

**Board of Education
Regular Meeting**

Minutes October 2, 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 7:03 p.m.

MEMBERS PRESENT Lisa Benedict, Harry Blish, Christopher Callas, Michael Lepak, Ted Peet, Joseph Sullivan,

MEMBERS ABSENT Andrew Willard

OTHERS PRESENT Mary Beth Fiore, Martha Clark, Tom Boyanowski, Geoff Pierce, James Gregory, Jessica Green, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to approve the agenda for the October 2, 2019 Board of Education Meeting with additions under personnel.

Minutes:

September 18, 2019 Regular Meeting - A motion was made by Ted Peet, seconded by Lisa Benedict and carried 6-0 to approve the minutes of the September 18, 2019 Regular Meeting.

Order of Business

A motion was made by Michael Lepak, seconded by Ted Peet 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.

EXECUTIVE SESSION:

At 7:05pm a motion was made by Christopher Callas, seconded by Lisa Benedict and carried 6-0 to enter executive session to discuss legal issues.

ADJOURN EXECUTIVE SESSION:

At 8:24pm a motion was made by Lisa Benedict, seconded by Christopher Callas and carried 6-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Mary Beth Fiore - Superintendent ♦The year is in full swing – interim reports coming out soon ♦Classroom Observations – majority of them completed- really enjoy being in the classroom see the teamwork and all that we do for our students ♦Security – Navigate system – moving ahead with this program, will be doing actual off site evacuation drills this year .

Principal Report – Tom Boyanowski, High School ♦Great kick off for the start of the year. ♦Spirit Week is next week – it's a fun time and the students get to work together and show their Spirit – (pep rally, musical chairs, karaoke, bonfire, football and the homecoming dance) What a week !!.

Martha Clark – Business Manager ♦New buses are here and on the road ♦Audit – spent time reviewing, with back and forth with auditors for the accurate report presented at Audit Committee ♦Fixed Assets is now on the horizon for completing (some adjustments due to capital project vs general building items) ♦Glass Company litigation from the 1997 capital project has finally been settled

PERSONNEL

A motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 6-0 to approve with additions, 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 Resignations / Terminations / Retirements

- a. Coach – 7th & 8th Boys Basketball - resignation

James Nierstedt

The Board of Education accepted with thanks for service, the resignation of James Nierstedt as the 7th & 8th grade modified boys basketball coach effective October 3, 2019.

- b. Bus Driver - resignation

Karen Gush

The Board of Education accepted with thanks for service, the resignation of Karen Gush as a bus driver effective October 19, 2019. Ms. Gush's last day as a permanent employee will be October 18, 2019.

F-2 Appointments

- a. The Board of Education approved the following substitutes for the 2019-20 school year:
 Substitute Teachers: Keegan Doughty Billie Raducz Samantha Kucmierowski Vicki Behrens Yuki Torita-Schillo
 Substitute Support Staff: Keegan Doughty Billie Raducz Vicki Behrens Karen Gush Jill Hollenbeck
 Yuki Torita Schillo Taylor Gardner

- b. Recommendation to approve the following probationary appointments:
Drew Lasar
 Secretary I – Provisional (due to nonbinding eligible list) (new exam Spring 2020)
 Effective: October 7, 2019
 Probationary Period: Future status of employment will be subject to civil service regulations and eligibility
 Compensation per EHESSA Contract: \$14.22 per hour (Step 1)

Cameron Margeson
 Special Education Teacher
 Tenure Area: Special Education
 Effective: November 4, 2019 or before pending release from current employment
 **Probationary Period: four (4) years effective commensurate with start date 2019 thru 2023.
 Certification Area: Professional Students w/ Disabilities Grade 1-6
 Compensation per EHTA Contract: \$50,088 [Step 9 with 36 credit hours]

c. Coaches 2019-20

The Board of Education approved the appointment of the following coach for the 2019-20 school year pending all certification requirements :

Sport	Appointee	Level	Year	Salary
8 th Grade Boys Basketball	Nick Hart	1	1	\$ 2,149.06

**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 purposed 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.

F-4 Change in Employment Status

Alaysha Kelley - permanent
 Teacher Aide

The Board approved the permanent appointment of Alaysha Kelley as teacher aide, effective October 29, 2019. Ms. Kelley has successfully completed her probationary period in accordance with current Civil Service Regulations.

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Christopher Callas, seconded by Lisa Benedict and carried 6-0 to acknowledge the following consent financial reports G1a thru G1f:

- a. Budget Status Report as of September 25, 2019
- b. Revenue Status Report as of September 25, 2019
- c. Budget Transfer Report – September 25, 2019
- d. Treasurer’s Report for August 2019
- e. Claims Auditor Report for August 2019
- f. Extra Classroom Report for August 2019

G-2 Financial Statements and Audit 2018-19 - accepted

A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 6-0 to to accept the District’s 2018-19 financial statements & audit report, and the 2018-19 financial statements and the audit report of the Extraclassroom Activity Fund as presented by Buffamante, Whipple, Buttafaro, P.C. at the October 2, 2019 Audit Committee meeting.

