

**Board of Education  
Regular Meeting**

**Minutes December 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** Harry Blish, Michael Lepak, Ted Peet, Joseph Sullivan, Andrew Willard

**MEMBERS ABSENT** Lisa Benedict, Christopher Callas

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Michael Gill, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Barb, Day, Teuta Hoxha, Melissa Kelley, Geoff Pierce, Andi Rice, Jamie Shaw, Gretchen Smith, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Ted Peet, seconded by Michael Lepak and carried 5-0 to approve the agenda for the December 4, 2019 Board of Education Meeting with addition under consent and a revision under financial.

**Minutes:**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 5-0 to approve the minutes of the following meeting:

November 6, 2019 Board of Education Regular Meeting

**Order of Business**

A motion was made by Ted Peet, seconded by Andrew Willard 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.

**AWARDS/HONORS/ACHIEVEMENT**

Mary Beth Fiore Community Room

The Board of Education presented a plaque to Ms. Fiore, that will be placed at the doorway, declaring the Community Room be known as the Mary Beth Fiore Community Room, in honor of her nearly 18 years of service as Superintendent of Schools for the Elmira Heights Central School District.

**COMMENTS FROM THE PUBLIC AND STAFF**

Mary Beth Fiore - Superintendent ♦Great transition period working with Mr. Gill, - have confidence in handing over reins – beginning the budget process with him ♦Health Care – very good presentation yesterday re United Healthcare Medicare Advantage with many retirees in attendance ♦Door Numbering – placement of numbers at every entry is an additional step in implementing safety plan ♦School Calendar – as the winter progresses there needs to be awareness regarding number of student days vs teacher days, and depending on number of snow days used, the professional development days in June may need to be converted to student days, or the Unions may opt for an MOU on give back days ♦Bullying – there is a post on facebook regarding the formation of a group in our area to address bullying. It is hoped that this group will become informed of the legal aspects relative to schools handling these situations ♦Thank you again for the phenomenal surprise and honor bestowed on me this evening.

Andy Lutz, Elementary Principal ♦Concert Season begins tomorrow night ♦Sing-a-Long is December 20, everyone is welcome ♦Salute to Veterans – thank you Mr. Peet for participating along with another veteran with a granddaughter at Cohen

Dawn Hanrahan, Middle School Principal ♦Middle School Dance is Friday ♦Concert is Tuesday night ♦Dec 18 – Angst movie showing to 7<sup>th</sup> & 8<sup>th</sup> graders with follow-up programs ♦Parent/Teacher conferences went well. Good showing of parents. These conferences help our teachers coordinate the needs of their students.

Tom Boyanowski, High School Principal ♦Angst Movie was also shown to High School parents and students- very well received by both groups ♦1/2 days activities, the Freshman finally took a 1<sup>st</sup> place in the Trike Race ♦Holiday Break is fast approaching and January regents are right around the corner ♦Winter sports have begun ♦Concert Dec 12 ♦Dec 18- College Career Day CCC.

Martha Clark – Business Manager ♦Health care meeting was very informative with lots of questions and answers – enrollment process starts this week – all is going smoothly so retirees should be getting their new cards soon ♦Budget Calendar – distributed ♦Medicaid cost reporting – it is basically a futile exercise since there will be very little money forthcoming and it will be years before we see it.

Public/Staff – ♦Michael Gill – has completed 50 staff meetings – this time spent has been valuable – he reports that there is a good sense of community within the District

**PERSONNEL**

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 5-0 to approve the following consent personnel item(s) F-1a through F1d. 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. Substitutes - approved**

The Board of Education approved the following substitutes for the 2019-20 school year:

Substitute Teachers: Jessica Belgrave Katrina Lourdiane Micayla Monks Todd Stutzman

Substitute Support Staff: Jessica Belgrave Katrina Lourdiane Micayla Monks Todd Stutzman Sheilia Silvernail

**b. Probationary Appointments - approved**

The Board approved the following probationary appointment:

