

AGENDA

Elmira Heights Central School District
Board of Education Regular Meeting
Community Room / Live Stream
Wednesday, October 2, 2024
7:00 pm (following Audit Committee)

A. Call to Order

B. Roll Call

C. Approval of Agenda/Minutes

C-1 Recommendation to approve the agenda of the October 2, 2024 Board of Education Regular Meeting.

Motion_____ Second_____ VOTE_____

C-2 Recommendation to approve the minutes from the following meeting:

September 4, 2024 Board of Education Regular Meeting

Motion_____ Second_____ VOTE_____

C-3 Recommendation to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

Motion_____ Second_____ VOTE_____

D. Executive Session (*Anticipated*)

- to discuss individual personnel matters.

Motion_____ Second_____ VOTE_____ Time In _____

Motion_____ Second_____ VOTE_____ Time Out _____

E. Comments from the Public and Staff

E-1 Superintendent

E-2 Administrator Report

E-3 Business Manager

E-4 Other Staff

E-5 Public Comments

F. Personnel

At this point the Board will consider whether to proceed with personnel Item F-1 thru F-3

Recommendation to approve the following consent items F-1 thru F-3

Motion_____ Second_____ VOTE_____

F-1 Resignation/Termination/Retirements

Resignations

- a. Recommendation to accept the resignation of Brianna Sherwood as Food Service Helper, her last day with the district was September 13, 2024.
- b. Recommendation to accept the resignation of Renee Fantley as Food Service Helper, her last day with the district will be October 4, 2024.

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 2024-2025 school year:
Substitute Teacher: Kathleen Ostrander Christine Pesesky
Substitute Support: Kathleen Ostrander Brianna Sherwood Renata Russo
- b. Recommendation to update the start date to the following probationary appointment approved at the September 4, 2024 meeting:
 Marissa Forman
 Teacher Aide
 Effective: September 9, 2024 (was September 5, 2024)
- c. Recommendation to approve the following probationary appointments:
 Karly Herman
 Food Service Helper
 Effective: October 3, 2024
 Probationary Period: October 3, 2024 – October 2, 2025/Civil Service Regulations
 Total Compensation per EHESSA Contract: \$15.94 per hour (Step 1)

F-3 Change in Employment Status

Recommendation to approve the permanent appointments of the following support staff as an eligible list for Secretary I was established at the September 3, 2024 Civil Service Commission meeting and the following employees are reachable. They have successfully completed their probationary period during their provisional appointment in accordance with Civil Service Regulations.

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>
Jamie Dunbar	September 4, 2024	Secretary I
Michelle Smith	September 4, 2024	Secretary I

G. Financial

G-1 Reports

Recommendation to acknowledge consent financial reports G1a thru G1f:

Motion_____ Second_____ VOTE_____

- a. Budget Status Report as of September 25, 2024
- b. Revenue Status Report as of September 25, 2024

- c. Budget Transfer Report as of September 25, 2024
- d. Treasurer’s Report for August 2024
- e. Claims Auditor Report for August 2024
- f. Extra Classroom Report for August 2024

G-2 Revenue and Cash Management Audit

Recommendation to accept the 2023-24 Revenue and Cash Management Internal Audit Report of Tompkins Seneca BOCES Internal Audit Services, as presented to the Audit Committee on October 4, 2024.

Motion_____ Second _____ VOTE _____

G-3 Corrective Action Plan (Revenue and Cash Management audit)

Recommendation to accept the Corrective Action Plan for the 2023-24 Revenue and Cash Management Internal Audit Report.

Motion_____ Second _____ VOTE _____

G-4 Financial Statements and Audit Report 2023-24

Recommendation to accept the District’s 2023-24 financial statements & audit report, and the 2023-24 financial statements and the audit report of the Extraclassroom Activity Fund as presented by Insero & CO. CPAs, LLP at the October 2, 2024 Audit Committee meeting.

Motion_____ Second _____ VOTE _____

G-5 Management Letter Response & Corrective Action Plan-Financial Statements 2023-24

Recommendation to accept the Corrective Action Plan for the management letter dated October 2, 2024 concerning the basic financial statement for the year ended June 30, 2024.

Motion_____ Second _____ VOTE _____

G-6 Management Letter Response & Corrective Action Plan-Extraclassroom Audit 2023-24

Recommendation to accept the Corrective Action Plan for the management letter dated October 2, 2024 concerning the audit of the Extraclassroom Activity Fund for the year ended June 30, 2024.

Motion_____ Second _____ VOTE _____

H. Facilities

- H-1 Capital Project 2021 / Energy Performance Contract (EPC) Update**
- H-2 Capital Project 2024 - Transportation Facility Update**
- H-3 2025 Capital Outlay Update**

I. Old Business – no items

J. New Business – no items

K. Consent

At this point the Board will consider whether to proceed with consent agenda items K-1 through K-6

Motion_____ Second_____ VOTE_____

- K-1 Recommendation to approve the student placement determinations from the September 6, 10, 11, 13, 16, 17, 18 and 24, 2024, CSE/504 meeting(s) and the funds to support such recommendations.
- K-2 Recommendation to approve the student placement determinations from September 16, 2024, CPSE meeting(s) and the funds to support such recommendations.

K-3 Recommendation to approve the Attendance Plan 2024-25 as presented at the September 4, 2024 Board of Education meeting.

K-4 Recommendation to approve the License Agreement with Concord Theatricals for the Drama production of “Hadestown: Teen Edition” on March 7 and 8, 2025. SEE ATTACHED

K-5 Recommendation to accept with thanks and appreciation, the following donations from Elmira Heights PFO:

- Up to \$3,200 for instrument repair to support TAE High School Music department
- Up to \$200 to purchase pumpkins to support the Cohen Middle School Fall Festival
- Approximate value of \$160 in books to the Cohen Elementary Special Education classroom library

K-6 Recommendation to accept, with thanks and appreciation, a \$500 donation from Raymour & Flanigan to be used towards the TAE Comfort Corner at Thomas A Edison High School.

L. Awards/Honors/Achievement

L-1 Michael Lepak – Board Member, 10 years of service

M. Communications – no items

N. Discussion Topic

N-1 Pathways to Graduation

N-2 SRO/School Safety

N-3 District Plans for review

- Code of Conduct 2024-25
- School Counseling Plan 2023-26

O. Next Meeting(s)

Wednesday	October 16, 2024	Regular BOE Meeting (if needed)	7:00 pm	Comm Rm
Sun-Tues	October 20-22, 2024	NYSSBA Convention	TBD	NYC
Wednesday	November 6, 2024	Regular BOE Meeting	7:00 pm	Comm Rm

P. Adjournment Motion_____ Second_____ VOTE_____ Time Out _____