

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

**Call to Order:** The Regular Meeting of the Board of Education was called to order at 7:01 p.m. on December 7, 2022 by Board President Joseph Sullivan followed by the pledge of allegiance.

**Members Present:** Jody Buckley, Christopher Callas, John Cole, Terry Day, Joseph Sullivan, Andrew Willard

**Member Absent:** Michael Lepak

**Others Present:** Michael Gill, Martha Clark, Megan Molina, Sarah Baker, Amanda Williamee; Community members: Kristen Williams, Kristen Brusso, Jessica Schiek

**APPROVAL OF AGENDA/MINUTES**

**Agenda -**

A motion was made by John Cole, seconded by Andrew Willard and carried 6-0 to approve the agenda of the December 7, 2022 Board of Education Regular meeting.

**Minutes –**

A motion was made by Terrance Day, seconded Christopher Callas and carried 6-0 to approve the minutes of the following Board of Education Meetings:

November 2, 2022 Board of Education Regular Meeting

**Order of Business:**

A motion was made by Jody Buckley, seconded by Christopher Callas 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.

**COMMENTS FROM THE PUBLIC AND STAFF**

Michael Gill - Superintendent ♦ State Ed is reviewing teacher certifications processes and also suggesting mask wearing recommendations (not required) with the level of sickness this time of year ♦ Staying vigilant in the budget planning process ♦ Entered into class action lawsuit against Juuhl (vape) ♦ Lots of upcoming celebrations, concerts and winter sports. "Spirit of Giving" Cohen PreK student named in food bank donation (callas) ♦ Teacher Geoff Pierce names WETM's Golden Apple winner – congratulations! ♦ BLT/DLT will review recent Block Schedule survey results sent to students/staff/parents, block schedule was favored.

Megan Molina – Director of Student Services ♦ Special Education department is focusing on graduation / career plans, targeting grades K-12. Following ten students at each level - grades 9-12 focus in work base learning hours (Spartan Coffee Corner); teachers help support transitions and goal development in grades 6-8; the focus in grades K-5 is educational technology. ♦ Halloween dance was a great success; half of the student body was in attendance.

Martha Clark – Business Manager ♦ Budget process underway, held initial meetings with department heads for services, kick off meeting with teachers and staff to review budget requests procedures. Monitoring the spending between grade levels. ♦ Financial Advisors are reviewing debt service, fund balance and EPC. ♦ Looking forward to mid-January to receive Foundation Aid projections.

Other Staff – Sarah Baker and Amanda Williamee, TAE High School Counselors ♦ Mrs. Baker and Ms. Williamee introduced themselves to the Board and showed a PowerPoint presentation reviewing activities they have put on with students which included "College Boot Camp", campus tours of CCC, TC3 included College Fair, BOCES (Bush campus), Financial Aid Night, and BOCES presented a "Road Show" with the types of courses offered. The presentation also listed future events for students to be held in the spring. Both School Counselors attended 8 workshops at the NYSSCA Conference in October focusing on career planning for students.

Board Member Callas gave praise for all the efforts the counselors are making to engage the students in looking towards their futures. The Board mentioned they have never received a report like this and it was well received.

Public Comments - Community members, Kristen Williams and Jessica Schiek, addressed the Board to voice their concerns of the rumors that the state will require "forced vaccines" and masking in schools again due to all the sickness.

**PERSONNEL:**

A motion was made by John Cole, seconded by Andrew Willard and carried 6-0 to approve the following recommended personnel items F-1a thru F-5a, and being 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 Resignations / Terminations / Retirements

### Resignation

- a. Janette Villie, Food Service Helper  
The Board accepted the resignation of Janette Villie as food service helper effective immediately. Ms. Villie's last day with the district was September 13, 2022.
- b. Arazely Sando, Yearbook Co-Advisor  
The Board accepted the resignation of Arazely Sando as Yearbook Co-Advisor effective November 30, 2022, the stipend will be prorated to \$573.57 to reflect days worked from September through November.

