

**Board of Education  
Regular Meeting**

**Minutes June 21, 2017**

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

**CALL TO ORDER:** President Harry Blish, called the Board of Education Meeting to order, followed by the pledge of allegiance, at 7:00 p.m.

**MEMBERS PRESENT** Lisa Benedict, Harry Blish, Christopher Callas(7:04), Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

**MEMBERS ABSENT** all present

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Melissa Kelley, Geoff Pierce

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Michael Lepak, seconded by Kristen Wolowitz and carried 6-0 to approve the agenda for the June 21, 2017 Board of Education Meeting.

**Minutes:**

June 7, 2017 Regular Meeting- A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to approve the minutes of the June 7, 2017 Regular Meeting.

**Order of Business:**

A motion was made Andrew Willard, seconded by Michael Lepak and carried 7-0 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 ♦End of year has many phenomenal activities occurring ♦Health Insurance – agreement to withdraw from NY44 has been executed and submitted ♦STEM Program – one of the two students is withdrawing and returning to Edison

Andy Lutz – Elementary School Principal ♦Students are excited about the Buddy Bench that was presented at spirit day ♦all our buildings are in excited mode – kudos to Superintendent Fiore for attending all the activities going on in the District and posting all the great things happening on Facebook

Dawn Hanrahan – Middle School Principal/CSE Chair ♦So many end of year activities going on ♦8<sup>th</sup> Grade basketball game – teachers had biggest win ever – not sure how long that will last since we are all getting older and they are not. ♦Field Days are tomorrow ♦Special Education – Kindergarten transition meetings are done

Tom Boyanowski – High School Principal ♦Lot of great things going on ♦Val/Sal Dinner / Mark Twain Scholars Recognition / Sr Class Trip / Sports Banquet / CTE Graduates ♦Regents – great success on the tests ♦64 Seniors graduating and a Broad Horizons Graduate

Martha Clark – Business Manager ♦Preliminary Audit went very well ♦Final cost report for Capital Outlay project nearly complete ♦Insurance – NYSSR –renewal quote very favorable only up \$500.

**PERSONNEL**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to approve the following consent personnel item F-1a through F3b. 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

**F-1 Appointments**

- a. **Substitutes** for the 2017-18 school year: - approved  
Substitute Teachers: Judith Hamma  
Substitute Support Staff: Joe Miller Scott Stanton John Townson
- b. **Bus Drivers & Sub Bus Driver for Summer Programs** - approved
  1. Randy Hardy  
Bus Driver - 2017 Summer APEX & ESY Programs  
Effective: July 1, 2017  
Compensation: \$19.72 per hour
  2. William Seymour  
Substitute Bus Driver - 2017 Summer APEX & ESY Programs  
Effective: July 1, 2017  
Compensation: \$14.76 per hour

3. John Townson  
Substitute Bus Driver - 2017 Summer APEX & ESY Programs  
Effective: July 1, 2017  
Compensation: \$14.76 per hour

4. Mark Fivie  
Substitute Bus Driver - 2017 Summer APEX & ESY Programs  
Effective: July 1, 2017  
Compensation: \$18.47 per hour

**c. Probationary Appointments** -approved

1 Michael Crowley  
Cleaner  
Effective July 1, 2017  
Probationary Period – July 1, 2017 thru June 30, 2018 / Civil Service Regulations  
Compensation per EHESSA Contract. - \$10.70 per hour (Step 1)

2 Melissa Kelly  
Bus Driver in Training  
Effective June 22, 2017  
Probationary Period - none  
Compensation: none for training

3 Kathryn Shilling  
Food Service Helper ( 3.0 hour per day)  
Effective September 1, 2017  
Probationary Period – September 1, 2017 thru August 31, 2018 / Civil Service Regulations  
Compensation per EHESSA Contract. - \$10.00 per hour (Step 1)

4 Kelley Groome  
Teacher Aide (assigned to cafeteria)  
Effective September 1, 2017  
Probationary Period – September 1, 2017 thru August 31, 2018 / Civil Service Regulations  
Compensation per EHESSA Contract. - \$10.00 per hour (Step 1)

**F-2 Correction to Appointment** - acknowledged

a. Denise Glowaski - long-term substitute

The Board acknowledged a correction of Denise Glowaski's long-term elementary substitute appointment, to reflect an effective date of April 4, 2017 to the completion of the assignment with no change in compensation as approved.

**F-3 Change in Appointment Status** - approved

a. Leeann Lawrence – permanent status

Secretary I

The Board approved the permanent appointment of Leeann Lawrence as Secretary I, effective July 25, 2017. Ms. Lawrence has successfully completed her probationary period in accordance with current Civil Service Regulations.

b. Lorraine Smith – permanent status

LPN (licensed practical nurse)

The Board approved the permanent appointment of Lorraine Smith as LPN, effective September 6, 2017. Ms. Smith has successfully completed her probationary period in accordance with current Civil Service Regulations.

**FINANCIAL**

**G-1 Fund Balance Transfer**- approved

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 7-0 approve the transfer of up to \$250,000 into the Capital Reserve Fund from unassigned fund balance in the fiscal year ending June 30, 2017.

**FACILITIES**

H-1 Update on Capital Project Outlay Project

Financial reports are just about complete

H-2 Update on Phase II Capital Project

Still under review at SED. Fear that something is missing, so looking into it. Will start with asbestos removal. No cafeteria will be a challenge.

**OLD BUSINESS**

No items.

**NEW BUSINESS**

No Items

**CONSENT**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to approve the following consent agenda items K-1 through K11 with the removal of K2 CPSE recommendations and revised dates for CSE.

