

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

**Due to the COVID-19 pandemic this meeting was attended both in-person, via conference call, and livestreamed at 7:00pm in the Thomas A. Edison High School Auditorium**

**CALL TO ORDER:** President Joseph Sullivan called The Board of Education Meeting to order at 7:05 p.m. followed by the pledge of allegiance.

**MEMBERS PRESENT** John Cole, Michael Lepak, Joseph Sullivan, Andrew Willard

**MEMBERS ABSENT** Christopher Callas (executive session 8:02-8:50pm via conference call), Terrance Day (executive session 8:02-8:53pm via conference call)

**OTHERS PRESENT** Michael Gill, Martha Clark, Tom Boyanowski, Julie Lederman, Nancy Roby, Harry Blish, and Marilyn Zazzara with various friends and family members of Zazzara family (auditorium dedication)

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Andrew Willard, seconded by John Cole, and carried 4-0 to approve the agenda of the January 5, 2022 Board of Education Regular Meeting.

**Minutes:**

A motion was made by Andrew Willard, seconded by Michael Lepak, and carried 4-0 to approve the minutes of the following meetings:  
December 1, 2021 Board of Education Regular Meeting

A motion was made by John Cole, seconded by Joseph Sullivan, and carried 4-0 to approve the minutes of the following meetings:

December 14, 2021 Board of Education Special Meeting  
102 Number of votes cast in Favor of the Capital Project  
19 Number of votes cast Against the Capital Project  
0 Blank/void votes

**Order of Business:**

A motion was made by Andrew Willard, seconded by John Cole, and carried 4-0 to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

The Board of Education presented a plaque to Marilyn Zazzara, that will be placed at the doorway of the TAE Auditorium, declaring the Auditorium be known as the Bob Zazzara Auditorium, in honor of his over 25 years of service as Music Teacher for the Elmira Heights Central School District. Superintendent Gill and former Board Member and district retiree, Harry Blish told stories and members of the Zazzara family shared memories.

**COMMENTS FROM THE PUBLIC AND STAFF**

Michael Gill - Superintendent ♦ Honor to memorialize the auditorium to Robert Zazzara ♦ Staff quarantines have caused temporary re-routes to student transportation ♦ At-Home Test kits pick up held at Cohen for student families and staff ♦ State guidelines are changing to 5 day quarantine period. ♦ Developing special programs at the middle school to address unpleasant behaviors – hate/hurtful speech.

Principal Report – Tom Boyanowski, High School ♦ Referees have praised the Heights district for athletes and spectators following mask protocols with ease. ♦ NYS Regents are cancelled for January. ♦ Snowball Dance is scheduled for 1/22, wait and see if anything changes. Play is still scheduled for March. ♦ Everyone is pulling together to cover quarantines.

Martha Clark – Business Manager ♦ Have a delivery date for new buses (5 months late). ♦ Budget season in full swing, reviewing salary and benefits – NYS state meeting is 1/15. ♦ Health Insurance committee will attend usage review on 1/18

**PERSONNEL**

A motion was made by Andrew Willard, seconded by John Cole, and carried 4-0 to approve consent personnel item(s) F-1a through F-3f. 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 Change in Appointment Status**

a. The Board approved tenure status for:

<u>Name</u>	<u>Effective Date</u>	<u>Tenure Area</u>
Alyssa Hoobler	1/22/2022	School Counselor

**F-2 Creation/Elimination of Positions**

a. The Board approved the creation and elimination the following positions in the District Office in accordance with the reclassification approved at the Chemung County Civil Service commission meeting on December 7, 2021:

Eliminate (1) one	1.0 FTE	Administrative Assistant	effective January 18, 2022
Create (1) one	1.0 FTE	Administrative Aide	effective January 18, 2022

**F-3 Appointments**

a. The Board approved the following list of substitutes for the 2021-22 school year:

Substitute Teacher: Laurie Reimel  
Substitute Support Staff: Fran Whitford Laurie Reimel Gertrude Hoyt

b. The Board approved the following provisional appointment:

Nancy Humphrey  
Provisional Administrative Aide – due to nonbinding eligible list  
Effective: January 18, 2022  
Probationary Period: status of employment will be subject to civil service regulations and eligibility  
Compensation per Exempt Agreement: \$39,672 prorated for 2021-22 school year

c. The Board approved the following conditional appointment:

Francis Thomas  
Cleaner  
Effective: *pending fingerprint clearance from NYSED* – anticipated January 6, 2022  
Probationary Period: January 6, 2022 through January 5, 2023/Civil Service Regulations  
Compensation per EHESSA Contract: \$13.20\* per hour (Step 1)  
\*adhere to NYS minimum wage change 12/31/21

d. The Board approved the following probationary appointments:

