

**Board of Education
Regular Meeting**

Minutes December 4, 2024

**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 December 4, 2024 by President Joseph Sullivan followed by the pledge of allegiance.

Members Present: Jody Buckley, Dominic Lucarelli, Terry Day, John Cole, Joseph Sullivan, Mikki Yesesky

Member Absent: Christopher Callas

Others Present: Michael Gill, Martha Clark, Cristi Pesco, Alyssa Hoobler, Amelia Blitz & Family, Anthony Schillo & Family

APPROVAL OF AGENDA/MINUTES

Agenda - A motion was made by Terry Day, seconded by Dominic Lucarelli and carried 6-0 to approve the agenda **with additions** of the December 4, 2024 Board of Education Regular meeting.

Minutes – A motion was made by John Cole, seconded Jody Buckley and carried 6-0 to approve the minutes of the following Board of Education Meetings:
November 6, 2024 Board of Education Regular Meeting
November 20, 2024 Board of Education Regular Meeting/Retreat

Order of Business:

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

DISCUSSION TOPICS

N-1 SRO/School Safety – Officer Ruhmel reviewed his presentation of stats of the past year including the rise of social media concerns and threat assessments and goals for the future including purchase of bleed kits and more advanced panic buttons for offices.

N-2 District Safety Plan – Superintendent Gill reviewed the changes to the District Safety Plan noting the new state required section on Emergency Remote Instruction.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦ Doing preliminary prep work for budget planning. ♦ NYS is reviewing Foundation Aid calculations, we are not anticipating a big change for our district ♦ Concerts and Winter sports are in full swing, this month is packed with fun events.

Cristi Pesco – Elementary Assistant Principal ♦ Presented Cohen Elementary’s Positive Behavior Interventions and Supports and Student Service. Students Amelia Blitz and Anthony Schillo spoke on their experience on the Service Crew.

Martha Clark – Business Manager ♦ Budget planning underway, setting up budget labs for staff and admin requisition reviews.

PERSONNEL:

A motion was made by Terry Day, seconded by John Cole and carried 6-0 to approve the following recommended personnel items F-1 through F-2, 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

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. Substitute(s) for the 2024-2025 school year:
Substitute Teacher: Norma Lugo Siso Erika Gould
- b. Volunteers
Volunteers to work with our athletic program for the 2024-25 school year.
Sophia Mirando - Track
Cody Lucero - Track

F-2 Change in Employment Status

- a. The Board approved the permanent status of the following staff that have successfully completed their probationary period according to Civil Service regulations:

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>
Mia Todzia	January 4, 2025	Teacher Aide

FINANCIAL

G-1 Reports - acknowledged

A motion was made by Dominic Lucarelli, seconded by John Cole, and carried 6-0 to acknowledge the following consent financial reports G1a thru G1f.

- a. Budget Status Report as of November 27, 2024
- b. Revenue Status Report as of November 27, 2024
- c. Budget Transfer Report (no report)
- d. Treasurer’s Report for October 2024
- e. Claims Auditor Report for October 2024
- f. Extra Classroom Report for October 2024

G-2 Unpaid Tax Affidavit

A motion was made by Jody Buckley, seconded by Dominic Lucarelli, and carried 6-0 to acknowledge the Affidavit of Unpaid 2024 School Taxes in the amount of \$607,626.75 to be re-levied by the Chemung County Treasurer.

FACILITIES

The updates below were reviewed by Superintendent Gill.

- H-1 Capital Project 2021 / Energy Performance Contract (EPC) Update** – Still closing out EPC, final pieces of project finishing up.
- H-2 Capital Project 2024 - Transportation Facility Update** – no updates. State reviewing plans. Bidding in December or January.
- H-3 2025 Capital Outlay Update** – this will be used for building security items.

NEW BUSINESS

J-1 First Reading: Policy 6190 Workplace Violence Prevention Policy Statement

A motion was made by Terrance Day, seconded by John Cole, and carried 6-0 to acknowledge the first reading of new Board of Education Policy:

6190 Workplace Violence Prevention

CONSENT

A motion was made by John Cole, seconded by Jody Buckley, and carried 6-0 to approve the following consent agenda items K-1 through K-7.

K-1 CSE Recommendations – approved

The Board approved the student placement determinations from the November 1, 4, 5, 6, 8, 12, 13, 19, 20, 22, and 26, 2024, 2024, CSE/504 meeting(s) and the funds to support such recommendations.

