

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 February 15, 2023 by Board President Joseph Sullivan followed by the pledge of allegiance.

Members Present: Jody Buckley, John Cole, Michael Lepak, Joseph Sullivan, Andrew Willard

Member Absent: Christopher Callas, Terrance Day

Others Present: Martha Clark, Andy Lutz

APPROVAL OF AGENDA/MINUTES

Agenda -

A motion was made by Michael Lepak, seconded by John Cole and carried 5-0 to approve the agenda **with additions** of the February 15, 2023 Board of Education Regular meeting.

Minutes –

A motion was made by Jody Buckley, seconded Andrew Willard and carried 5-0 to approve the minutes of the following Board of Education Meetings:
February 1, 2023 Board of Education Regular Meeting

Order of Business:

A motion was made by John Cole, seconded by Andrew Willard and carried 5-0 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 ♦ On behalf of Superintendent, Principal Andy Lutz had nothing new to report.

Andy Lutz – Elementary School Principal ♦ Nothing new to report

Martha Clark – Business Manager ♦ Saving comments for Budget presentation.

PERSONNEL:

A motion was made by Jody Buckley, seconded by John Cole and carried 5-0 to approve the following recommended personnel items including additions: F-1a thru F-3a, 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 Creation/Elimination of Positions

The Board approved the recommendation to create the following position:

Create (1) one Teacher Aide (part-time) effective February 27, 2023

F-2 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. Probationary appointments:

Katie Burdick

Teacher Aide (part-time)

Effective: February 27, 2023

Probationary Period: February 27, 2023 through February 26, 2024/Civil Service Regulations

Compensation per EHESSA Contract: \$14.90 per hour (Step 1)

additions

b. Tutoring

The Board approved the following BOCES employee for homebound tutoring at \$30.00 per hour:

Meagan Aber

F-3 Resignations / Terminations / Retirements:

Retirement

a. Andrew Lutz, Elementary Principal

The Board accepted, with thanks and appreciation of 30 years of service, the resignation for purposes of retirement, of Mr. Andrew P.

Lutz as Elementary Principal, effective July 31, 2023. Mr. Lutz shall be entitled to all retiree benefits as outlined in the EHAC agreement

FACILITIES

H-1 2022 Capital Outlay / Annual Project Update – nothing new to report.

H-2 2023 Capital Outlay Project – nothing new to report.

H-3 Capital Project 2021 / Energy Performance Contract (EPC) Update – EPC work is happening during second shift at Cohen changing out light bulbs. There was a nice turnout for the Bid Walk-through on February 9th, Bid opens February 28. The meeting on March 15 will be necessary to award the bid.

NEW BUSINESS

J-1 TAE Band Field Trip – Dorney Park - approved

A motion was made by John Cole, seconded by Jody Buckley and carried 5-0 to approve the TAE Band trip to Dorney Park in Allentown, PA on June 3, 2023 for “Music in the Parks”.

CONSENT

A motion was made by John Cole, seconded by Michael Lepak and carried 5-0 to approve the following consent agenda items **K-1 through K-4**.

K-1 CSE Recommendations and Funding - approved

The Board of Education approved the student placement determinations from the February 8, 2023, CSE/504 meeting(s) and the funds to support such recommendations.

K-2 Donation – Community Foundation - accepted

The Board of Education accepted with thanks and appreciation, mini-grant donation of \$1,500.00 from Community Foundation of Elmira-Corning and the Finger Lakes to be used to cover travel expenses for the TAE Band trip to “Music in the Parks” at Dorney Park.

K-3 Donation – Hansen Family Foundation - accepted

The Board of Education accepted with thanks and appreciation, grant donation of \$4,316.00 from Hansen Family Foundation to purchase band instruments for Cohen Elementary and Middle School.

K-4 Donation – Hansen Family Foundation - accepted

The Board of Education accepted with thanks and appreciation, grant donation of \$3,117.25 from Hansen Family Foundation to purchase musical instruments for Cohen Middle School.

DISCUSSION

N-1 2023-24 Budget Planning and Tax Cap

Business Manager, Martha Clark reviewed anticipated expenses and revenues for 2023-24. She requested guidance from the Board on an acceptable tax cap goal so they can continue crunching the numbers. After discussion, the Board agreed that a 1.57% cap would seem acceptable.

