

**Board of Education
Regular Meeting**

Minutes January 8, 2020

**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(7:02), Harry Blish, Christopher Callas, Michael Lepak, Ted Peet, Joseph Sullivan

MEMBERS ABSENT Andrew Willard

OTHERS PRESENT Michael Gill, Martha Clark, Dawn Hanrahan, Barb, Day, Melissa Kelley, Geoff Pierce, Carol Sullivan

Oath of Office – Superintendent Michael Gill (ceremonial)

Mr. Gill was issued the official oath of office on January 2, 2020 so as to be in compliance with law, but a public recitation is in line with District practice.

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 January 8, 2020 Board of Education Meeting.

Minutes:

A motion was made by Michael Lepak, seconded by Ted Peet and carried 6-0 to approve the minutes of the following meeting:
December 4, 2019 Board of Education Regular Meeting

Order of Business

A motion was made by Joseph Sullivan, seconded by Christopher Callas 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 7:02pm a motion was made by Christopher Callas, seconded by Ted Peet and carried 6-0 to enter executive session to discuss personnel and student issue.

ADJOURN EXECUTIVE SESSION:

At 7:09pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦Entry Plan Update – have met with 120+ staff, David Hart of Social Services, Chief Churches, and looking forward to meeting with the Sheriff ♦State of the State address this afternoon – there will be foundation aid realignment

Dawn Hanrahan, Middle School Principal ♦Mr. Edgerton's class created and sent out Christmas cards -great project with positive responses ♦Winter recess was a welcomed break but everyone is back in full force ♦Todd and his crew completed some badly needed painting in the halls and it looks great ♦Jack Hourihan is up for the Ernie Davis Award ♦Sophomore Career day was well received

Martha Clark – Business Manager ♦Budget is main focus ♦MOE Reporting- 18/19 actual expenditures. ♦ESSD Financial Reporting-new reporting this year to determine per pupil funding for Federal, State and Local Funds

PERSONNEL

A motion was made by Christopher Callas, seconded by Joseph Sullivan and carried 6-0 to approve the following consent personnel item(s) F-1a through F2a. 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: Logan Baker MacKenzie Bonyak Charlene Mustico Katie Nicholson

Substitute Support Staff: Logan Baker MacKenzie Bonyak Charlene Mustico Katie Nicholson

b. Director of Physical Education - approved

Andy Lutz

The Board approved the appointment of Andy Lutz as Director of Physical Education for the remainder of the 2019-2020 school year. This appointment is necessary due to the retirement of Mary Beth Fiore.

F-2 Change in Employment Status

- a. Stacee Lewis – permanent
Food Service Helper

The Board approved the permanent appointment of Stacee Lewis as food service helper, effective January 10, 2020. Ms. Lewis has successfully completed her probationary period in accordance with current Civil Service Regulations.

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 December 31, 2019
- b. Budget Status Report as of December 31, 2019
- c. Budget Transfer Report as of December 31, 2019
- d. Treasurer's Report for November 2019
- e. Claims Auditor Report for November 2019
- f. Extra Classroom Report for November 2019

FACILITIES

no report

OLD BUSINESS

no items

NEW BUSINESS**J-1 Policy - Revising – 1st reading - acknowledged**

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

5761 Drug/Alcohol Testing for School Bus Drivers & Other Safety Sensitive Employees - revise to meet new laws

J-2 Cost Allocation Methodology – 2019-20

A motion was made by Ted Peet, seconded by Joseph Sullivan and carried 6-0 to approve the Cost Allocation Methodology for COSERS to be offered by the GST BOCES for the 2020-21 school year.

CONSENT

A motion was made by Michael Lepak, seconded by Lisa Benedict 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 December 4, 12, 16, 19, 20, 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 December 16, 2019 CPSE meetings.

