

**Board of Education
Regular Meeting**

Minutes September 7, 2016

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

CALL TO ORDER: The Board of Education Meeting was called to order at 7:02 p.m. by Vice President Joseph Sullivan, followed by the pledge of allegiance.

MEMBERS PRESENT Harry Blish (7:16), Harvey Harris, Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

MEMBERS ABSENT Christopher Callas

OTHERS PRESENT Mary Beth Fiore, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Carol Sullivan, Geoff Pierce, Mary Rae Bahantka, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 6-0 to approve the agenda with additions/corrections for the September 7, 2016 Board of Education Meeting.

Minutes:

August 3, 2016 Regular Meeting- A motion was made by Andrew Willard seconded by Harvey Harris and carried 5-0 to approve the minutes of the August 3, 2016 Regular Meeting.

Order of Business:

A motion was made by Kristen Wolowitz, seconded by Harvey Harris 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.

EXECUTIVE SESSION:

At 7:06pm a motion was made by Michael Lepak, seconded by Kristen Wolowitz and carried 5-0 to enter executive session to discuss personnel.

ADJOURN EXECUTIVE SESSION:

At 7:10pm a motion was made by Kristen Wolowitz, seconded by Harvey Harris and carried 5-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Great start to the year. Yesterday – thank you to Board President Harry Blish and Vice President Joseph Sullivan for attending opening day meeting. Today – was especially exciting to welcome back the students ♦had a minor issue with a fire alarm pulling ♦Transportation – first day went well ♦Thank you to all staff for a great start of the year

Andy Lutz – Elementary School Principal ♦drop off this morning – there was a tremendous line of parents and students – took quite a while to get everyone in ♦Partnership with Elmira College nursing program to have students pairing with our nurses ♦Parent programs: Chemung County youth bureau has selected Cohen as a pilot school to host parent programs in the evenings which will include a sitting service. ♦Leadership group for K-2 attendance has established a kindergarten attendance program to monitor and followed-up on this younger group of students getting to school regularly ♦would like to recognize teacher aides Bonnie Walton and Cindy Russell(who were at lunch) on their rapid return to classrooms to assist during unplanned fire alarm. ♦

Dawn Hanrahan – Middle School Principal/CSE Chair ♦Great first day - partially attributed to the phenomenal turnout to orientation prior to the start of school ♦Special Education – plenty of meetings taking place and planned ♦Extended School Day grant will allow for an extra 2 hrs 3 times a week from Oct 10 – end of May. Transportation is included in the funding so details are being worked out ♦ ♦ ♦

Tom Boyanowski – High School Principal ♦Freshman Orientation – participation was record setting ♦Today was a great day – students are excited and it is a super group of Seniors ♦Fall Sports are going strong ♦Sept 19 is the start of Spirit week with open house on the 20th and homecoming on 24th ♦

Business Manager ♦Superintendent Fiore reported 1. CBO is reposting the position of Business Manager & 2. Bus BAN will be processed for the financing of the new buses

PERSONNEL

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to approve the following consent personnel items F-1a through F5b. 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 2016-17 school – approved****Substitute Teachers**

Bankaitis, Ellen	Gomez, Jose	Kelley, Alaysha	Shadduck, Hazel
Belgrave, Jessica	Gublo, Joseph	Kociuba, Charlene	Stanton, Jessica
Brady, Christine	Hatch, Lynne	Lewis, Lauren	Suggs, Mary Ann
Brown, Nicholas	Hitchcock, Joseph	Moore, Michelle	Thomson, Debra
Buzako, Margaret	Hitchcock, Molly	O'Connell, Wendy	Thomson, Donald
Carpenter, Gerald	Hodge, Joyce	Pennypacker, Kieren	Warren, Elizabeth
Gallagher, Nancy	Howell, Donna	Romeo, Chrystina	Webster, Rusten
Gallagher, Timothy	Jackson, Janice	Rosenthal, Laura	Winton, Joyce

