Board of Education Regular Meeting

Minutes November 1, 2023

ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT ELMIRA HEIGHTS, NEW YORK

<u>Call to Order</u>: The Regular Meeting of the Board of Education was called to order at 7:03 p.m. on November 1, 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, Cheryl Hayes, Jenny Horigan, Jill Wood, Megan Molina, Brandon Foley

APPROVAL OF AGENDA/MINUTES

Agenda -

A motion was made by John Cole, seconded by Terrance Day, and carried 7-0 to approve the agenda for the November 1, 2023 Board of Education Regular meeting.

Minutes -

A motion was made by Mikki Yesesky, seconded Michael Lepak and carried 7-0 to approve the minutes of the following Board of Education Meetings: October 4, 2023 Board of Education Regular Meeting

Order of Business:

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

EXECUTIVE SESSION: see end of meeting

COMMENTS FROM THE PUBLIC AND STAFF

<u>Michael Gill - Superintendent</u> ◆ Tree removal happening on the southside of the TAE building, trees deemed unsafe. ◆ Friday is the first delivery for the new Food Bank pantry housed at TAE. ◆ Meeting with Solution Tree Consultant, Barb Phillips this week, commented on the positive impact of our staff's excitement during the workshops (virtual) ◆ Reviewing health insurance rates.

<u>Cheryl Hayes, Jenny Horigan, Jill Wood, Megan Molina (Other Staff) – Solution Tree, Syracuse</u> • presented slides reviewing the key points and "takeaways" of the Solution Tree Professional Learning Community (PLC) workshops in Syracuse last week, one group entitled "TEAMS" and one on Special Education.

Brandon Foley, Middle School Administrator ◆ CMS Fun Day on Oct 6, Harvest Dance Oct 27, STEM Field Trip Nov 20 and Building wide Movie day Nov 21 ◆ "Zero Period" held from 7:45 to 8:23am for "recess" time. This is in an effort to approve attendance with fun activities. ◆ Measuring academics and iReady diagnostics to place students in appropriate "WIN" classes.

<u>Martha Clark – Business Manager</u> A Received the last piece for the 22-23 state reports to clear it out. A 24-25 Budget planning has begun. Timeline to be approved this meeting. Attending webinars on changes in financial reporting vs. actual expenses. Beginning stages of negotiations for both teacher and support contracts.

PERSONNEL:

A motion was made by Michael Lepak, seconded by John Cole and carried 7-0 to approve the following recommended personnel items F-1a through F-4a **with additions**, 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. Arazely Sando, Class Advisor

The Board accepted the resignation of Arazely Sando as Sophomore Class Advisor. The stipend will be prorated to \$192.11 (for one month of service) reflecting her last day in this position on October 4, 2023.

F-2 Update to Prior Appointment

- a. The Board corrected the start date of the following employee previously appointed at the October 4, 2023 meeting: Kali Dayton, Food Service Helper
 - Kall Dayton, Food Service Helper Effective: <u>October 10, 2023</u> Probationary Period: <u>October 10, 2023</u> to October 9, 2024/Civil Service Regulations

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 2023-2024 school year:

Substitute Teacher:Katie BurdickSeth Perry*Izabella SmithSubstitute Support Staff:Janice Jackson,Patrick Hoose-SaukasDale DolowaySeth Perry*Izabella Smith

*Pending Fingerprint Clearance

b. Extracurricular Advisors

The Board approved the followin	g extracurricular appointments for t	he 2023-24 sc	hool yea	r:
Position	Appointee	Level	Year	Stipend
Sophomore Class Advisor	Amanda Perry (Williamee)	1	1	\$ 1688.79*
*prorated for Oct 2023-June 202	24			

FINANCIAL

G-1 Reports - acknowledged

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

- a. Budget Status Report as of October 25, 2023
- b. Revenue Status Report as of October 25, 2023
- c. Budget Transfer Report as of October 25, 2023
- d. Treasurer's Report for September 2023
- e. Claims Auditor Report for September 2023
- f. Extra Classroom Report for September 2023

FACILITIES

The following updates were reviewed by Superintendent from the attached Welliver Construction report provided with questions and answers, mentioning cafeteria work will start in the summer and scoreboards are coming in.

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

NEW BUSINESS

J-1 Purchase Contract Resolution

A motion was made by John Cole, seconded by Michael Lepak, and carried 7-0 to approve the below resolution approving the contract to purchase real property, 100 Lenox Ave, and authorize officers and employees of the district to sign all documents.

