

**Board of Education  
Regular Meeting**

**Minutes September 4, 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** Ted Peet

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Andy Lutz, Kelly Braster, Christopher Morgan, Angelica Morgan, Isaiah Smallwood, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the agenda for the September 4, 2019 Board of Education Meeting with additions under consent items K2 & K3.

**Minutes:**

August 21, 2019 Regular Meeting - A motion was made by Christopher Callas, seconded by Lisa Benedict and carried 6-0 to approve the minutes of the August 21, 2019 Regular Meeting.

**EXECUTIVE SESSION:**

At 7:02pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to enter executive session to discuss personnel and legal issue.

**ADJOURN EXECUTIVE SESSION:**

At 7:26pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

**COMMENTS FROM THE PUBLIC AND STAFF**

Mary Beth Fiore - Superintendent ♦ There has been some last minute scrambling to get the year started – a few unfilled positions and ironing out shared staff scheduling ♦ Lots of children in the Cohen building so it is expected that there will be some lines in the lunch room ♦ Healthcare meeting with Perry and Carroll tomorrow to discuss new regulations ♦ Thank you Mr. Blish and Mr. Sullivan for attending opening day program for employees.

Principal Report – Andy Lutz, Elementary School ♦ Last two weeks have been very busy and interesting ♦ there should be an elementary teacher recommendation for the next meeting and in process of recruiting for a special education teacher ♦ Quite a few families moving in and out, making sure that those leaving are actually registered in a new district. ♦ Thank you to the Board for their understanding of our staffing needs ♦ thank you to all our staff that due to increase in numbers many teachers have taken on different grade levels at the last minute ♦ There are not enough kudos for our most dedicated, fun and engaged secretary Kathleen Willis ♦ Two conference days – this has been very helpful for following up on all the last minute issues that occur before the students arrive.

Martha Clark – Business Manager ♦ ST3 reporting in progress ♦ Audit – lots of back and forth with auditors clarifying information for the draft that will be presented at Audit Committee on October 2 ♦ Bus BAN bids are next week and closing is September 27.

Other Staff ♦ Mr. Blish confirmed that it was a good opening day yesterday, and what a pleasure to welcome aboard the new staff and welcome back everyone else.

Public Comments ♦ Christopher Morgan addressed the Board regarding his continued desire to coach football for the Heights and to please keep him in mind for next year. He volunteered to share additional personal information and references for future consideration.

**PERSONNEL**

A motion was made by Andrew Willard, seconded by Lisa Benedict and carried 6-0 to approve the following consent personnel item(s) F-1a through F2b. 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. The Board of Education approved the following substitutes for the 2019-20 school year:  
Substitute Teachers: Aida Lugo Ballester Jeffrey Tubby
- b. Recommendation to approve the following probationary appointment:  
Angelica Morgan  
Teacher Aide  
Effective: September 16, 2019  
Probationary Period: September 16, 2019 – September 15, 2020/Civil Service Regulations  
Total Compensation per EHESA Contract – \$12.00 per hour (Step 1)
- c. Claims Auditor & Asst. Tax Collector - CBO (Central Business Office)  
The Board approved the appointment of the following from the CBO for the 2019-20 school year  
Assistant Tax Collector Megan Leach  
Claims Auditor Hannah Patterson

**F-1 Resignations / Terminations / Retirements**

- a. Special Education Teacher - resignation  
Wendy Jurusik  
The Board of Education accepted the resignation of Wendy Jurusik as a Special Education teacher, effective August 28, 2019. .
- b. Food Service Helper - resignation  
Angelica Morgan  
The Board of Education accepted, pending appointment as a teacher aide, the resignation of Angelica Morgan as a food service helper effective September 16, 2019

**FINANCIAL**

**G-1 Reports - acknowledged**

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

- a. Budget Status Report as of August 28, 2019
- b. Revenue Status Report as of August 28, 2019
- c. Budget Transfer Report – August 28, 2019
- d. Treasurer’s Report for July 2019
- e. Claims Auditor Report for July 2019
- f. Extra Classroom Report for July 2019

**FACILITIES**

Elementary Gym Flooring

Have gone above and beyond re: testing for mercury. Vapor guidelines – results are well below recommendations.

Touch Test – there are no recommended guidelines but we have done extra waxing so there are no concerns but will keep this on the radar

**OLD BUSINESS**

no items

**NEW BUSINESS**

**J-1 NYSSBA Conference – Voting Delegate & Alternate**

Voting Delegate –

Nominee: Andrew Willard Nominated by Lisa Benedict Seconded by Michael Lepak  
Being no other nominations, Andrew Willard was elected 6-0 as the voting delegate at the NYSSBA Conference

Alternate Delegate

Nominee: Michael Lepak Nominated by Lisa Benedict Seconded by Andrew Willard  
Being no other nominations, Michael Lepak was elected 6-0 as the alternate voting delegate at the NYSSBA Conference

**CONSENT**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to approve the following consent agenda items K-1 through K-3:

**K-1 Athletic Trainer Services – Corning Hospital - approved**

The Board of Education approved the professional services agreement with Corning Hospital to provide athletic training services as required.

**K-2 School Related Group – Booster Club - approved**

The Board of Education recognized the Elmira Heights Booster Club as a school-related group for the 2019-20 school year.

**K-3 Leadership Coach – Mary Beth Fiore - acknowledged**

The Board of Education acknowledged that Superintendent Fiore will be working with a group of local administrators as a leadership coach for the Warner School of Education at the University of Rochester; similar to what was done in the past with the Superintendent Development Program through Oswego State University.

**AWARDS/HONORS/ACHIEVEMENT**

No items

**COMMUNICATIONS**

OSC Audit Acknowledgement Letter of correction action plan

**DISCUSSION**

No items

**NEXT MEETING**

Thursday	September 12, 2019	Special Board Meeting (executive session/interviews)	5:30pm Conference Rm
Wednesday	September 18, 2019	Regular Board Meeting (if needed)	7:00pm Community Rm
Wednesday	October 2, 2019	Audit Committee Meeting	6:30pm Community Rm
Wednesday	October 2, 2019	Regular Board Meeting	7:00pm Community Rm

**ADJOURNMENT** – At 7:54pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to adjourn the meeting.

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Clerk