

**Board of Education  
Regular Meeting**

**Minutes March 6, 2019**

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

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

**MEMBERS PRESENT** Lisa Benedict, Harry Blish, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard,

**MEMBERS ABSENT** all present

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Geoff Pierce, Ted Peet, WETM, Mike Bennett, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to approve the agenda for the March 6, 2019 Board of Education Meeting.

**Minutes:**

February 6, 2019 Regular Meeting- A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the minutes of the February 6, 2019 Regular Meeting.

**Order of Business:**

A motion was made by Joseph Sullivan, 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 ♦Congratulation on the play – regrettably it is the first one I've missed ♦Lobbying in Albany is crazier than ever ♦Hoping that additional State Aid Funding will be forthcoming ♦DLT meeting – worked on finalizing next year's calendar and planning for safety drill on March 15 conference day ♦Budget process continues

Andy Lutz – Elementary School Principal ♦March 15 Conference Day we will be hosting a “live” lock out drill with all local emergency agencies and police ♦Mini Plays start tomorrow – all are welcome

Dawn Hanrahan – Middle School Principal/CSE Chair ♦Play this past weekend was amazing – kudos to all involved ♦PBIS program – have been collaborating and evaluating our handbook and plan to improve the program ♦Special Education teachers – if approved tonight we will finally be staffed

Tom Boyanowski – High School Principal ♦Spring Sports are underway ♦Snowball Dance – wonderful success ♦Feb 24 Breakfast event followed by volleyball game later in the day ♦Feb 27 Family Event was a success ♦Feb 26 Red Cross Blood Drive ♦Play was fantastic – phenomenal attendance for all 3 shows ♦Mar 13 – 2 students will be signing letters to play for college

Martha Clark – Business Manager ♦Budget has been the all out focus

Public Comments ♦Ted Peet asked if the Safety Training on Mar 15 was with students in attendance. That is a Conference Day so there will be no students. ♦Chris Callas advised that the College Fair is April 23 and will be working in cooperation with Elmira College this year

**PERSONNEL**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to approve the following consent personnel item(s) F-1a through F3a. 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 Resignation / Retirement / Terminations**

**a. Art Teacher- resignation – accepted**

Allison Newkirk

The Board accepted with best wishes, the resignation of Allison Newkirk, Art Teacher, effective March 16, 2019. Ms. Newkirk's last day with the District will be March 15, 2019

**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. **Treasurer** - remainder of 2018-19 school year: - approved

Jennie Adriaansen

The Board approved the appointment of Jennie Adriaansen as Treasurer for the remainder of the 2018-19 school year.

- b. **Provider of Substance Use Related Services** - approved

Deborah Howe-Tennant

The Board approved the appointment of Deborah Howe-Tennant as the District's Designee as Provider of Substance Use Related Services

- c. **Probationary Appointments**

The Board approved the following probationary appointments:

Nicole Barron

Food Service Helper 3.00 hr/day

Effective: March 7, 2019

Probationary Period: March 7, 2019 – March 6, 2020/Civil Service Regulations

Total Compensation per EHESSA Contract – \$11.30 per hour (Step 1)

Erick Schnell

Secondary Special Education

Tenure Area: Special Education

Effective: March 7, 2019

\*\*Probationary Period: four (4) years effective March 7, 2019 thru March 6, 2023.

Certification Area: Permanent: Special Education

Compensation: per EHTA Contract: \$47,550 [Step 7 \$44,928] with 37 graduate hours (\$2442 + \$180)] **to be prorated to reflect March 7, 2019 start date.**

\*\*To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

- d. **Long Term Substitute**

The Board approve the following long-term substitute:

Gloria Raven -

Position: Substitute Art Teacher (for C Johnson)

Effective: January 7, 2019 to on or about April 23, 2019.

