmira Heights Central School District is primarily responsible for assuring compliance with the procedural and substantive requirements of the State Environmental Quality Review Act and the regulations of the Department of Environmental Conservation of the State of New York (6 NYCRR Part 617, as amended) promulgated thereunder ("SEQRA").

2. Based upon the review by the Board of Education of the proposed project, the Board hereby declares itself lead agency to the extent necessary, if any, for this purpose and hereby finds that the proposed action constitutes a "type II action" as such quoted term is defined in SEQRA and, therefore, is not subject to any further review by the School District under SEQRA. A listing of such type II actions is attached hereto. The action consists of routine activities of an educational institution, including expansion of existing facilities by less than 10,000 square feet of gross floor area, as well as replacement, rehabilitation or reconstruction of a structure or facility in kind, on the same site.
3. A copy of this resolution shall be placed on file in the office of the District Clerk where the same shall be available for public inspection during business hours.
4. This resolution shall take effect immediately.

TYPE II LIST

617.5 TYPE II ACTIONS .

- (a) Actions or classes of actions identified in subdivision (c) of this section are not subject to review under this Part. These actions have been determined not to have a significant impact on the environment or are otherwise precluded from environmental review under Environmental Conservation Law, article 8. The actions identified in subdivision (c) of this section apply to all agencies.
- (b) Each agency may adopt its own list of Type II actions to supplement the actions in subdivision (c) of this section. No agency is bound by an action on another agency's Type II list. An agency that identifies an action as not requiring any determination or procedure under this Part is not an involved agency. Each of the actions on an agency Type II list must:
 - (1) in no case, have a significant adverse impact on the environment based on the criteria contained in subdivision 617.7(c) of this Part; and
 - (2) not be a Type I action as defined in section 617.4 of this Part.
- (c) The following actions are not subject to review under this Part:
 - (1) maintenance or repair involving no substantial changes in an existing structure or facility;
 - (2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part;
 - (3) agricultural farm management practices, including construction, maintenance and repair of farm buildings and structures, and land use changes consistent with generally accepted principles of farming;
 - (4) repaving of existing highways not involving the addition of new travel lanes;
 - (5) street openings and right-of-way openings for the purpose of repair or maintenance of existing utility facilities;
 - (6) maintenance of existing landscaping or natural growth;
 - (7) construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities;
 - (8) routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings;
 - (9) construction or expansion of a single-family, a two-family or a three-family residence on an approved lot including provision of necessary utility connections as provided in paragraph (11) and the installation, maintenance and/or upgrade of a drinking water well and a septic system;
 - (10) construction, expansion or placement of minor accessory/appurtenant residential structures, including garages, carports, patios, decks, swimming pools, tennis courts, satellite dishes, fences, barns, storage sheds or other buildings not changing land use or density;
 - (11) extension of utility distribution facilities, including gas, electric, telephone, cable, water and sewer connections to render service in approved subdivisions or in connection with any action on this list;
 - (12) granting of individual setback and lot line variances;
 - (13) granting of an area variance(s) for a single-family, two-family or three-family residence;
 - (14) public or private best forest management (silvicultural) practices on less than 10 acres of land, but not including waste disposal, land clearing not directly related to forest management, clear-cutting or the application of herbicides or pesticides;
 - (15) minor temporary uses of land having negligible or no permanent impact on the environment;
 - (16) installation of traffic control devices on existing streets, roads and highways;
 - (17) mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns;
 - (18) information collection including basic data collection and research, water quality and pollution studies, traffic counts, engineering studies, surveys, subsurface investigations and soils studies that do not commit the agency to undertake, fund or approve any Type I or Unlisted action;
 - (19) official acts of a ministerial nature involving no exercise of discretion, including building permits and historic preservation permits where issuance is predicated solely on the applicant's compliance or noncompliance with the relevant local building or preservation code(s);
 - (20) routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment;
 - (21) conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action;
 - (22) collective bargaining activities;
 - (23) investments by or on behalf of agencies or pension or retirement systems, or refinancing existing debt;
 - (24) inspections and licensing activities relating to the qualifications of individuals or businesses to engage in their business or profession;
 - (25) purchase or sale of furnishings, equipment or supplies, including surplus government property, other than the following: land, radioactive material, pesticides, herbicides, or other hazardous materials;
 - (26) license, lease and permit renewals, or transfers of ownership thereof, where there will be no material change in permit conditions or the scope of permitted activities;
 - (27) adoption of regulations, policies, procedures and local legislative decisions in connection with any action on this list;
 - (28) engaging in review of any part of an application to determine compliance with technical requirements, provided that no such determination entitles or permits the project sponsor to commence the action unless and until all requirements of this Part have been fulfilled;
 - (29) civil or criminal enforcement proceedings, whether administrative or judicial, including a particular course of action specifically required to be undertaken pursuant to a judgment or order, or the exercise of prosecutorial discretion;
 - (30) adoption of a moratorium on land development or construction;
 - (31) interpreting an existing code, rule or regulation;

