

AGENDA

Board of Education Audit Committee Meeting/Regular Meeting
Monday August 13, 2012

6:30pm

Regular BOE Meeting
To Follow the Audit Committee Meeting

Community Room: Thomas A. Edison High School

A. Call to Order

B. Roll Call

C. Approval of Agenda/Minutes

C-1 a. Recommendation to approve the agenda of the August 13, 2012 Regular Board of Education Meeting

Motion_____ Second_____ VOTE_____

C-2 a. Recommendation to approve the minutes from the July 3, 2012 Board of Education Reorganization/Regular Meeting. SEE ATTACHED

Motion_____ Second_____ VOTE_____

b. Approve the minutes from the July 23, 2012 Board of Education Regular Meeting. SEE ATTACHED

Motion_____ Second_____ VOTE_____

D. Executive Session

E. Comments from the Public and Staff

E-1 Superintendent

E-2 Elementary Principal

E-3 Middle School Principal/CSE Chair

E-4 High School Principal

E-4 Business Manager

E-5 Other Staff

E-6 Public Comments

F. Personnel

At this point the Board will consider whether to proceed with personnel Items F-1a through F-3a

Recommendation to approve the following consent items F-1a through F-3a

Motion _____ **Second** _____ **VOTE** _____

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. Substitutes

Recommendation to approve the following substitutes for the 2012-13 school year:

| | | |
|---------------------|-------------------|-------------------------|
| Substitute Teachers | Carolyn Brown | Marcy Clark(Barrington) |
| | Nicole Parasiliti | Morgan Englebert |

| | | |
|--------------------------|---------------|------------------|
| Substitute Support Staff | Pam Cleveland | Morgan Englebert |
|--------------------------|---------------|------------------|

b. Recommendation to approve the following Extra-Curricular Advisors for the 2012-13 school year.

| | | | |
|--|------|--------|--------------------|
| Class of 2013 Co-Advisor James Nierstedt | Yr 7 | Step 3 | Stipend \$1,402.25 |
| Class of 2013 Co-Advisor Deb Palmer | Yr 5 | Step2 | Stipend \$1,384.27 |

c. Recommendation to approve the appointment of Mr. Mark Fivie as a 4.0 hour per day probationary bus driver, effective September 1, 2012. Mr. Fivie shall serve up to one year probation, effective September 1, 2012 in accordance to Civil Service Regulation. Mr. Fivie shall be placed off Step in accordance with the EHESSA contract at a salary rate of \$16.21 per hour.

d. Recommendation to approve the appointment of Ms. Christin Bresett appointment as School Counselor (Guidance), effective August 14, 2012. Ms. Bresett shall serve a two-year probationary period, effective August 14, 2012. Ms. Bresett shall be placed on Step 8 of the current EHTA contract and shall receive credit for 62 graduate hours for a total salary of \$54,353.00.

- e. Recommendation to approve the appointment of Mr. Devin Burch as a secondary mathematics teacher, effective August 14, 2012. Mr. Burch shall serve a three-year probationary period, effective August 14, 2012. Mr. Burch shall be placed on Step 1 of the current EHTA contract and shall receive credit for 0 graduate hours for a total salary of \$35,955.00.
- f. Recommendation to approve the following volunteers to work with our athletic program during the 2012-13 school year:
 Football Terry Lockner John Hughes Derk Shrijver

F-2 Resignation

- a. Recommendation to amend the resignation of Ms. Eileen Cook as a Secondary Math teacher, accepted at the July 23, 2012 Board of Education Meeting, with an effective date of August 1, 2012 to reflect an effective date of August 15, 2012.

F-3 Change in Appointment Status

a. Bus Driver

Recommendation to change the appointment of John Townson from a 4.0 hour per day position to a 4.5 hour per day position. This change is required to accommodate an altered bus run for the 2012-13 school year.

G. Financial

G- 1 Faculty Auditor Report

Recommendation to accept the Faculty Auditor Report for the 2011-12 school year as presented by Mary Ann Sheets, Faculty Auditor.