K-2 CPSE Recommendations – approved

The Board approved the student placement determinations from the November 12, 22 and 26, 2024, CPSE meeting(s) and the funds to support such recommendations.

K-3 Policy – 6190 Workplace Violence Prevention Policy Statement

The Board approved the following new policy as presented at the November 6, 2024 Board of Education meeting:

6190 Workplace Violence Prevention

K-4 Health & Welfare – Corning Painted Post Schools

The Board 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 located in the Corning City School District, during the 2024-25 school year, at a rate of \$754.22 per student for a total cost for one (1) student of **\$754.22**.

K-5 Reserve Plan 2024-25

The Board approved the Reserve Plan 2024-25 presented at the November 6, 2024 meeting.

K-6 Standard Work Day

The Board approved Standard Work Day resolution below:

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:

<u>5 day work week/ 6 hrs. per day</u>	<u>5 day work week/ 6 hrs. 55 min. per day</u>
6 Hour Bus Attendant	6.92 Hour Teacher Aide
6 Hour Bus Driver	<u>5 day work week/7 hrs. per day</u>
6 Hour Food Service Helper	7 Hour Cook
<u>5 day work week/ 6 hrs. 45 min. per day</u>	<u>5 day work week/ 7 hrs. 30 min. per day</u>
6.75 Hour Teacher Aide	7.5 Hour Cook

7.5 Hour Nurse – LPN
7.5 Hour Nurse – RN

8 Hour Building Maintenance Mechanic 8
Hour Cleaner
8 Hour Clerk/Typist
8 Hour Custodian
8 Hour Principal Clerk 8 Hour Secretary
8 Hour Transportation Supervisor

5 day work week/ 8 hrs. per day
8 Hour Administrative Aide

K-7 BOCES Initial Request for Services

The Board approved the BOCES initial request for services for the 2025-26 school year.

DISCUSSION TOPICS - See earlier in meeting

NEXT MEETING

Wednesday	December 18, 2024	Regular BOE Meeting (if needed)	7:00 pm	Comm Rm
Wednesday	January 8, 2025	Regular BOE Meeting	7:00 pm	Comm Rm

EXECUTIVE SESSION:

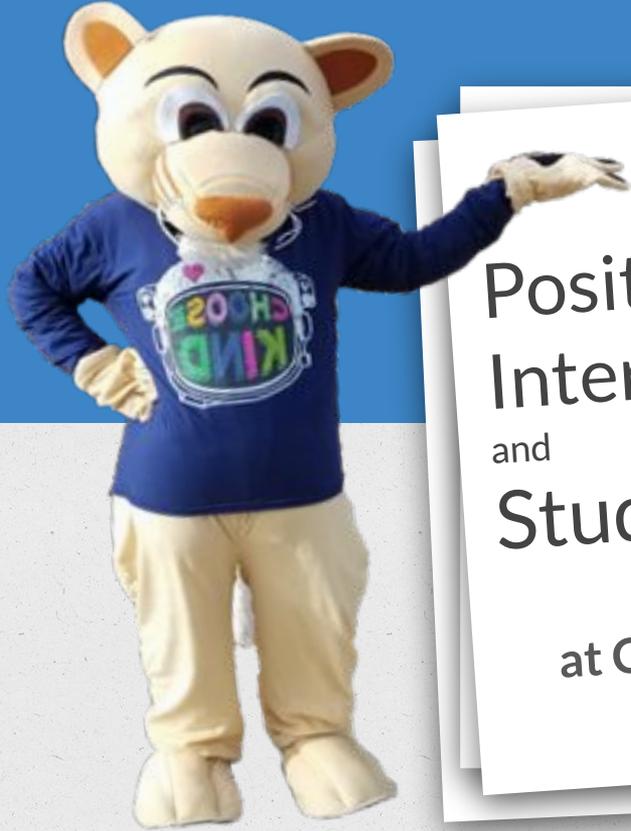
At 8:11pm a motion was made by Dominic Lucarelli, seconded by Terry Day and carried 6-0 to enter executive session to discuss particular personnel employment histories and negotiations.

ADJOURN EXECUTIVE SESSION:

At 9:39pm a motion was made by Mikki Yesesky, seconded by Terry Day, and carried 6-0 to adjourn executive session.

ADJOURNMENT – At 9:40pm motion was made by Dominic Lucarelli, seconded by Jody Buckley, and carried 6-0 to adjourn the meeting.

