

**Board of Education
Regular Meeting**

Minutes August 2, 2023

**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 August 2, 2023 by President Joseph Sullivan.

Members Present: Jody Buckley, Christopher Callas, John Cole, Terrance Day, Michael Lepak

Member Absent: Michael Lepak, Mikki Yesesky

Others Present: Michael Gill, Tom Boyanowski, Alisha Jack, Patrick Parks

APPROVAL OF AGENDA/MINUTES

Agenda -

A motion was made by Christopher Callas, seconded by Terrance Day and carried 5-0 to approve the agenda with additions to F-4 and N-3 appointment and discussion topic of the August 2, 2023 Board of Education Regular meeting session.

Minutes –

A motion was made by Jody Buckley, seconded Christopher Callas and carried 5-0 to approve the minutes of the following Board of Education Meetings: July 12, 2023 Board of Education Regular Meeting

Order of Business:

A motion was made by John Cole, seconded by Terrance Day 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.

At this point in the meeting, the President jumped to F-4 Personnel Appointment:

A motion was made by John Cole, seconded by Christopher Callas, and carried 5-0 to approve the following probationary appointment:

Alisha Jack

Tenure Area: District Administrator

Effective: September 5, 2023

**Probationary Period: four (4) years effective September 5, 2023 thru September 4, 2027*

Certification: Initial School Building Leader expires August 31, 2028

Total Compensation per EHAC Contract: \$75,000 (to be prorated)

**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.

EXECUTIVE SESSION:

At 7:03pm a motion was made by John Cole, seconded by Christopher Callas and carried 5-0 to enter executive session to discuss employment history of a particular persons issues and real estate strategies (future bus garage location).

ADJOURN EXECUTIVE SESSION:

At 7:43pm a motion was made by Terrance Day, seconded by Jody Buckley, and carried 5-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦ Buildings and Grounds crew are removing the front bushes at TAE, they were beginning to be overgrown and cause a safety concern with visibility. They are also addressing the fence that has collapsed up at cohen. ♦ Signage update coming to Cohen soon
♦ MTSS has a new committee structure and will need a Board of Education member to join. ♦ Re-Introducing soccer this year, signups were low

Tom Boyanowski – Administrator ♦ Summer's going quickly. Lots of people in the building this summer --ESY, and Summer Cohesion have been operating flawlessly ♦ A few new hires this year, and after 33 years Sheri Parsons is retiring (HS Office Clerk), she will be missed ♦ Fall sports start in a few weeks. ♦ Professional Development at the Leadership Conference put on by BOCES was great, the focus was on steps to unify the districts which will open up opportunities for students.

PERSONNEL:

A motion was made by John Cole, seconded by Terrance Day and carried 5-0 to approve the following recommended personnel items F-1a through 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 Appointments

a. The board approved the update to the personnel appointments from the July 12, 2023 Reorganization Meeting due to the retirement of Andy Lutz (previously appointed):

r.	Director of Physical Education	<u>Michael Gill</u>
z.	Foster Care Liaison	<u>Megan Molina</u>
hh.	Designee for Homeless Determinations	<u>Krissy McNamara</u>
jj.	Sexual Harassment Complaint Officers	<u>Brandon Foley</u>
mm.	Attendance Officer	<u>Brandon Foley</u>
nn.	COVID-19 Coordinator	<u>Megan Molina</u>

b. The Board approved the following substitute(s) for the 2023-2024 school year:

Substitute Teacher:

R. Andy Berg	Barbara Day	Patrick Lewis	Kyla Sotomayer
Scott Becker	Paula Edelmann	Maren Lutz	Connor Thorpe
Vicki Behrens	Timothy Gallagher	Thomas Menechella	Yuki Torita-Schillo
Brooks Bellinger	Jose Gomez	Michele Mitchell	Jeff Tubby
Donald Brimmer Jr	Judith Hamma	Charlene Mustico	Rusten Webber
Sharon Burdick	Janice Jackson	Madison Pelchar	Francis Whitford
Gerald Carpenter	Alison Klee	Christine Skinkle	Sara Yorio
Ryleigh Carson	Tina Klein	Heather Smith	Kali Evans