Motion_____ **Second** _____ **VOTE** _____

G-2 2011-12 Final Risk Assessment with Three Year Audit Plan- Addendum

Recommendation to approve the 2011-12 Final Risk Assessment with Three Year Audit Plan- Addendum SEE ATTACHED

Motion_____ **Second** _____ **VOTE** _____

G- 3 Final Assets and Inventory Internal Audit Report Fiscal Year 2010-2011

Recommendation to accept the Final Assets and Inventory Internal Audit Report Fiscal Year 2010-2011. SEE ATTACHED

Motion_____ **Second** _____ **VOTE** _____

G-4 Internal Audit Risk Assessment Report Corrective Action Plan 2011-12

Recommendation to accept the 2011-12 Internal Audit Risk Assessment Report corrective action plan based on the 2011-12 Internal Risk Assessment Update Report as presented at the Board of Education Meeting on June 11, 2012. SEE ATTACHED

Motion_____ **Second** _____ **VOTE** _____

G-5 Assets and Inventory Internal Audit Report Corrective Action Plan

Recommendation to accept the 2010-11 Assets and Inventory Internal Audit Report corrective action plan based on the 2010-11 Assets and Inventory Update Report as presented at the Board of Education Meeting on June 11, 2012. SEE ATTACHED

Motion_____ **Second** _____ **VOTE** _____

G-6 Tax Certiori Reserve

Recommendation to approve the resolution that the Board of Education directs the Chief Fiscal Officer that \$16,349 be transferred out of the Tax Certiorari Reserve Fund and transferred to the General fund in 2012-13 as a source of revenue.

SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-7 Unemployment Reserve

Recommendation to approve the resolution, that the Board of Education directs the Chief Fiscal Officer that \$25,000 be transferred out of the Unemployment Reserve Fund and transferred to the General fund in 2012-13 as a source of revenue. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-8 Workers' Compensation Reserve

Recommendation to approve the resolution that the Board of Education directs the Chief Fiscal Officer that \$84,560 be transferred out of the Workers' Compensation Reserve Fund and transferred to the General fund in 2012-13 as a source of revenue. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-9 Employee Retirement Reserve

Recommendation to approve the resolution that the Board of Education directs the Chief Fiscal Officer that \$303,000 be transferred out of the Employee Retirement Reserve Fund and transferred to the General fund in 2012-13 as a source of revenue. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-10 Budget Status Report 2011-12

Recommendation to acknowledge the Budget Status Report as of June 30, 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-11 Budget Status Report 2012-13

Recommendation to acknowledge the Budget Status Report as of August 6, 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-12 Treasurer's Report

Recommendation to acknowledge the Treasurer's Report for the month of June 2012 SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-13 Claims Auditor Report

Recommendation to acknowledge the Claims Auditor Report for the month of June 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-14 Extra Classroom Report

Recommendation to acknowledge the Extra-classroom Report for the month of June 2012. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

G-15 Tax Warrant 2012-13

Recommendation to approve the 2012-2013 tax warrant, authorizing the collection of \$6,997,715, with the town by town tax rates per \$1000.00 being:

Big Flats \$22.189134 Elmira \$22.189878 Horseheads \$22.189134

Motion _____ **Second** _____ **VOTE** _____

H. Facilities

I. Old Business

1. Recommendation to accept the first reading of revised Policy 7132: Non-Resident Students. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

2. Recommendation to approve the revised first reading of Policy 7552: Dignity For All Students Act. SEE ATTACHED

Motion _____ **Second** _____ **VOTE** _____

J. New Business

K. Consent

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

Motion _____ **Second** _____ **VOTE** _____

K-1 Recommendation to amend the Elmira Heights CSD 403(b) Retirement Plan in accordance with IRS Regulations. SEE ATTACHED

K-2 Recommendation to accept the donation of the salary of Mr. Jay Palmer, back to the District, with thanks and appreciation. Funds shall be used for the Youth Basketball Program SEE ATTACHED

K-3 Recommendation to approve the Board of Education Policy 7522: Concussion Management, as presented at the July 23, 2012 Board of Education Meeting. SEE ATTACHED

K-4 Recommendation to approve the Memorandum of Understanding between the Elmira Heights CSD and Chemung County Head Start, effective July 1, 2012 through June 30, 2013. SEE ATTACHED

K-5 Recommendation to approve the student placement determinations from the July 23, 2012 CPSE meetings and the funds to support such recommendations.

K-6 Recommendation to approve the Commerce Bank Activefunds Agreement. SEE ATTACHED

L. Awards/Honors/Achievement

M. Communications

M-1 Scholarship thank you notes

N. Discussion Topic

N-1 End of the Year Presentation

N-2 Opening Day Invitation

N-3 Multi-Dimensional Principal Performance Rubric

N-4 Marzano Causal Teacher Evaluation Model

N-5 High School Principal Search Process

N-6 Education Commission Testimony

N-7 Interscholastic Athletics Update

**O. Next Meeting Monday, August 27, 2012 Annual Inspection 6:00pm (Cohen Bus Loop)
Regular Board of Education Meeting to follow**

P. Adjournment

Motion _____ Second _____ VOTE _____ Time _____