Substitute Support Staff

Belgrave, Jessica	Hitchcock, Molly	Moore, Michelle	Sullivan, Carol
Brady, Christine	Hodge, Joyce	O'Connell, Wendy	Sweazey, Valerie
Brown, Nicholas	Howell, Donna	Pennypacker, Kieren	Thomas-Blandford,
Brown, Rita	Kakretz, Rae	Pfuntner, Shannon	Michael
Burdick, Sharon	Jochem, Samantha	Romeo, Chrystina	Thomson, Debra
Haralson, Elizabeth	Kelley, Melissa	Rosenthal, Laura	Vaioli, Debra
Hatch, Lynne	Lewis, Lauren	Sadler, Yvonne	Winton, Joyce
Hatfield, Phyllis	Miller, Joseph	Stanton, Jessica	
Hitchcock, Joseph	Moore, Mary	Suggs, Mary Ann	

c - f – the following probationary appointments were approved by the Board**b. Elizabeth Warren**

Tenure Area: – Elementary Education

Effective: September 7, 2016

Probationary Period: - four (4) years effective September 7, 2016 thru September 6, 2020.

Certification Area: – Initial Childhood Education (Grades 1-6) expires 8/31/2021

Total Compensation per EHTA Contract: \$38,157.00 will be prorated to reflect a September 7, 2016 start date (Step 1 with 0 graduate hours)

c. Samantha Olson

Tenure Area: – Elementary Education

Effective: September 7, 2016

Probationary Period: - four (4) years effective September 7, 2016 thru September 6, 2020.

Certification Area: – Initial Childhood Education (Grades 1-6) expires 08/31/2017

Total Compensation per EHTA Contract: \$41,809.00 will be prorated to reflect a September 7, 2016 start date (Step 2 with 48 graduate hours)

d. Jacqueline Manning

Tenure Area: – Teacher Assistant

Effective: September 7, 2016

Probationary Period: - four (4) years effective September 7, 2016 thru September 6, 2020.

Certification Area: – Teaching Assistant, Level I expires 08/31/2019

Total Compensation per EHTA Contract: 6.75 hours per day, \$15.25 per hour (Step 1)

e. Michele Knott

Food Service Helper – 3.0 hour per day position

Effective September 8, 2016

Probationary Period – September 8, 2016 thru September 7, 2017 per Civil Service Regulations

Compensation per EHESSA Contract. - \$10.00 per hour (Step 1)

f. Maryanne Hitchcock

Teacher Aide – 6.75 hour/day

Effective September 16, 2016

Probationary Period – September 16, 2016 thru September 15, 2017 per Civil Service Regulations

Compensation per EHESSA Contract. - \$11.84 per hour (off Step7 plus 2.5%)

*To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

g – the following temporary appointment was approved by the Board

- g. Scott Arnold (or alternate CBO)
Temporary Business Manager through the Central Business Office (CBO)

F-2 Parental Leave - approved

- a. Bridget Paluga

The Board approved the parental leave of Ms. Bridget Paluga on or about December 12, 2016 with an anticipated return on or about March 7, 2017. Ms. Paluga shall use her accumulated sick time and shall be paid until all accumulated time has been exhausted.

F-3 Termination – approved

- a. Ellen Bankaitis

Secondary Math Teacher

The Board approved the recommendation to terminate Ellen Bankaitis as a permanent secondary mathematics teacher, effective September 1, 2016, due to the expiration of her certification. An application to reinstate/extend certification status has been filed with the New York State Education Department as all course work and required testing is completed; with the completion of the required Masters' degree pending.

F-4 Resignation - accepted

- a. Jessica Castilow

Food Service Helper

The Board accepted with best wishes and thanks for service, the resignation of food service helper Jessica Castilow effective September 17, 2016

F-5 Corrections - approved

- a. Steven Winton - Foreign Language (Spanish) Teacher

Salary Correction

The Board approved the recommendation to correct the salary of Steven Winston, Teacher-Foreign Language (Spanish) due to a clerical error.

Mr. Winston was appointed with an incorrect salary on August 3, 2016. The corrected salary effective September 6, 2016 should be, \$46,959.00 (Step 7 with 33 graduate hours)

- b. Katherine Hastrich - Elementary Teacher

Salary Correction

The Board approved the recommendation to correct the salary of Katherine Hastrich, Elementary Teacher due to a clerical error.