N-2 Transportation Study update

The PTSI group has been in the district a lot this week for meetings and observing dismissal. Further reporting will be given at March 15 meeting.

NEXT MEETING

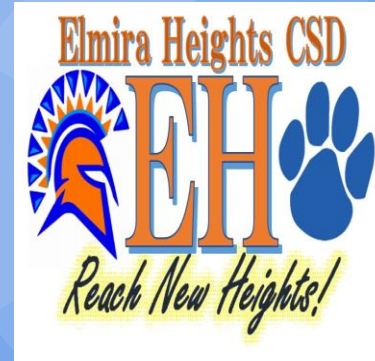
| | | | |
|--------------------------|---------------------------------|---------|--------------|
| Wednesday March 1, 2023 | Regular BOE Meeting | 7:00 pm | Community Rm |
| Wednesday March 8, 2023 | Regular BOE Meeting (if needed) | 7:00 pm | Community Rm |
| Wednesday March 15, 2023 | Regular BOE Meeting | 7:00 pm | Community Rm |

ADJOURNMENT – At 8:09pm motion was made by Michael Lepak, seconded by Andrew Willard, and carried 5-0 to adjourn the meeting.

Clerk

2023-2024 Elmira Heights CSD Budget Overview & Assumptions

February 15, 2023





BUDGET ASSUMPTIONS

- Maintaining current academic and extracurricular programming
 - Addressing academic challenges - COVID impact continues
 - Maintain current staffing levels
- Reduction in reliance on Appropriated Fund Balance
- Maintain School Bus Replacement Schedule
 - Type C 65 passenger
 - Wheelchair Accessible
- Vehicle and Equipment replacement schedule
- Continue to implement Technology Plan



BUDGET ASSUMPTIONS - CONT'D

- Contractual Salary increase of average of 3.0%
- Health Insurance - preliminary increase of 0%
- GST BOCES - Budget meeting scheduled for 2/3/2023, anticipated increase of 6.73%
- TRS Employer Contribution Rate tentative decrease from 10.29% to 9.76%
- ERS Employer Contribution Rate tentative increase from 11.6% to 13.1%



Executive Budget Proposal Highlights


- The final phase-in of Foundation Aid
- Additional UPK Funding
- A set aside within Foundation Aid for “high impact tutoring”
- Additional funding for early college high school & P-TECH grants
- Funding over 2 years for Districts & BOCES to partner with local industry on strategic workforce plans
- Expanded mental health services for school age children



Expenditure Projections



Instructional Programming

- 
- Maintain all current academic and extracurricular programming
 - Maintain all current staffing with *anticipated* additional of Instructional Support
 - School Resource Officer
 - Professional Development – continue the implementation of MTSS Program
 - Equipment Replacement:
 - Musical Instrument
 - Physical Education Equipment

GST BOCES Initial Service Request

| Code | Description | 2022-23 Initial Request | 2023-24 Initial Request | \$ Change Year to Year | % Change Year to Year |
|------|------------------------------|----------------------------|----------------------------|---------------------------|--------------------------|
| 1010 | Board of Education | \$ 1,000 | \$ 1,000 | \$ - | 0.00% |
| 1310 | Business Administration | \$ 601,906 | \$ 603,101 | \$ 1,195 | 0.20% |
| 1680 | Computer Services | \$ 881,189 | \$ 894,871 | \$ 13,682 | 1.53% |
| 1981 | BOCES Administration | \$ 459,597 | \$ 496,740 | \$ 37,143 | 7.48% |
| 2020 | Supervision | \$ 3,939 | \$ 3,800 | \$ (139) | -3.66% |
| 2060 | Research/Planning/Evaluation | \$ 6,865 | \$ 7,133 | \$ 268 | 3.76% |
| 2070 | In-Service | \$ 183,494 | \$ 190,709 | \$ 7,215 | 3.78% |
| 2110 | Teaching - Regular | \$ 327,081 | \$ 352,912 | \$ 25,831 | 7.32% |
| 2250 | Special Education | \$ 2,770,856 | \$ 2,720,825 | \$ (50,031) | -1.84% |
| 2280 | Occupational Education | \$ 823,323 | \$ 1,153,901 | \$ 330,578 | 28.65% |
| 2330 | Teaching - Special | \$ 146,433 | \$ 198,115 | \$ 51,682 | 26.09% |
| 5510 | Transportation | \$ 1,485 | \$ 1,807 | \$ 322 | 17.82% |
| | TOTAL BOCES BUDGETED | \$ 6,207,168 | \$ 6,624,914 | \$ 417,746 | 6.73% |



