

**Board of Education  
Regular Meeting**

**Minutes June 17, 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

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

**MEMBERS ABSENT**

**OTHERS PRESENT** Michael Gill, Martha Clark, Andrew Lutz, Julie Lederman, Erin Furstoss

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to approve the agenda for the June 17, 2020 Board of Education Meeting with additions under financial G-2, facilities H-2, and new business J-1.

**Minutes:**

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 6-0 to approve the minutes of the following:  
June 3, 2020 Regular Meeting.

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to acknowledge the outcome of the Budget Vote / Elections held June 9, 2020 (counted June 16, 2020 by executive order) by accepting the results of canvassing absentee ballot votes as recorded in the Certificate of Teller.

**Results Announced 758 Total Number of Voters**

**PROPOSITION NO. 1 [Budget 2020-21 \$22,838,270] Passed**

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.

**593** Number of votes cast in favor **Passed**  
161 Number of votes cast against  
4 Blank/void votes  
758 Total

**PROPOSITION NO. 2 [School Buses - 2] Passed**

Resolved that the Board of Education of the Elmira Heights Central School District is hereby authorized to undertake the acquisition of two 65-passenger school buses, at an estimated maximum cost of \$122,500 each, all at an estimated maximum aggregate cost of \$245,000 less trade-in value, if any, and that such costs, or so much thereof as may be necessary, shall be raised by the levy of a tax to be collected in annual installments; and, in anticipation of such tax, debt obligations of the school district as may be necessary not to exceed \$245,000 shall be issued, or the school district may enter into an installment purchase contract if the board of education determines that it is in the best interest of the school district to finance the purchase in that method

**573** Number of votes cast in favor **Passed**  
182 Number of votes cast against  
3 Blank/void votes  
758

**PROPOSITION NO. 3 [Capital Reserve Fund Expenditure \$125,000] Passed**

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.

**616** Number of votes cast in favor **Passed**  
133 Number of votes cast against  
9 Blank/void votes  
758

**ELECTION OF BOARD MEMBER [1 seat July 1, 2020-June 30, 2025]**

**650 Joseph Sullivan - Winner**

24 write-ins – (1 Delores Williams) (2 James Mallette) (1 Soscha Christofaro) (1 Michael Pence) (1 Robert Levy)  
84 Blank or void votes (1 Aleya Levy) (7 Lisa Cobb) (1 Andrew Shaw) (1 Paul Richmond)  
758 Total number of votes cast (1 Ronald Paul) (1 Lizabeth Scheffert) (2 Sonia Barchet) (1 Melodie Whittaker)  
(1 David Christman) (1 Chuck Derr) (2 Shawn Farley) (1 Marianne Brown)

**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 7:04pm a motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to enter executive session to discuss personnel and legal issue.

**ADJOURN EXECUTIVE SESSION:**

At 7:30pm 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 ♦Regional reopening task force meeting/Social Emotional Learning – discussing reopening options ♦Acknowledged Alyssa Hoobler for providing staff with virtual workouts/yoga during school closure ♦Great celebrations over the last week – community parade, UPK & 8<sup>th</sup> grade graduation ♦Overwhelming community support 3 to 1 on budget vote – Kris Manns and volunteer counters did a phenomenal job. THANK YOU! ♦Proposed adjustments for July and August on 2020-21 Board Meeting calendar

Principal Report – Andy Lutz, Elementary School ♦ Waiting for direction on what next year will look like, but staying busy on the calendar, working class lists, building a schedule for next year ♦Lots of meetings over the next few days, maximize time with staff before summer ♦End of year celebrations – PreK and 5<sup>th</sup> grade parade; Community parade to recognize retirees and seniors was a huge success

Martha Clark – Business Manager ♦Wrap up year end files ♦Interim Audit with BWB ♦With Budget approval, started the accounting rollover for 2020-21

Other Staff

Public Comments

**PERSONNEL**

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to approve the following consent personnel item(s) F-1a through F2. 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. The Board of Education approved the following substitutes for the 2020-21 school year:

Substitute Teachers:

