

**Board of Education  
Regular Meeting**

**Minutes February 1, 2017**

**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, Kristen Wolowitz

**MEMBERS ABSENT** Harvey Harris,

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Tom Boyanowski, Dawn Hanrahan, Barb Day, Carol Sullivan, Melissa Kelley, Geoffrey Pierce

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to approve the agenda for the February 1, 2017 Board of Education Meeting with additions

**Minutes:**

January 4, 2017 Regular Meeting- A motion was made by Kristen Wolowitz, seconded by Christopher Callas and carried 6-0 to approve the minutes of the January 4, 2017 Regular Meeting.

**Order of Business:**

A motion was made by Andrew Willard, 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 7:05pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 7:17pm 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 ♦Great staff development day ♦Legislative conference coming up on Feb 12 ♦Senate approved a permanent tax cap law – there are no details on changes .

Dawn Hanrahan – Middle School Principal/CSE Chair ♦Architecture presentation at CMOG-team included 2 middle school and 1 high school student – they located a vacant building, researched history, proposed a use and designed appropriate exterior and interior ♦Fashion February Fun Month on Fridays. ♦new semester starting

Tom Boyanowski – High School Principal ♦2<sup>nd</sup> semester started today ♦Regents last week – algebra test takers did well ♦Friday wrapped up the 1<sup>st</sup> semester with a fun day of games and movie ♦Winter sports in full swing ♦Play Practice is underway

Martha Clark – Business Manager ♦Budget – requests for next year have been entered ♦Budget Freeze went into effect Jan 27th ♦Workers Comp – consortium is doing well, 2% decrease in premiums for 17-18

**PERSONNEL**

A motion was made by Kristen Wolowitz, seconded by Michael Lepak and carried 6-0 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 2016-17 school – approved**

**Substitute Teachers**

Alison Capilli Lori Sternfels Devinne Voight

**Substitute Support Staff**

Alison Capilli Lori Sternfels Michael Crowley Kathryn Shilling Devinne Voight

**b. Extended School Day (APEX grant) personnel –approved**

The board approved the following individuals to work with the extended school day program (APEX) grant for the 2016-17 school year:

Activity Coordinators - \$17.50 per hour)

Cohen Middle School

Aimee Badger-Navin

Katie Hastrich

Geoff Pierce

Leeann Lawrence

Stephanie Eichenlaub

**c. Volunteers** - approved

The Board approved the following as volunteers to work with the drama program for the 2016-17 school year:

Barber, Andrea	Fouk, Karen	Michaud, Belinda
Battle, Cassandra	Grover, Jill	Michaud, Thomas
Capilli, Alison	Hastrich, Katie	Punchard, Brad
Cicci, Victoria	Hudson Melissa	Stroman, Breanne
Cheplick, Shirley	Johnson, Casey	Timofeeff, Amy
Chorney, Nicole	Johnson, Robert	Timofeeff, Michael
Derr, Megan	Keegan, Sharlyn	Wheeler, Terrah

**d. Coaches** – approved

The Board approved the following coaches for the 2016-17 school year:

<u>position</u>	<u>coach</u>	<u>level</u>	<u>year</u>	<u>stipend</u>
JV Softball	Ashley Crozier	1	1	\$2,556.52
Varsity Girls Track	Jed Twichell	1	1	\$3,777.54
Varsity Baseball	Mike Bennett	3	16	\$4,927.27

**e. Deputy Treasurer** –

Kim Mather

The Board approved the appointment of Kim Mather as Deputy Treasurer for the remainder of the 2016-17 school year

**F-2 Resignation**

a. Jedediah Twichell - assistant varsity girls track

The Board accepted, the resignation of Jedediah Twichell as assistant varsity girls track coach, pending appointment as varsity girls track coach.

**F-3 Change of Position/Termination**

a. Anthony Carome – modified wrestling coach

The Board acknowledged, that due to lack of participation, the modified wrestling season has been terminated and coach Anthony Carome's last day of coaching was January 9, 2017. Mr. Carome, will be paid a prorated stipend of \$262.15 for 7 days.

**FINANCIAL**

**G-1 Budget Status Report as of January 25, 2017-** acknowledged

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to acknowledge the budget status report as of January 25, 2017.

**G-2 Treasurer's Report (December 2016)** - acknowledged

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to acknowledge the Treasurer's report for December 2016.

**G-3 Investment Report**

No - Report

**G-4 Claims Auditor Report (December 2016)** - acknowledged

A motion was made by Christopher Callas, seconded by Joseph Sullivan and carried 6-0 to acknowledge the Claims Auditor Report for December 2016.

**G-5 Extra-Classroom Report (December 2016)** - acknowledged

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to acknowledge the Extra-Classroom Report for December 2016.

**G-6 Tax Roll Reduction – 250 Prescott 69.18-1-5.1**

A motion was made by Andrew Willard, seconded by Kristen Wolowitz and carried 6-0 to approve that the tax bill for the 2016 assessment roll for Thomas Hesselson for property designated as Tax Map No. 69.18-1-5.1, 250 Prescott Ave., Town of Horseheads, be decreased by \$322.16, from \$1,472.70 to \$1,150.54 and that any amount already paid in excess of the corrected tax bill be refunded. This reflects a reduction in the assessed valuation from \$64,000 to \$50,000 as described by Chemung County Real Property Tax Office on January 19, 2017.

**FACILITIES**

**H-1 Update – 2016-17 Capital Outlay Project – Control Work**

.Awaiting legal review of contract. Inspection is done and parts need ordering.

**OLD BUSINESS**

no items

**New BUSINESS**

**J-1 1991 Chevy Truck - disposal - authorized -**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to authorize the disposal of 1991 Chevy truck VIN #1GBHK34K6ME188806 by entering into agreement for sale of educational institution asset with Auctions International.