WHEREAS, the Board of Education seeks to purchase real property, which is a ± 2.19 acre portion of an existing parcel of land situated in the Town of Horseheads, County of Chemung and State of New York, with an address of 100 Lenox Avenue, Horseheads, NY 14845, and identified as Tax Parcel No.: 69.14-5-24 (the "premises") for district purposes, at a cost of One Hundred Thousand (\$100,000.00) Dollars per acre to be calculated on the final acreage to be conveyed in accordance with an agreed survey; and

WHEREAS, the Board of Education has received and reviewed the proposed real estate purchase and sale contract for the purchase of the property;

NOW, THEREFORE, be it resolved by the Board of Education of the Elmira Heights Central School District as follows: Section 1. The Contract to purchase the real property, which is a ±2.19 acre portion of an existing parcel of land situated in the Town of Horseheads, County of Chemung and State of New York, with an address of 100 Lenox Avenue, Horseheads, NY 14845, and identified as Tax Parcel No.: 69.14-5-24 (the "premises") at a cost of One Hundred Thousand (\$100,000.00) Dollars per acre to be calculated on the final acreage to be conveyed in accordance with an agreed survey, upon the terms and conditions set forth therein is hereby approved, subject to the contingencies set forth in the agreement.

Section 2. The officers and employees of the District are authorized and directed to sign all documents and take all steps necessary to approve and complete the purchase following satisfaction of all contingencies.

Section 3. This resolution shall take effect immediately.

<u>CONSENT</u>

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

K-1 CSE Recommendations and Funding - approved

The Board approved the student placement determinations from the October 12, 13, 16, 17, 24, 25, and 30, 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 October 24, 2023 CPSE meeting(s) and the funds to support such recommendations.

K-3 District Comprehensive Improvement Plan (DCIP) - approved

The Board approved the 2023-24 District Comprehensive Improvement Plan (DCIP) as presented at the October 4, 2023 meeting.

K-4 Donation – Tops in Education - accepted

The Board accepted with thanks and appreciation, donations from the Tops in Education Program, received during the 2023-24 school year to be used for materials and supplies as specified by each donation for Thomas Edison High School, or Cohen Middle School, or Cohen Elementary School.

K-5 Donation – PFO - accepted

The Board accepted with thanks and appreciation, the following donations in kind from Elmira Heights PFO:

- Bandages and disinfectant for Nurses' Offices

- Pencil Sharpener for Mrs. Cartwright's 1st grade classroom

approximate value of \$132.00 approximate value of \$72.00 approximate value of \$50.00

- Toys/Prizes for Mr. Warner's 2nd grade classroom K-6 Donation in kind – Generator/\$300.00 - accepted

The Board accepted the following donation in kind of a used Coleman Powermate 2800 generator with an estimated value of \$300 from Andrew Lutz. This generator will be used by the technology classes at the high tunnel to run necessary power tools and potential water pump for irrigation.

K-7 23-24 School Budget Timetable - approved

The Board approved the 2023-24 School Budget Timetable.

DISCUSSION TOPICS

N-1 Reserve Plan 23-24

Business Manager reviewed plan and answered questions.

NEXT MEETING

Wednesday November 15, 2023	Regular BOE Meeting (if needed)	7:00 pm TAE Aud
Wednesday December 6, 2023	Regular BOE Meeting	7:00 pm TAE Aud
Wednesday December 20, 2023	Regular BOE Meeting (if needed)	7:00 pm TAE Aud

EXECUTIVE SESSION:

At 7:56pm a motion was made by Michael Lepak, seconded by Mikki Yesesky, and carried 7-0 to enter executive session to discuss employment history of a particular persons and real estate strategies (future bus garage location).

ADJOURN EXECUTIVE SESSION:

At 8:26pm a motion was made by Christopher Callas, seconded by Jody Buckley, and carried 7-0 to adjourn executive session.

ADJOURNMENT – At 8:28 pm motion was made by Terrance Day, seconded by Mikki Yesesky, and carried 7-0 to adjourn the meeting.

Clerk

Professional Learning Teams



Must have's...

60 minutes per week minimum. Cannot be used for anything else.

Essential Standards need to be done before other work can be completed.



Mindset:

Teachers look at what they need to do, not what the kids need to do.

If too many kids are struggling, it is an instructional issue. What are you going to do to fix it?



Data is the key. Without data our mindset goes to grouping and labeling kids based off preconceived notions.

Never accept that a student is not doing well because they are who they are.