Substitute Support Staff:

Brittney Hidalgo	Jose Gomez	Thomas Menechella	Connor Thorpe
Vicki Behrens	Timothy Gallagher	Joseph Miller	Yuki Torita-Schillo
Donald Brimmer Jr	Judith Hamma	Michele Mitchell	Evelyn Truax
Sharon Burdick	Karen Hannon	Charlene Mustico	Rusten Webster
Gerald Carpenter	Phyllis Hatfield	Madison Pelchar	Kathleen Willis
Ryleigh Carson	Melissa Kelley	Margaret Ridosh	Sara Yorio
Lisa Cobb	Alison Klee	Christine Skinkle	Kaili Evans
Judith Darby	Tina Klein	M Kelly Smith	Marty Dodge
Barbara Day	Patrick Lewis	Scott Stanton	Mike Lattimer
Rena Difasi	Maren Lutz	Carol Sullivan	

c. The Board approved the following probationary appointments:

Molly Maloney

Tenure Area: School Counselor

Effective: August 3, 2023

**Probationary Period: four (4) years effective August 3, 2023, through August 2, 2027

Certification: Initial School Counselor expires August 31, 2028

Total Compensation per EHTA Contract \$52,631.53 (Step 1 + 60 credit hours with additional workday stipends totaling \$4,210.53)

Maria Shernesky

Tenure Area: Secondary English

Effective: August 3, 2023

**Probationary Period: four (4) years effective August 3, 2023, through August 2, 2027

Certification: Initial English Language Arts 7-12 expires January 31, 2028

Total Compensation per EHTA Contract: \$45,051 (Step 2)

**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.

d. Coaching

The Board appointed the following list of coaches for the 2023-24 school year pending all certification requirements.

<u>Sport</u>	<u>Coach</u>	<u>Level</u>	<u>Year</u>	<u>Stipend</u>
Varsity Football	Kyle Erickson	3	6	\$ 6,165.43
Assistant Football	John Nolan	2	4	\$ 3,440.13
Modified Football	Jared Slaven	2	4	\$ 2,367.88

Modified Football	Donald Wainwright	2	2	\$ 2,367.88
Varsity Cross Country	Jedediah Twichell	2	3	\$ 3,038.04
Modified Cross Country	Emily Thresher	2	2	\$ 1,831.76
Varsity Volleyball	Alyssa Covas	2	2	\$ 4,735.76
JV Volleyball	Olivia Thresher	1	1	\$ 2,993.36
Modified Boys Soccer	Shawn Nugent	1	1	\$ 2,323.20
Modified Girls Soccer	Kevin Weber	1	1	\$ 2,323.20
Varsity Fall Cheerleading	Jessica Smith	4	20	\$ 3,038.04
Varsity Boys Basketball	Lenny Smith	4	20	\$ 6,612.20
JV Boys Basketball	Shawn Nugent	3	7	\$ 3,708.19
Varsity Girls Basketball	Chris Mallette	3	7	\$ 6,165.43
JV Girls Basketball	Paul Richmond	3	6	\$ 3,708.19
Varsity Winter Cheerleading	Jessica Smith	4	20	\$ 3,038.04
Varsity Bowling	Eric Gunderson	4	16	\$ 3,038.04
7th Grade Girls Basketball	Sheena Sadler	2	2	\$ 2,367.88
8th Grade Girls Basketball	James Nierstedt	3	6	\$ 2,412.56
7th Grade Boys Basketball	Levi Howe	2	2	\$ 2,367.88
8th Grade Boys Basketball	Nick Hart	2	5	\$ 2,367.88
7th Grade Volleyball	Katelyn Warren	2	2	\$ 2,367.88
8th Grade Volleyball	Alyssa Covas	2	2	\$ 2,367.88
Varsity Wrestling	Kevin Weber	3	11	\$ 6,165.43
Modified Wrestling	Bobby Roe	2	2	\$ 2,367.88
Varsity Baseball	Chris Bennett	2	2	\$ 4,735.76
JV Baseball	Jared Slaven	2	4	\$ 3,038.04
Varsity Softball	Elizabeth Warren	3	7	\$ 4,914.47
JV Softball	Donald Wainwright	2	3	\$ 3,038.04
Varsity Boys Track	Shane Devlin	3	6	\$ 4,914.47
Assistant Boys Track	Shawn Nugent	3	14	\$ 3,082.71
Varsity Girls Track	Jedediah Twichell	2	5	\$ 4,735.76
Assistant Girls Track	Lenny Smith	2	3	\$ 3,038.04
Modified Track	Sheena Sadler	2	2	\$ 2,367.88
Varsity Tennis	Joe Condame	4	33	\$ 3,708.19
Modified Tennis	Mike Cady	3	8	\$ 1,965.79