Amy McNeely  
Cook  
Effective: January 6, 2022  
Probationary Period: January 6, 2022 through January 5, 2023/Civil Service Regulations  
Compensation per EHESSA Contract: \$14.01 per hour (Step 1)

Kathryn Shilling  
Food Service Helper  
Effective: January 6, 2022  
Probationary Period: January 6, 2022 through January 5, 2023/Civil Service Regulations  
Compensation per EHESSA Contract: \$13.20\* per hour (Step 2)  
\*adhere to NYS minimum wage change 12/31/21

Annastasia Warfle  
Food Service Helper  
Effective: January 6, 2022  
Probationary Period: January 6, 2022 through January 5, 2023/Civil Service Regulations  
Compensation per EHESSA Contract: \$13.20\* per hour (Step 1)  
\*adhere to NYS minimum wage change 12/31/21

Bobby Roe  
Tenure Area: Art Education  
Effective: January 13, 2022  
\*\*Probationary Period: three (3) years effective January 13, 2022 through January 12, 2025 Certification: Professional Visual Arts K-12  
Total Compensation per EHTA Contract: \$59,486.00 (Step 16 with 36 credit hours) prorated for 2021-22 school year

\*\*To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposed of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

e. Coaching

The Board approved the following coaches to work with our athletic program for the 2021-22 school year.

<u>Sport</u>	<u>Coach</u>	<u>Level</u>	<u>Year</u>	<u>Stipend</u>
7th Grade Girls Basketball	Nick Hart	2	2	\$ 2,291.67
8th Grade Girls Basketball	Nick Hart	2	2	\$ 2,291.67

f. Tutoring

The Board approved the following as tutors for the Cohen Elementary School after school tutoring program on at a rate of \$30.00 per hour:

Jennifer Jadoski	Liz Warren	Dawn Call
Tracie Mayotte	Monica Forte	Allison Williams
Melanie Beach	Cheryl Hayes	Wendy Jurusik

**FINANCIAL**

**G-1 Reports - acknowledged**

A motion was made by John Cole, seconded by Joseph Sullivan, and carried 4-0 to acknowledge the following consent financial reports:

- a. Budget Status Report as of December 29, 2021
- b. Revenue Status Report as of December 29, 2021
- c. Budget Transfer Report as of December 29, 2021
- d. Treasurer’s Report for November 2021
- e. Claims Auditor Report for November 2021
- f. Extra Classroom Report for November 2021

**G-2 Bond Resolution**

A motion was made by Andrew Willard, seconded by Michael Lepak, and carried 4-0 to approve the following bond resolution for school building capital project financing:

BOND RESOLUTION DATED JANUARY 5, 2022 OF THE BOARD OF EDUCATION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT AUTHORIZING GENERAL OBLIGATION BONDS TO FINANCE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF CONSTRUCTION AND RECONSTRUCTION OF SCHOOL BUILDINGS AND FACILITIES, AUTHORIZING THE ISSUANCE OF 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 a special meeting of such voters duly held on December 14, 2021, duly approved a proposition authorizing the levy of taxes to be collected in installments, in the manner provided by the Education Law, for the class of objects or purposes hereinafter described; and

WHEREAS, the Board of Education has, on October 6, 2021, duly determined that the purpose hereinafter described constitutes a type II action under the State Environmental Quality Review Act of the State of New York and the applicable regulations thereunder (“SEQRA”) which will not have a significant impact on the environment and such purpose is not subject to any further environmental review under SEQRA;

NOW THEREFORE, BE IT RESOLVED by the favorable vote of not less than two-thirds of all of the members of such Board of Education, as follows:

Section 1. The Elmira Heights Central School District shall undertake certain capital improvements to the School District’s existing school buildings and facilities, as more particularly described in Section 3 hereof, and as generally outlined to and considered by the voters of the School District at a special voter meeting on December 14, 2021.

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 \$9,375,000, pursuant to the Local Finance Law of New York, in order to finance the class of objects or purposes described herein, and such amount is hereby appropriated therefor.

Section 3. The class of objects or purposes to be financed pursuant to this resolution (hereinafter referred to as “purpose”) is certain capital improvements consisting of construction and reconstruction of school buildings and facilities within the School District (each such building being a class “A” (fireproof and certain fire resistant) building as defined in Subdivision 11 of Paragraph a of Section 11.00 of said Local Finance Law), site improvements, and the acquisition of certain original furnishings, equipment, and apparatus and other incidental improvements required in connection therewith for such construction and school use.

