

**Board of Education
Regular Meeting**

Minutes December 6, 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, 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, Carol Sullivan, Colleen Dengler,

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 7-0 to approve the agenda of the December 6, 2017 Board of Education Regular Meeting with the addition of one substitute support staff recommendation.

Minutes:

November 1, 2017 Regular Meeting- A motion was made by Joseph Sullivan, seconded by Lisa Benedict and carried 7-0 to approve the minutes of the November 1, 2017 Regular Meeting.

Order of Business:

A motion was made by Andrew Willard, seconded by Christopher Callas 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.

EXECUTIVE SESSION:

At 7:01pm a motion was made by Lisa Benedict, seconded by Andrew Willard and carried 7-0 to enter executive session to discuss personnel and a legal issue.

ADJOURN EXECUTIVE SESSION:

At 7:13pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 7-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Now that observations are complete, it is a pleasure to drop into classrooms and attend grade level meetings. ♦ Instructional Programs - in the process of evaluating ♦Concert Season has started ♦ Virtual College Fair – very interesting concept - forwarded the email to Board members ♦Graduation Requirements – working regionally and with state regarding CDOS credential versus a H.S. diploma. - keeping in mind that civil service and military require high school diplomas (which are linked to assessments) and CDOS credentials do not qualify

Andy Lutz – Elementary School Principal ♦Concerts start tomorrow – Mrs. Shaw has a wonderful program prepared ♦Book Fair – open to all – organized by librarian, Jen Thomas ♦December Tardy Tracker – Gretchen Smith continues to create exciting programs to encourage attendance and timeliness ♦Jan 26, Teachers will be participating in a poverty simulation activity provided by Pro-Action – this should certainly help us understand the challenges that some of our students experience..

Dawn Hanrahan – Middle School Principal/CSE Chair ♦Concerts – first one is next week ♦Community Service – working to increase our hours - Cornell Elves and hosting dinners ♦Conduct referrals are up, numbers are disproportionate to the number of students due to a few high needs students ♦Special Education – meetings continue as students move in and out of district

Tom Boyanowski – High School Principal ♦Wonderful concert last night ♦Junior Rotarians are holding a canned food drive ♦Community Service- increased service is a Staff goal this year. ♦Student Council – working to increase the club's activity ♦February Plans– Students that attend BOCES have a few days that they are not in attendance there so planning visit to local businesses ♦Winter sports up and running ♦Friday is last day of the 2nd marking period

Martha Clark – Business Manager ♦Refunding Bond - Closed– excellent savings realized ♦Phase II – Borrowing - priced and closed at 1.506% ♦Medicaid cost reporting will be due soon ♦SED output reports – reviewing data for accuracy ♦Budget process is starting – will be meeting with staff on Monday to review budget and requisition process and timeline

PERSONNEL

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 7-0 to approve the following consent personnel items F-1a and F-2a. 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 – approved

The Board approved the following substitute appointments for the 2017-18 school year

Substitute Teachers:

Jillian Johnson Kyle Michaud Jenna Richmond

Substitute Support Staff:

Jillian Johnson Kyle Michaud Jenna Richmond David Sharp

b. Probationary Appointment

Justine Kohler - approved

Food Service Helper 3.0 hr/day

Effective: December 7, 2017

Probationary Period: December 7, 2017 – December 6, 2018/Civil Service Regulations

Total Compensation per EHESSA Contract – \$10.70 per hour (Step 1)

c. Extracurricular Positions – approved

The Board approved pending the approval of a Technology Club, the following extracurricular appointment for the 2017-18 school year:

<u>Position</u>	<u>Advisor</u>	<u>Level</u>	<u>Year</u>	<u>Stipend</u>
Technology Club	Julie Lederman	n/a	1	\$ 0.00

d. Volunteers -athletic – approved

The Board approved the following as volunteers, to work with our athletic program for the 2017-18 school year:

Basketball:	Kyle Michaud	Nicholas Hart
Wrestling:	Larry Vanderhoff	

e. Tutors – Elementary Program – approved

The Board approved the following as tutors for the Cohen Elementary after school tutoring program on Tuesdays and Thursdays for grades 3, 4, and 5 at \$25.00 per hour.

