

**Board of Education
Regular Meeting**

Minutes February 21, 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 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, Andy Lutz, Barb Day, Geoff Pierce, Carol Sullivan, Melanie Beach, Olivia Thresher, Mr. & Mrs. Thresher, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas, seconded by Kristen Wolowitz and carried 7-0 to approve the agenda for the February 21, 2018 Board of Education Meeting with the addition of J6 Health Insurance Prospective Funding Arrangement.

Minutes:

January 3, 2018 Regular Meeting- A motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to approve the minutes of the January 3, 2018 Regular Meeting.

January 17, 2018 Regular Meeting - A motion was made by Lisa Benedict, seconded by Christopher Callas and carried 7-0 to approve the minutes of the January 17, 2018 Regular Meeting.

Order of Business:

A motion was made by 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.

AWARDS/HONORS/ACHIEVEMENT

Accomplishments – Senior Olivia Thresher –

Principal Boyanowski welcomed Olivia and her guests to the meeting then listed her many accomplishments as a student at Thomas Edison High School, including the honor of being valedictorian of the Class of 2018. Mr. Blish presented her with a certificate along with a photo op.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦Ms. Fiore asked for a moment of silence in remembrance of students, faculty, staff and parents of the Florida shooting. With talk of student walkouts we support their desire to have voices heard but will pro-actively look at alternatives that will keep them safely in the building. ♦Safety - a video was posted on the website sharing information such as “see something-say something”

Andy Lutz – Elementary School Principal ♦as a follow-up to Superintendent Fiore’s message, Mr. Lutz explained that a great deal of time is put into updating our Safety plan, making it consistent with other districts, participating in trainings and drills ♦Kindness week was last week and students earned many “kindness tickets” for their unsolicited acts of kindness (thank you to Gretchen Smith for all her planning) ♦Tomorrow are science shows in the building ♦Dr. Seuss day is March 2

Tom Boyanowski – High School Principal ♦We have reached out to Florida wondering what we can do to help. Teachers say that love and support is needed – we will be sending notes and cards expressing our support and love ♦ANNIE – will be performed March 2 & 3 at 7:00pm each night – hope to see everyone there.

Martha Clark – Business Manager ♦we are deep in the throes of budgeting ♦Maintenance of Effort Reporting for 16-17 Section 611 & 619 Grants ♦Health Insurance – scheduling preliminary meetings to organize the roll out process

Public/Staff

♦Mr. Blish noted that he had watched the broadcast meeting between President Trump and students. The message is clear that they are not going to give up their mission

♦Carol Sullivan – questioned why the BOCES and school calendars do not match up- Ms. Fiore responded that there a many variables involved including each district’s contracts with their employees

PERSONNEL

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 7-0 to approve the following consent personnel items F-1a through F2a 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 Appointmentsa. Coaches - approved

The Board approved the following coaches for the 2017-18 school year pending all certification requirements.

<u>Sport</u>	<u>Coach</u>	<u>Level</u>	<u>Years</u>	<u>Stipend</u>
JV Softball	Pat Moffe	1	1	\$2,601.54
Modified Track	Kayla Heintzelman	1	1	\$2,019.11

b. Volunteers - Drama- approved

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

Katherine O'Herron Kevin Kelley Alise Hoffman

c. Volunteers – Athletic - approved

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

Tennis:	George Pesesky	Abel Menechella	Tom Menechella	Chris Suwak
Track & Field:	Shane Devlin	Jay Houghtling		
Softball:	Samantha Moffe			
Baseball:	Scott Mattison			
Golf:	Kyle Lockner			

d. Substitutes – approved

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

Substitute Teachers:	Stephen Crupi	Denise Glowaski
Substitute Support Staff:	Stephen Crupi	

F-2 Change in Appointment Statusa. Elizabeth Haralson – permanent status - approved

Food Service Helper

The Board approved the permanent appointment of Elizabeth Haralson as a 3.0 hour/day food service helper, effective March 6, 2018. Ms. Haralson has successfully completed her probationary period in accordance with current Civil Service Regulations.

FINANCIAL**G-1 Reports** - acknowledged

A motion was made by Kristen Wolowitz, seconded by Christopher Callas and carried 7-0 to acknowledge the following consent financial reports

- Budget Status Report as of January 31, 2018
- Revenue Status Report as of January 31, 2018
- Budget Transfer Report as of January 31, 2018
- Treasurer's Report for December 2017
- Claims Auditor Report for December 2017
- Extra Classroom Report for December 2017

FACILITIES

H-2 Update on Phase II Capital Project

Progress is proceeding as scheduled. A couple big-ticket items such as the freezer and rerouting of pipes have been resolved. Ceiling work in cafeteria – progressing. Steel for addition is going up. Currently on target for fall opening

OLD BUSINESS

No items.