Teachers To do List:

- Bring evidence of student learning from the last 5 days
- Analyze the data
- ✤ Make a plan
- Start with strengths. What did you do that made kids successful?
- End with interventions that are going to be put in place to help students that did not achieve



Planning Interventions:

Intervention starts with core instruction. Initial teaching is Tier 1 intervention.

Tier 2 intervention also happens within the classroom. If you are using a Tier 2 intervention and it works, move it to your Tier 1.



This is supposed to be a support net for teachers. It allows for teachers to work collaboratively to better their teaching and have more students see success. In the long run it will make their teaching easier and more effective.



JULIE A. SCHMIDT JEANNE SPILLER 第3月4日444日3月1日4月4日4月4日 Yes We Can! Syrácuse, NY 10/18 - 10/19 **Cheryl Hayes and Jenny Horigan**

General and Special Educators Collaborating in a Professional Learning Community

Congregation Marries and

All Means ALL

<u>3 Big Ideas of PLC</u> Focus on Learning - both students and teachers

Collaborative Culture - no one person can meet every need

Focus on the controllable

Productive Struggle - increase independence

Labeling

Results Oriented - purposeful, frequent assessments

All Means ALL

Prioritized Standards - proactive learning

 special education teachers are included in strategic pre-instruction conversations and data action planning (not just interventions)

Interdependent team - every person is needed to reach the goal

Accommodations vs. Modifications

- access to guaranteed and viable curriculum for all students
- Modifications <u>change</u> the playing field
- Accommodations <u>level</u> the playing field

All Means ALL

Scheduling - consider the complexities first then build schedule around it

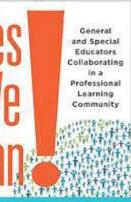
Collaborative learning - kids learning and using academic language

"Can you learn a foreign language by just hearing it?" Instructional Strategies

- scaffolding strategies, thinking maps (when and how to introduce), gradual release, strategic use of questions, prompts and cues
- ACTUAL TAKEAWAYS!!!



High Expectations for <u>ALL STUDENTS</u>! Thank you for the opportunity!



EATHER FRIZIELLIE JULIE A. SCHMIDT JEANNE SPILLER

SLIDESMANIA.COM

What's Been Happening @ CMS?



<u>Fun Day!</u> October 6th

Harvest Dance! October 27th



What's Next @ CMS?

- Completion of i-Ready diagnostics
- November ½ days:
 - 11/20 = STEM & Trips
 - 11/21 = Building Wide Movie
- Marking Period 1 ends November 9th!



Elmira Heights Central School District

Construction Report 11/01/23 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





Confidence built on performance.

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Section 1.....Capital Project Status Reports

Section 2.....Capital Project Budget Report

Section 3..... Capital Project Schedule

SECTION 1

CAPITAL PROJECTS STATUS REPORT

EHCSD Board Meeting 11/01/23

1. PROJECT UPDATES

a. 23-24 Outlay – Contractors have received comments on submitted scopes of work. One of the two Contractors have revised their proposal and we are waiting on the second proposal to release both purchase orders.

b. Capital and Federal Funding – Work is continuing on the first and second floor North Cohen toilet rooms. The second floor slab was successfully poured over Columbus day. The first floor slab was poured October 20th the conference day. On the second floor new wall framing has been completed allowing for the Electrical, Heating and Plumbing Contractors to complete in wall rough in work. On the second floor gypsum wall board is currently being installed. Ceramic tile work will begin the week of 11/6. On the first floor framing has begun and will be followed by in wall rough ins. Work will continue on both the first and second floor toilet rooms until completion. We are closely tracking the new toilet partitions. Without the toilet partitions the turnover of the new toilet rooms over the winter recess would be delayed. When a delivery date is confirmed we will update the Board. The Cohen edge of dock lift has arrived and is now being installed. It is anticipated that the new lift be operational by end of week of 11/3. Looking ahead work will begin in the Cohen Auditorium practice rooms. This work will continue until completion. All work on the Edison locker room roof has been substantially completed including edge metals. A revised delivery date for the two new boiler pumps was received but we do not yet have confirmation that the pumps are in transit. Exterior masonry restoration and sealant work has been completed for this season. Restoration work will pick back up in the spring when the weather allows. Work in the community room is continuing. In wall blocking and electrical rough in has been completed. Patching of the walls has commenced and will be followed by finishing and painting. The specialty Sub Contractor that will be completing the technology improvements will begin their scope of work 11/6. Edison Auditorium work is anticipated to begin 12/1. Work will continue in the Auditorium until completion. New windows are scheduled to ship 11/10. When the windows arrive they will be stored in storage containers onsite. Window and door work will commence in the Edison science wing. Windows will be completed in sections, with coordination with school activities and will continue until all windows are completed. The Edison cafeteria window work will be completed summer of 24'. At both the baseball and softball fields the existing scoreboards have been removed from the existing steel structure. Prep and painting of the existing steel will occur this fall when the weather allows. New scoreboards will be installed prior to the spring sports season.

