

**Board of Education
Regular Meeting**

Minutes

June 3, 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 7:05 p.m.

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

MEMBERS ABSENT Ted Peet

OTHERS PRESENT Michael Gill, Martha Clark, Dawn Hanrahan, Julie Lederman, Erin Furstoss

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Christopher Callas, seconded by Lisa Benedict and carried 6-0 to approve the agenda for the June 3, 2020 Board of Education Meeting and Budget Public Hearing.

Minutes:

A motion was made by Joseph Sullivan seconded by Michael Lepak and carried 6-0 to approve the minutes of the following meeting:

May 27, 2020 Board of Education Regular Meeting

Order of Business

A motion was made by Andrew Willard, seconded by Michael Lepak 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 7:07pm a motion was made by Lisa Benedict, seconded by Christopher Callas and carried 6-0 to enter executive session to discuss personnel issue.

ADJOURN EXECUTIVE SESSION:

At 7:32pm a motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦Ballot return – District has received 400 ballots with still a week to go, which is outstanding since the average turnout for in person voting is 280-320 ballots. There was a typo on budget postcard that was missed due to the speedy turnaround time needed to get them mailed, listing the original vote date of May 19th instead of June 9th. Several neighboring districts have had issues with getting absentee ballots mailed and there was a bill put up to delay the vote due to ballot concerns statewide. ♦The District received individual high-quality vinyl poster/banner with grommets for every graduating senior in our area for free – they were created from a series of donations from Arnot Health, Guthrie, Multi Media Services, Sharkey Designs, ServU Credit Union, First Heritage, Corning CU. ♦Graduation – planning continues ♦

Principal Report -Dawn Hanrahan, Middle School Principal ♦End of Year – Figuring out ways to do end of the year celebrations- -Spartan award, Spartan Growth award, Super Spartan award, Attendance award will be announced during grade level Zoom meetings and certificates mailed with report cards ♦Yearbooks coming in next week for parent pick up ♦Conducting CSE meetings with projections for next year ♦Summer APEX program will be virtual, meeting on June 11th to see what that will look like ♦Figuring out the schedule and staffing for next year, low student numbers coming in to the middle school at 65, where 7th and 8th grade class sizes of 87 and 90.

Martha Clark – Business ♦working busily on budget communications, directing phone calls ♦Focusing a lot on Fund Balance ♦Getting ready for year-end audit ♦Wrapping up an old Capital project – litigation was settled by Dept of Labor in Nov

PERSONNEL

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to approve the following consent personnel item(s) F-1a.

F-1 Appointments

a. APEX program - approved

The Board approved the following for duties as part of the APEX grant programs for the 2019-20 school year:
Samantha Kucmierowski – Cohen Middle School – Tutor @ \$30.00/hour

FINANCIAL

G-1 Reports - acknowledged

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

- a. Budget Status Report as of May 27, 2020
- b. Revenue Status Report as of May 27, 2020
- c. Budget Transfer Report as of May 27, 2020
- d. Treasurer’s Report for April 2020
- e. Claims Auditor Report for April 2020
- f. Extra Classroom Report for April 2020

G-2 Copiers - approved

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to approve the attached resolution committing to the Lease of Toshiba Networked Printers from Schuyler Steuben Chemung Tioga Allegany BOCES D/B/A GST BOCES:

WHEREAS Toshiba printing services require extensive equipment, software, and maintenance costs, and

WHEREAS such acquisition is impractical in a single fiscal year, the GST BOCES is hereby authorized to expend annually on behalf of the Elmira Heights School District, funds to acquire the Toshiba services listed below at the costs identified, utilizing the Eastern Suffolk RIC Bid # 2020-044-0502. This technology will be used to expand the district’s networked printing system.

	Equipment Model/Software	S/N	Status Description	Installation Location
1	e-Studio 7516A	TBD	New – Replacing SCHKF13938	TAE High School
2	e-Studio 8518A	TBD	New – Replacing SCIBG16445	TAE Copy room 1
3	e-Studio 8518A	TBD	New – Replacing SCIBG16434	TAE Copy room 2
4	e-Studio 5516AC	TBD	New – Replacing SCBAD24983	Cohen ES Main Office
5	e-Studio 5516AC	TBD	New – Replacing SCBAD25044	Cohen MS Main Office
6	e-Studio 5516AC	TBD	New – Replacing SCSFF26513	Main Office – College Ave

	36 Month Deferred Payment Plan	Monthly Payment	B & W Charge Per Click Consumable Supplies Included Paper & Staples Excluded	Color Charge Per Click Consumable Supplies Included
1	6/2020 – 5/2023	\$382.62	\$0.004	\$0.043
2	6/2020 – 5/2023	\$319.33	\$0.0035	N/A
3	6/2020 – 5/2023	\$319.33	\$0.0035	N/A
4	6/2020 – 5/2023	\$296.24	\$0.0045	\$0.044
5	6/2020 – 5/2023	\$296.24	\$0.0045	\$0.044
6	6/2020 – 5/2023	\$296.24	\$0.0045	\$0.044

G-3 Reserve Transfer - approved

A motion was made by Michael Lepak, seconded by Lisa Benedict and carried 6-0 to approve the transfer of up to \$53,000 from the Employee Benefits Accrued Liability Reserve, to pay accrued benefits due to employees upon retirement for fiscal year ending June 30, 2020.

