

**Board of Education
Regular Meeting**

Minutes September 6, 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 7:00 p.m. on September 6, 2023 by President Joseph Sullivan.

Members Present: Jody Buckley, Christopher Callas, John Cole, Terrance Day, Michael Lepak, Joseph Sullivan, Mikki Yesesky

Member Absent:

Others Present: Michael Gill, Martha Clark, Mike Bennett, Melanie Beach, Alisha Jack, Wendy Jurusik, Joseph Condame, Paula Cole, Barb Day, Stacia Kruckow, Carol Cady, Andrew Willard, Andrew Lutz

APPROVAL OF AGENDA/MINUTES

Agenda -

A motion was made by Jody Buckley, seconded by Michael Lepak, and carried 7-0 to approve the agenda with corrections for the September 6, 2023 Board of Education Regular meeting session.

Minutes –

A motion was made by Terrance Day, seconded Christopher Callas and carried 7-0 to approve the minutes of the following Board of Education Meetings: August 23, 2023 Board of Education Regular Meeting

Order of Business:

A motion was made by John Cole, seconded by Mikki Yesesky 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.

At this point in the meeting, the President jumped to L-1 Board Recognition and Dedication to Andrew Lutz

Superintendent Gill presented photos of retired Principal Andy Lutz's career in the district and the Board presented Andy with a plaque dedicating what is now known as the "Andrew P. Lutz PreK Playground" at Cohen Elementary to honor his years of service and dedication to the Heights school district.

EXECUTIVE SESSION: *not needed*

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦ Great first day with students! Very hot! Shout out to cleaners, facilities looked good! No transportation issues reported. ♦ Staff Conference day was a great, PFO provided lunch ♦ Tree limbs fell down unexpectedly out front at TAE, more were inspected and will be taken down that are deemed hazardous. ♦ Track is open!

Martha Clark – Business Manager ♦ Insero will be presenting at the Audit committee meeting in October. ♦ State reporting is wrapped up and reported.

PERSONNEL:

A motion was made by John Cole, seconded by Terrance Day and carried 7-0 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 Resignations/Terminations/Retirements

Resignation

- a. Jacob Maynard, long-term substitute

The Board accepted the resignation of Jacob Maynard as long-term substitute effective immediately. Mr. Maynard has withdrawn his acceptance in a long-term substitute position at TAE, due to only having availability as a per diem substitute.

F-2 Appointments

Recommendation to approve 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. Recommendation to approve the following substitute(s) for the 2023-2024 school year:

Substitute Teacher: Andrew Lutz Patrick Hoose-Saukas Jacob Maynard

Substitute Support Staff: Andrew Lutz

- b. The Board approved the following probationary appointments:

Kelsey Matthews
 Teaching Assistant
 Effective: September 11, 2023
 Probationary Period: September 11, 2023- September 10, 2024
 Compensation per EHESSA Contract: \$18.30 per hour (Step 1)

Brian Clinton
 Cleaner
 Effective: September 7, 2023
 Probationary Period: one (1) year effective September 7, 2023 thru September 6, 2024 per Civil Service Regulations
 Compensation per EHESSA Contract: \$15.55 per hour (Step 1)

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>
Tricia Parlo	September 23, 2023	Food Service Helper

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Jody Buckley, seconded by Christopher Callas, and carried 7-0 to acknowledge the following consent financial reports G1a.

- a. Budget Status Report as of August 30, 2023
- b. Revenue Status Report as of August 30, 2023
- c. Budget Transfer Report (*no report*)
- d. Treasurer’s Report for July 2023
- e. Claims Auditor Report for July 2023
- f. Extra Classroom Report for July 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 –done.
- H-2 2024 Capital Outlay Project
- H-3 Capital Project 2021 / Energy Performance Contract (EPC) Update

CONSENT

A motion was made by Jody Buckley, seconded by Terrance Day and carried 7-0 to approve the following consent agenda item K-1 through K-3.

K-1 2023-24 Code of Conduct - approved

The Board of Education approved the 2023-24 Code of Conduct as presented at the August 23, 2023 Board of Education meeting.

K-2 School Related Group – Project Graduation - approved

The Board recognized Project Graduation as a school-related group for the 2023-24 school year.

K-3 MOU/EOP Child Development Head Start - approved

The Board approved the MOU to the agreement between Elmira Heights Central School District and E.O.P. Child Development Head Start for the period of July 1, 2023 through June 30, 2024.

DISCUSSION TOPICS

N-1 Time Allowed for Community Comment

Superintendent Gill reviewed other districts procedures for public comment, ranging 2-5 minutes and some requiring a week’s notice. The Board discussed their goals and would like to explore drafting a policy for public comment at a board meeting.

N-2 Solar Eclipse April 8, 2024

Superintendent Gill reported that there will be a solar eclipse on April 8, 2024 at approximately 3:15pm and there have been talks across the state of other schools north of our region closing school or changing to a half day to witness the rare event and address

concerns due to traffic at dismissal. After a brief discussion, the Board decided to keep April 8, 2024 as a full day of school, but would like to be updated on any changes with the neighboring districts.

NEXT MEETING

Wednesday	September 20, 2023	Regular BOE Meeting (if needed)	7:00 pm	TAE Aud
Wednesday	October 4, 2023	Audit Committee Meeting	6:30 pm	TAE Aud
Wednesday	October 4, 2023	Regular BOE Meeting	7:00 pm	TAE Aud

ADJOURNMENT – At 7:53 pm motion was made by John Cole, seconded by Mikki Yesesky, and carried 7-0 to adjourn the meeting.

Clerk