e. Volunteers

The Board approved the following volunteers to work with our athletic program for the 2023-24 school year.

Aries Sanchez – cheer	CJ Stroman - football	Josh Goetz – football
Sydni Pylkas – cheer	Ryan Stroman – football	Brian Joe – football
Mike Morgan – cross country	Mike Mawhir - football	Katelyn Warren - volleyball

f. Supervision/Game Help

The Board approved the following people for supervision/game help positions for the 2023-24 school year. All supervisors will hold current CPR/AED certification:

Jen Woodworth	Connie Gleason	Andi Rice	Nancy Monks
Chris Bennett	Chris Klee	Missy Lutz	Melissa Kelley
Kyle Erickson	James Nierstedt	Mike Bennett	John Townsend
Mike Cady	Carol Cady	Elizabeth Warren	Alyssa Hoobler
Shawn Nugent	Paul Richmond	Shane Devlin	Fran Whitford
Carol Sullivan	Lenny Smith	Dawn Call	Liz Reed
Kirstin Southard-	Andy Berg	Lori Andreine	Levi Howe
Twichell	Jen Johnson	Marcia Ashton	
Jedediah Twichell	Sherry Moore	Tammy Farley	

F-2 Resignations/Terminations/Retirements

Retirement

a. Sheri Parsons/Clerk Typist

The Board accepted for the purpose of retirement, the resignation of Mrs. Sheri Parsons as High School Office Clerk Typist, with thanks and best wishes. Her last day with the district will be August 31, 2023. Mrs. Parsons will be retiring after thirty-three (33) years of service to the district.

F-3 Change in Employment Status

- a. The Board approved the permanent appointment of the following support staff as they have successfully completed their probationary period in accordance with current Civil Service Regulations.

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>
Michael Crowley	September 7, 2023	Custodian

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Christopher Callas, seconded by Jody Buckley, and carried 5-0 to acknowledge the following consent financial reports G1a.

- a. Budget Status Report as of July 26, 2023
- b. Revenue Status Report as of July 26, 2023
- c. Budget Transfer Reports as of July 26, 2023
- d. Treasurer’s Report for June 2023
- e. Claims Auditor Report for June 2023
- f. Extra Classroom Report for June 2023

FACILITIES

The following updates were reviewed by Superintendent Gill in the attached Construction report provided by Welliver with questions and answers:

- H-1 2023 Capital Outlay 3
- H-2 2024 Capital Outlay Project
- H-3 Capital Project 2021 / Energy Performance Contract (EPC) Update

CONSENT

A motion was made by Terrance Day, seconded by Jody Buckley and carried 5-0 to approve the following consent agenda item K-1

K-1 CMS SCEP plan 22-23 - approved

The Board of Education approved the 2023-24 Cohen Middle School Comprehensive Education plan as presented at the July 12, 2023 Board of Education meeting.

