

**Board of Education
Regular Meeting**

Minutes January 3, 2018

**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 Harry Blish, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard, Kristen Wolowitz

MEMBERS ABSENT Lisa Benedict,

OTHERS PRESENT: Mary Beth Fiore, Martha Clark, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Melissa Kelley, Geoff Pierce, Colleen Dengler, Krissy McNamara, Jill Wood, and students: Ashlyn Maggs, Emma Maggs, Aiyana Miles, Kyler Ripley, Brynne Hatch, Jenna Moylan, Max Weaver with their families and friends

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to approve the agenda of the January 3, 2018 Board of Education Regular Meeting with addition of a retirement & substitute appointments.

Minutes:

December 6, 2017 Regular Meeting- A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the minutes of the December 6, 2017 Regular Meeting.

Order of Business:

A motion was made by Christopher Callas, seconded by Michael Lepak 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.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Governor's State of the State address –very aggressive with 22 proposals – one is to reduce the local property tax burden making state's and county shared services panels permanent and launching comprehensive No Student Goes Hungry Program ♦Bus Incident – bike ran into back of bus – protocol followed - no injuries

Andy Lutz – Elementary School Principal ♦Pooh Day is January 18 ♦In-Service on Jan 26 is a poverty simulation for our staff that should be very educational ♦Compliment - a sub that has worked in our district for many years complimented on Friday's sing-a-long enthusiasm, including active participation by the Superintendent

Dawn Hanrahan – Middle School Principal/CSE Chair ♦QIP Plan – met to discuss focus areas as outlined by the state identification ♦Ski Club begins Sunday with 22 participants ♦Day before break activities including a movie in the gym/cafeteria – maintenance rigged a huge movie screen – thanks for all their help, it was a great time

Tom Boyanowski – High School Principal ♦Graduation rate – checking for trends ♦Junior Rotarians – successful canned food drive ♦Key Club – Assisted Elcor residents to get ready for Holidays. The residents are very appreciative of this service ♦As graduation looms in the not so distant future, parents are checking to verify procedure of ordering caps & gowns

Martha Clark – Business Manager ♦Medicaid Cost reporting - completed ♦Year End Reporting – working on W2's, 1099's 1095C's ♦Budget Planning is in full swing – staff are entering requests – will have some preliminary information at February meeting

AWARDS/HONORS/ACHIEVEMENT

L-1 Middle School Youth in Government Trip to Albany

Students Ashlyn Maggs, Emma Maggs, Aiyana Miles, and Kyler Ripley along with advisors Ms. McNamara and Ms. Hanrahan, described their experiences at the Youth in Government Trip, and thanked the Board for allowing them to attend this marvelous event..

L-2 Middle School Newspaper "Sparticles"

Students Brynne Hatch, Jenna Moylan, Max Weaver along with advisor Ms. Wood shared with the Board their interests in preparing articles for the paper to share with fellow students and staff. Giovanni Savino and Avarie Brill also work on the paper but were not in attendance.

PERSONNEL

A motion was made Christopher Callas, seconded by Andrew Willard and carried 6-0 to approve the following consent personnel items F-1a and F-2e. 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 Resignations/Retirements

a. Coach - Girls JV Basketball - accepted

Ashley Crozier

The Board accepted with best wishes, the resignation of Ashley Crozier as the 2017-18 girl's jv basketball coach effective December 19, 2017. Ms. Crozier worked November 6 through December 18, 2017 for a total of 43 days. Ms. Crozier's prorated compensation for 43 days at \$31.47/day will be \$1,353.21.

b. Cleaner - accepted

Daniel Champion

The Board accepted with best wishes the resignation, for purposes of retirement, of Mr. Daniel Champion, effective January 6, 2018 with is last day of employment with the District being January 5, 2018. We thank Mr. Champion for his 20 years of service in the Elmira Heights CSD. Mr. Champion shall be entitled to all retirement benefits in accordance with the current EHESSA contract.

F-1 Appointments

a. The Board approved the following long term substitute appointments

1) Don Holloway – retired teacher

Position: Substitute Secondary Special Education Teacher (for Herzig)

Certification Area: Biology & General Science 7-12 - retired

Compensation: \$289.11/day (step 18 w/3 credits \$57,821/200) having completed 26 consecutive days the rate is in effect from November 9, 2017 to the completion of the assignment. He will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

2) Mark Schoonover

Position: Substitute Elementary Teacher (for Olson)

Effective: November 6, 2017 to on or about February 1, 2018.

Certification Area: Initial Early Childhood (Birth – 2) expires 8/31/18

Compensation: \$206.60/day (step 1 w/36 credits \$41,319/200) having completed 26 consecutive days the rate is in effect from November 6, 2017 to the completion of the assignment on or about February 1, 2018. He will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

b. Coaches – approved

The Board approved the following coaches with prorated stipends for the remainder of the 2017-18 girls' jv basketball season::

<u>Sport</u>	<u>Coach</u>	<u>Year</u>	<u>Level</u>	<u># days</u>	<u>stipend</u>
Girl's JV Basketball	Chris Mallette	14	3	(12/19-22) 4 @ \$33.92	\$135.68
Girl's JV Basketball	James Nierstedt	1	1	(12/23-2/8) 48 @ \$28.61	\$1,373.28

c. Volunteers -athletic – approved

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

Softball: Molly Hitchcock

Baseball: Zack Brown Chris Bennett Shaun Merrill

d. APEX Program – approved

The Board approved the following to work with the 2017-18 APEX grant, extended school day program:

