

**Board of Education  
Regular Meeting**

**Minutes August 1, 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 7:11 p.m.

**MEMBERS PRESENT** Lisa Benedict, Harry Blish, Michael Lepak, Andrew Willard, Kristen Wolowitz

**MEMBERS ABSENT** Christopher Callas, Joseph Sullivan,

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Tom Boyanowski, Andy Lutz, Michelle Slaven, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 5-0 to approve the agenda for the August 1, 2018 Board of Education Meeting with the addition of the administration of the oath of office to Kristen Wolowitz

**OATH of OFFICE**

The Oath of Office was administered to Board Member Kristen Wolowitz.

**Minutes:**

July 3, 2018 Regular Meeting- A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 5-0 to approve the minutes of the July 3, 2018 Reorganization/Regular Meeting.

**Order of Business:**

A motion was made by Michael Lepak, seconded by Lisa Benedict and carried 5-0 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 ♦very busy summer ♦Vacancies – interviewing for elementary, Spanish, psychologist  
♦Buildings – kudos to the custodial staff for their flexibility with preparing the buildings for the start of school ♦summer school and summer cohesion will be ending soon ♦Staff development has been ongoing

Andy Lutz – Elementary School Principal ♦Elementary interviews – 1<sup>st</sup> posting brought in few applications so we have gone to a new online system called OLAS that is the go to place for teachers looking for jobs ♦DLT - summer leadership training was a wealth of information – exceptional program this year

Tom Boyanowski – High School Principal ♦Seniors have been in for their pictures ♦Spanish - interviewing ♦Scheduling – 9<sup>th</sup> grade there are a few glitches to be balanced out ♦Fall Sports – Parent meeting next week – Practice starts Aug 13

Martha Clark – Business Manager ♦Very Busy ♦Payroll rollover – complete –new people on board at CBO required some extra training ♦Health insurance conversion has been pretty smooth – just working out the billing system – Perry & Carroll have been very supportive

**PERSONNEL**

A motion was made by Michael Lepak, seconded by Lisa Benedict and carried 5-0 to approve the following consent personnel item F-1a through F1h. 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-2 Appointments**

The Board approved the following appointments resolving 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.

- a. **Substitutes** for the 2018-19 school year: - approved  
     Substitute Teachers: Marianne Hirshman Christine Dutridge  
     Substitute Support Staff: Marianne Hirshman Christine Dutridge
- b. **Coach** - approved  
     Modified Football Eugene Barber Level 1 Year 1 \$2,086.45
- c. **Liaisons** - approved  
     Andy Lutz Students in Foster Care Liaison  
     Tom Boyanowski Neglected/Delinquent/Migrant Students Liaison

- d. Bus Driver Assignment – approved  
 Cindy Davis – Bus Driver 4 hr to 6 hr  
 Effective September 1, 2018  
 Assigned to open 6 hour/day position from a 4 hour/day position
- e. The Board approved the following probationary appointments  
 Meghan Button  
 Bus Driver - 4 hours per day  
 Effective: September 4, 2018  
 Probationary Period: September 4, 2018 – September 3, 2019/Civil Service Regulations  
 Compensation per EHESSA Contract – \$13.36 per hour (step 2)  
  
 Alison Capilli - pending physical  
 Teacher Aide  
 Effective: August 24, 2018  
 Probationary Period: August 24, 2018– August 23, 2019/Civil Service Regulations  
 Compensation per EHESSA Contract – \$11.30 per hour (Step 1)  
  
 Amy Webber - pending physical  
 Nurse RN – 7.5 hours per day  
 Effective: August 24, 2018  
 Probationary Period: August 24, 2018– August 23, 2019/Civil Service Regulations  
 License: Registered Professional Nursing – through 01/31/2019  
 Compensation per EHESSA Contract – \$21.02 per hour (Step 1)
- f. **Detention Monitors & Tutors** - approved  
 The Board approved the following list of people at Thomas A Edison High School to perform the following duties as needed for the 2018-19 school year.  
 Detention Monitor \$17.50/hr, Home Bound Tutor \$30.00/hr  
 Before/After School Tutor \$30.00/hr

Brenda Baker	Tracey Hayes	Kirsten Southard-Twicheil
Ellen Bankaitis	Kate Herzig	Chris Suwak
Pam Bement	Debbie Howe-Tennant	Jed Twicheil
Callie Black	Mike Larrabee	Kevin Weber
Scott Cole	Missy Lutz	Jen Woodworth
Randy Cornell	Allison Newkirk	Amy Williamson
Amber Dildine	James Nierstedt	Charity Spencer
Tammy Farley	Shawn Nugent	Steve Winston
Katie Goetz	Patti Pautz	

- g. **Apex Site Coordinator** - approved  
 James Russ  
 2018-19 School Year TAE High School Apex Site Coordinator  
 \$6,300.00 school year stipend
- h. **Apex Tutors & Activity Coordinators/Advisors** – TAE - 2018-19 school year - approved  
 The Board approved the for duties as part of the APEX grant program at Thomas A Edison High School for the 2018-19 school year:  
 Tutors \$30.00/hr Activity Advisors \$25.00/hr

Brenda Baker	Katie Goetz	Patti Pautz
Ellen Bankaitis	Tracey Hayes	Kirsten Southard-Twicheil
Pam Bement	Kate Herzig	Chris Suwak
Mike Bennett	Debbie Howe-Tennant	Jed Twicheil
Callie Black	Mike Larrabee	Kevin Weber
Scott Cole	Missy Lutz	Jen Woodworth
Randy Cornell	Allison Newkirk	Amy Williamson
Amber Dildine	James Nierstedt	Charity Spencer
Tammy Farley	Shawn Nugent	Steve Winston