Ms. Hastrich's August 3, 2016 appointment indicated an incorrect number of graduate hours resulting in an incorrect salary calculation. The corrected Total Compensation per EHTA Contract should be \$43,734.00 (Step 4 with 39 graduate hours)

FINANCIAL

G-1 Budget Status Report as of August 30, 2016- 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 30, 2016.

G-2 Treasurer's Report (July 2016) - acknowledged

A motion was made by Joseph Sullivan, seconded by Kristen Wolowitz and carried 6-0 to acknowledge the Treasurer's report for July 2016.

G-3 Investment Report

No - Report

G-4 Claims Auditor Report (July 2016) - acknowledged

A motion was made by Andrew Willard, seconded by Kristen Wolowitz and carried 6-0 to acknowledge the Claims Auditor Report for July 2016.

G-5 Extra-Classroom Report (July 2016) - acknowledged

A motion was made by Michael Lepak, seconded by Kristen Wolowitz and carried 6-0 to acknowledge the Extra-Classroom Report for July 2016.

G-6 Petty Cash – Middle School - approved

A motion was made by Harvey Harris, seconded by Joseph Sullivan and carried 6-0 resolving that the establishment of petty Cash funds be authorized for the Middle School in the amount of \$25.00 made to Leeann Lawrence.

FACILITIES**Capital Outlay Update–**

Great deal of work done this summer: Cohen roof, football field, scoreboard, parking lot, tennis courts. The punch list was supposed to be completed yesterday for opening day today but a few things still need finishing up.

Capital Project

Phase II – addition rendition received. Soil boring results will reveal type of foundation we will need and the cost to determine whether we plan ahead for a future 2nd floor.

Water Testing – law will state that all sources will need testing so this may be a need in the project depending on results
Smart Bond – still waiting to hear on this.

OLD BUSINESS**I-1 Voter Registration**

A motion was made by Michael Lepak, seconded by Kristen Wolowitz and carried 6-0 that upon the recommendation of the Superintendent of Schools, and after review of the history of the District's voting requirements and finding some procedures but no prior board resolutions implementing personal registration pursuant to Education Law 2014, that it be:

Resolved, that the District does not have personal registration, and shall discontinue all contrary procedures in accordance with the determination effective two months from the date this Resolution is approved.

I-2 Wind and Solar Energy

A motion was made by Andrew Willard, seconded by Harvey Harris and carried 6-0 to reaffirm Wind and Solar Energy OPT OUT to RPTL §487, as discussed at the August 3, 2016 Board of Education meeting.

NEW BUSINESS**J-1 Policy 6220: Temporary Personnel – revised – 1st reading - accepted**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to accept the first reading of revised Board of Education Policy 6220: Temporary Personnel.

J-2 Policy 6110: Code of Ethics for Board Members and All District Personnel –revised – 1st reading - accepted

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 6-0 to accept the first reading of revised Board of Education Policy 6110: Code of Ethics for Board Members and All District Personnel

J-3 Policy 7330: Searches and Interrogations of Students – revised – 1st reading - accepted

A motion was made by Andrew Willard, seconded Joseph Sullivan and carried 6-0 to accept the first reading of revised Board of Education Policy 7330: Searches and Interrogations of Students

J-4 Policy 5683 Fire and Emergency Drills, Bomb Threats and Bus Emergency Drills – revised – 1st reading - accepted

A motion was made by Kristen Wolowitz, seconded by Michael Lepak and carried 6-0 to accept the first reading of revised Board of Education Policy 5683 Fire and Emergency Drills, Bomb Threats and Bus Emergency Drills

J-5 Policy 5681 School Safety Plans– revised – 1st reading - accepted

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to accept the first reading of revised Board of Education Policy 5681 School Safety Plans

J-6 HUNT Agreement – surveying/Mapping – Capital Project - approved

A motion was made by Harvey Harris, seconded by Michael Lepak and carried 6-0 to approve the service agreement between HUNT Engineers, Architects & Land Surveyors, P.C. for professional surveying and mapping services related to the approved Capital Project, in the amount of \$2,500.00.