- (32) designation of local landmarks or their inclusion within historic districts;
- (33) emergency actions that are immediately necessary on a limited and temporary basis for the protection or preservation of life, health, property or natural resources, provided that such actions are directly related to the emergency and are performed to cause the least change or disturbance, practicable under the circumstances, to the environment. Any decision to fund, approve or directly undertake other activities after the emergency has expired is fully subject to the review procedures of this Part;
- (34) actions undertaken, funded or approved prior to the effective dates set forth in SEQR (see chapters 228 of the Laws of 1976, 253 of the Laws of 1977 and 460 of the Laws of 1978), except in the case of an action where it is still practicable either to modify the action in such a way as to mitigate potentially adverse environmental impacts, or to choose a feasible or less environmentally damaging alternative, the commissioner may, at the request of any person, or on his own motion, require the preparation of an environmental impact statement; or, in the case of an action where the responsible agency proposed a modification of the action and the modification may result in a significant adverse impact on the environment, an environmental impact statement must be prepared with respect to such modification;
- (35) actions requiring a certificate of environmental compatibility and public need under articles VII, VIII or X of the Public Service Law and the consideration of, granting or denial of any such certificate;
- (36) actions subject to the class A or class B regional project jurisdiction of the Adirondack Park Agency or a local government pursuant to section 807, 808 and 809 of the Executive Law, except class B regional projects subject to review by local government pursuant to section 807 of the Executive Law located within the Lake George Park as defined by subdivision one of section 43-0103 of the Environmental Conservation Law; and
- (37) actions of the Legislature and the Governor of the State of New York or of any court, but not actions of local legislative bodies except those local legislative decisions such as rezoning where the local legislative body determines the action will not be entertained.

J2 Capital Project – Special Meeting March 01, 2016

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 5-0 to approve the following resolution to hold a special meeting of the qualified voters:

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. A special meeting of the qualified voters of the Elmira Heights Central School District shall be held at Thomas A. Edison High School in said District, on Tuesday, March 1, 2016, between the hours of 7:00 A.M. and 8:00 P.M., for the purpose of voting on the proposition described in the notice of special meeting hereinafter set forth.
2. Said special meeting shall be called by giving the following notice thereof:

NOTICE OF SPECIAL MEETING OF THE QUALIFIED VOTERS OF ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT

NOTICE IS HEREBY GIVEN that a special meeting of the qualified voters of the Elmira Heights Central School District shall be held at Thomas A. Edison High School in said District, on Tuesday, March 1, 2016, between the hours of 7:00 A.M. and 8:00 P.M. The following proposition will be submitted for voter approval at said meeting:

PROPOSITION

Shall the following resolution be adopted to wit:

RESOLVED THAT THE BOARD OF EDUCATION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT IS HEREBY AUTHORIZED TO UNDERTAKE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF ADDITION TO, AND CONSTRUCTION AND RECONSTRUCTION OF, EXISTING SCHOOL BUILDINGS AND FACILITIES, SITE IMPROVEMENTS AND THE ACQUISITION OF CERTAIN ORIGINAL FURNISHINGS, EQUIPMENT, AND APPARATUS AND OTHER INCIDENTAL IMPROVEMENTS REQUIRED IN CONNECTION THEREWITH FOR SUCH CONSTRUCTION AND SCHOOL USE, ALL AT AN ESTIMATED MAXIMUM AGGREGATE COST OF \$12,381,641; AND TO APPROPRIATE AND EXPEND FROM THE EXISTING BUILDING CAPITAL RESERVE FUND \$1,211,033 FOR SUCH COSTS, AND THAT THE BALANCE OF SUCH COST, OR SO MUCH THEREOF AS MAY BE NECESSARY, SHALL BE RAISED BY THE LEVY OF A TAX TO BE COLLECTED IN ANNUAL INSTALLMENTS, WITH SUCH TAX TO BE PARTIALLY OFFSET BY SMART SCHOOLS BOND ACT FUNDS AND OTHER STATE AID AVAILABLE THEREFOR; AND, IN ANTICIPATION OF SUCH TAX, DEBT OBLIGATIONS OF THE SCHOOL DISTRICT AS MAY BE NECESSARY NOT TO EXCEED \$11,170,608 SHALL BE ISSUED.