DISCUSSION TOPICS

- N-1 NYSSBA – School Board Conference Oct 26-28, 2023 Buffalo – confirmed 5 members will be attending this year
- N-2 Board of Education Retreat – Will need to have a short Board Meeting before heading to Radisson, Welliver hosting Board retreat, discuss best practices and professional development.
- N-3 District plan review – The following plans were presented with updates
 - 2023-25 Special Education Plan – minor changes, updating types of classes
 - 2023-25 CR 154 Plan – only updates reflect new NYSED regulations with qualifications and services
 - 2023-24 Attendance Plan – reviewed terminology, updated letters
 - 2023-24 PDP – reviewed action plan to include upcoming curriculum assessment and infrastructure
 - 2023-25 RTI AIS Plan – reviewed updates to include specialized staff

NEXT MEETING

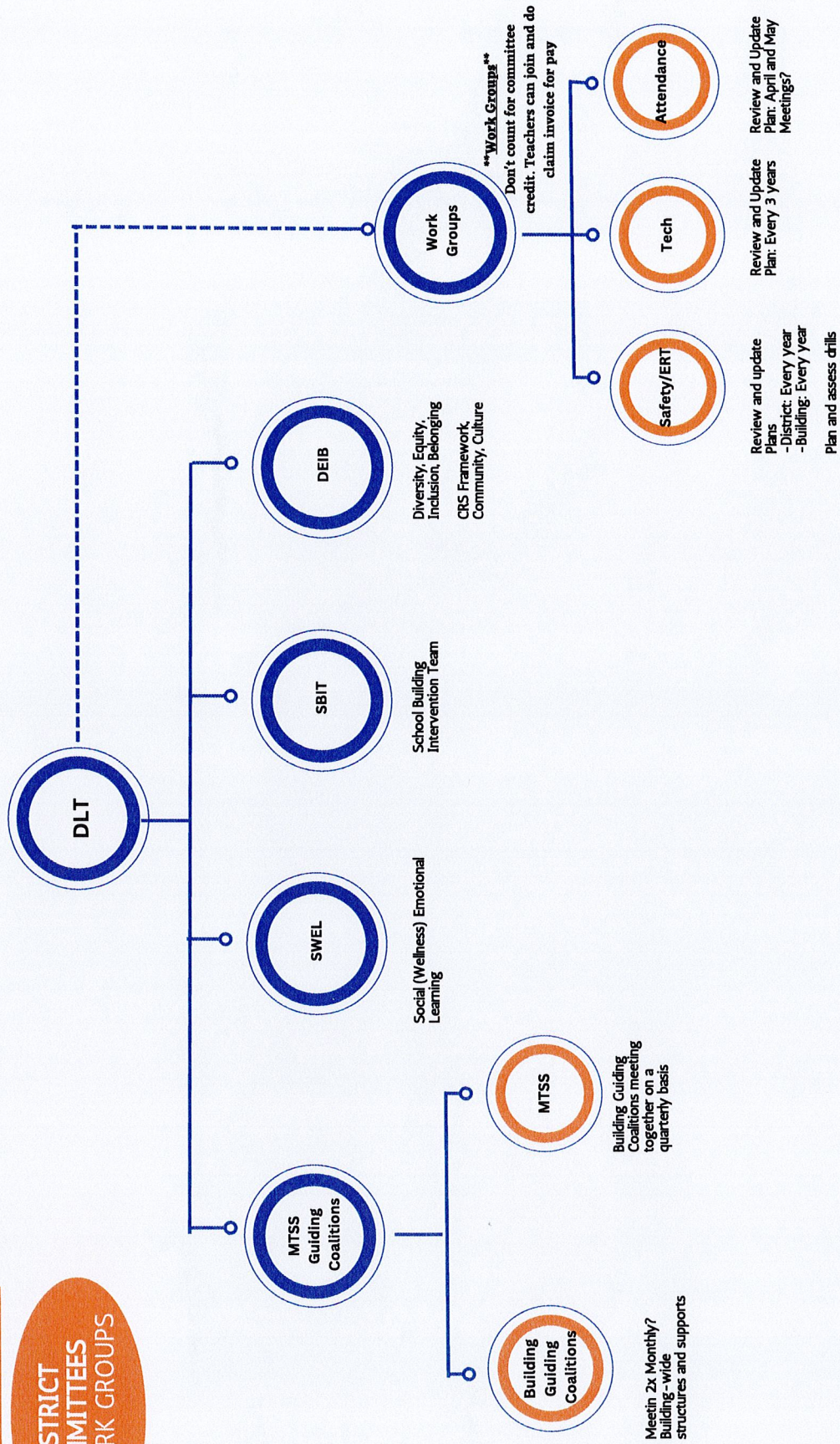
Wednesday August 23, 2023	Regular BOE Meeting	5:00 pm	Community Rm
Wednesday August 23, 2023	Board Retreat	5:15 pm	following reg mtg
Wednesday August 30, 2023	Annual Visual Inspection	6:00 pm	District Wide
Wednesday September 6, 2023	Regular BOE Meeting	7:00 pm	Community Rm