Carol Cady	Jennifer Jadoski	Liz Reed
Dawn Call	Wendy Jurusik	Nicole Rosno
Bob Cavalier	Nancy Monks	Courtney Stansfield

f. Volunteers -drama – approved

The Board approved the following as volunteers, to work with our drama program for the 2017-18 school year:

Alicia "Gidget" Amberg	Kelly Doherty-Maggs	Melissa Mattison (Hudson)
Aimee Badger-Navin	Erica Elston	Danielle Mawhir
Andrea Barber	Laura Ferris	Belinda Michaud
Jane Barker	Karen Foulk	Thomas Michaud
Cassandra Battle	Jillian Grover	Stacey Nemier
Scott Becker	Christian Haralson	Monica Palmer
Kate Biddle	Elizabeth Haralson	Katrina Phillippi
Ed Block III	Ashley Hockenberry	Nikole Piper
Brandy Bower	Jennifer Hourihan	Brad Punchard
Thomas Bower	Casey Johnson	Tamara Punchard
Matt Bryant	Robert Johnson	Marianna Raho
Alison Capilli	Rae Kakretz	Kristina Rainey
Denise Carson	Sharlyn Keegan	Katie Rockwell
Shirley Cheplick	Melissa Kelley	Kathryn Shilling
Nicole Chorney	Michael Kenna	Kelly Smith
Victoria Cicci	Donald Knolles	Breanne Stroman
John Cole	Luella Korsky	Amy Timofeef
Paula Cole	Heather Kunkle	Michael Timofeef
Ammie Comfort	Melissa Lutz	Amanda Vaughan
Keri Cowl	Bryan Maggs	Terrah Wheeler
Megan Derr	Tami Mallare	
Melissa Dildine	Jeffrey Mathews	

.F-2 Change in Employment Status - Tenure

- a. Stephanie Eichenlaub - approved

Teacher Assistant

The Board approved the tenure appointment of Ms. Stephanie Eichenlaub, as Teacher Assistant, effective January 23, 2018. Ms. Eichenlaub has successfully completed her probationary period in accordance with Education Law

FINANCIAL

G-1 Budget Status Report as of (November 29, 2017) - acknowledged

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 7-0 to acknowledge the budget status report as of November 29, 2017.

G-2 Revenue Status Report (November 29, 2017) - acknowledged

A motion was made by Michael Lepak, seconded by Lisa Benedict and carried 7-0 to acknowledge the revenue status report as of November 29, 2017.

G-3 Budget Transfer Report (November 29, 2017) - acknowledged

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to acknowledge the budget transfer report as of November 29, 2017.

G-4 Treasurer's Report (October 2017) - acknowledged

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 7-0 to acknowledge the Treasurer's report for October 2017.

G-5 Claims Auditor Report (October 2017) - acknowledged

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 7-0 to acknowledge the Claims Auditor report for October 2017.

G-6 Extra-Classroom Report (October 2017) - acknowledged

A motion was made by Joseph Sullivan, seconded by Lisa Benedict and carried 7-0 to acknowledge the extra-classroom report for October 2017.

G-7 Affidavit of Unpaid School Taxes - approved

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to acknowledge the Affidavit of Unpaid 2017 School Taxes in the amount of \$447,325.65 to be re-levied by the Chemung County Treasurer.

G-8 Tax Roll Reduction

A motion was made by Andrew Willard, seconded by Harry Blish and carried 7-0 to approve that the tax bill for the 2017 assessment roll for Kirstin Yacubic for property designated as Tax Map No. 69.18-2-65 at 322 O'Hanlon Ave., Town of Horseheads, be decreased by \$546.70, from \$1,550.41 to \$1,003.71 and that any amount already paid in excess of the corrected tax bill be refunded. This reflects a reduction in the assessed valuation from \$90,900 to \$68,500 as described by Small Claims Assessment Review Proceeding on October 21, 2017.

FACILITIES

H-1 Update on Phase II Capital Project

Work is moving right along and on schedule. It is a big project so percent of completion of progress is deceiving. Contract for additional asbestos abatement on the roof is being finalized. Revised lighting - light dimmers over promethean broads are working well.

H-2 Fire Inspection Report 2017-18

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to acknowledge the November 16, 2017 Fire Inspection Report for the 2017-18 year.

OLD BUSINESS

No items.