Transportation

- Purchase two buses
 - 1 – Type C 65 Passenger
 - 1 – Type C Wheelchair Accessible Bus
- Purchase two DOT (student transport) vehicles
- Upgrade radios and communication service
- Maintain facilities lease and maintenance agreements with Horseheads CSD



Maintenance and Facilities

- New York Safe Act = \$35K for Security Improvements
 - Door Security & Access
 - Cameras
- Upgrade radios and communication service
- Continue all preventative maintenance agreements
- Maintain replacement schedule for desks, chairs, and tables



2023-2024 Capital Outlay Project

Scope of the Project at Thomas Edison High School with Total Project cost of \$100,000

- Exterior Main Office Door and Sidewalk
- Avigilon Access Control Upgrade
- Gymnasium Basketball hoops
- Drinking fountains





Athletics

- Maintain current programs
- Soccer – add new program
- Track and Field Pads
- Replacement of 3 pieces of Weight Room equipment



Projected Expenditures

| Account | 2022-2023 Adopted Budget | 2023-2024 Proposed Budget | Dollar Difference | Percent Difference |
|---------------------------|-------------------------------------|--------------------------------------|------------------------------|-------------------------------|
| General Support | 3,798,411 | 4,118,096 | 319,685 | 8.42% |
| Instructional | 12,228,886 | 13,120,071 | 891,185 | 7.29% |
| Transportation | 569,987 | 730,607 | 160,620 | 28.18% |
| Employee Benefits | 5,551,543 | 5,713,255 | 161,712 | 2.91% |
| Debt Service | 2,292,774 | 2,318,721 | 25,947 | 1.13% |
| Interfund Transfer | 150,000 | 150,000 | - | 0.00% |
| Total | 24,591,601 | 26,150,750 | 1,559,149 | 6.34% |



Revenue Projections





2023-24 Governor's Proposal

District: ELMIRA HEIGHTS CSD

County: Chemung

| Aid Categories | 2022-23 | 2023-24 | Change | % Change |
|--|-----------|------------|-----------|----------|
| Foundation Aid | 9,548,417 | 12,351,577 | 2,803,160 | 29.4% |
| Charter School Transition Aid | - | - | - | NA |
| High Tax Aid | - | - | - | NA |
| Summer Transportation Aid | - | - | - | NA |
| Transportation Aid w/o Summer | 600,432 | 668,942 | 68,510 | 11.4% |
| Building Aid | 1,921,962 | 1,897,255 | (24,707) | -1.3% |
| Building Reorganization Aid | - | - | - | NA |
| Operating Reorganization Incentive Aid | - | - | - | NA |
| Non-BOCES Computer Administration Aid | - | - | - | NA |
| Non-BOCES Career Education Aid | - | - | - | NA |
| Non-BOCES Academic Improvement Aid | - | - | - | NA |



2023-24 Governor's Proposal

District: ELMIRA HEIGHTS CSD

County: Chemung

| Aid Categories | 2022-23 | 2023-24 | Change | % Change |
|--|-------------------|-------------------|------------------|--------------|
| BOCES AID | 1,862,593 | 2,002,898 | 140,305 | 7.5% |
| Public Excess Cost High Cost Aid | 416,579 | 383,651 | (32,928) | -7.9% |
| Private Excess Cost Aid | - | - | - | NA |
| Software Aid | 3,389 | 14,935 | 11,546 | 340.7% |
| Library Materials Aid | 6,187 | 6,231 | 44 | 0.7% |
| Textbook Aid | 56,519 | 58,192 | 1,673 | 3.0% |
| Hardware and Technology Aid | 19,502 | 19,953 | 451 | 2.3% |
| Full-Day Kindergarten Conversion Aid | - | - | - | NA |
| Universal Prekindergarten Aid | 340,155 | 340,155 | - | 0.0% |
| Supplemental Public Excess Cost Aid | - | - | - | NA |
| Academic Enhancement Aid | - | - | - | NA |
| Total Aid | 14,775,735 | 17,743,789 | 2,968,054 | 20.1% |
| Total Aid excluding Building Aids | 12,853,773 | 15,846,534 | 2,992,761 | 23.3% |