Hope Marshall

Food Service Helper 3.25 hr./day

Effective: December 5, 2019

Probationary Period: December 5, 2019 – December 4, 2020/Civil Service Regulations

Total Compensation per EHESSA Contract: \$12.00 per hour (Step 1)

**c. Tutors -Elementary Program - approved**

The Board approved the following as tutors for the Cohen Elementary School after school tutoring program on Tuesdays and Thursday for grades 3, 4, and 5 at \$30.00 per hour

Bob Cavalier

Linda Stearns

Molly Hitchcock

Dawn Call

Todd Baker

Liz Reed

Kim Ruhmel

Nancy Monks

Monica Forte

Cheryl Hayes

Jennifer Johnson

**d. Volunteers - drama 2019-20 - approved**

The Board of Education approved the following volunteers to work with our drama program for the 2019-20 school year:

Amberg Alicia "Gidget"

Diakite Mary Kay

Maggs Bryan

Badger-Navin Aimee

Doherty-Maggs Kelly

Mallare Tami

Barber Andrea

Elston Erica

Mathews Jeffrey

Barker Jane

Ferris Laura

Mawhir Danielle

Barry Frances

Fouk Karen

Michaud Belinda

Battle Cassandra

Gravatt Jennifer

Michaud Thomas

Becker Scott

Grover Jillian

Nemier Stacey

Block III Ed

Haralson Christian

O'Herron Katherine

Bower Brandy

Haralson Elizabeth

Palmer Monica

Bower Thomas

Hockenberry Ashley

Phillippi Katrina

Bryant Matt

Hoffman Alise

Piper Nikole

Burdick Sharon

Holden Veronica

Rainey Kristina

Cannon (Bryant) Lisa

Hourihan Jennifer

Ripley Melissa

Capilli Alison

Johnson Casey

Rockwell Katie

Carson Denise

Johnson Robert

Shilling Kathryn

Cheplick Shirley

Kakretz Rae

Smith Kelly

Chorney Nicole

Keegan Sharlyn

Sullivan Carol

Cicci Victoria

Kelley Melissa

Sullivan Joseph

Cole John

Kenna Michael

Timofeeff Amy

Cole Paula

Killigrew Nancy

Timofeeff Michael

Comfort Ammie

Knolles Donald

Vaughan Amanda

Coons Jean

Korsky Luella

Wheeler Terrah

Cowl Keri

Kunkle Heather

Derr Megan

Lutz Melissa

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

A motion was made by Andrew Willard, seconded by Ted Peet and carried 5-0 to acknowledge the following consent financial reports G1a thru G1f:

- a. Revenue Status Report as of November 26, 2019
- b. Budget Status Report as of November 26, 2019
- c. Budget Transfer Report as of November 26, 2019
- d. Treasurer's Report for October 2019
- e. Claims Auditor Report for October 2019
- f. Extra Classroom Report for October 2019

**G-2 Tax Affidavit - approved**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to acknowledge the Affidavit of Unpaid 2019 School Taxes in the amount of \$531,952.79 to be re-levied by the Chemung County Treasurer, as revised for this agenda item on December 4, 2019 due to a September postmarked payment arriving late at the PO Box.

**FACILITIES**

no report

**OLD BUSINESS**

no items

**NEW BUSINESS****J-1 403-(b) Plan Amendment - approved**

A motion was made by Ted Peet, seconded by Harry Blish and carried 5-0 to approve the 403(b) Plan Amendment-Eligibility and Hardship Distribution Changes due to regulation changes.