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 5-0 to acknowledge the following consent financial reports

- a. Budget Status Report as of July 25, 2018
- b. Revenue Status Report as of July 25, 2018
- c. Budget Transfer Report as of July 25 27, 2018
- d. Treasurer's Report for June 2018
- e. Claims Auditor Report for June 2018
- f. Extra Classroom Report for June 2018

**G-2 Tax Warrant 2018-19 - approved**

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 5-0 to approve the 2018-19 tax warrant, authorizing the collection of \$7,811,997 with the town by town tax rates per \$1000.00 being:

Big Flats \$22.915220 Elmira \$23.625110 Horseheads \$24.121637

**G-3 Facilities, Maintenance & Construction Audit - accepted**

A motion was made by Kristen Wolowitz, seconded by Lisa Benedict and carried 5-0 to accept the 2017-18 Facilities Maintenance & Construction Audit Report of Tompkins Seneca BOCES Internal Audit Services, as presented to the Audit Committee on August 1, 2018.

**G-4 Corrective Action Plan - accepted**

A motion was made by Kristen Wolowitz, seconded by Andrew Willard and carried 5-0 to accept the Corrective Action Plan for the 2017-18 Facilities Maintenance & Construction Internal Audit Report.

**FACILITIES**

**H-1 Update on Capital Project Outlay Project**

- Pipe that caused flooding has been repaired
- UPK - playground is installed and furnishings are arriving
- Paving – finally be finished - due to weather is was a bit delayed
- TAE roofing – progress is moving right along
- Café ceiling – tiles are going up
- Floor – track across wet floor – rebuffering and finishing

**H-2 Update on Phase II Capital Project**

Ideas have been submitted – added security for fields at Cohen and direct connect to Police Department

**OLD BUSINESS**

No items.

**NEW BUSINESS**

No items.

**CONSENT**

A motion was made by Lisa Benedict, seconded by Michael Lepak and carried 5-0 to approve the following consent agenda items K-1 through K8

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

The Board of Education approved the recommendations and funds to support placements for determinations made at the July 27, 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 July 9, 2018 CPSE meetings.

**K-3 Asbestos Surveillance Report - acknowledged**

The Board of Education acknowledged the July 19, 2018 asbestos surveillance report.

**K-4 Donation – PFO – up to \$450.00 - classroom rug - accepted**

The Board of Education accepted with thanks and appreciation a donation of up to \$450.00 from PFO for a new rug for Kurt Warner's classroom.

**K-5 Auctions International Agreement- approved**

The Board of Education approved the use of Auctions International to dispose of District assets for the 2018-19 school year.

**K-6 Student Handbooks 2018-19 - acknowledged**

The Board of Education acknowledged the following 2018-19 Student Handbooks  
Cohen Elementary School  
Cohen Middle School  
Thomas A. Edison High School

**K-7 School Related Group – Booster Club - recognized**

The Board of Education recognized the Elmira Heights Booster Club as a school-related group for the 2018-19 school year.

**K-8 Disposition of Assets - approved**

The Board of Education approved the disposition of the following assets through Auctions International:

2 – Ice Cream Freezers	Minimum \$ 50.00 each
2 – Tables – Prep	Minimum \$ 100.00 each
3 – Refrigerators -2 door	Minimum \$ 300.00 each
1 – Freezers -2 door	Minimum \$ 75.00
100 ft. Service Entrance Table	Minimum \$ 500.00
1996 Chevy Dump Truck	Minimum \$6,000.00

**AWARDS/HONORS/ACHIEVEMENT**

no items

**COMMUNICATIONS**

no items

**DISCUSSION**

N-1 BOCES Tech Support

Support is always a challenge and as more units are being added addition support is necessary. Looking at the budget there is room to contract with BOCES for an additional support person.

N-2 Board of Education Retreat/NYSSBA Conference

Board Retreat – appears everyone’s summer schedule is very busy so will look at scheduling something for fall  
NYSSBA Conference – NYC – for those attending a play let Superintendent Fiore know if interested in reservations at Sardi’s after

N-3 Update on NaviGate Prepared System

Progress is well underway – lockdowns etc. will be integrated with the Police Department

N-4 Leadership Institute and DLT Planning Report

Work on data analysis relative to culture and climate is ongoing  
Looking at poverty trauma and how it impacts our student’s learning and lives  
Continue to work on outreach for community and family involvement

**EXECUTIVE SESSION:**

At 7:45pm a motion was made by Andrew Willard, seconded by Lisa Benedict and carried 5-0 to enter executive session to discuss the following:

- Student Issue: - non-resident tuition issue
- Legal Issues: - findings of Independent Hearing Officer  
- active litigation regarding NY44 Health Insurance & active NYSIR claim
- Personnel Issues: - matter involving an EHESSA Unit member

**ADJOURN EXECUTIVE SESSION:**

At 7:57pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to adjourn executive session.

**NEXT MEETING**

Wednesday	August 15, 2018	Regular Board Meeting	7:00pm	Community Rm
Wednesday	August 29, 2018	Regular Board Meeting(if needed)	6:00pm	Visual Inspection (meet at Cohen Bus Loop)

**ADJOURNMENT** – At 7:58pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to adjourn the meeting.

Clerk