Clerk



Positive Behavioral
Interventions and Supports
and
Student Service

at Cohen Elementary





Cohen Elementary School

Core Behavioral Beliefs



Respect

Responsibility

Cooperation

Safety

"Enter with
High Expectations,
Leave with
Confidence
and Pride"



- Students earn tickets
- Tickets go into bucket of choice
- Four prize choices each week
- Two tiers of winners: PK-1 / 2-5
- 8 prize winners each week!

RAFFLE TIME!!



Prizes Change Monthly!

Winners Every Week!



Commendable Cougar

Each classroom teacher will pick one student EACH MONTH as the Commendable Cougar of the Month. This student is one who demonstrates respectful, responsible, cooperative and safe behaviors *daily*.

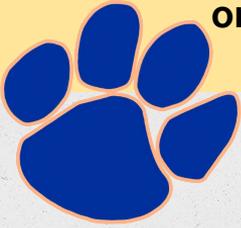


The Cohen Elementary School Service Crew

recognizes those students who possess and demonstrate positive leadership skills, personal responsibility, dedication to their school work, and a commitment to serve others at the school.

The goal of the Service Crew is to allow its members to explore and develop such important leadership skills as responsibility, dependability, assertiveness, and cooperation.

Crew members are 5th grade students who complete an application, obtain family permission, and receive positive recommendations from both this year's and last year's teachers. They are selected based on student interest, commitment, sense of responsibility, and attitude toward others.



SCHOOL SAFETY & SECURITY



HISTORY LESSON

- In September of 2022, I started the position of School Resource Officer for Elmira Heights Central School District.
- Prior to this the last time Elmira Heights School District had an SRO was approximately 2010. That position ended when state funding stopped.
- Approximately 12 years without a dedicated School Resource Officer in the district.



VISIBLE OFFICES AT EACH BUILDING



CALLS FOR SERVICE

- SCHOOL YEAR 2022-2023

- Total of **198** calls for service.
- Out of **198** calls for service **48** were cases.
- **5** Juvenile Arrest
- **4** Mental Health Transport
- Youth Court Referrals

- SCHOOL YEAR 2023-2024

- Total of **105** calls for service.
- **4** Juvenile Arrest
- **1** Adult Arrest
- Mental Health Transports
- **2** School Threats – Investigated & Unfounded

2024-2025 TRENDS & BEYOND

- Since September 2022, the calls for service and arrest are trending downwards.
- However, threats against our school are trending upwards, whether anonymous or made by our student body. This trend is occurring not only in our district but nationwide.
- Social media has made this issue difficult for educators and law enforcement officials to tackle.
- As of today, the district has completed five threat/risk assessments that I have been involved in. This number is up compared to last year.

ADDED SAFETY EQUIPMENT

- A new way for our student body to make a report, instead of coming to the office.
- Started in September 2024 at Edison.
- The form can be anonymous, or a name can be left.
- Help with school threat assessment.
- To date there have been 11 reports ranging from vaping concerns to school safety.



ADDED SAFETY EQUIPMENT CONT.



- In 2023 we implemented a **VISTOR MANAGEMENT** system in the district from Raptor Technologies.
- Four stations throughout the district.
- Scans for Sex Offender from all 50 states.
- Prints badge with photo and location of visit.
- Tracks who is in our buildings.

UPDATED FORMS AND PROCEDURES

- Updated our Bomb Checklist from 1992
- New Bomb Threat Procedure check list by Homeland Security.
- Given to every office staff that answers phones

BOMB THREAT PROCEDURES

This quick reference checklist is designed to help employees and decision makers at commercial facilities, schools, etc. respond to a bomb threat in an orderly and controlled manner with the first responders and other stakeholders. Most bomb threats are received by phone. Bomb threats are serious until proven otherwise. Act quickly, but remain calm and obtain information with the checklist on the reverse of this card.

If a bomb threat is received by phone:

1. Remain calm. Keep the caller on the line for as long as possible. DO NOT HANG UP, even if the caller does.
2. Listen carefully. Be polite and show interest.
3. Try to keep the caller talking to learn more information.
4. If possible, write a note to a colleague to call the authorities or, as soon as the caller hangs up, immediately notify them yourself.
5. If your phone has a display, copy the number and/or letters on the numeric display.
6. Complete the Bomb Threat Checklist immediately. Write down as much detail as you can remember. Try to get exact words.
7. Immediately upon termination of call, DO NOT HANG UP, but from a different phone, contact authorities immediately with information and exact instructions.