Abshire, Christian	Crupi, Stephen	Johnson, Jillian	Nicholson, Katie
Barry, Frances	Dutridge, Christine	Kucmierowski, Samantha	O'Connell, Wendy
Becker, Scott	Edelmann, Paula	Lewis, Patrick	Perry, Bonnie
Behrens, Vicki	French, Valerie	Lewis, Lauren	Renshaw, Andrea
Berg-Treu, Jennifer	Gallagher, Timothy	Lourdiane, Katrina	Scott, Kyle
Bonyak, Mackenzie	German, Michelle	Luppino, Monica	Shultz, Ashley
Brayton, Donna	Gomez, Jose	Marcoccia, Linda	Thresher, Olivia
Brimmer, Jr., Donald	Hamma, Judith	Menechella, Thomas	Torita-Schillo, Yuki
Burdick, Sharon	Hirshman, Marianne	Monks, Micayla	VanHouten, Mary Ann
Carpenter, Gerald	Hogan, Colleen	Mustico, Charlene	Webster, Rusten
Cobb, Lisa	Holloway, Donald	Newcomer, Sharon	
Costley, JoAnn	Jackson, Janice		

Substitute Support Staff:

Behrens, Vicki	Ellis, Kay	Kakretz, Rae	O'Connell, Wendy
Berg-Treu, Jennifer	Elston, Michelle	Kelley, Melissa	Perry, Bonnie
Bonyak, Mackenzie	Fitzpatrick, Joel	Lewis, Patrick	Renshaw, Andrea
Brayton, Donna	Fivie, Mark	Lewis, Lauren	Ridosh, Margaret (Peg)
Brimmer, Jr., Donald	French, Valerie	Lourdiane, Katrina	Ripley, Curtis
Burdick, Sharon	German, Michelle	Luppino, Monica	Sadler, Yvonne
Cobb, Lisa	Gleason, Connie	Marcoccia, Linda	Shultz, Ashley
Costley, JoAnn	Hamma, Judith	Miller, Joseph	Silvermail, Sheilia
Crupi, Stephen	Hatfield, Phyllis	Monks, Micayla	Stanton, Scott
Dengler, Colleen	Hirshman, Marianne	Moore, Mary	Thresher, Olivia
Dildine, Rena	Hogan, Colleen	Mustico, Charlene	Torita-Schillo, Yuki
Dutridge, Christine	Hollenbeck, Jill	Nicholson, Katie	Townson, John

b. The Board of Education approved the following workers for the 2020 summer weekly food pick up program beginning June 22, 2020 and ending on August 12, 2020:

Jean Willard	Cook	\$16.30/hr	Shelby Polovick	Sub Cook	\$13.80/hr
Christina Griffin	Food Service Helper	\$13.85/hr	Liz Haralson	Sub Food Service Helper	\$12.83/hr
Amy McNeely	Food Service Helper	\$12.68/hr	Stacy Ungerland	Sub Food Service Helper	\$16.74/hr

c. The Board of Education approved the following stipends for Site Coordinators for the APEX grant:

James Russ	2020 Summer	\$2,400.00
Jason Howe	2020-2021 Cohen MS	\$6,684.00
James Russ	2020-2021 TAE HS	\$6,684.00

d. The Board of Education approved the following people for duties, as part of the APEX grant program at Cohen Middle School or Thomas A Edison High School as noted, for the 2020-21 school year:

**Cohen Middle School**

**Tutors (\$30/hr)**

Brittany Bala  
Samantha Butts  
Carol Cady  
Randy Cornell  
Dan Crandall  
Jessica Delaney  
Shane Devlin  
Steve Edgerton  
Betsy Hauptman  
Alyssa Hoobler  
Jason Howe  
Jennifer Horigan  
Kerry Johnson  
Cristin Johnson  
Alaysha Kelley  
Christine Klee

Brittany Knapp  
Nancy Monks  
Sherry Moore  
Geoff Pierce  
Andi Rice  
Katie Richardson  
Tim Sharp  
Lenny Smith  
Jennifer Thomas  
Leslie Tremblay  
Kirstin Twichell  
Jill Wood

**Activity coordinators (\$25/hr)**

Brittany Bala  
Samantha Butts  
Carol Cady  
Pam Cleveland  
Randy Cornell  
Dan Crandall  
Jessica Delaney  
Shane Devlin  
Stephanie Eichenlaub  
Steve Edgerton  
Betsy Hauptman  
Alyssa Hoobler  
Jason Howe  
Kerry Johnson  
Cristin Johnson

