

**Board of Education
Regular Meeting**

Minutes May 6, 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**

CALL TO ORDER: President Harry Blish, called the Board of Education Meeting to order at 7:02 p.m.

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

MEMBERS ABSENT all present

OTHERS PRESENT Michael Gill, Martha Clark, Tom Boyanowski, Andy Lutz, Julie Ledermann, Colleen Dengler

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 7-0 to approve, the agenda for the May 6, 2020 Board of Education Meeting.

Minutes:

A motion was made by Andrew Willard, seconded by Ted Peet and carried 7-0 to approve the minutes of the following meeting:
April 22, 2020 Board of Education Regular Meeting

Order of Business

A motion was made by Michael Leak, seconded by Lisa Benedict and carried 7-0 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 Andrew Willard and carried 7-0 to enter executive session to discuss legal issue.

ADJOURN EXECUTIVE SESSION:

At 7:45pm a motion was made by Ted Peet, seconded by Joseph Sullivan and carried 7-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦Our buildings may be closed but school is not – every grade is impacted especially the Seniors ♦Our thoughts and appreciation go out to the parents, grandparents, guardians and all for their hard work during this time ♦BLT & DLT is conscious of all the adults as well as the students and continue to step up support ♦End of year – lots to work out – how to return student belongings, end of year events – with the un-pause we may be able to plan some celebrations with parameters ♦Making do with digital/remote learning and we continue to work on and trouble shoot the gaps – just keep going the extra mile for our students ♦Budget –working on the absentee vote process

Andy Lutz, Elementary Principal ♦We continue to improve and create better ways to reach our students and families, but nothing is perfect, and nothing replaces the classroom environment for learning ♦Phase 2a of packet pick up is ready for the elementary students – great response relative to picking up work and returning- ♦Middle School is geared to on-line work, but packets do get returned ♦we are ready through June 1 ♦Need to reach out and wrap up the year. Recognitions are still important, so brainstorming continues ♦Summer School – not this year ♦EH Police and Fire Dept has shown outstanding support – thank you to Steve Pickering ♦Difficult not being able to allow all staff in the building

Tom Boyanowski, High School Principal ♦in the process of the next phase of pushing our materials ♦overwhelming willingness of staff to get the information out to their students ♦Thanks to Julie, Millie and Matt, we continue to supply laptops where necessary ♦tremendous outreach to our Seniors, not by just our staff, but retirees and the community ♦Working on 2-3 options for graduation ♦the Seniors have been communicating, and are very appreciative of all that is being done for them

Martha Clark – Business Manager ♦Budget work continues – anxiously await news from the state ♦Vote will be June 9 – have list from County Board of Elections of registered voters ♦Preparing required publications for printing and mailing ♦Pre-Audit work by BWB is being done remotely ♦Department of Labor Litigation from prior capital project – will need to seek legal advice ♦Cares Act Funding can be used for education portion, technology, professional development and emotional support

Other Comments

Mike Lepak

The birdhouse project was awesome.

Harry Blish

The Fire Department and Police Association with the Village have gone all out to aid the community during the crisis .

PERSONNEL

F-1 Change in Employment Status (Probationary Period Extensions due to COVID-19 pandemic

- a. A motion was made by Joseph Sullivan, seconded by Michael Leak and carried 7-0 to approve the following resolution to extend probationary periods for the following employees idled by the COVID-19 pandemic:

Resolved: to extend probationary periods for the following employees under Civil Service Rule XIV #4 which states: Absence during probationary term. Any periods of authorized or unauthorized absence aggregating up to ten (10) workdays during the probationary term, may, in the discretion of the appointing authority, be counted as time served in the probationary term. Any such periods of absence in excess of an aggregate of ten (10) workdays shall not be counted as time served in the probationary term. The minimum and maximum periods of the probationary term of any employee shall be extended by the number of workdays of his/her absence which, pursuant to this section, are not considered as time served in the probationary term. Probationary periods will be extended for same number of days that schools are closed due to the COVID-19 pandemic.

Amy McNeely	Angelica Morgan	Justina Kohler
Rachel Baumgardner	Courtney Squires	Shelby Polovick
Cheryl Hurley	Thomas Davidson	
Lori Cook	Hope Marshall	

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Andrew Willard, seconded by Lisa Benedict and carried 7-0 to acknowledge the following consent financial reports G1a thru G1f:

- a. Revenue Status Report as of April 29, 2020
- b. Budget Status Report as of April 29, 2020
- c. Budget Transfer Report as of April 29, 2020
- d. Treasurer’s Report for March 2020
- e. Claims Auditor Report for March 2020
- f. Extra Classroom Report for March 2020

FACILITIES

2019-20 Capital Outlay Project

Sidewalks look good. - Parking lot sections being repaved – few other sidewalk areas that can be addressed due to being below budget. The light/sound board for TAE auditorium has arrived

OLD BUSINESS

no items

NEW BUSINESS

J-1 Proposition Number 1 – (Budget) - approved

A motion was made Ted Peet, seconded by Andrew Willard, and after an individual roll call, carried 7-0 to approve the following budget resolution:

Proposition Number 1 – (Budget)

Shall the following proposition be adopted, to wit:

BE IT RESOLVED, that the proposed budget of \$22,838,270 of the Elmira Heights Central School District for 2020-2021 be approved in accordance with Section 2022 of the Education Law and that the balance of said budget after applying available public moneys thereto be raised by a tax upon the taxable property of said District.