Required Set-Aside from 2023-24 Foundation Aid for "High Impact Tutoring": 296,216

SOURCE: Compiled by NYSCOSS from New York State Education Department February 1, 2023 estimates of School Aid under Governor's Executive Budget proposal

PRELIMINARY TAX CAP CALCULATION

| Elmira Heights Central School District | |
|--|--------------------|
| Tax Levy Limit Determination (Chapter 97 of the Laws of 2011) | |
| 2023-2024 Fiscal Year | |
| Tax Levy Cap - Calculations and Totals | |
| Tax Levy Limit (Cap) Before Exclusions | |
| Tax Levy Fiscal Year Ending (FYE) 06/30/2023 | \$8,124,805 |
| Total Tax Cap Reserve Amount from FYE 06/30/2023 | \$0 |
| Tax Base Growth Factor** | 1.0032 |
| PILOTS receivable FYE 06/30/2023 | \$81,873 |
| Capital Tax Levy for FYE 06/30/2023 | 360,884 |
| Allowable levy growth factor*** | 1.0200 |
| PILOTS receivable FYE 06/30/2024 | \$82,985 |
| Available Carryover from FYE 06/30/2023 | \$0 |
| Total Levy Limit Before Exclusions | \$7,956,591 |
| ** As determined by the NYS Office of Real Property Tax Services (ORPTS) | |
| *** As determined by the NYS Office of the State Comptroller | |
| | |

PRELIMINARY TAX CAP CALCULATION-CONT'D

| Exclusions | |
|--|---|
| Tax levy necessary for expenditures resulting from tort orders/judgments over 5% FYE 06/30/2023 tax levy | \$0 |
| Capital Tax Levy for FYE 06/30/2024 | \$295,634 |
| Tax levy necessary for pension contribution expenditures caused by growth in ERS | \$0 |
| TRS | \$0 |
| Total Exclusions | \$ 295,634 |
| Tax Levy Limit, Plus Exclusions | \$ 8,252,224 |
| Tax Levy Limit, Plus Exclusions % | 1.57% |
| Proposed Levy for FYE 06/30/2024 | \$8,252,224 |
| Difference Between Tax Levy Limit Plus Exclusions and Proposed Levy | (\$0) |
| Do you plan to override the cap in 2024? | <input type="radio"/> Yes <input checked="" type="radio"/> No |

Projected Revenues

| Account | 2022-2023 Adopted Revenue | 2022-2023 Proposed Revenue | Dollar Difference | Percent Difference |
|---|------------------------------|-------------------------------|----------------------|-----------------------|
| Real Property Tax Items | 8,390,286 | 8,384,101 | (6,185) | -0.07% |
| Charges For Services | 71,320 | 66,000 | (5,320) | -7.46% |
| Use of Money & Property | 198,524 | 151,524 | (47,000) | -23.67% |
| Reimbursements/Refunds | 351,000 | 351,000 | - | 0.00% |
| State Aid | 14,880,721 | 18,724,232 | 3,843,511 | 25.83% |
| Federal Aid | 50,000 | 50,000 | - | 0.00% |
| Appropriated Reserves & Fund Balance | 649,750 | - | (649,750) | -100.00% |
| Total | 24,591,601 | 27,726,857 | 3,135,256 | 12.75% |



Revenue to Expenditure ??

| | |
|------------------------|---------------------|
| Projected Revenue | \$27,726,857 |
| Projected Expenditures | <u>\$26,150,750</u> |
| Anticipated Surplus | \$ 1,576,107 |

Questions and Next Steps