NEW BUSINESS**J-1 Policies – to delete – 1st review - acknowledged -**

Andrew Willard, seconded by Joseph Sullivan, made a motion and carried 7-0 to acknowledge review of the following policies by our legal firm to be recommended for deletion at the next Board of Education meeting:

4110 Administrative Personnel	reiterates law
4210 Administrative Organization and Operation	sections either recite legal requirements or are unnecessary
4220 Abolishing an Administrative Position	procedures not required by law & benefits are through collective bargaining unit
4240 Administrative Latitude in the Absence of Board Policy	without specific policy – it repeats current law
4250 Use of Committees	repeats current legal authority
4310 Superintendent of Schools	repeats current legal authority
4320 Superintendent-Board of Education Relation	reiterates current Law
4330 Administrative Staff	reiterates job descriptions on file
4420 Compensation and Related Benefits	merely states District will comply with Article IX of the CBA and is superseded by it

J-2 Policies – to revise – 1st reading - acknowledged -

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

4230 Administrative Authority During Absence of the Superintendent of Schools
4260 Evaluation of the Superintendent and Other Administrative Staff
7410 Extracurricular Activities
7420 Sports and the Athletic Program

J-3 Cost Allocation Methodology for 2018-2019. - approved

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 7-0 to approve the 2018-19 Cost Allocation Methodology for COSERS to be offered by the GST BOCES for the 2018-19 school year.

J-4 RFP – Audit Services - approved

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 7-0 to approve the RFP(request for proposals) for audit services beginning June 30, 2018.

J-5 Assurance for Technology Services – WNYRIC - acknowledged

A motion was made by Andrew Willard, seconded by Lisa Benedict and carried 7-0 to acknowledge the Statement of Assurance for Technology Services through WNYRIC.

J-6 Health Insurance Funding Arrangement - approved

A motion was made by Andrew Willard, seconded by Lisa Benedict and carried 7-0 to approve the Prospective Funding Arrangement: Proposal Rates Detail, for Health Insurance, for the Elmira Heights Central School District for a contract period of July 1, 2018 – June 30, 2019

CONSENT

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to approve the following consent agenda items K-1 through K3

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 12, 19, 23, 24, 25, February 1, 8, 12, 13, 15, 2018 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 22, 2018 CPSE meetings.

K3 Donation – Middle School Student Council – transportation college visits - accepted

The Board of Education accepted with thanks and appreciation a donation from Cohen Middle School Student Council to pay transportation costs for the 7th graders college visit to Mansfield University on March 7, 2018, and the 8th graders college visit to Cornell University on March 14, 2018.

COMMUNICATIONS

- M-1 Fiscal Stress Score/Environmental Stress Score as provided by State Comptroller Thomas P. Dinapoli
Although there has been no change in the fiscal stress score, the change in the environmental stress score correlates to the increased poverty level in the area.
- M-2 Chemung County Board of Elections
After meeting with the Board of Elections to discuss the possibility of TAE as an Election site, the Election Board advised that they have opted for an alternative location.

DISCUSSION

- N-1 School Report Card – Presentation
The Principals presented a PowerPoint of the District’s results with very thorough explanations of terminology and our standings
- N-2 Budget Assumptions 2018-19
The Superintendent and Business Manager reviewed the current 2018-19 anticipated expenses and revenues and the current gap that exists. They requested guidance from the Board on an acceptable tax cap goal so they can continue crunching the numbers. After discussion, the Board agreed that a 2.75% cap would seem acceptable.
- N-3 Legislative Reception: Mon Feb 26 – Bath Haverling CSD
Cohen Middle School will be showcasing their activity periods in the schedule, displaying examples
- N-4 Internal Audit Option
Facilities Maintenance and Construction is the area that was agreed for this year’s internal audit
- N-5 BOCES Board Member Nominations
Any suggestion for nomination needs to be presented soon
- N-6 School Calendar 2018-19
Superintendent Fiore reiterated that there are a great number of variables involved with development of the 2018-19 calendar, but the December and Spring breaks are penciled in and feel those dates should be released for folks to make plans
- N-7 Non-Resident Students/Tuition Payment Procedures
The Board, after being advised of the late payments and work put into collecting the February payment, agreed that the entire year should be paid upfront in September before the start of school for the student to attend.

EXECUTIVE SESSION:

At 9:25pm a motion was made by Andrew Willard, seconded by Lisa Benedict and carried 7-0 to enter executive session to discuss legal issue, negotiations and personnel.

ADJOURN EXECUTIVE SESSION:

At 10:08pm a motion was made by Lisa Benedict, seconded by Andrew Willard and carried 7-0 to adjourn executive session.

NEXT MEETING

Wednesday	March 7, 2018	7:00pm	Regular Board Meeting	Community Rm
Wednesday	March 14, 2018	7:00pm	Regular Board Meeting (if needed)	Community Rm
Wednesday	March 21, 2018	7:00pm	Regular Board Meeting	Community Rm

ADJOURNMENT – At 10:09pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.

Clerk