NEW BUSINESS**J-1 Policies – to revise – 1st reading - acknowledged -**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 7-0 to acknowledge the 1st reading of the following revised policies:

3260 School Related Groups/Clubs/Organizations	formerly 3250 PFO & 3260 Booster Clubs
3420 Notice of Non-Discrimination Section 504 of The Rehabilitation Act Title IX and Title II Sexual Harassment	revising/replacing with recommendation from Legal review

J-2 Bid Award. - approved

A motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 7-0 to award Edger Enterprises of Elmira, Inc. as the successful contract bidder for the Elmira Heights Central School District 2017-18 Capital Outlay Project for a base bid amount of \$44,900 plus alternate of \$36,600 for a total bid cost of \$81,500 and to authorize the Board President to execute the contract when available.

CONSENT

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 7-0 to approve the following consent agenda items K-1 through K-9

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the recommendations and funds to support placements for determinations made at the October 24, November 6, 7, 9, 13, 16, 17, 20, 27, 28, 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 October 30, 2017 CPSE meetings.

K-3 TAE Technology Club – approved

The Board of Education approved the establishment of a Technology Club at Thomas A Edison High School

K-4 Youth in Government Trip – Middle School – Albany - approved

The Board of Education approved retroactively the Youth in Government trip to Albany November 16, 17, 18, 2017 for the Middle School Student Council representatives as discussed at the October 4, 2017 Board meeting.

K-5 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 November 1, 2017 Board of Education Meeting:

3120 Relations with Municipal Governments	not required by law
3130 Senior Citizens	merely hortatory
3150 School Volunteers	policy not required – administrative procedure adopted
3210 Visitors to the School	redundant due to Comprehensive Code of Conduct
3220 Public Expression at Meetings	reiterates legal requirements of “The Open Meeting’s Law”
3251 Shared Decision-Making & School Based Planning	reiterates regulations requirements regarding biennial review
3270 Advertising in the Schools	reiterates legal requirements
3281 Use of Facilities by Boy Scouts & Patriotic Youth Groups	reiterates requirements of Law
3320 Confidentiality of Computerized Information	reiterates law
3410 Code of Conduct on School Property	addressed in Code of Conduct – policy is redundant
3411 Prohibition of Weapons on School Grounds	addressed in Code of Conduct – policy is redundant
3430 Statewide Uniform Violent Incident Reporting System (UVIRS)	reiterates legal requirements
3510 Emergency Closings	unnecessary

K-6 Polices – revised - approved

The Board of Education approved the following revised Board of Education Policies as presented at the November 1, 2017 Board of Education meeting:

3140 Flag Display	revisions as recommended by attorney letter
3230 Public Complaints	revisions as recommended by attorney letter
3290 Operation of Motor-Driven Vehicles on District Property	revisions as recommended by attorney letter
3310 Public Access to Records	replace with updated version per attorney recommendation
7551 Sexual Harassment of Students	replace with updated policy
6121 Sexual Harassment of Personnel	replace with updated policy

K-7 Food Donation – Basketball admission - approved

The Board approved the request from the English 12 class to waive the cost of admission to the December 19, 2017 JV & Varsity basketball games in lieu of a donation of a canned good, to be given to the Food Bank of the Southern Tier.

K-8 Drama Production - approved

The Board approved the License Agreement with MTI Enterprises, Inc. for the Drama production of "ANNIE" on March 2 and 3, 2018.

K-9 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.

AWARDS/HONORS/ACHIEVEMENT

no items

COMMUNICATIONS

no items

DISCUSSION

N-1 Legislative Update

There is a watchful eye on Federal actions. A tremendous amount of trickledown effect will ensue. Two areas that are of concern at the state level in New York will be elimination of the CHIP program and subsidies for hospitals servicing low income populations. This will likely impact health care costs

N-2 YMCA High School Youth and Government Summit in Albany – March 9-11 2018

Mr. Boyanowski presented the government program stating that four students and two chaperones will attend. Cost will be covered by donations. Approval for the trip will be added to the agenda of the January 3, meeting.

N-3 BOCES Initial Request for Services

No major changes to request – this is preliminary at this time

NEXT MEETING

Wednesday	December 20, 2017	7:00pm	Regular Board Meeting	(if needed)	Community Rm
Wednesday	January 3, 2018	7:00pm	Regular Board Meeting		Community Rm

Before adjourning, Mrs. Benedict relayed that she made a contact, while at the School Board Conference, and was able to secure 500 antibullying bracelets from Perry and Carroll for the Elementary School

ADJOURNMENT – At 8:03pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.

Clerk