**J-2 1991 Chevy Truck – sale - - authorized**

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to allow the Facilities Director to finalize sale of 1991 Chevy truck by online auction through Auctions International for no less the required minimum bid of \$400.00.

**J-3 Day Automation Contract - approved**

A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 6-0 to approve the proposed contract with Day Automation with a base bid in the amount of \$10, 835. Such funding falls under the 2016-17 Capital Outlay Project. The Contract will be signed and executed by the Superintendent, once the final contract is agreed upon by our legal team

**J4 Tax Certiorari – 100 W McCann Blvd 073089 79.13-1-31**

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 6-0, that upon the recommendation of the School District’s attorneys and having had an opportunity to consider the proposed settlement in the Matter of the Application of Chemung Canal Trust Company, Petitioner v. Town of Elmira Assessor, Town of Elmira Board of Assessment Review, and the Town of Elmira, Chemung County, New York, Respondents, Index No. 2016-1738, that it be RESOLVED that the above settlement is approved and that the President of the Board of Education, the Superintendent of Schools and the School District’s attorneys are each separately authorized to sign any documents necessary to complete the settlement.

**CONSENT**

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to approve the following consent agenda items K-1 through K10

**K-1 CSE Recommendations and Funding - approved**

The Board of Education approved the recommendations and funds to support placements for determinations made at the January 4, 12, 17, 23, 2017 CSE meetings.

**K-2 CPSE Recommendations and Funding - approved**

The Board of Education approved the recommendations and funds to support placements for determinations made at the January 9, 2017 CPSE meeting(s).

**K-3 Policies – deleted – approved**

The Board of Education approved the recommendation to delete the following Board of Education Policies as advised by legal counsel and discussed at the January 4, 2017 Board of Education Meeting.

1338	Duties of the School Physician/Nurse Practitioner	duties are outlined by law and no policy is needed
1420	Execution of Policy: Administrative Regulations	no required by law
1510	Regular Board Meetings	reiterates requirements of Education & Public Officer’s Law re: meetings
1520	Special Meetings of the Board of Education	reiterates requirements of Education Law
1610	Annual District Meeting and Election/Budget Vote	reiterates requirements of Education Law
1611	Business of the Annual District Election	reiterates requirements of Education Law
1630	Legal Qualifications of Voters at School District Meeting	reiterates requirements of Education Law re: voter qualifications
1640	Absentee Ballots	reiterates requirements of Education Law
1710	Quorum	reiterates requirements of Education Law
1720	By-Laws Minutes	reiterates requirements of Education Law & Public Officer’s Law
1730	Executive Sessions	reiterates requirements of Education Law & Public Officer’s Law
2110	Orienting New Board Members	no policy required
2120	Use of Parliamentary Procedure	designed for large groups and inappropriate for small volunteer boards
2330	Compensation and Expenses	reiterates requirement of Education Law & other policy in place
6220	Temporary Personnel	reiterates law

**K-4 Policies –revised - approved**

The Board approved the following revised Board of Education Policies as presented at the January 4, 2017 Board of Education meeting: SEE ATTACHED

1410	Policy	revisions as recommended by attorney letter
6221	Part Time & Certified Substitute Teacher Employment	revisions as recommended

**K-5 Donation – PFO – up to \$1,000.00 – Middle School college visits - accepted**

The Board of Education accepted with thanks and appreciation a donation of up to \$1,000.00 from the Elmira Heights PFO for bussing for the 7<sup>th</sup> & 8<sup>th</sup> graders to go on two college visits.

**K-6 Donation – \$500.00 – Petr-All Petroleum Consulting Corp – 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.

**K-7 Grant – Community Foundation – iPad initiative - accepted**

The Board of Education accepted with thanks and appreciation a grant from the Community Foundation in the amount of \$7,950.00 to support our iPad initiative.

**K-8 Smart Bond Plan - approved**

The Board of Education approved the updated Smart Bond plan with changes required by SED. The final submission has been approved by SED.

**K-9 Health & Welfare Services Contract – Ithaca City School District - \$722.36 - approve**

The Board of Education approved the health and welfare services contract with the Ithaca City School District, to provide services for one (1) Elmira Heights student, attending a charter school located in the Ithaca City School District, at a rate of \$722.36 per student for the 2016-17 school year at a total cost for one (1) student of \$722.36..

**K-10 Donation – Get School Funded –\$1,500.00 - TAE PBIS program - accepted**

The Board of Education accepted with thanks and appreciation a donation of \$1,500.00 from The Get Schooled Foundation, and any additional donations from The Get Schooled Foundation during the 2016-17 school year, to be used for the Thomas A Edison PBIS program.

**AWARDS/HONORS/ACHIEVEMENT**

Elizabeth Reed – received - Professional Certification in Childhood Education (Grades 1-6)

**COMMUNICATIONS**

Thank you note from Cheer Squad – for opportunity to compete in a tournament in Maine-Endwell  
They cheered with heart but did not place

**DISCUSSION**

N-1 Opioid Antagonist Program in Schools

Nasal product available. Met with nursing staff and reviewing policies/protocols which will be brought back to the Board

N-2 OMNI policy review

3<sup>rd</sup> administrator for TSA – reviewing

N-3 Internal Audit Option: Student Services & Data

Board is in agreement of the option of Student Services and Data

N-4 Budget Development – Presentation

Power point presentation and discussions with update since last meeting

**EXECUTIVE SESSION:**

At 8:34pm a motion was made by Christopher Callas, seconded by Kristen Wolowitz and carried 6-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 9:05pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

**NEXT MEETING**

Wednesday March 1, 2017 7:00pm Regular Board Meeting Community Room

**ADJOURNMENT** – At 9:08pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

Clerk \_\_\_\_\_