Adoption of this budget requires a tax levy increase of 1.95% which does not exceed the statutory limit of 1.95% for this school fiscal year and therefore does not exceed the state tax cap and must be approved by a simple majority, more than fifty percent of the qualified voters present and voting.

J-2 Property Tax Report Card - approved

A motion was made by Andrew Willard, seconded by Michael Leak and carried 7-0 to approve the 2020-21 Property Tax Report Card as required by section 2601-a(3) of Education Law.

J-3 Proposition Number 3 (Capital Reserve Fund Expenditure) - approved

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 7-0 to approve the following Capital Reserve Fund Expenditure resolution:

Proposition Number 3 – (Capital Reserve Fund Expenditure)

Shall the following proposition be adopted, to wit:

BE IT RESOLVED, that \$125,000 be expended from the existing capital reserve fund for costs associated with the approved 2020-2021 Capital Outlay Project contingent on the 2020-2021 budget being approved by the qualified voters

CONSENT

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to approve the following consent agenda items K-1 through K-5

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the student placement determinations from the February 27, March 3, 5, 11, 12, 17, April 13, 14, 16, 17, 20, 27, 2020 CSE meeting(s) and the funds to support such recommendations.

K-2 CPSE Recommendations and Funding - approved

The Board of Education approved the student placement determinations from the February 27, March 12, and April 9, 2020 CPSE meeting(s) and the funds to support such recommendations.

K-3 Excellus BC/BS Rates 20/21 - acknowledged

The Board of Education acknowledged the Excellus BC/BS rates for the contract period of July 1, 2020 through June 30, 2021.

K-4 Donations - PFO –Mascot Costumes - accepted

The Board of Education accepted with thanks and appreciation, a donation from the Elmira Heights PFO to purchase 3 Cougar Mascot costumes with an approximate value of \$230.00 per costume

K-5 Cooperative Purchasing Resolutions – DCMO BOCES 2020-21 - approved

The Board of Education approved the following purchasing resolutions:

Cooperative Purchasing School Year 201-2020

WHEREAS, The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS, The Elmira Heights Central School District is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Elmira Heights Central School District wishes to appoint the Delaware-Chenango-Madison- Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, That the Board of Education of the Elmira Heights Central School District hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of Elmira Heights Central School District authorizes the Delaware-Chenango-Madison-Otsego BOCES 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 Elmira Heights Central School District agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Generic School Year 2020-2021

WHEREAS, It is a plan of a number of public school districts in the Delaware-Chenango-Madison- Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS, The Elmira Heights Central School District is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Elmira Heights Central School District wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

BE IT RESOLVED, That the Board of Education of the Elmira Heights Central School District hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED, That the Board of Education of the Elmira Heights Central School District 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 items, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Elmira Heights Central School District agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

AWARDS/HONORS/ACHIEVEMENT

no items

COMMUNICATIONS

no items

DISCUSSION

Board of Education Meeting Calendar 2020-2021

Mr. Gill presented the proposed 2020-21 Board of Education meeting calendar, noting that there are a few anomalies to the regular 1st and 3rd Wednesdays. Would like to schedule a Board Retreat in July if schedules can be worked out.

Rates for the 2020-21 School Year

Martha Clark, Business Manager reviewed the recommendations for the 2020-2021 school year. Minor increase across the board on all the below rates. Minimum wage will be increasing we need to keep pace with that.

Substitute Rates	APEX Grant Activities Director Rate
Tuition Rates	APEX Grant Teacher Tutor Rate
Facilities Usage Rates	APEX Grant Teacher Assistant Tutor Rate
Tutor Rate	APEX Grant Site Coordinator Rate
Curriculum Development Rate	Game Help/Supervisor Rates
Detention Rate	Concert Supervision Rate

Budget Development 2020-21

Mr. Gill & Mrs. Clark reviewed the 2020-21 Budget with updates taking into consideration the anticipated decrease in state aid. Regrettably there has been no news regarding the severity of the take back and there is still the potential for a midyear cut. The cut has the potential to impact academics, extracurricular, diversity, advanced classes and all other areas for years to come.

NEXT MEETING

Wednesday May 20, 2020	Regular Board Meeting (if needed)(<u>not needed</u>)	7:00pm TBD
Wednesday May 27, 2020	Regular Board Meeting (added)(budget public hearing)	7:00pm TBD
Wednesday June 3, 2020	Regular Board Meeting	7:00pm TBD
Wednesday June 17, 2020	Regular Board Meeting (if needed)	7:00pm TBD
Wednesday July 1, 2020	Reorganization/Regular Board Meeting	7:00pm TBD

ADJOURNMENT – At 9:20pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.

Clerk _____