## F-2 Update to Prior Appointment

- a. Recommendation to update previously appointed Yearbook co-advisor, Bobby Roe, to full Yearbook Advisor due to the above co-advisor resignation. Mr. Roe's stipend will be adjusted to the following:

<u>Advisor</u>	<u>Extracurricular</u>	<u>Level</u>	<u>Year</u>	<u>Stipend</u>
Bobby Roe	Co-Yearbook Advisor	1	1	\$ 573.57 (Sept-Nov)
Bobby Roe	Yearbook Advisor	1	1	\$ 2676.68 (December-June)

## F-3 Appointments

The Board approved the following personnel. 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.

- a. The Board approved the following substitute(s) for the 2022-2023 school year:

Substitute Teacher:	Maren Lutz	Alexa Houser	Harry Lagonegro
Substitute Support Staff:	Maren Lutz	Alexa Houser	Harry Lagonegro
	Michael Murdough	Robert French	Bernadine Decker
		Jeremy Stevens*	Lindsey Todd*

\*pending fp clearance

- b. The Board approved the following probationary appointment\*

Jaclyn Bennett

Tenure Area: Teacher Assistant

Effective: December 12, 2022

\*\*Probationary Period: three (3) years effective December 12, 2022 through December 11, 2025

Certification: Teaching Assistant Level Three

Total Compensation per EHSSA Contract: \$20.34/hour (Step 7+)

\*\*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 purposes 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.

- c. Student Teacher

Alexa Houser

The Board acknowledged SUNY Cortland College student, Miss Alexa Houser as a student teacher under the supervision of Mr. Condame, elementary physical education teacher in the subject area of Physical Education at Cohen Elementary School, for the period of 2023 spring semester.

- d. Extracurricular Positions

The Board approved the following extracurricular advisors for the 2022-23 school year:

<u>Advisor</u>	<u>Extracurricular</u>	<u>Level</u>	<u>Year</u>	<u>Stipend</u>
Brittany Bala	Drama (co-advisor)	1	1	\$ 1,274.61
Andrew Kraeger	Drama (co-advisor)	1	1	\$ 1,274.61

- e. Tutoring

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

Nicole Rosno

## F-4 Creation/Elimination/Change of Positions

Change in Positions –Food Service Helpers

The Board approved to change (6) six, 3.25 hr/day food helper positions to (6) six 3.5 hr/day food service helper positions effective December 8, 2022.

## F-5 Change in Employment Status .

- a. As a result of changing the number of hours per day of six food service helper positions, the Board approved to change the following food service helpers from a 3.25hr/day position to a 3.5 hr/day position effective December 8, 2022 with no changes to made to probationary status:  
Courtney Grant                      Christina Griffin                      Cheryl Hall                      Megan Rice                      Elena Stone

**FINANCIAL****G-1 Reports - acknowledged**

A motion was made by Christopher Callas, seconded by Andrew Willard, and carried 6-0 to acknowledge the following consent financial reports G1a through G1f.

- a. Budget Status Report as of November 30, 2022
- b. Revenue Status Report as of November 30, 2022
- c. Budget Transfer Reports as of November 30, 2022
- d. Treasurer's Reports as of:
  1. September 2022 (Revised)
  2. October 2022
- e. Claims Auditor Report for October 2022
- f. Extra Classroom Report for October 2022

**G-2 Affidavit of Unpaid School Taxes**

A motion was made by Terrance Day, seconded by Christopher Callas, and carried 6-0 to acknowledge the Affidavit of Unpaid 2022 School Taxes in the amount of \$590,139.58 to be re-levied by the Chemung County Treasurer.

**FACILITIES**

H-1 2022 Capital Outlay / Annual Project Update – storage room doors to be installed over winter break. Did not expend approximately \$38,000 of contingency on this project, so looking to add security cameras with this money.

H-2 2023 Capital Outlay Project – waiting on a quote for scope of work (backstops and sidewalks and drinking fountains)

H-3 Capital Project 2021 / Energy Performance Contract (EPC) Update – Looking to start in February, second shift work with lights. Track work will start spring/summer and Cohen Middle School office will be 23-24 school year.