J-7 Family Services of Chemung County – Agreement - approved

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to approve the Business Associate Agreement and Memorandum of Agreement between the Elmira Heights School District and the Family Services of Chemung County, Inc. to provide School Based Mental Health Program Services.

J- 8 Matthews Buses – Loaner Agreement - approved

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 6-0 to approve the agreement with Matthews Buses Inc for a loaner bus while waiting delivery of a new bus.

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-8.

K-1 Policy 8110 Curriculum Development, Resources, Evaluation -revised - accepted

The Board of Education accepted revised Board Policy 8110: Curriculum Development, Resources, Evaluation as presented at the August 3, 2016 Board of Education meeting.

K-2 Extended School Day with Elmira City School District - acknowledged

The Board of Education acknowledged program partnership with the Elmira City School District as a recipient of the New York State Department of Educations' 2016-2021 Extended School Day/School Violence Prevention grant.

K-3 Dental Services MOU – Rochester - Thomas a Edison High School – approved

The Board approved the Memorandum of Understanding between Elmira Heights CSD and Rochester Primary Care Network for New York State School Based Health Dental Services to be provided at Thomas A Edison High School, effective July 19, 2016.

K-4 Dental Services MOU – Rochester - Cohen Middle School – approved

The Board approved the Memorandum of Understanding between Elmira Heights CSD and Rochester Primary Care Network for New York State School Based Health Dental Services to be provided at Cohen Middle School, effective July 19, 2016.

K-5 Elmira College – Nursing Education Program agreement- approved

The Board approved approve the agreement between Elmira College and the Elmira Heights CSD for the placement of students in the nurse education program.

K-6 Project Graduation – School Related Group - recognized

The Board recognized TAE Project Graduation as a school related group for the 2016-17 school year.

K-7 SIEBA, LTD agreement Sept 2016 to Aug 2018 – approved

The Board approved the administrative service agreement between Elmira Heights CSD and SIEBA, LTD for the purpose of administering benefits provided by the Flexible Benefit Plan, effective September 1, 2016 through August 31, 2018.

K-8 Middle School Store dissolution and Fund Transfer – approved

The Board approved the following resolution dissolving the extra-curricular MS Student Store and transfer remaining funds from the MS Student Store to the MS Student Council. Such funds shall be used for the purpose of providing scholarships

Resolution Dissolving the Middle School Store – Extra-Curricular Account

WHEREAS, the Extra-Curricular Activity clubs of the Elmira Heights Central School District contains a club entitled 'Middle School Store' and,

WHEREAS, there is no appointed Middle School Store Advisor, Officers or Middle School Store activities for 2016-17 and said account has been inactive for at least two years, and

WHEREAS, the Middle School Store funds are no longer needed,

NOW< THEREFORE, be it

RESOLVED, that the board of Education of the Elmira Heights Central School District authorizes the Middle School Store funds to be transferred to the Middle School Student Council for the purpose of scholarships.

L. Awards/Honors/Achievement

no items

M. Communications

Letter - New York State Acceptance of Plan for the use of Excess Fund Balance in Food Service

DISCUSSION

N-1 Revised 2016-17 Safety Plan - Will be finalized to meet new regulations – two workshops 9/19 & 9/26 to address revisions necessary

N-2 NYS Assessment Results - Results show improvement with Middle School made significant achievement and is off the needs improvement list

N-3 APPR Plan Revisions - The plan has been submitted – waiting for SED response of acceptance

N-4 Attendance Awareness Month - Continue to work hard to improve attendance in the District

N-5 NY44 Wellness Reimbursement Taxation - IRS is classifying wellness reimbursements as taxable income so the amount will be added to W9's

NEXT MEETING

Wednesday, September 21, 2016 (if needed)

Wednesday, October 5, 2016 7:00pm Regular Board Meeting Community Room

ADJOURNMENT – At 7:53pm a motion was made by Kristen Wolowitz, seconded by Joseph Sullivan and carried 6-0 to adjourn the meeting.