Activity Advisor - \$20.00 per hour - Cohen Middle School

Carol Cady

Tutor - \$25.00 per hour - Cohen Middle School

Carol Cady

e. Substitutes – approved

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

Substitute Support Staff:

William Rapalee Julie Reese

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Joseph Sullivan, seconded by Kristen Wolowitz and carried 6-0 to acknowledge the following consent financial reports

- a. Budget Status Report as of December 27, 2017
- b. Revenue Status Report as of December 27, 2017
- c. Budget Transfer Report as of December 27, 2017
- d. Treasurer's Report for November 2017
- e. Claims Auditor Report for November 2017
- f. Extra Classroom Report for November 2017

FACILITIES

H-1 Update on Phase II Capital Project

- Mostly on Target.
- Challenges tend to be relative to architectural planning, missing specs
- Kitchen is coming along – lots of tiles going up
- Promethean Boards are all installed and working

H-2 Change Orders

Lack of detail in planning has created some increased costs

- a. Fire Alarm System at Cohen,
New requirements call for more detectors. New system opted for since parts for current system are difficult to acquire. Change order will be broken into two parts to match plan submissions and maximize State Aide.
- b. Exhaust Hood Ductwork at Cohen kitchen
Regulations require that an exhaust hood and ducting adequate to exhaust a fryer be installed. This seems absurd since schools are not allowed to serve fried foods. Change order will be broken into two parts to match plan submissions and maximize State Aide.

OLD BUSINESS

No items.

NEW BUSINESS

No items

CONSENT

A motion was made by Kristen Wolowitz, seconded by Michael Lepak and carried 6-0 to approve the following consent agenda items K-1 through K9

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the recommendations and funds to support placements for determinations made at the December 4, 5, 8, 11, 12, 14, 15, 18, 21, 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 December 11, 18, 2017 CPSE meetings.

K-3 Polices – revised - approved

The Board of Education approved the following revised Board of Education Policies as presented at the December 6, 2017 Board of Education meeting:

- | | |
|---|--|
| 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 |

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

The Board of Education approved the Youth in Government trip to Albany, March 9-11, 2018 for four Thomas A Edison student representatives as discussed at the December 6, 2017 Board meeting.

K-5 Donation – anonymous – \$20.00 – for lunch account- accepted

The Board of Education accepted with thanks and appreciation a donation of \$20.00 from an anonymous donor to pay it forward on a lunch account of a family in need.

K-6 Donation – Elmira Heights Rotary - \$200.00 - Literacy Night - accepted

The Board of Education accepted with thanks and appreciation a donation of \$200.00 from the Elmira Heights Rotary Club to support Family Literacy Night at Cohen.

K-7 Donation – Class 2014 – up to \$1,800.00 - Youth In Government Trip - accepted

The Board of Education accepted with thanks and appreciation a donation of up to \$1,800.00 from the class of 2014 to defray expenses for four TAE students and two chaperones to attend the Youth in Government trip to Albany in March 2018.

K-8 Standard Workday Resolution - approved

The Board of Education approved the following Standard Workday Resolution:

STANDARD WORKDAY RESOLUTION

BE IT RESOLVED, that the Elmira Heights Central School District Board of Education be and hereby revises and establishes standard workdays for the following appointed positions for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

5 day work week/ 6 hrs. per day

- 6 Hour Bus Attendant
- 6 Hour Bus Driver
- 6 Hour Cook
- 6 Hour Food Service Helper

5 day work week/ 7 hrs. 30 min. per day

- 7.5 Hour Nurse – LPN
- 7.5 Hour Nurse – RN

5 day work week/ 6 hrs. 45 min. per day

- 6.75 Hour Teacher Aide

5 day work week/ 8 hrs. per day

- 8 Hour Building Maintenance Mechanic
- 8 Hour Cleaner
- 8 Hour Clerk/Typist
- 8 Hour Custodian
- 8 Hour Principal Clerk
- 8 Hour Secretary
- 8 Hour Transportation Supervisor

5 day work week/ 6 hrs. 55 min. per day

- 6.92 Hour Teacher Aide

5 day work week/7 hrs. per day

- 7 Hour Cook

K-9 Donation – Frank Cicci – Washer/Dryer - accepted

The Board of Education accepted with thanks and appreciation a donation of a used industrial washing machine valued at \$350.00 and a used industrial dryer valued at \$200.00 from Frank Cicci.

COMMUNICATIONS

NYS CATE – NYS Computer and Technology in Education – membership plaque

DISCUSSION

N-1 Legislative Update

Excited to hear from Albany that the Governor's Budget is anticipated to be released early(January 17)

N-2 Board of Education Goal Progress for 2017-18

Aspirational Goals:

- Reading and Math Readiness for college entrance baseline data has not been supplied yet. Goal cannot be measure until baseline data and new data are obtained.
- Increasing Graduation rates – data will not be available until conclusion of school year.

Community Goals

- Attendance - at end of year will be compared. Currently on target.
- Student Presentations – goal achieved and will continue

N-3 School Accountability Status –

District in Good Standing, Cohen ES, Cohen MS & Thomas A Edison HS: Schools in Good Standing

N-4 NYS School Report Card Presentation – February 7, 2018

Hoping to have all the reports so presentation can occur at February meeting

EXECUTIVE SESSION:

At 7:50pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to enter executive session to discuss personnel, legal & negotiations.

ADJOURN EXECUTIVE SESSION:

At 8:34pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to adjourn executive session.

NEXT MEETING

Wednesday January 17, 2017	7:00pm	Regular Board Meeting	(if needed)	Community Rm
Wednesday February 7, 2018	7:00pm	Regular Board Meeting		Community Rm

ADJOURNMENT – At 8:35pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

Clerk