**NEW BUSINESS****J-1 IPA agreement/GSTBOCES – approved**

A motion was made by John Cole, seconded by Christopher Callas and carried 6-0 to approve the following resolution authorizing to enter into an IPA agreement with the Greater Southern Tier (GST) BOCES for services to include the purchase of computer equipment and related peripheral devices:

WHEREAS, Schuyler Steuben Chemung Tioga Allegany Board of Cooperative Educational Services d/b/a Greater Southern Tier BOCES (“BOCES”) is a political subdivision of the State of New York (“State”) and is duly organized and existing pursuant to the Constitution and laws of the State; and WHEREAS, pursuant to applicable law, the governing board of BOCES (“Board”) is authorized to acquire, dispose of, and encumber personal property, including, without limitation, rights and interests in property, leases, and easements necessary to the functions or operations of BOCES; and WHEREAS, the Board hereby finds and determines that the execution of one or more lease-purchase agreements (“Equipment Leases”) in the principal amount not exceeding the amount set forth below (“Principal Amount”) for the purpose of acquiring the property generally described below and to be described more specifically in the Equipment Leases (“Property”) for the school district identified below (“District”) is an appropriate function of BOCES; and

Description of Property:	Desktops, Laptops, Monitors, docking stations
Principal Amount:	\$50,000.00, plus any additional fees
District:	Elmira Heights Central School; and

WHEREAS, the Board has solicited bids or quotations from qualified, interested parties with respect to the financing of BOCES' acquisition of the Property and has selected Banc of America Public Capital Corp (“Lessor”) to provide financing for the purchase of the Property via the Equipment Leases;

NOW THEREFORE, be it resolved by the Board as follows:

1. The Board hereby determines that it has critically evaluated the financing alternatives available to it and has prepared and approved an evaluation of such financing alternatives in accordance with 2 N.Y.C.R.R. § 39.2, and that entering into the Equipment Leases and financing the acquisition of the Property thereby is in the best interests of BOCES because the estimated costs of financing the acquisition of the Property thereby are less than the estimated costs of financing the acquisition of the Property via the issuance of indebtedness under the Local Finance Law (if the acquisition may be financed in such fashion). The evaluation of financing alternatives is attached hereto as Exhibit A and incorporated herein by reference and shall be available as a public record.
2. The Board hereby determines that its entry into the Equipment Leases will not cause the aggregate amount of outstanding indebtedness of BOCES to exceed the limit set forth in paragraph c of subdivision 6 of Section 109-b of the General Municipal Law.
3. BOCES is hereby authorized and directed to enter into the Equipment Leases, acquire the Property thereby, and otherwise perform all of its obligations thereunder; provided, however, that the aggregate amount of periodic payments, excluding interest, to be made pursuant to the Equipment Leases shall not exceed the Principal Amount. Any action taken on or before the date of these resolutions by or on behalf of BOCES in connection therewith is hereby ratified and confirmed.
4. The District Superintendent acting on behalf of BOCES is hereby authorized to negotiate, enter into, execute, and deliver one or more Equipment Leases in substantially the form set forth in the document presently before the Board, which document shall be available for public inspection at the

principal office of BOCES. The District Superintendent, acting on behalf of BOCES, is hereby authorized to negotiate, enter into, execute, and deliver all such other documents relating to the Equipment Lease (including, but not limited to, escrow agreements) and take all such further actions as the District Superintendent deems necessary or appropriate to effectuate the consummation of the transactions contemplated by and the performance by BOCES of its obligations under the Equipment Leases. Without limiting the foregoing, the District Superintendent shall be authorized to take all such actions as may be necessary to ensure the qualification of the interest component of rent payments made under the Equipment Leases as excludable from gross income of the Lessor under Section 103 of the Internal Revenue Code of 1986.

5. The Lessee's obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the Governing Body as set forth in each Equipment Lease and the Lessee's obligations under the Equipment Leases shall not constitute general obligations of the Lessee or indebtedness under the Constitution or laws of the State.
6. The Board hereby determines that the purpose of the acquisition of the Property is an object or purpose described in subdivision 32 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. Accordingly, the term of the Equipment Leases authorized by this resolution will not be in excess of five (5) years.
7. The Board hereby determines that the acquisition of the Property is a Type II action that will not have a significant effect on the environment and, therefore, no determination of significance, environmental impact statement, findings statement, or other similar action is required under the State Environmental Quality Review Act.
8. The Board hereby determines that the authorization to enter into the Equipment Leases is not subject to any mandatory or permissive referendum pursuant to the Local Finance Law or Section 109-b of the General Municipal Law.
9. These resolutions shall take effect immediately upon their adoption.

