

**Board of Education
Regular Meeting**

Minutes April 22, 2020

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

**Due to the COVID-19 pandemic and State order to close all non-essential businesses
This meeting was held via Zoom and Live Streamed**

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

MEMBERS PRESENT Harry Blish, Christopher Callas(7:06), Michael Lepak, Ted Peet, Joseph Sullivan, Andrew Willard

MEMBERS ABSENT Lisa Benedict

OTHERS PRESENT Michael Gill, Martha Clark, Dawn Hanrahan, Julie Ledermann, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Ted Peet, seconded by Michael Lepak and carried 5-0 to approve, with addition of School Calendar under Consent, the agenda for the April 22, 2020 Board of Education Meeting.

Minutes:

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

April 1, 2020 Board of Education Regular Meeting

Order of Business

A motion was made by Andrew Willard, seconded by Michael Lepak 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.

EXECUTIVE SESSION:

At 7:03pm a motion was made by Michael Lepak, seconded by Ted Peet and carried 5-0 to enter executive session to discuss personnel.

ADJOURN EXECUTIVE SESSION:

At 7:22pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent

Superintendents Council is meeting weekly(via zoom) sometimes more frequently. Every Superintendent is very engaged with what needs to be done for all students with a great deal of collaboration to get through this.

Reopening -Tremendous amount of planning needed if schools are to reopen after May 15. Lots of questions – Sanitization, distancing, masks, number of people allowed in an area?

Technology – Julie and her team (the M&M's)are doing a phenomenal job. There are a limited number of laptops, so we are prioritizing need.

Social/Emotional – this is a definite concern – Staff is on a constant watch for need, with a variety of support systems available for students, families and staff

Kudos

Teaching Staff is doing an outstanding job

Buildings and Grounds is engaged and doing a great job.

Costs – Martha is tracking all additional costs being incurred to provide to FEMA for possible reimbursement

High School Events – Graduation, prom, sports banquet, etc. Principals and advisors are trying to consider options. Some districts in the state are reserving weekends in the summer for events. There are some legal and insurance issues that would need to be clarified if that were an option.

Advancement – Mr. Peet inquired about advancement. – Mr. Gill responded that if a student was likely to advance before closing, and they are participating, they will move on. Those on the fence will have the opportunity to show they are committed.

Chemung County Food Bank The food bank determined, that after a closer look, the TAE loading dock and facilities were not large enough to meet their needs.

Professional Development -tremendous response by our teachers to participate in professional development available to them to aide in the online learning process

Meetings – attempting to join in on faculty meetings when time allows. Some amazing work being done

Dawn Hanrahan, Middle School Principal/CSE Chair ♦

Continuity – outlining the rolls of staff - everyone is working together with the same platforms etc. – so there is continuity for our students and their families and our staff .

Communication – great deal of communication with families , students and each other occurring to make this all work

The Plan starting April 27 the middle school will be using Microsoft Teams for on-line learning. Teachers will have office hours, classroom pages are still active, PBIS recognition is be reviewed to encourage participation, TAE will be following a similar program, elementary will continue with learning packets, the tech survey has identified where we need to focus for specific students, Steve Edgerton received a grant for birdhouse building kits and they will be distributed next week.

Kudos – Very proud of the Middle School staff and how they have come together and stepped up to the plate

Lunches – distribution numbers are increasing. Thank you, Tom, Andy and café folks, for all the hard work that goes into this part of our plan

Martha Clark – Business Manager ♦Budget Options – spending a lot of time working on different scenarios – it's wait and see until April 30 to find out what the state is going to take back. Saturday the talked of a 50% take back and on Monday they were talking 20% ♦Tree down at Cohen.- assessing damage

Other Comments ♦Mr. Blish wants the Principals, Todd and all the staff to know, the Board appreciates how everyone has stepped up to the plate for our students. Thank you and keep up the good work. You make us proud.

PERSONNEL

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to approve the following consent personnel item F-1a. 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 Support Staff: Colleen Dengler

F-2 Retirements / Resignations / Terminations

A motion was made by Ted Peet, seconded by Joseph Sullivan and carried 6-0 to approve the following personnel item F-2a

a. Secretary to the Superintendent - Retirement

Colleen Dengler -

The Board of Education accepted with thanks and appreciation of 22 years of service to the Elmira Heights School District, the retirement notice of Colleen Dengler as Secretary to the Superintendent, effective May 31, 2020.