G-4 Fund Balance Transfers - approved

A motion was made by Andrew Willard, seconded by Joseph Sullivan to approve the transfer of up to \$116,000 to Workers Compensation Reserve, up to \$190,000 to Retirement Contribution Reserve, up to \$425,000 to Capital Reserve, and up to \$125,000 to the TRS Contribution Reserve Sub-Fund from unassigned fund balance in the fiscal year ending June 30, 2020

FACILITIES

2019-20 Capital Outlay Project

◆ Done! Wrapping up the last block of concrete ◆ Certificate of substantial completion is on file, filed with Facilities planning. ◆ Final pay application to be paid and Final Cost Report filed by the end of the month.

OLD BUSINESS

no items

NEW BUSINESS

no items

CONSENT

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the following consent agenda items K-1 through K-5

K-1 CSE student placement and funds – approved

The Board of Education approved the student placement determinations from the May 11, 18, 21, 28, 2020 CSE meeting(s) and the funds to support such recommendations.

K-2 CPSE student placement and funds – approved

The Board of Education approved the student placement determinations from the May 21, 2020 CPSE meeting(s) and the funds to support such recommendations.

K-3 Disposition of Assets – Disposal – approved

The Board of Education approved the plan to dispose of the following list of musical instruments due to the condition of the instrumental as unrepairable:

Flute	Clarinet case - Empty	Alto Saxophone	Trumpet
Flute	Clarinet case - empty	Alto Saxophone	Trombone - empty case
Flute	Clarinet	Alto Saxophone	Trombone - empty case
Flute	Clarinet	Alto Saxophone	Trombone
Flute	Clarinet	Tenor Saxophone	Trombone
Flute	Clarinet	Tenor Saxophone	Trombone
Flute	Clarinet	Tenor Saxophone	Trombone
Flute	Clarinet	Trumpet case - empty	Baritone
Flute	Clarinet	Trumpet case - empty	Tuba
Flute	Clarinet	Trumpet case - empty	Tuba
Clarinet case - empty	Clarinet	Trumpet	Bass drum - part of set
Clarinet case - empty	Clarinet	Trumpet	Equipment Stand
Clarinet case - empty	Clarinet	Trumpet	Mic stand
Clarinet case - empty	Alto Saxophone - empty case	Trumpet	Bench
Clarinet Case - almost empty	Alto Saxophone	Trumpet	Bench seat
Clarinet case - almost empty	Alto Saxophone	Trumpet	Bottom of stand
Clarinet case - almost empty	Alto Saxophone	Trumpet	

K-4 Donation – Cargill - \$7,000 – approved

The Board of Education approved the donation of \$7,000 from Cargill to Thomas Edison High School in order to support the school's environmental and recycling program.

K-5 Maintenance Agreement – Postler & Jaeckle Corp – approved

The Board of Education approved the Maintenance Agreement for Building Environmental Systems for Cohen Elementary/Middle School and Thomas A Edison High School with Postler & Jaeckle Corp. for the period of July 1, 2020 through June 30, 2021 at a cost of \$13,464.00.

AWARDS/HONORS/ACHIEVEMENT

no items

COMMUNICATIONS

M-1 Department of Transportation Bus Inspection System Operator Profile

3.23% out of service, 96.77% rating, maintenance scores are top notch.

DISCUSSION

School Board Conference October 29-31 – Declined. The Board feels that with the budget being very tight, unknown COVID-19 status especially in NYC, and a yet to be determined amount of state aid that will be taken back, that they should not spend the money or compromise health to attend this year.

PreK – Cutoff date was June 1st, currently at 36 spots requested. The Board feels that the District move forward with planning for next year with capping at this number and start a waiting list for any further requests. The District will keep an eye on future enrollments.

Graduation – Chris Moss has reviewed the plans and agree they “meet the mustard”. Primary plans are to have graduation at First Arena. Still moving forward with virtual graduation plans in case there are changes in the current guidelines.

Proposal for Architectural and Engineering Services, Pre-Referendum and Capital Project – planning to move forward with a new Capital project which will go out to vote approximately December 2021. For planning purposes, there is a need for an evaluation of the facilities similar to a building and conditions survey (not scheduled until 2023). HUNT gave proposal for building evaluation and pre-referendum services for \$45,000. Transfer from debt services should cover these costs

NEXT MEETING

Wednesday	June 9, 2020	Budget Vote/Elections (absentee ballot)		
Wednesday	June 10, 2020	Regular Board Meeting (if needed)	TBD	TBD
Wednesday	June 17, 2020	Regular Board Meeting (if needed-probably needed)	7:00pm	TBD
Wednesday	July 1, 2020	Reorganization/Regular Board Meeting	7:00pm	TBD

ADJOURNMENT – At 8:22pm a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to adjourn the meeting.

Clerk _____