**J-2 Revised Policy - acknowledged**

A motion was made by Andrew Willard, seconded by Terrance Day and carried 6-0 to acknowledge the 1<sup>st</sup> reading of the following revised policy:  
 7421 Athletic Placement Policy replacing with updated version

**CONSENT**

A motion was made by John Cole, seconded by Christopher Callas and carried 6-0 to approve the following consent agenda items K-1 through K-3

**K-1 CSE Recommendations and Funding - approved**

The Board of Education approved the student placement determinations from the November 1, 2, 4, 14, 15, 18, 28, 29, and 30, 2022, CSE/504 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 November 18, 2022 CPSE meeting(s) and the funds to support such recommendations.

**K-3 Donation – Cable Nelson Piano from Nancy Kosalek - accepted**

The Board accepted with thanks and appreciation to Ms. Nancy Kosalek of Horseheads, the donation of a Cable Nelson upright piano valued at approximately \$250.00 for the TAE Music department to utilize with our students.

**K-4 Standard Work Day (ERS) – approved**

The Board approved the following Standard Work Day resolution:

**STANDARD WORKDAY RESOLUTION**

*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:*

<b><u>5 day work week/ 6 hrs. per day</u></b>	<b><u>5 day work week/ 8 hrs. per day</u></b>	<b><u>5 day work week/ 6 hrs. 45 min. per day</u></b>
6 Hour Bus Attendant	8 Hour Administrative Aide	6.75 Hour Teacher Aide
6 Hour Bus Driver	8 Hour Building Maintenance Mechanic	
6 Hour Food Service Helper	8 Hour Cleaner	<b><u>5 day work week/ 6 hrs. 55 min. per day</u></b>
	8 Hour Clerk/Typist	6.92 Hour Teacher Aide
<b><u>5 day work week/ 7 hrs. 30 min. per day</u></b>	8 Hour Custodian	
7.5 Hour Nurse – LPN	8 Hour Principal Clerk	<b><u>5 day work week/7 hrs. per day</u></b>
7.5 Hour Nurse – RN	8 Hour Secretary	7 Hour Cook
	8 Hour Transportation Supervisor	

**K-5 Health & Welfare Service Contract – Corning City SD - approved**

The Board of Education approved the health and welfare services contract with the Corning City School District, having provided services for one (1) Elmira Heights student, attending non-public/charter schools located in the Corning City School District, during the 2022-23 school year, at a rate of \$723.17 per student for a total cost for one (1) student of \$723.17.

**K-6 Drama Production - approved**

The Board approved the License Agreement with Concord Theatricals for the Drama production of "Rodgers & Hammerstein's Cinderella (Original)" on March 10 & 11, 2023.

**K-7 BOCES Initial Request for Services 2023-24 - approved**

The Board of Education approved the BOCES initial request for services for the 2023-24 school year.

**DISCUSSION**

**N-1 Cheerleading Tournament**

Superintendent Gill stated that the Winter Cheerleading program is looking to host a tournament on campus with the possibility of weather conditions forcing the event to partially take place on a Sunday.

**N-2 Technology Plan 2022-2025**

District Administrator Megan Molina stated that the District Technology Plan has been updated per the guidelines in alignment with NYS Computer Science and Digital Fluency Learning Standards.

**N-3 USDA Paid Lunch Equity Waiver**

USDA gave guidance allowing schools to use the excess fund balance to cover the cost of student meals through June 30, 2023. This would apply to the high students of TAE, as Cohen students continue to receive free meals.

**NEXT MEETING**

Wednesday	December 21, 2022	Regular BOE Meeting	7:00 pm	Community Rm
Wednesday	January 4, 2023	Regular BOE Meeting	7:00 pm	Community Rm

**EXECUTIVE SESSION:**

At 8:17pm a motion was made by John Cole, seconded by Jody Buckley, and carried 6-0 to enter executive session to discuss employment histories of particular persons and litigation strategy.