If a bomb threat is received by handwritten note:

- Call _____
- Handle note as instructed as possible.

If a bomb threat is received by e-mail:

- Call _____
- Do not delete the message.

Signs of a suspicious package:

• No return address	• Fluffy handwriting
• Excessive postage	• Misspelled words
• Stains	• Incorrect dates
• Strange odor	• Foreign postage
• Strange sounds	• Restrictive notes

- Unexpected delivery

Refer to your local bomb threat emergency response plan for evacuation criteria.

DO NOT:

- Use two-way radios or cellular phone. Radio signals have the potential to detonate a bomb.
- Touch or move a suspicious package.

WHO TO CONTACT (Select One)

- 911
- Follow your local guidelines

For more information about this form contact the Office for Bombing Prevention at: OBP@ics.dhs.gov



BOMB THREAT CHECKLIST

DATE: _____ **TIME:** _____

TIME CALLER HUNG UP: _____ **PHONE NUMBER WHERE CALL RECEIVED:** _____

Ask Caller:

- Where is the bomb located? (Building, Room, room #, etc.) _____
- When will it go off? _____
- What does it look like? _____
- What kind of device is it? _____
- What will make it explode? _____
- Did you place the bomb? Yes No _____
- Why? _____
- What is your name? _____

Exact Words of Threat:

Information About Caller:

- Where is the caller located? (Street/Address/Room #) _____
- Estimated age: _____
- Is voice familiar? If so, who does it sound like? _____
- Other points: _____

Caller's voice	Background sounds	Threat language
<input type="checkbox"/> Female	<input type="checkbox"/> Ambient sounds	<input type="checkbox"/> Accusatory
<input type="checkbox"/> Male	<input type="checkbox"/> Heavy noise	<input type="checkbox"/> Hostile/evil
<input type="checkbox"/> Accented	<input type="checkbox"/> Multiple voices	<input type="checkbox"/> Threat message
<input type="checkbox"/> Angry	<input type="checkbox"/> Multiple voices	<input type="checkbox"/> Incoherent
<input type="checkbox"/> Calm	<input type="checkbox"/> Silence	<input type="checkbox"/> Profane
<input type="checkbox"/> Clearing throat	<input type="checkbox"/> PA system	<input type="checkbox"/> Mock speech
<input type="checkbox"/> Coughing	<input type="checkbox"/> Conversation	
<input type="checkbox"/> Creaking floor	<input type="checkbox"/> Music	
<input type="checkbox"/> Crying	<input type="checkbox"/> Noise	
<input type="checkbox"/> Deep breathing	<input type="checkbox"/> Quiet	
<input type="checkbox"/> Disoriented	<input type="checkbox"/> Office machinery	
<input type="checkbox"/> Distorted	<input type="checkbox"/> Factory machinery	
<input type="checkbox"/> Enthusiastic	<input type="checkbox"/> Loud	
<input type="checkbox"/> Excited	<input type="checkbox"/> Long distance	
<input type="checkbox"/> Lame		
<input type="checkbox"/> Loner		
<input type="checkbox"/> Nervous		
<input type="checkbox"/> Pleasant		
<input type="checkbox"/> Rude		
<input type="checkbox"/> Sarcastic		
<input type="checkbox"/> Slow		
<input type="checkbox"/> Stammer		
<input type="checkbox"/> Sullen		
<input type="checkbox"/> Suspicious		

Other Information:

THE FUTURE FOR 2024-2025 & BEYOND???

- Crisis Alerts and Mobile Apps. (Panic Buttons)
- A single-button activation alerts local responders and administrators immediately of an “I need help incident,” displaying a map showing who needs help and where they’re located on campus.
- Activates full audio and visual communication campus-wide so everyone knows the campus is under threat and can get to safety as soon as possible.



CONTINUED EFFORTS



- Updating our staff on current best practices for Fire Drills & Lockdown Drills.
- District Reunification process.
- Behavioral Threat Assessments training.
- Updating building security i.e., cameras, locked doors, panic button to name a few.

SUMMARY

- Calls for service and arrests are down.
- Threats against schools continue to be an issue and are on the rise.
- Brought back School Resource Officer.
- Implemented new safety programs and equipment and updated building infrastructure.
- Continued training.
- Never done, more to do!

THANK YOU



Any Questions