

**Board of Education
Regular Meeting**

Minutes October 7, 2020

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ELMIRA HEIGHTS, NEW YORK
Due to the COVID-19 pandemic and State executive order
This meeting was held via Zoom**

CALL TO ORDER: President Harry Blish called the Board of Education Meeting to order at 7:20 p.m.

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

MEMBERS ABSENT

OTHERS PRESENT Michael Gill, Martha Clark, Tom Boyanowski, Geoff Pierce, Melissa Kelley, Julie Lederman, Erin Furstoss

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Lisa Benedict, seconded by John Cole and carried 7-0 to approve the agenda with additions for the October 7, 2020 Board of Education Meeting.

Minutes:

September 23, 2020 Regular Meeting - A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to approve the minutes of the September 23, 2020 Regular Meeting.

Order of Business:

A motion was made by Andrew Willard, seconded by Michael Lepak 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 7:22pm a motion was made by Christopher Callas, seconded by Michael Lepak and carried 7-0 to enter executive session to discuss personnel.

ADJOURN EXECUTIVE SESSION:

At 7:28pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦ Cohen Middle School is going full remote for two weeks, some staff are quarantined and working from home, non-direct contacts are working in the building ♦ Teachers are noting a better experience with Google Classroom ♦ Daily calls with the Chemung County Dept of Health ♦ Governor threatening to close schools by zip code “hot spots” ♦ Dept of Health assigning a school specific worker ♦ Concerns with fundraising for students and school related groups

Principal Report – Tom Boyanowski, High School ♦ BIG THANK YOU to all nurses who are supporting all parents, staff, and students ♦ Concerns going fully remote ♦ Advisors meeting – planning spirit week, keep moral up ♦ Happy about the change to block scheduling this year – 75 minute block classes ♦ 1st Marking Period ends Friday

Martha Clark – Business Manager ♦ Bus ban is signed ♦ Tolling and borrowing for busses has been extended to November 3rd, put the bid out at the end of October, hoping to close bond by end of November. ♦ ESSA reporting for December ♦ Excellus will give 20% premium credit of \$47,420.99 on December invoice due to low usage during pandemic ♦ Starting to look into next years’ health insurance rates and options

PERSONNEL

A motion was made by Andrew Willard, seconded by John Cole and carried 7-0 to approve the following consent personnel item(s) with additions F-1a through F-4a, F-4b was done separately. 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 Teacher: Josie Brooks

Substitute Support Staff: Wendy Jurusik Mary Simpson

- b. The Board approved the following extracurricular appointments for the 2020-21 school year:

<u>Position</u>	<u>Appointee</u>	<u>level</u>	<u>year</u>	<u>stipend</u>
Freshman Class Advisor	Amy Scott	1	1	\$1,792.18
Sophomore Class Advisor	Brittany Knapp	1	1	\$1,792.18

F-2 Change in Employment Status

- a. Amy McNeely – permanent
Food Service Helper
The Board approved the permanent appointment of Amy McNeely as food service helper, effective November 1, 2020. Ms. McNeely has successfully completed her probationary period in accordance with current Civil Service Regulations.
- b. Amy McNeely – 3.25 to 3.50 hours per day – eff 10/08/20
Food Service Helper
The Board approved the appointment of Amy McNeely from a 3.25 hr/day food service helper to a 3.50 hr/day food service helper position effective October 8, 2020. Ms. McNeely has successfully completed her probationary period in accordance with current Civil Service Regulations.

F-3 Parental Leave

- a. The Board approved the parental leave of Katie Richardson effective on or about January 9, 2021 with an anticipated return on or about March 29, 2021. As an FMLA qualifying event, sick leave accruals shall run concurrently through the time of disability and Ms. Richardson shall have the option to continue to use accruals or take the balance of the parental leave unpaid.
- b. The Board approved the parental leave of Kirsten Southard-Twichell effective on or about March 30, 2021 with an anticipated return on or about June 25, 2021. As an FMLA qualifying event, sick leave accruals shall run concurrently through the time of disability and Ms. Southard-Twichell shall have the option to continue to use accruals or take the balance of the parental leave unpaid.