NOTICE IS HEREBY FURTHER GIVEN that the text of the aforesaid proposition may appear on the ballot labels in the following abbreviated form:

PROPOSITION

Shall the proposition set forth in the legal notice of this special voter meeting, authorizing addition to, construction, reconstruction and equipping of, existing school buildings and facilities, site and incidental improvements, all at an estimated maximum aggregate cost of \$12,381,641; with the expenditure of \$1,211,033 from the existing capital reserve fund for such costs, the issuance of not to exceed \$11,170,608 of debt obligations of the School District therefor, and the levy of a tax in annual installments therefor, with such tax to be partially offset by Smart Schools Bond Act funds and other state aid available therefor, all as more fully described in said notice, be approved?

AND NOTICE IS ALSO GIVEN that applications for absentee ballots to vote on the proposition may be applied for at the office of the School District Clerk. Any such application must be received by the District Clerk at least seven days before the date of the aforesaid special district meeting if the ballot is to be mailed to the voter, or the day before such special district meeting if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee ballots shall have been issued shall be available for public inspection in the office of the District Clerk during regular office hours on each of the five days prior to the day of the vote (excluding Saturday and Sunday). An absentee ballot must reach the office of the District Clerk not later than 5:00 p.m. on the day of such special district meeting.

3. At such meeting taxes to be levied by installments will be proposed providing for payment of such capital costs and providing for the financing costs therefor. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.
4. The District Clerk or the Clerk's designee is hereby directed to publish a copy of said notice of special meeting in two newspapers having general circulation within the School District in the manner prescribed by law for publication of notice of the annual meeting of the School District.
5. This resolution shall take effect immediately upon its adoption.

J3 Cost Allocation Methodology 2016-17

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to approve the 2016-17 Cost Allocation Methodology for COSERS to be offered by the GST BOCES for the 2016-17 school year.

CONSENT

A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 5-0 to approve the following consent agenda items K-1 through K-2.

K-1 CSE Recommendations and Funding - approved

The Board of Education approved recommendations and funds to support placements for determinations made at the December 14, 17, 21, 22, 2015 CSE meetings.

K-2 Donation – \$500.00 – Exxon-Mobil – science - accepted

The Board accepted with thanks and appreciation a donation of \$500.00 from Petr-All Petroleum Consulting Corp (HH&K Exxon Mobil) to be used in the areas of math and science at the discretion of the district including the awarding of scholarships.

L. Awards/Honors/Achievement

No items

M. Communications

DISCUSSION

N-1 SMART Schools BOND Public Presentation and Comment Period

Will be folding this into the Capital Project. SED is in the process of outlining the spending and reimbursement process.

N-2 NYS School Report Card

The Board received copies. There are areas of improvement but we must continue to work on improving

N-3 Veteran’s Exemption Status

After reviewing the impact on tax payers, the consensus was to continue our decision to not adopt this exemption

N-4 Proposed Board of Education Meeting Calendar 2016-17

Superintendent Fiore explained that the drafted 2016-17 with meetings on the 1st Wednesday of the month and others if needed will help make the schedule more consistent.

N-5 Budget Development

Per Mr. Rosno, the process has started. Staff have been entering their requests for next year and we will be looking for final numbers for health care premium increase, TRS/ERS rates and of course the state budget runs.

EXECUTIVE SESSION:

At 8:06pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to enter executive session to discuss personnel and negotiations.

ADJOURN EXECUTIVE SESSION:

At 8:16pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to adjourn executive session.

NEXT MEETING(s)

Thursday	February 11, 2016 (if needed)	7:00pm	Community Rm
Thursday	February 25, 2016	7:00pm	Community Rm

ADJOURNMENT – At 8:17pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to adjourn the meeting.

Clerk