c. Energy Performance Contract – Building weatherization is still on schedule to begin the middle of November and be completed by the end of November. On demand ventilation work will be completed this Fall.

Elmira Heights Central School District Capital Project Budget Report

Project Referendum

Board Budget Modifications

EHCSD Project Costs

School	Original Budget Program	BOE Approved Budget	Bid Day Construction Costs	Phase of Project	Project Contingency Less Change Orders to Date	Executed Change Orders to Date	Construction Costs	Incidental Costs	State Contract	Total Project Costs	BOE approved Budget Vs. Total Project Costs
Capital	10,475,000	10,475,000	6,485,795	Construction	444,633	116,480	7,046,908	2,190,948	1,225,331	10,463,187	(11,813)
Federal Funding	1,186,560	1,186,560	927,705	Construction	-	-	927,705	162,595	100,000	1,190,300	3,740
Column Totals:	11,661,560	11,661,560	7,413,500		444,633	116,480	7,974,613	2,353,543	1,325,331	11,653,487	(8,073)
Funding Resources Total Project Costs:											
Variance:	8,073										

ID	Task Name		Duration	Start	Finish	MarMay Jul Sep Nov	2024 Jan MarMay Jul Sep Nov.
1	Elmira Heights C	apital Project	695 days	Mon 5/2/22	Fri 12/27/24		
2							
3							
4	Capital Project Federal Fundin	-	455 days	Mon 4/3/23	Fri 12/27/24	· · · · · · · · · · · · · · · · · · ·	
5	Construction		375 days	Mon 4/3/23	Fri 9/6/24		
6	Edison		315 days	Mon 6/5/23	Fri 8/16/24		1
7	Communit	y Room	65 days	Mon	Fri		
	Technolog	У		10/2/23	12/29/23		
8	Masonry F	Restoration	315 days	Mon 6/5/23	Fri 8/16/24		
9	Loading De	ock & Seating A	re105 days	Mon 7/10/23	3Fri 12/1/23		
10	Auditoriur	n	140 days	Mon 8/7/23	Fri 2/16/24		-
		Task		Inactive Task		Start-only	C
		Split		Inactive Milestone	\diamond	Finish-only	C
Dre	iante Unighte Dro Daf 622 21	Milestone	♦	Inactive Summary	0	Deadline	+
-	ject: Heights Pre Ref 622-21 e: Fri 10/27/23	Summary	i	Manual Task		Progress	
		Project Summary		Duration-only		Manual Progress	
		External Tasks		Manual Summary Roll	up		
		External Milestone	\diamond	Manual Summary	 1		
				Page 1			