FINANCIAL

No items

FACILITIES

2019-20 Capital Outlay Project

Concrete work on the sidewalks is complete

Finishing up parking lot drains.

Costs are below budget so will do some much needed parking lot repairs & perhaps some additional concrete work

OLD BUSINESS

no items

NEW BUSINESS

J-3 BOCES Administrative Budget - approved

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to approve the following resolution:

BE IT RESOLVED that the Elmira Heights Central School District Board of Education approve the 2020-21 Schuyler-Steuben-Chemung-Tioga-Allegany BOCES Board of Cooperative Educational Services Administrative Budget in the amount of \$8,369,434.

J-4 BOCES Election of Board Members - approved

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to approve the following resolution:

BE IT RESOLVED that the Elmira Heights Central School District Board of Education cast one ballot for each of the following candidates for membership on the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES Board of Cooperative Educational Services:

Donald Keddell Pamela Strollo Robert Wheeler

J-5 Final Request for Services - approved

A motion was made by Joseph Sullivan, seconded by Michael Lepak and carried 6-0 to approve the 2020-2021 Final Request for BOCES Services.

CONSENT

A motion was made by Michael Lepak, seconded by Ted Peet and carried 6-0 to approve the following consent agenda items K-1 through K4

K-1 Reserve Plan - approved

The Board of Education approved the following plan as presented at the April 1, 2020 Board of Education meeting:
Reserve Plan 2019-20

K-2 Cafeteria – joint Bidding - approved

The Board of Education approved the following resolution for participation in the 2020-21 joint bidding of commodities for cafeteria supplies as authorized by General Municipal Law, Section 119-o, with the Greater Southern Tier BOCES as the lead agency representing us in these matters:

**CAFETERIA SUPPLY BIDS SCHOOL YEAR 2020-2021 Inc. Milk, Ice Cream and Bread for following year
WHEREAS,**

It is a plan of a number of public school districts in the Greater Southern Tier (GST) BOCES Area in New York, to bid jointly, Cafeteria Supplies including the following items on the following dates:

Meat and Grocery(NOI/FFS) – July 8, 2020, December 9, 2020, and December 9, 2020 for summer prime vendor award.

Equipment – February 10, 2021

Produce – weekly throughout the year

Paper – July 8, 2020, January 20, 2021

Ice Cream – May 5, 2021

Milk – May 5, 2021

Bread – June 2, 2021

WHEREAS, The School District named below is desirous of participating with other districts in the GST BOCES area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The School District named below wishes to appoint a committee made up of participating schools to assume responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding bids to the lowest bidder who meets the specifications, reporting the results to the schools; and where applicable providing the procurement plan for the School Food Authority; therefore;

BE IT RESOLVED, That the Board of Education of the School District listed below hereby appoints the GST BOCES to represent it in all matters relating above, and

BE IT FURTHER RESOLVED, That the Board of Education of the School District listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the School District listed below agrees to (1) assume its equitable share of the costs of Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendation of the committee.

Elmira Heights Central School District

K-3 Audit – Engagement Letter

The Board acknowledged the Engagement letter of audit services from Buffamante, Whipple, Buttafaro, P.C. for the fiscal year ending June 30, 2020.

K-4 School Calendar 2020-21 - approved

The Board of Education approved the 2020-21 School Calendar.

AWARDS/HONORS/ACHIEVEMENT

no items

COMMUNICATIONS

no items

DISCUSSION

N-1 Continuation of Learning Plan

Ms. Hanrahan reviewed much of the information under comments

Plan has been submitted to state as required.

Grading - Do no harm approach. Students need to be encouraged to continue putting forth effort and not penalized.

SAT's/ACT's – not likely to be required by colleges since availability of the exams is limited.

DLT – working out how to credit the students and parents for all their efforts during this time.

NEXT MEETING

Wednesday May 6, 2020 Regular Board Meeting 7:00pm TBD

ADJOURNMENT – At 8:10pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 6-0 to adjourn the meeting.

Clerk _____