F-4 Resignations / Terminations / Retirements

- a. Varsity Girls' Track & Field Coach - Resignation
Kirsten Southard-Twichell
The Board of Education accepted the resignation of Kirsten Southard-Twichell as Varsity Girls' Track & Field coach.
- b. Termination of Probationary Staff Member – Food Service Helper
Hope Marshall
A motion was made by John Cole, seconded by Joseph Sullivan and carried 7-0;
IT IS HEREBY RESOLVED, that the probationary staff member, Hope Marshall is hereby terminated effective immediately in accordance with the Chemung County Civil Service Rules Article XIV.

FINANCIAL

G-1 Reports – acknowledged

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

- a. Budget Status Report as of September 30, 2020
- b. Revenue Status Report as of September 30, 2020
- c. Budget Transfer Report as of September 30, 2020
- d. Treasurer's Report for August 2020
- e. Claims Auditor Report for August 2020
- f. Extra Classroom Report for August 2020

G-2 Financial Statements and Audit Report 2019-20

A motion was made by Michael Lepak, seconded by John Cole and carried 7-0 to accept the District's 2019-20 financial statements & audit report, and the 2019-20 financial statements and the audit report of the Extraclassroom Activity Fund as presented by Buffamante, Whipple, Buttafaro, P.C. at the October 7, 2020 Audit Committee meeting.

G-3 Management Letter Response & Corrective Action Plan- Financial Statements 2019-20

A motion was made by Andrew Willard, seconded by Joseph Sullivan to accept the Corrective Action Plan for the management letter dated October 7, 2020 concerning the basic financial statement for the year ended June 30, 2020.

G-4 Management Letter Response & Corrective Action Plan-Extraclassroom Audit 2019-20

A motion was made by Lisa Benedict, seconded by Michael Lepak and carried 7-0 to accept the Corrective Action Plan for the management letter dated October 7, 2020 concerning the audit of the Extraclassroom Activity Fund for the year ended June 30, 2020.

G-5 Tax Roll Correction

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to approve the correction to the Elmira Heights Central School District 2020-2021 Tax Roll due to error in essential fact by the assessor (Property was split and failed to change acreage on parcel)

Owner: Lindsay T. Mills

Property: Tax Map 68.00-1-13.11 Halderman Hollow Rd. Town of Big Flats

Original Assessment: \$181,700

Original Tax Due: \$4,131.22

Revised Assessment: \$93,100

Revised Tax Due: \$2,116.77

FACILITIES

No items

OLD BUSINESS

No items

NEW BUSINESS

No items

CONSENT

A motion was made by John Cole, seconded by Christopher Callas and carried 7-0 to approve the following consent agenda items K-1 through K-2.

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the recommendations and funds to support placement determinations made at the September 23, 24, 25, 28, 29, 30 and October 1, 2020 CSE meetings.

K-2 Donation – Tops in Education Program - approved

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 7-0 to accept with thanks and appreciation, donations from the Tops in Education Program, received during the 2020-21 school year to be used for materials and supplies as specified by each donation for Thomas Edison High School or Cohen Middle School or Cohen Elementary School

AWARDS/HONORS/ACHIEVEMENT

No items

COMMUNICATIONS

No items

DISCUSSION

N-1 General Status Update – Multiple precautions taken daily to keep students and staff safe. Nurses are tracking absences among students and staff, calling home to check in. Cleaners are sanitizing high traffic areas throughout the day, still have a great supply of PPE. Bus Garage has divided areas to keep Horseheads and Elmira Heights staff separate. BOCES Bush campus have had some Covid exposure cases, some programs are open and kids are still attending

N-2 Athletics – Off season work outs starting following same guidelines as PE Classes. First season is fall sports for one month, then spring sports for one month, then winter sports for one month.

EXECUTIVE SESSION:

At 8:20pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to enter executive session to discuss personnel.

ADJOURN EXECUTIVE SESSION:

At 8:47pm a motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 (Harry Blish lost connection at the end) to adjourn executive session.

NEXT MEETING

Wednesday	October 21, 2020	Regular Board Meeting (If needed)	7:00pm	Community Rm
Wednesday	November 4, 2020	Regular Board Meeting	7:00pm	Community Rm

ADJOURNMENT – At 8:49pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.