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

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to acknowledge review of the following policies by our legal firm to be recommended for deletion at the next Board of Education meeting

7111	Released Time of Students	reiterates law - unnecessary
7121	Screening of New School Entrants	no obligation to have policy
7140	Involuntary Transfer of Students	not necessary – reiterates law
7150	Educational Services for Married/Pregnant Students	not necessary – merely state we will law
7210	Student Evaluation, Promotion & Placement	not necessary
7220	Graduation Requirements	recites law & unnecessary
7241	Release of Information to Noncustodial Parent	reiterates law & unnecessary
7242	Student Directory Information	redundant if adopt new policy7240
7243	Military Recruiters' Access to Secondary School Students and Information on Students	reiterates law & unnecessary
7260	Designation of Person in Parental Relation	recites requirements under law

**J-3 Policies - Revising – 1<sup>st</sup> reading - acknowledged**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to acknowledge the 1<sup>st</sup> reading of the following revised policies:

7120	Age of Entrance	revise to include UPK
7131	Education of Homeless Children & Youth	replace to update requirements
7132	Non Resident Students	additional item "o" and couple words
7211	Provision of Interpreter Services to Parents & Persons In Parental Relationship Who are Hearing Impaired	replace & update subject title
7240	By-Law Pertaining to Student Records: Policies & Procedures	replace to meet requirements – update subject title
7250	Protection of Student Rights	replace w/ more concise version – update title

**CONSENT**

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 5-0 to approve the following consent agenda items K-1 through K-8:

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

The Board of Education approved the recommendations and funds to support placements for determinations made at the November 4, 5, 6, 7, 12, 13, 18, 19, 20, 21, 22, 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 November 7, 18, 26, 2019 CPSE meetings.

**K-3 Policies – new - approved**

The Board of Education approved the following new policy as presented at the November 6, 2019 Board of Education meeting:

1660 Voter Pre-Registration of Students

**K-4 Food Donation – Basketball Admission - approved**

The Board approved the request from the English 12 class to waive the cost of admission to the December 10, 2019 JV & Varsity basketball games in lieu of a donation of a canned good, to be given to the Food Bank of the Southern Tier.

**K-5 Donation – Cart & Stools – PFO - accepted**

The Board of Education accepted with thanks and appreciation, from the PFO the following donations in kind:

One (1) rolling cart valued at \$28.00 for the Math AIS classroom at Cohen Elementary

Five (5) stools valued at \$55.00 for the Math AIS classroom at Cohen Elementary

**K-6 BOCES Initial Request for Services 2020-21 - approved**

The Board of Education approved the BOCES initial request for services for the 2020-21 school year.

**K-7 Donation – John’s Equipment Rental - \$105 for outstanding lunch accounts - accepted**

The Board of Education accepted with thanks and appreciation, a donation from John’s Equipment Rental, in the amount of \$105.00 to be used to help pay down outstanding balances on student lunch accounts at Cohen Elementary.

**K-8 BOR – Medicare Advantage – United Healthcare - approved**

The Board of Education approved the appointment of Chris Petrillos of Perry and Carroll, Broker, as our sole insurance representative with respect to Group Medicare Advantage coverage provided to the Elmira Heights CSD by United Health Care, effective immediately.

**AWARDS/HONORS/ACHIEVEMENT**

Dedication of Community Room – see start of meeting minutes

Superintendent Fiore – Congratulations

Recipient of the “Chemung County Chamber of Commerce, Partners in Education Career Achievement Award

Jordan Coons – Congratulations

Select to present at the NYS Art Teachers Association Conference

**COMMUNICATIONS**

Modified Boys Basketball Recognition Letter

Letter from Tioga Athletic Director commending the sportsmanship of our 7<sup>th</sup> grade boys basketball coach and his team

Cafeteria Inspection Reports

Kudos to both Cafeterias for excellent Health inspection reports

**DISCUSSION**

no items

**EXECUTIVE SESSION:**

At 7:42pm a motion was made by Andrew Willard, seconded by Ted Peet and carried 5-0 to enter executive session to discuss personnel and student issue.

**ADJOURN EXECUTIVE SESSION:**

At 7:54pm a motion was made by Andrew Willard, seconded by Ted Peet and carried 5-0 to adjourn executive session.

**NEXT MEETING**

Wednesday December 18, 2019

Regular Board Meeting(if needed)

7:00pm Community Rm

Wednesday January 8, 2020

Regular Board Meeting

7:00pm Community Rm

**ADJOURNMENT** – At 7:55pm a motion was made by Joseph Sullivan, seconded by Ted Peet and carried 5-0 to adjourn the meeting.