ADJOURNMENT – At 8:40 pm motion was made by Terrance Day, seconded by Jody Buckley, and carried 5-0 to adjourn the meeting.

Clerk

2023-2024

DISTRICT COMMITTEES & WORK GROUPS





District Leadership Team

GOALS 2023-2024

Strategic Goals

- District Initiative: Professional Learning Communities w/in MTSS practices:
 - PLC at Work NYS Cohort 1: PLC best practices
 - Essential Standards
 - Data Picture of The Heights
- Communication: Implementation of Central HUB of information for the District.
- Systems: Evaluate SBIT and Kid Talk inside the context of both MTSS and “Committee” requirements related to contract language.
- SEL activities for Staff

Professional Development Goals

- SWEL Goal: tbd
- DIE-B specific Goal: tbd
- Gender-Equity ((NYSED CRS Framework?) PD cont'd +/-or next steps.
- Para-Educator Cont'd
- Google Training: NEW employees, ongoing
- School Climate Survey: Review for PD needs

Curriculum & Instructional Goals

- NYS Standards
- Essential Standards
- PD Plan (contract language, green apron ideas, mentoring, strategic planning of time)

Elmira Heights Central School District

Construction Report

08/02/23

Joseph Sullivan Sr., President

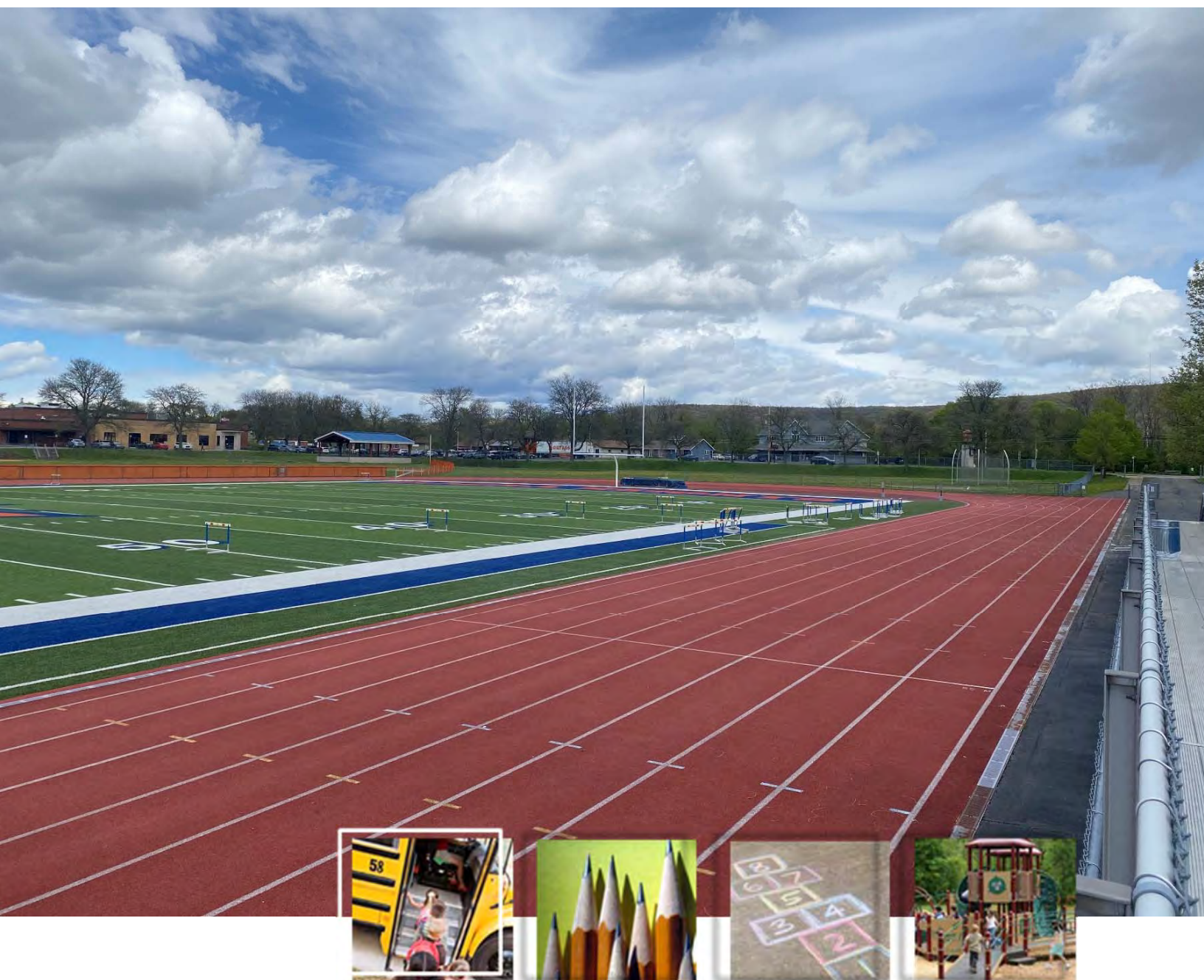
Michael Lepak, Vice President

Jody Buckley, Christopher Callas, John Cole, Terry Day
and Mikki Yesesky

Michael F. Gill, Superintendent

Martha Clark, School Business Executive

Todd VanHouten Director of Facilities & Transportation Supervisor



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Section 2.....Capital Project Budget Report

Section 3..... Capital Project Schedule

SECTION 1

CAPITAL PROJECTS STATUS REPORT

EHCS D Board Meeting
08/02/23

1. PROJECT UPDATES

a. 23-24 Outlay – Currently waiting for associated Contractors to submit final pricing on scopes of work. Pending receipt of final proposals the project paperwork will begin.

b. Capital and Federal Funding – The first phases of demolition and abatement activities are substantially complete at both buildings. At Cohen the abatement of the first and second floor North toilet rooms, on the Intermediate side of the building, will begin 8/7 and will be completed prior to the start of school. At the existing Edison loading dock doors abatement will occur when the new doors and frame arrives. This material is anticipated to be onsite by the end of August. At the Edison building additional abatement was completed at the rear of the building. This additional abatement needed to be completed to allow the loading dock ramp and cafeteria sitting area. At the loading dock the new dock foundation walls have been completed and the loading dock slab will be poured shortly. Work