K-3 Policies - deleting - approved

The Board of Education approved the deletion of the following policies as presented at the December 4, 2019 Board of Education Meeting as recommended by our legal firm:

- 7111 Released Time of Students
- 7121 Screening of New School Entrants
- 7140 Involuntary Transfer of Students
- 7150 Educational Services for Married/Pregnant Students
- 7210 Student Evaluation, Promotion & Placement
- 7220 Graduation Requirements
- 7241 Release of Information to Noncustodial Parent
- 7242 Student Directory Information
- 7243 Military Recruiters' Access to Secondary School Students and Information on Students
- 7260 Designation of Person in Parental Relation

K-4 Policies – revised - approved

The Board of Education approved the following revised policies as presented at the December 4, 2019 Board of Education meeting:

- 7120 Age of Entrance
- 7131 Education of Homeless Children & Youth
- 7132 Non Resident Students
- 7211 Provision of Interpreter Services to Parents & Persons In Parental Relationship Who are Hearing Impaired
- 7240 By-Law Pertaining to Student Records: Policies & Procedures
- 7250 Protection of Student Rights

K-4 Donation – \$50.00 Outstanding Lunch Accounts Walter & Rae Kakretz - accepted

The Board accepted with thanks and appreciation a donation from Walter & Rae Kakretz, in the amount of \$50.00 to be used to help pay down outstanding balances on student lunch accounts.

K-6 Donation – Corning Inc Foundation, Employee Matching Gifts 2019-20- accepted

The Board of Education accepted with thanks and appreciation, from the Corning Inc. Foundation, Employee Matching Gifts Program, all donations during the 2019-20 school year on behalf of the Elmira Heights PFO.

K-7 Standard Work Day - approved

The Board of Education approved the following Standard Work Day resolution:

STANDARD WORKDAY RESOLUTION

BE IT RESOLVED, that the Elmira Heights Central School District Board of Education be and hereby revises and establishes standard workdays for the following appointed positions for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

5 day work week/ 6 hrs. per day

- 6 Hour Bus Attendant
- 6 Hour Bus Driver
- 6 Hour Food Service Helper

5 day work week/ 7 hrs. 30 min. per day

- 7.5 Hour Nurse – LPN
- 7.5 Hour Nurse – RN

5 day work week/ 8 hrs. per day

- 8 Hour Building Maintenance Mechanic
- 8 Hour Cleaner
- 8 Hour Clerk/Typist
- 8 Hour Custodian
- 8 Hour Principal Clerk
- 8 Hour Secretary
- 8 Hour Transportation Supervisor

5 day work week/ 6 hrs. 45 min. per day

- 6.75 Hour Teacher Aide

5 day work week/ 6 hrs. 55 min. per day

- 6.92 Hour Teacher Aide

5 day work week/7 hrs. per day

- 7 Hour Cook

AWARDS/HONORS/ACHIEVEMENT

no items

COMMUNICATIONS

Kindergarten Immunization Rate
Reviewed results – great job

NYSIR Underwriting Survey

Great Report. Congratulations to Todd and his crew. Received positive comments from Connie Wallis of NYSIR regarding our facilities(especially areas in boiler rooms)

DISCUSSION

Internal Audit Topic

Business Manager Martha Clark reviewed the various area, recommended that Purchasing and Expenditures or Risk Assessment be done. After discussion, the Board's decision was Purchasing & Expenditures.

Budget Development 2020-21

PowerPoint presentation with discussion of Budget Assumptions for 2020-21

Chemung County Parents Against Bullying Panel Q&A

In advance of the panel meeting, Ms. Fiore and Mr. Gill met with Jill Nobles to review some of the regulations that school districts must abide by. There were 17 panelist, 20+ audience, good media coverage, and a good variety of questions and answers with parent engagement.

NEXT MEETING

- Wednesday January 22, 2020 Regular Board Meeting (if needed) 7:00pm Mary Beth Fiore Community Rm
- Wednesday February 5, 2020 Regular Board Meeting 7:00pm Mary Beth Fiore Community Rm

ADJOURNMENT – At 8:22pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to adjourn the meeting.

Clerk _____