Certification Area: Permanent - Nursery, Kindergarten & Grades 1-6

Compensation: \$242.85/day (step 8 w/33 credits \$48,570) having completed 26 consecutive days the rate is in effect from January 7, 2019 to the completion of the assignment on or about April 23, 2019. She will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

**F-4 Change in Employment Status** - approved

- a. Angelica Morgan – 3.00 to 3.50 hours per day – eff 3/7/19

Food Service Helper

The Board approved the appointment of Angelica Morgan from a 3.0 hr/day food service helper to a 3.50 hr/day food service helper position effective March 7, 2019. Ms. Morgan's compensation will remain unchanged for the 2018-19 school year and her probationary period will remain November 8, 2018 – November 7, 2019

**FINANCIAL****G-1 Reports - acknowledged**

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 6-0 to acknowledge the following consent financial reports

- a. Budget Status Report as of February 27, 2019
- b. Revenue Status Report as of February 27, 2019
- c. Budget Transfer Report as of February 27, 2019
- d. Treasurer's Report for Revised December 2018 & January 2019
- e. Claims Auditor Report for January 2019
- f. Extra Classroom Report for January 2019

**FACILITIES**

H-1 Update on Capital Project  
Finalizing the reports

H-2 Update on Capital Outlay Project  
no report

**OLD BUSINESS**

No items.

**NEW BUSINESS****J-1 Policies - Deletion – 1<sup>st</sup> reading - acknowledged**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to acknowledge review of the following policies by our legal firm to be recommended for deletion at the next Board of Education meeting

|      |  |  |
|------|--|--|
| 5230 | Acceptance of Gifts, Grants & Bequests to School District  | code of ethics addresses                             |
| 5241 | Property Tax Exemption for Senior Citizens   | policy is without function                           |
| 5520 | Extraclassroom Activities Funds  | duplicate info that is in Policy 1336                |
| 5540 | Publication of District's Annual Financial Statement   | reiterates law – policy not required                 |
| 5550 | Maintenance of Fiscal Effort (Title I Programs)  | unnecessary & ineffective                            |
| 5560 | Use of Federal Funds For Political Expenditures  | reiterates law – policy not required                 |
| 5571 | Allegations of Fraud   | reiterates law – policy not required                 |
| 5572 | Financial Accountability   | not required by law                                  |
| 5590 | Meals & Refreshments   | reiterates legal requirements, - policy not required |
| 5610 | Insurance  | unnecessary  |
| 5630 | Facilities: Inspection, Operation and Maintenance  | unnecessary  |
| 5631 | Hazardous Waste & Handling of Toxic<br>Substances by Employees   | not required   |
| 5640 | Smoking/Tobacco Use  | unnecessary – reiterates NYS Public Health Law       |
| 5650 | Energy/Water Conservation and Recycling of Solid Waste   | policy not required                                  |
| 5670 | Records Management   | policy not required                                  |
| 5671 | Disposal of Consumer Report Information and Records  | reiterates law – policy not required                 |
| 5675 | Student Grading Information Systems  | policy not required                                  |
| 5680 | Safety and Security  | policy not required – refer to required safety plan  |
| 5681 | School Safety Plans  | policy not required –                                |
| 5682 | Cardiac Automated External Defibrillators<br>(AEDs) in Public School Facilities                        | policy not required                                  |
| 5683 | Fire & Emergency Drills, Bomb Threats & Bus<br>Emergency Drills, {(fka)Fire Drills, Bomb Threats & Bus | unnecessary – covered in plan<br>Emergency Drills}   |
| 5684 | Use of Surveillance Cameras in School District   | not required - unnecessary                           |

**J-2 Policies - Revising – 1<sup>st</sup> reading - acknowledged**

A motion was made by Andrew Willard, seconded by Harry Blish and carried 6-0 to acknowledge the 1<sup>st</sup> reading of the following revised policies:

|      |   |                                     |
|------|---|-------------------------------------|
| 5220 | District Investments                          | revise/replace                      |
| 5350 | Expense Reimbursement                         | address exempt certificate issuance |
| 5530 | Petty Cash Funds and Cash in School Buildings | revise/replace                      |
| 5574 | Medicaid Compliance Program                   | revise/replace                      |
| 5632 | Pest Management and Pesticide Usage           | revise/replace                      |
| 5672 | Information Security Breach & Notification    | revise/replace                      |

**J- 3 Bus Proposition – Call for a Vote**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to approve the following resolution calling for a public vote for bus financing to purchase two buses:

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. The following notice shall be added to the notice of annual meeting and election:  
AND NOTICE IS ALSO GIVEN that the following proposition will be submitted for voter approval at such time:

**PROPOSITION #2**

Shall the following resolution be adopted to wit:

RESOLVED THAT THE BOARD OF EDUCATION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT IS HEREBY AUTHORIZED TO UNDERTAKE THE ACQUISITION OF ONE (1) 54-PASSENGER WHEELCHAIR SCHOOL BUS AT AN ESTIMATED MAXIMUM COST OF \$131,000, AND ONE (1) 65-PASSENGER SCHOOL BUS AT AN ESTIMATED MAXIMUM COST OF \$117,000, ALL AT AN ESTIMATED MAXIMUM AGGREGATE COST OF \$248,000, LESS TRADE-IN VALUE, IF ANY, AND THAT SUCH COSTS, OR SO MUCH THEREOF AS MAY BE NECESSARY, SHALL BE RAISED BY THE LEVY OF A TAX TO BE COLLECTED IN ANNUAL INSTALLMENTS; AND, IN ANTICIPATION OF SUCH TAX, DEBT OBLIGATIONS OF THE SCHOOL DISTRICT AS MAY BE NECESSARY NOT TO EXCEED \$248,000 SHALL BE ISSUED, OR THE SCHOOL DISTRICT MAY ENTER INTO AN INSTALLMENT PURCHASE CONTRACT IF THE BOARD OF EDUCATION DETERMINES THAT IT IS IN THE BEST INTEREST OF THE SCHOOL DISTRICT TO FINANCE THE PURCHASE IN THAT METHOD.

2. At such meeting taxes to be levied by installments will be proposed for authorized indebtedness providing for payment of the acquisition of school buses at an estimated aggregate maximum cost of not to exceed \$248,000. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.
3. The District Clerk or the Clerk’s designee is hereby directed to add the above to the notice of the annual meeting of the School District.
4. This resolution shall take effect immediately upon its adoption.

**CONSENT**

A motion was made by Lisa Benedict, seconded by Christopher Callas and carried 6-0 to approve the following consent agenda items K-1 through K-3

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

The Board of Education approved the recommendations and funds to support placements for determinations made at the February 11, 14, 15, 20, 21, 25, 2019 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 February 25, 2019 CPSE meetings.

**K-3 Health & Welfare Services Contract – Elmira City School District - approved**

The Board of Education approved the health and welfare services contract with the Elmira City School District, having provided services for fourteen (14) Elmira Heights students, attending non-public/charter schools located in the Elmira City School District, during the 2018-19 school year, at a rate of \$672.12 per student for a total cost for fourteen (14) students of \$9,409.68.

**AWARDS/HONORS/ACHIEVEMENT**

Kindergarten Immunization Report – excellent standing

**COMMUNICATIONS**

no items

**DISCUSSION**

Proposed 2019-20 School Calendar

Superintendent Fiore reviewed the proposed 2019-20 School Calendar with the Board.

NYS Report Card

Mr. Lutz shared a PowerPoint presentation with data extracted from the Report Card explaining new format and results. Our District is in good standing.

Budget Development 2019-20

Ms. Fiore and Ms. Clark reviewed the latest expenditure and revenue budget numbers, indicating that there have been no significant changes since the last meeting.

Selective Classification

Athletic Director, Mike Bennett and Superintendent Fiore answered questions, clarifying the selective classification process and Board Policy.

Eight (8)-Man Football

Mr. Bennett presented information and answered numerous questions regarding 8 Man football, and other Districts that are participating in such a program. The Board indicated agreement that an 8 man league should be considered.

**EXECUTIVE SESSION:**

At 8:54pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to enter executive session to discuss legal issue and personnel.

**ADJOURN EXECUTIVE SESSION:**

At 9:06pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

**NEXT MEETING**

|           |                |                                   |        |              |
|-----------|----------------|-----------------------------------|--------|--------------|
| Wednesday | March 20, 2019 | Regular Board Meeting (if needed) | 7:00pm | Community Rm |
| Wednesday | March 27, 2019 | Regular Board Meeting (if needed) | 7:00pm | Community Rm |
| Wednesday | April 3, 2019  | Regular Board Meeting             | 7:00pm | Community Rm |
| Wednesday | April 10, 2019 | Regular Board Meeting (if needed) | 7:00pm | Community Rm |

**ADJOURNMENT** – At 9:07pm a motion was made by Joseph Sullivan, seconded Christopher Callas and carried 6-0 to adjourn the meeting.

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Clerk