**ADJOURN EXECUTIVE SESSION:**

At 9:42pm a motion was made by Jody Buckley, seconded by Terrance Day, and carried 6-0 to adjourn executive session.

**ADJOURNMENT** – At 9:43pm motion was made by John Cole, seconded by Jody Buckley, and carried 6-0 to adjourn the meeting.

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Clerk

**Sarah Baker**

**Amanda Williamee**

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**TAE School Counselors**

# 2022 College Boot Camp - August

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- Presented to Seniors regarding the college application process: Types of applications, timelines, admissions process, regular admission vs. early decision, etc.
- Students participated in an online college search activity
- Students applied for their Federal Student Aid Identification in order to begin the financial aid process
- Spoke with an admissions representative from Corning Community College

# Financial Aid Workshop

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Parents and students filled out their FAFSA online with assistance from Corning Community College faculty. Eight families came in for the event.





# TC<sub>3</sub> College Tour and College Fair

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Students had the opportunity to tour Tompkins-Cortland Community College campus and visit a college fair.



# Bush Campus Visit

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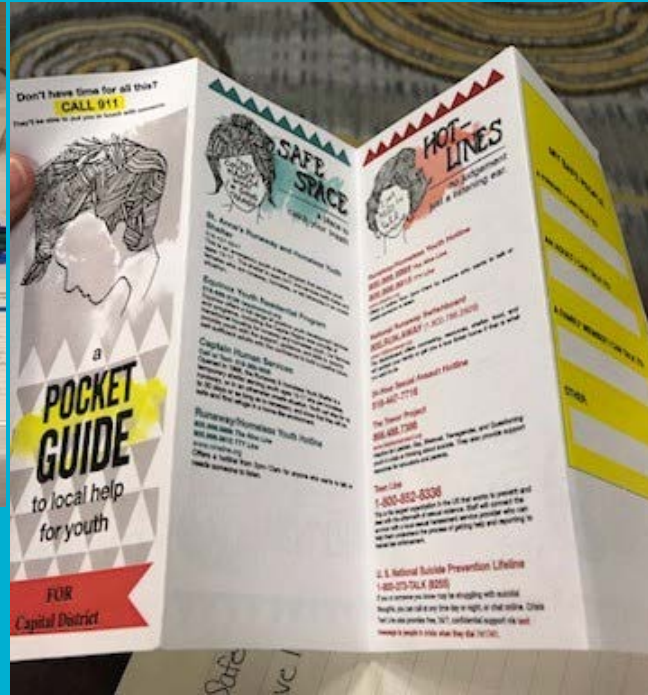
# Career Panels & Career Shadows

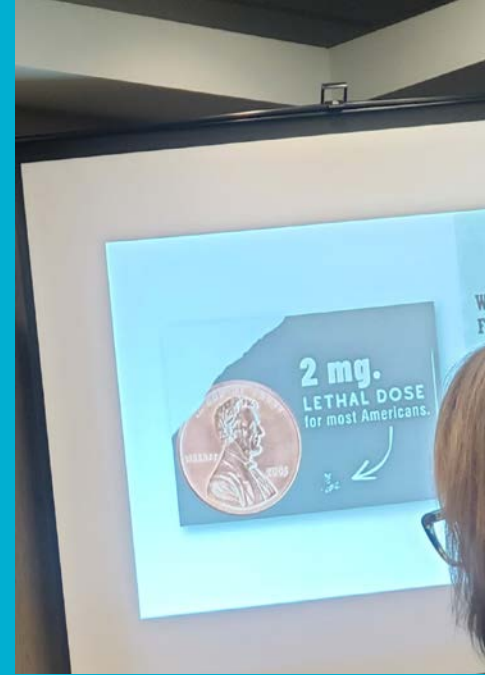
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- Cookies and Careers - Guest Speakers will be coming in during our students lunch periods to give presentations. Our Culinary students will be baking the cookies!
- We have brought many of our students to these awesome Career Panels hosted by Career Development



# NYSSCA Conference





# Upcoming....

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Classroom presentations for college and career planning

Course selections for next year

Cam F. Awesome motivational speaker

Bring Change to Mind Club - raise awareness about mental health

Steered Straight Presentations