Name		Duration	Start	Finish	MarMay Jul Sep N	2024 ov Jan MarMay Jul Sep Nov
¹¹ Mechanical Room			175 days Mon 6/26/23Fri 2/23/24			
	•	170 days	Mon 11/20/23	Fri 7/12/24		
Cohen		305 days	Mon 7/3/23	Fri 8/30/24		1
and Comp	outer	ce 95 days	Mon 4/15/24	Fri 8/23/24		
10		A 100 days	s Mon 8/7/23 Mon 1/15/24	Fri 12/22/23		
		106 days		Mon 6/10/24		— —–
HVAC Work		35 days	Mon 7/1/24	Fri 8/16/24		
Elementar	y Office carpet	in _{ 5 days	Mon 8/5/24	Fri 8/9/24	_	1
Heights Pre Ref 622-21 10/27/23	Task Split Milestone Summary Project Summary External Tasks External Milestone		Inactive Task Inactive Milestone Inactive Summary Manual Task Duration-only Manual Summary Roll Manual Summary	up	Start-only Finish-only Deadline Progress Manual Progress	[] ↓
	Mechanic Window R Science W Cohen Middle Sc and Comp Renovatio Toilet Roo Renovatio Toilet Roo Renovatio HVAC Wor Elementar	Mechanical Room Window Replacement Science Wing Cohen Middle School Main Offi and Computer Renovations Toilet Room 103A & 2034 Renovations Toilet Room 234 & 103B Renovations HVAC Work Elementary Office carpet Heights Pre Ref 622-21 10/27/23 Task Split Milestone Summary Project Summary External Tasks	Mechanical Room175 daysWindow Replacement Science Wing170 daysCohen305 daysMiddle School Main Office and Computer Penovations305 daysMiddle School Main Office Renovations95 daysToilet Room 103A & 203A Renovations100 daysToilet Room 234 & 103B Renovations106 daysHVAC Work35 daysElementary Office carpeting 5 daysHVAC Work35 daysLights Pre Ref 622-211 10/27/23Task Split Milestone Summary Project Summary External Tasks	Mechanical Room175 daysMon 6/26/23Window Replacement Science Wing170 daysMon 11/20/23Cohen305 daysMon 7/3/23Middle School Main Office and Computer95 daysMon 4/15/24Renovations100 daysMon 8/7/23Toilet Room 103A & 203A Renovations100 daysMon 8/7/23Toilet Room 234 & 103B Renovations06 daysMon 1/15/24HVAC Work35 daysMon 7/1/24Elementary Office carpeting 5 daysMon 8/5/24Hilestone Summary Project Summary External TasksInactive Task Inactive Summary Manual Summary Roll	Mechanical Room175 daysMon 6/26/23Fri 2/23/24Window Replacement Science Wing170 daysMon 11/20/23Fri 7/12/24Cohen305 daysMon 7/3/23Fri 8/30/24Middle School Main Office and Computer Renovations95 daysMon 4/15/24Fri 8/23/24Toilet Room 103A & 203A Renovations100 daysMon 8/7/23Fri 12/22/23Toilet Room 234 & 103B Renovations106 daysMon 1/15/24Mon 6/10/24HVAC Work35 daysMon 7/1/24Fri 8/16/24Elementary Office carpetint 5 daysMon 8/5/24Fri 8/9/24JupzzyzaTask split Milestone Summary Project Summary External TasksInactive Task Inactive Summary RollupJupztion-only Manual Summary Rollup	Mechanical Room 175 days Mon 6/26/23 Fri 2/23/24 Window Replacement Science Wing 170 days Mon 11/20/23 Fri 7/12/24 Cohen 305 days Mon 7/3/23 Fri 8/30/24 Middle School Main Office 95 days and Computer Toilet Room 103A & 203A Renovations Mon 100 days Mon 8/7/23 Fri 8/23/24 Toilet Room 103A & 203A Renovations 100 days Mon 8/7/23 Fri 12/22/23 Toilet Room 234 & 103B Renovations Mon days Mon 6/10/24 Mon 6/10/24 HVAC Work 35 days Mon 7/1/24 Fri 8/16/24 Elementary Office carpetints 5 days Mon 8/5/24 Fri 8/9/24 Milestone Summary Project Summary Project Summary External Tasks Inactive Task Manual Task Manual Task Manual Task Manual Task Manual Summary Rollup Start-only Finish-only

D 1	ask Name		Duration	Start	Finish	MarMay Jul Sen N	2024 Iov Jan MarMay Jul Sep No
23		n Unit Ventilator	30 days	Mon 7/1/24	Fri 8/9/24		
	Replacem	ent					
24	Third floo	r Climate Contro	ol45 days	Mon 7/1/24	Fri 8/30/24		
25	Unit tie i	in and controls	45 days	Mon 7/1/24	Fri 8/30/24		-
26	Electrical	upgrades	45 days	Mon 7/1/24	Fri 8/30/24		
27	Site Work		30 days	Mon 7/1/24	Fri 8/9/24		п
30	Closeout		81 days	Sat 9/7/24	Fri 12/27/24	-	
31							
32	Capital Outlay	23-24	255 days	Mon 6/12/2	Fri 5/31/24		1
37							
38	Building Condi	tion Survey 23'	435 days	Mon 5/2/22	Fri 12/29/23		
		Task		Inactive Task		Start-only	C
Project: Heights Pre Ref 622-21 Date: Fri 10/27/23		Split		Inactive Milestone	\$	Finish-only	3
		Milestone	• 	Inactive Summary		Deadline	+
		Summary		Manual Task	102 329	Progress	
		Project Summary External Tasks		Duration-only Manual Summary Roll	un	Manual Progress	
			>	Manual Summary Kon			
		External winestone	V	wanuai Summary			

















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