Alaysha Kelley  
Christine Klee  
Brittany Knapp  
Drew Lasar  
Krissy McNamara  
Nancy Monks  
Sherry Moore  
Geoff Pierce  
Andi Rice  
Katie Richardson  
Tim Sharp  
Christine Skinkle  
Lenny Smith  
Jennifer Thomas  
Leslie Tremblay  
Kirstin Twichell  
Jill Wood

**TAE High School:**

**Tutors (\$30/hr)**

Brenda Baker  
Ellen Bankaitis  
Pam Bement  
Mike Bennett  
Callie Black  
Scott Cole  
Jordan Coons  
Randy Cornell  
Tammy Farley  
Katie Goetz  
Tracey Hayes  
Kate Herzig  
Debbie Howe-Tennant

Brittany Knapp  
Mike Larrabee  
Missy Lutz  
James Nierstedt  
Shawn Nugent  
Andi Rice  
Amy Scott  
Kirsten Southard-Twitchell  
Charity Spencer  
Chris Suwak  
Jed Twichell  
Kevin Weber  
Steve Winston  
Jen Woodworth

**Activity coordinators (25/hr)**

Brenda Baker  
Ellen Bankaitis  
Pam Bement  
Mike Bennett  
Callie Black  
Scott Cole  
Jordan Coons  
Randy Cornell  
Tammy Farley  
Katie Goetz  
Tracey Hayes  
Kate Herzig  
Debbie Howe-Tennant  
Brittany Knapp

Mike Larrabee  
Julie Lederman  
Missy Lutz  
James Nierstedt  
Shawn Nugent  
Andi Rice  
Amy Scott  
Kirsten Southard-Twitchell  
Charity Spencer  
Chris Suwak  
Jed Twichell  
Kevin Weber  
Steve Winston  
Jen Woodworth

**F-2 Resignation**

a. Elementary Teacher - resignation

**Courtney Stansfield**

The Board of Education accepted with thanks for service, the resignation of Courtney Stansfield as an Elementary teacher, effective September 2, 2020.

**FINANCIAL**

**G-1 Bus Bond Resolution - approved**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to approve the following bond resolution for the purpose of financing the purchase of school busses:

BOND RESOLUTION DATED JUNE 17, 2020 OF THE BOARD OF EDUCATION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE THE ACQUISITION OF SCHOOL BUSES, AUTHORIZING BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE LEVY OF TAXES IN ANNUAL INSTALLMENTS IN PAYMENT THEREOF, THE EXPENDITURE OF SUCH SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the qualified voters of the Elmira Heights Central School District, New York, at the annual meeting of such voters duly held on June 9, 2020, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the specific object or purpose hereinafter described; now therefore

BE IT RESOLVED BY THIS BOARD OF EDUCATION AS FOLLOWS:

Section 1. The Elmira Heights Central School District has undertaken or shall undertake certain capital expenditures, as more particularly described in Section 3 hereof.

Section 2. The Elmira Heights Central School District is hereby authorized to issue its General Obligation Serial Bonds in the aggregate principal amount of not to exceed \$245,000, pursuant to the Local Finance Law of New York, in order to finance the specific object or purpose described herein, and such amount is hereby appropriated therefor.

Section 3. The specific object or purpose to be financed pursuant to this resolution (hereinafter referred to as "purpose") is the acquisition of two 65-passenger school buses, at an estimated maximum cost of \$122,500 each.

Section 4. It is hereby determined and declared that (a) the maximum aggregate cost of said purpose, as estimated by the Board of Education, is \$245,000, (b) the Elmira Heights Central School District plans to finance the cost of said purpose entirely from funds raised by the issuance of said Bonds and the Bond Anticipation Notes hereinafter referred to, and (c) no money has heretofore been authorized to be applied to the payment of the cost of said purpose.

Section 5. It is hereby determined that the purpose is one of the class of objects or purposes described in Subdivision 29 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is five (5) years.

Section 6. The Elmira Heights Central School District is hereby authorized to issue its Bond Anticipation Notes in the aggregate principal amount of not to exceed \$245,000, and is hereby authorized to issue renewals thereof, pursuant to the Local Finance Law of New York in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby determined and declared that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipation of the sale of said Bonds, (b) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement.

Section 8. It is hereby determined and declared that the Elmira Heights Central School District reasonably expects to reimburse the general fund, or such other fund utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 9. The faith and credit of the Elmira Heights Central School District, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such Bonds and Bond Anticipation Notes as the same respectively become due and payable. And annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year. There shall annually be levied on all taxable real property of said School District, a tax sufficient to pay the principal of and interest on such obligations as the same become due and payable.