has begun on the new foundations for the loading dock ramp and sitting area. At the track parking lot underground drainage has been installed, fence posts installed and new concrete sidewalks poured. Paving operations will follow the completion of the track surfacing. Striping of the parking lot, fence fabric and site remediation will conclude work in the track parking lot. The track cleaning and surfacing will begin in August. This work is anticipated to take three weeks with the cooperation of the weather. We will keep everyone updated on the progress to reopen the track facility. All other track and field related work has been completed. In the science wing required fire rating of the existing corridor walls has been completed. Work to reinstall the ceiling is underway. Steel joists above the boys and girls locker room ceilings have been painted. Additional work to replace old roof drain piping and other associated components have been completed above the ceiling in both locker rooms. The new ceiling grid install has begun following completion of above ceiling work. All new ceiling tiles will be installed the middle of August. Work on the new Edison boilers is continuing. The boiler pumps have been a material delivery concern and tracked from when the order has been placed. Unfortunately the new boiler pumps have indeed slipped from shipping in August until September. If this date continues to slide, the existing boiler pump, that was retained, will be reinstalled to produce heat at the building. At Cohen the HVAC contractor continues to install new chilled water piping. Following testing of the new piping the pipes will be insulated allowing for the ceiling grid and tiles to be installed. The Electrician has completed running new conduit down the first floor corridor to power the new chillers from the main electrical room. The new digital sign foundations have been installed at the Cohen entrance. It is anticipated that the new sign be installed at the end of August and be operational for the start of the upcoming 23-24 school year. At the Cohen loading dock demolition activities have been completed. New foundations and walls for the new loading dock steps and loading dock ramp are underway. Loading dock activities will be completed and operational for the start of the upcoming school year. Other than the Edison cafeteria sitting area brick all anticipated work areas will be completed on schedule. When Staff and students return work will begin in the Edison community room, locker room roofing and Cohen Intermediate first and second floor toilet rooms. These activities will continue through the fall until completion.