G-3 Management Letter Response & Corrective Action Plan Financial Statements 2018-19 - accepted

A motion was made by Michael Lepak, seconded by Ted Peet and carried 6-0 to accept the Corrective Action Plan for the management

letter dated October 2, 2019 concerning the basic financial statement for the year ended June 30, 2019

G-4 Management Letter Response & Corrective Action Plan-Extraclassroom Audit 2018-19 - accepted

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 6-0 to accept the Corrective Action Plan for the management letter dated October 2, 2019 concerning the audit of the Extraclassroom Activity Fund for the year ended June 30, 2019.

G-5 Tax Roll Correction - approved

A motion was made by Ted Peet, seconded by Michael Lepak and carried 6-0 to approve the correction to the Elmira Heights Central School District 2019-20 Tax Roll due to a clerical error by the assessor (railroad ceiling exemption was being received and was inadvertently deleted)

Owner: Norfolk Southern Corp. Property: 073001 79.09-6-2 Lynwood Ave
 Original: Assessment \$208,247 Exemption \$0 Original Tax: Due \$4,895.98
 Revised: Assessment \$208,247 Exemption \$141,774 Revised Tax Due \$1,566.65

FACILITIES

no items

OLD BUSINESS

no items

NEW BUSINESS

J-1 Policies - Deletion – 1st reading - acknowledged

A motion was made by Lisa Benedict, seconded by Harry Blish 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

6210	Certified Personnel	unnecessary—merely states we will follow the law
6211	Recruitment	redundant – we have a non-discrimination policy
6213	Incidental Teaching	unnecessary-reiterates the law
6214	Probation and Tenure	unnecessary-reiterates the law
6215	Disciplining of a Tenured Teacher or Certified Personnel	unnecessary—merely states we will follow the law
6216	Professional Staff: Separation	unnecessary-reiterates the law
6217	Employment of Relative of Board of Education Member	delete policy add content to 6110 Code of Ethics
6320	Employment of Teacher Aides	unnecessary
6321	Employment of Teacher Assistants	unnecessary
6420	Employee Personnel Records and Release of Information	not recommended – could be conflicts arise
6430	Employee Activities	outdated and unnecessary
6440	Negotiations	unnecessary
6460	Jury Duty	reiterates law
6510	Health Insurance	unnecessary -reiterates rights under COBRA -
6520	Workers' Compensation	unnecessary – repeats statutory rights
6530	Payroll Deductions	unnecessary – repeats statutory rights
6550	Leaves of Absence	unnecessary-redundant to inherent Board authority
6551	Family and Medical Leave Act	unnecessary – reiterates law
6552	Uniformed Services Employment & re-Employment Rights Act	unnecessary – repeats statutory rights
6560	Employee Assistance Program (EAP)	Board already authorizes contract to provide services

J-2 Policies - Revising – 1st reading - acknowledged

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 6-0 to acknowledge the 1st reading of the following revised policies:

- 6110 Code of Ethics
- 6212 Certification
- 6540 Indemnification of Employees

J-3 Youth in Government

A motion was made by Ted Peet, seconded by Lisa Benedict and carried 6-0 to approve the Youth in Government trip to Albany November 21, 22, 23, 2019 for the Middle School Student Council representatives to attend the Model State Legislature and to present and debate a Bill that they create..

CONSENT

A motion was made by Christopher Callas, seconded by Joseph Sullivan and carried 6-0 to approve the following consent agenda items K-1 through K-7:

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the recommendations and funds to support placements for determinations made at the September 10, 12, 19, 23, 24, 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 September 23, 2019 CPSE meetings.

K-3 Donation – Kay Newbury - books - accepted

The Board of Education accepted with thanks and appreciation, a donation of ten books, to the Cohen Elementary Library, titled Bernard Pepperlin by Cara Hoffman from Kaye Newbury.

K-4 Donation – Bob & Cindy Russell – lice kits - accepted

The Board of Education accepted with thanks and appreciation, from Bob & Cindy Russell, twelve Lice kits for use by families of Cohen Elementary School

K-5 Donation – Tops in Education Program - accepted

The Board of Education accepts with thanks and appreciation, donations from the Tops in Education Program, received during the 2019-20 school year to be used for materials and supplies as specified by each donation for Thomas Edison High School, or Cohen Middle School or Cohen Elementary School

K-6 Rochester Primary Care Network - dentistry – approved

The Board of Education approved the Memorandum of Understanding between Elmira Heights CSD and Rochester Primary Care Network, Inc. (d/b/a Mosaic Health) regarding Community Dentistry as a provider of New York State School Based Health Dental Services at Cohen Elementary School, effective August 26, 2019.

K-7 Donation – 3D Printer - anonymous - accepted

The Board of Education accepts with thanks and appreciation, from an anonymous donor, a 3D printer to be used in technology classes at Cohen Middle School

AWARDS/HONORS/ACHIEVEMENT

No items

COMMUNICATIONS

No items

DISCUSSION

Legal Review Board functions/Procedures – James Gregory, School Attorney – Discussed in Executive Session

NEXT MEETING

Wednesday	October 16, 2019	Regular Board Meeting (if needed)	7:00pm Community Rm
Thur-Sat	October 24-26, 2019	School Board Conference	Rochester NY
Wednesday	November 6, 2019	Regular Board Meeting	7:00pm Community Rm

ADJOURNMENT – At 8:38pm a motion was made by Joseph Sullivan, seconded by Ted Peet and carried 6-0 to adjourn the meeting.

Clerk