Section 10. The power to further authorize the issuance of said Bonds and Bond Anticipation Notes and to prescribe the terms, form and contents of said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and the Local Finance Law of New York, including without limitation, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, whether to authorize the receipt of bids in an electronic format, and to sell and deliver said Bonds and Bond Anticipation Notes, is hereby delegated to the President of the Board of Education or to the Vice President of the Board in the event of the absence or unavailability of the President. The President of the Board of Education and the District Clerk are hereby authorized to sign by manual or facsimile signature any Bonds and Bond Anticipation Notes issued pursuant to this resolution, and are hereby authorized to affix to such Bonds and Bond Anticipation Notes the corporate seal of the School District and to attest the same.

Section 11. This resolution, or a summary hereof, shall be published in full by the District Clerk of the School District together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the School District. The validity of said Bonds and Bond Anticipation Notes may be contested only if such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or the provisions of law which should be complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

Section 12. This resolution shall take effect immediately upon its adoption.:

#### **G-2 Reserve Transfer - approved**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to approve the transfer of up to \$100,000 from the Debt Service Reserve as part of the revenue plan for fiscal year ending June 30, 2020.

#### **FACILITIES**

##### H-1 Capital Outlay Project

- ◆ No new updates, work is complete. Wrapping up the final paperwork and having the final cost report approved by financial manager, Bernard Donegan.

##### H-2 Hunt Engineers Proposal – approved

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 6-0 to approve the proposal from Hunt Engineers and Architects for architectural and engineering services, pre-referendum, and capital project services.

#### **OLD BUSINESS**

no items

#### **NEW BUSINESS**

##### J-1 Board Member Resignation – Peet

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to acknowledge with thanks and appreciation for 1 year of service, the resignation of Board Member Ted Peet effective immediately (June 17, 2020).

#### **CONSENT**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 6-0 to approve the following consent agenda items K-1 through K-4:

##### **K-1 Schuyler-Steuben-Chemung-Tioga-Allegany County Board of Cooperative Educational Services Contract - approved**

The Board of Education approved to adopt the AS-7 resolution approving the final contract for services with the Schuyler-Steuben-Chemung-Tioga-Allegany County Board of Cooperative Educational Services for the 2020-21 school year.

**THIS AGREEMENT** made this 1<sup>st</sup> day of July 2020 by and between the Board of Cooperative Educational Services for the Sole Supervisory District of Schuyler-Steuben-Chemung-Tioga-Allegany County, party of the first part, and **Elmira Heights Central School District**, party of the second part.

**WITNESSETH**, that whereas party of the first part has been duly authorized to provide the approved services listed on the attached contract for services and has been authorized to enter into agreements with boards of education and school trustees, under the provisions of sections 1950-51 of the Education Law.

**NOW, THEREFORE**, The said party of the first part hereby agrees to provide to the party of the second part the following services listed on the attached contract for services during the school year 2020-2021 at the cost indicated on the attached contract for services.

**K-2 Donation – PFO - \$300.00 for TAE Banner - accepted**

The Board of Education accepted with thanks and appreciation, the donation from Elmira Heights PFO of one 8' x 10' Fabric Banner to Thomas A. Edison High School with an approximate value of \$300.00

**K-3 MOU – Elmira Heights Teachers’ Association - approved**

The Board of Education approved the Memorandum of Understanding between the Elmira Heights CSD and Elmira Heights Teachers’ Association modifying for the 2019-2020 school year EHTA §6.7 – whereas School Counselors, Psychologists, and Instructional Support Teachers work additional workdays in June of each school year after the end of the teacher work year.

**K-4 MOU – Elmira Heights Educational Support Staff Association - approved**

The Board of Education approved the Memorandum of Understanding between the Elmira Heights CSD and Elmira Heights Educational Support Staff Association adding new section §28.4 Summer Cafeteria Work.

**AWARDS/HONORS/ACHIEVEMENT**

No items

**COMMUNICATIONS**

No items

**DISCUSSION**

No items

**NEXT MEETING**

Wednesday	July 1, 2020	Reorganization/Regular Meeting	7:00pm TBD
Wednesday	July 15, 2020	Regular Board Meeting (if needed)	7:00pm TBD

**ADJOURNMENT** – At 7:59pm a motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 6-0 to adjourn the meeting.

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Clerk