SECTION 1

CAPITAL PROJECTS STATUS REPORT

c. Energy Performance Contract – Communication cabling at the Edison building has started. Work will continue to prepare for upcoming work along with on demand ventilation in large group spaces like the Edison gymnasium and auditorium.

d. Building Condition Survey – The transportation building, safety and security and building envelope items have been prioritized and are currently being reviewed for cost. After critical deadlines are completed with the above, further work will be completed on the district wide building condition survey including ranking items and evaluating cost of work.

ID	Task Name	Duration	Start	Finish	2024											
					Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	
1	Elmira Heights Capital Project	695 days	Mon 5/2/22	Fri 12/27/24												
2																
3																
4	Capital Project \$10.475 + Federal Funding	455 days	Mon 4/3/23	Fri 12/27/24												
5	Construction	375 days	Mon 4/3/23	Fri 9/6/24												
6	Edison	280 days	Mon 5/8/23	Fri 5/31/24												
7	Community Room Technology	85 days	Mon 9/11/23	Fri 1/5/24												
8	Portion of District Office Roof	20 days	Mon 9/18/23	Fri 10/13/23												
9	Masonry Restoration	90 days	Mon 6/5/23	Fri 10/6/23												
10	Girls & Boys Locker Rooms	30 days	Mon 7/10/23	Fri 8/18/23												
11	Loading Dock & Seating Area	75 days	Mon 7/10/23	Fri 10/20/23												

Project: Heights Pre Ref 622-21 Date: Thu 7/27/23	Task		External Milestone		Manual Summary Rollup	
	Split		Inactive Task		Manual Summary	
	Milestone		Inactive Milestone		Start-only	
	Summary		Inactive Summary		Finish-only	
	Project Summary		Manual Task		Deadline	
	External Tasks		Duration-only		Progress	

ID	Task Name	Duration	Start	Finish	2024																
					Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov						
13	Auditorium	95 days	Mon 8/7/23	Fri 12/15/23																	
14	Mechanical Room	95 days	Mon 6/26/23	Fri 11/3/23																	
17	Window Replacement Science Wing	15 days	Mon 5/13/24	Fri 5/31/24																	
18	Site Work	89 days	Mon 5/8/23	Thu 9/7/23																	
21	Cohen	305 days	Mon 7/3/23	Fri 8/30/24																	
22	Middle School Main Office and Computer Renovations	95 days	Mon 4/15/24	Fri 8/23/24																	
25	Loading Dock and Digital Sign	45 days	Mon 7/3/23	Fri 9/1/23																	
26	Toilet Room 103A & 203A Renovations	100 days	Mon 8/7/23	Fri 12/22/23																	
29	Toilet Room 234 & 103B Renovations	106 days	Fri 12/22/23	Fri 5/17/24																	

Project: Heights Pre Ref 622-21 Date: Thu 7/27/23	Task		External Milestone		Manual Summary Rollup	
	Split		Inactive Task		Manual Summary	
	Milestone		Inactive Milestone		Start-only	
	Summary		Inactive Summary		Finish-only	
	Project Summary		Manual Task		Deadline	
	External Tasks		Duration-only		Progress	



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