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

The Board of Education approved the recommendations and funds to support placements for determinations made at only the June 15, 2017 CSE meetings.

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

Item removed. Meetings were rescheduled.

**K-3 Code of Conduct - approved**

The Board to approved the Code of Conduct as presented at the June 7, 2017 Board of Education meeting.

**K-4 Plans - approved**

The Board to approved the following Plans as presented at the June 7, 2017 Board of Education meeting

- a. Attendance Plan 2017-18
- b. AIS/RTI Plan 2016-18
- c. Annual Professional Performance Review (APPR) 2017-18
- d. Professional Development Plan (PDP) 2017-18
- e. Comprehensive District Education Plan 2017
- f. Special Education Plan 2017-19

**K-5 Board Meeting Calendar 2017-18 - approved**

The Board to approved the 2017-18 Board of Education meeting calendar as presented at the June 7, 2017 Board of Education meeting.

**K-6 Rates 2017-18 - approved**

The Board approved the following rates for the 2017-18 school year, as presented at the June 7, 2017 Board of Education Meeting:

Substitute Teacher Rates-daily

- \$105.00 per diem Retired District Certified Teacher
- \$100.00 per diem Certified Teacher
- \$90.00 per diem Bachelor's Degree
- \$80.00 per diem High School Diploma

Substitute Support Staff – hourly

- |                                       |                            |
|---------------------------------------|----------------------------|
| \$10.40 Aides                         | \$18.45 Custodian          |
| \$18.85 Building Maintenance Mechanic | \$10.65 LPN                |
| \$12.55 Bus Driver                    | \$16.25 Maintenance        |
| \$10.40 Cafeteria                     | \$17.45 RN                 |
| \$10.40 Cleaner                       | \$13.50 Secretary          |
| \$11.25 Clerk Typist                  | \$10.50 Teaching Assistant |
| \$12.90 Cook                          |                            |

Additional Services Rates

- \$25.00/hr Tutors
- \$20.00/hr Curriculum Development
- \$17.50/hr Detention
- \$20.00/hr APEX Grant Activities Director
- \$25.00/hr APEX Grant Teacher Tutor
- \$22.50/hr APEX Grant Teacher Assistant Tutor (under supervision of teacher)
- \$6,120.00 APEX Grant 2017-18 Annual Stipend for each Site Coordinator
- \$17.50/hr Game Help/Supervisor Rates
- \$17.50/hr Concert Supervision

Tuition Rates 2017-18 school year

- \$1,650/year grades K through 5
- \$2,050/year grades 6 through 12

Facilities Usage Rates

as presented

**K-7 Final Contract – BOCES Services - approved**

The Board of Education adopted the following resolution approving the final contract for services with the Schuyler-Steuben-Chemung-Tioga-Allegany County Board of Cooperative Educational Services for the 2017-18 school year.

***THIS AGREEMENT** made this 1<sup>st</sup> day of July, 2017 by and between the Board of Cooperative Educational Services for the Sole Supervisory District of Schuyler-Steuben-Chemung-Tioga-Allegany County, party of the first part, and Elmira Heights Central School District, party of the second part.*

***WITNESSETH**, That whereas party of the first part has been duly authorized to provide the approved services listed on the attached contract for services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.*

***NOW, THEREFORE**, The said party of the first part hereby agrees to provide to the party of the second part the following services listed on the attached contract for services during the school year 2017-2018 at the cost indicated on the attached contract for services.*

**K-8 University of Rochester Agreement - approved**

The Board of Education approved agreement between the University of Rochester School of Medicine and Dentistry and the Elmira Heights Central School District, effective July 1, 2017 through June 30, 2018, to obtain services of the Division of Neurodevelopmental and Behavioral Pediatrics to provide student based technical assistance per students individual education programs

**K-9 BOR – Medicare Advantage --MVP- approved**

The Board of Education approved the appointment of Chris Petrillos of Perry and Carroll, Broker, as our sole insurance representative with respect to Group Medicare Advantage coverage provided to the Elmira Heights CSD by MVP Health Care, effective immediately.

**K-10 BOR – Excellus BlueCross-BlueShield - approved**

The Board of Education approved the appointment of Perry and Carroll as our sole insurance representative with respect to Medical coverage provided to this organization by Excellus BlueCross BlueShield CNY Region effective immediately.

**K-11 Data Compromise/CyberOne Insurance - approved**

The Board of Education approved additional insurance to the plan to include increased Data Compromise Coverage and CyberOne Coverage.

**AWARDS/HONORS/ACHIEVEMENT**

no items

**COMMUNICATIONS**

no items

**DISCUSSION**

N-1 Safety Plan 2017-18

New regulations required many changes to the format of the District and Building Plans. This allows for a more consistent format for all districts and local and state law enforcement

N-2 School Lunch - Policy 5660 School Food Service Program (breakfast & lunch)

USDA new rules and regulations so we must update (changing regulations and communication procedures are to updated)

N-3 DLT Report – presented by Andy Lutz

**EXECUTIVE SESSION:**

At 7:37pm a motion was made Lisa Benedict, seconded by Christopher Callas and carried 7-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 7:49pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to adjourn executive session.

**NEXT MEETING**

Wednesday July 5, 2017	7:00pm	Reorganization/Regular Meeting	Community Rm
Wednesday July 19, 2017	7:00pm	Regular Board Meeting (if needed)	Community Rm

**ADJOURNMENT** – At 7:51pm a motion was made Michael Lepak, seconded by Joseph Sullivan and carried 7-0 to adjourn the meeting.

Clerk \_\_\_\_\_