Section 4. It is hereby determined and declared that (a) the aggregate maximum cost of said purpose, as estimated by the Board of Education, is \$10,475,000; and (b) the Elmira Heights Central School District’s plan to finance the cost of said purpose is (i) to provide \$1,100,000 from the existing capital reserve fund for such costs; and (ii) to provide up to \$9,375,000 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 97 of Paragraph a of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is thirty (30) 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 \$9,375,000, 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 shall mature within one year of the date of issuance thereof or such longer term as may be desired in accordance with the provisions of the Local Finance Law, (c) the Bond Anticipation Notes authorized hereby are not issued in anticipation for Bonds for an assessable improvement, and (d) current funds will be provided prior to the issuance of the Bonds or Bond Anticipation Notes herein authorized, to the extent, if any, required by Section 107.00 of the Local Finance Law.

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 as may be 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. An 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 sale and 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 authority to determine whether to accept bids electronically to the extent allowed by the Local Finance Law, the consolidation with other issues, the determination to issue Bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to credit or liquidity enhancements, if any, and to sell, issue and deliver said Bonds and Bond Anticipation Notes, subject to the provisions of this resolution and Local Finance Law, 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, Vice President 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. The President of the Board of Education is additionally authorized (but not required) to execute and deliver a financing agreement with the Dormitory Authority of the State of New York and any other agreements and documents necessary to accomplish a financing, all as may be determined in the discretion of the President of the Board of Education.

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 issued in anticipation of the sale of said Bonds 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, at the date of publication of this resolution are not substantially 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.

## **FACILITIES**

**H-1 2022 Capital Outlay / Annual Project Update** – First stage, Superintendent Gill reviewed the process of bids.

**H-2 Capital Project 2021/ Energy Performance Contract (EPC) Update** – School attorney is reviewing contracts and there is an upcoming meeting to have a final review of the energy audit.

## **CONSENT**

A motion was made by Andrew Willard, seconded by Terrance Day, and carried 4-0 to approve the following consent agenda items K-1 through K-7:

### **K-1 CSE/504 Recommendations and funding - approved**

The Board approved the student placement determinations from the on December 3, 6, 9, 10, 13, 14, and 17, 2021, and January 4, 2022 CSE/504 meeting(s) and the funds to support such recommendations.

### **K-2 CPSE Recommendations and Funding – approved**

The Board approved the student placement determinations from the December 6, 13, and 17, 2021 CPSE meeting(s) and the funds to support such recommendations.

### **K-3 Standard Work Day Resolution - approved**

BE IT RESOLVED, that the Elmira Heights Central School District Board of Education be and hereby revises and establishes standard workdays for the following appointed positions for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:

**5 day work week/ 6 hrs. per day**

- 6 Hour Bus Attendant
- 6 Hour Bus Driver
- 6 Hour Food Service Helper

**5 day work week/ 7 hrs. 30 min. per day**

- 7.5 Hour Nurse – LPN
- 7.5 Hour Nurse – RN

**5 day work week/ 6 hrs. 45 min. per day**

- 6.75 Hour Teacher Aide

**5 day work week/7 hrs. per day**

- 7 Hour Cook

**5 day work week/ 6 hrs. 55 min. per day**

- 6.92 Hour Teacher Aide

**5 day work week/ 8 hrs. per day**

- 8 Hour Building Maintenance Mechanic
- 8 Hour Custodian
- 8 Hour Cleaner
- 8 Hour Clerk/Typist
- 8 Hour Principal Clerk
- 8 Hour Secretary
- 8 Hour Transportation Supervisor

**DISCUSSION**

**N-1 BOE Vacancy**

Superintendent Gill discussed the options when a Board seat is vacated: holding an election, appointing someone, or waiting for community to decide at the next election. The Board discussed and decided to wait for the election/vote in May.

**N-2 Reserve Plan 21-22**

Martha Clark, Business Manager reviewed plan and answered questions.

**N-3 Internal Audit Topic**

Martha Clark, Business Manager reviewed previous year audits and Board agreed to move forward with "Accounting and Reporting".

**NEXT MEETINGS**

Wednesday	January	19, 2022	Regular Board Meeting (if needed)	7:00pm	TAE Auditorium
Wednesday	February	2, 2022	Regular Board Meeting	7:00pm	TAE Auditorium

**EXECUTIVE SESSION :**

At 8:00pm a motion was made by Michael Lepak, seconded by Andrew Willard, and carried 4-0 to enter executive session to discuss personnel and negotiations.

**ADJOURN EXECUTIVE SESSION:**

At 8:50pm a motion was made by Andrew Willard, seconded by Michael Lepak, and carried 6-0 to adjourn executive session.

**ADJOURNMENT** – At 8:53pm a motion was made by John Cole, seconded by Terrance Day (phone), and carried 5-0 to adjourn the meeting.

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Clerk