

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT  
ELMIRA HEIGHTS, NEW YORK**

**CALL TO ORDER:** The Board of Education Meeting was called to order at 7:05 p.m. by President Harry Blish, followed by the pledge of allegiance.

**MEMBERS PRESENT** Harry Blish, Christopher Callas, Harvey Harris, Joseph Sullivan, Andrew Willard,

**MEMBERS ABSENT** Michael Lepak, Kristen Wolowitz

**OTHERS PRESENT** Mary Beth Fiore, Tom Boyanowski, Dawn Hanrahan, Andy Lutz, Todd VanHouten, Carol Sullivan, Geoff Pierce, Melissa Kelley, Barb Day, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to approve the agenda with additions for the October 5, 2016 Board of Education Meeting.

**Minutes:**

September 7, 2016 Regular Meeting- A motion was made by Christopher Callas, seconded by Harvey Harris and carried 5-0 to approve the minutes of the September 7, 2016 Regular Meeting.

**Order of Business:**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 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-2 School Board representative to serve on Safety Planning Team  
Joseph Sullivan volunteered to participate on the Safety Planning Team

N-4 Public Presentation of Draft Safety Plan  
Mr. Lutz presented the revised plan which includes recent new requirements. The building plans will be aligned to the format being used across the state to aide emergency personnel with a uniform plan. Training will be an addition aspect of the plan. The plan will be posted on the website for public comment until adoption at the next board meeting.

N-1, N-3, N-5 - Items to follow at end of meeting.

**NEW BUSINESS**

**J-1 Safety Plan – revised – 1<sup>st</sup> reading - acknowledged**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to acknowledge the DRAFT Revised Safety Plan which shall be posted on the school website for thirty days for public comment, prior to the final adoption.

**J-2 District Safety Plan Committee — appointed**

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 5-0 to appoint the following District Safety Plan Committee members:

Mary Beth Fiore	Linda Austin	Stephen Edgerton	Nicole Rosno
Andy Lutz	Melanie Beach	Deborah Howe-Tennant	Allison Sevey
Tom Boyanowski	Mike Bennett	Nancy Kennison	Jamie Shaw
Todd VanHouten	Andy Berg	Chris Klee	Kurt Warner
Joseph Sullivan	Scott Cole	Tracie Mayotte	
Lori Andreine	Joe Condame	Andi Rice	

**J-3 U.S. Employee Benefits – termination of agreement – approved**

A motion was made by Christopher Callas, seconded Andrew Willard and carried 5-0 to terminate the consulting Services Agreement between U.S. Employee Benefits Services Group, LLC and the Elmira Heights Central School District, effective with the September 30, 2016 notice to US Employees Benefits Service Group LLC, due to failure to substantially perform the terms of service last year.

**J-4 University of Rochester Agreement for student IEP assistance - approved**

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 5-0 to approve the agreement between the University of Rochester School of Medicine and Dentistry and the Elmira Heights Central School District, effective August 9, 2016 through June 30, 2017, to obtain services of the Division of Neurodevelopmental and Behavioral Pediatrics to provide student based technical assistance per student's individual education programs.

**COMMENTS FROM THE PUBLIC AND STAFF**

Mary Beth Fiore - Superintendent ♦SED posted revised learning standards with an open period for comments – looking like there is a larger number of comments for ELA than for math ♦Smart Schools Money – while in Albany discovered that our paperwork was stuck in tier 1 of a 3 tier system – it has now been moved along ♦Thank you to Carolyn Benedict for stepping in as interim business manager – she is a great addition to the team – have an interview set up for next week ♦Have completed 35 observations and have seen some wonderful things happening in our classrooms

Andy Lutz – Elementary School Principal ♦ all day PK with all 36 students arriving at the same time has created an increase in parking issues leading to possible safety issues. Have met with Todd and the Police Dept to work out alternatives ♦CDEF Plan – working in grade level meetings to learn how to use student data ♦Next Friday Chemung County early release drill day – students will be released 15 minutes early ♦Rotary has been in contact regarding the distribution of dictionaries to 3<sup>rd</sup> graders ♦Oct 21 Jackal’s Game is Heights night and we will be singing the National Anthem ♦National Emergency preparedness month

Dawn Hanrahan – Middle School Principal/CSE Chair ♦1<sup>st</sup> Dance of the year is coming up ♦October is Breast Cancer awareness month along with a host of others – many activities planned ♦Extended school day grant program begins next week. Many opportunities and plans are in the works ♦Spirit week – the middle school participated in some planned activities which promoted unity as a district for Homecoming

Tom Boyanowski – High School Principal ♦September was a good start to the new year ♦Spirit Week – lots of participation - ♦Open House – largest turn out – believe spirit week activities contributed to participation ♦Administrator-Lead Evaluator training ♦Career Planning ♦Red Cross Citizens Preparedness Corp and Arnot Mall Community Job Center both gave presentations to student ♦PSAT’s are coming up ♦Ithaca College will be in to speak to students regarding relevance of taking upper level courses

Carolyn Benedict – Interim Business Manager ♦2015/16 Capital Outlay paperwork has been completed and submitted

**PERSONNEL**

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 5-0 to approve the following consent personnel items F-1a through F4a. 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

**F1 - Appointments**

**a. Substitutes – for the 2016-17 school – approved**

**Substitute Teachers**

Desuri Arrow Paula Edelmann Peg Ridosh Andrea Renshaw

**Substitute Support Staff**

Desuri Arrow Kelley GroomeAndrea Renshaw

**b. Volunteers – athletic program - approved**

The following were approved as volunteers to work with our athletic program for the 2016-17 school year:

Football	Derrick Beckworth
Cheer	Michaela Gill
Wrestling	Larry Vanderhoff
Basketball	Tammy Punchard – Courtney Edger – Breanne Stroman – Caitlin Yartym – Andi Rice – Symeon Fulwood – Bill Wilson

**c. Business Manager – temporary – approved**

Carolyn Benedict ( or alternate CBO)

The board approved the appointment of Carolyn Benedict (alternate CBO) as temporary Business Manager through the Central Business Office (CBO)

**d. Food Service helper -approved**

The board approved the following food service helper appointment

Samantha Jochem

Food Service Helper – 3.0 hour per day position  
Effective October 6, 2016  
Probationary Period – October 6, 2016 thru October 5, 2017 per Civil Service Regulations  
Compensation per EHESSA Contract: - \$10.00 per hour (Step 1 )

**e. Volunteers – athletic program - approved**

The following were approved as Tutors for the 2016-17 school year at a rate of \$22.50 per hour:

Sherry Moore	Geoff Pierce	Amber Dildine	Jen Jacobs
Kate Biddle	Steven Winston	Amy Williamson	Dawn Call
Callie Black	Patti Pautz	Kerry Johnson	

**F-2 Change in Status – rescind termination/reinstate – approved**

- a. The Board approved the recommendation to approve rescinding the termination of Math Teacher Ellen Bankaitis and reinstating her retroactively effective September 1, 2016 as follows. This reinstate is a result of NYSED issuing a backdated time extension effective September 1, 2016. As follows

Ellen Bankaitis

Tenure Area: – Secondary Math

Effective: September 1, 2016

Certification Area: – Initial Mathematics 7-12 Time Extension expires 08/31/2017

Total Compensation per EHTA Contract: \$48,266.00 (Step 9 with 18 graduate hours)

**F-3 Tenure - approved**

- a. Thomas Boyanowski – High School Principal

The Board approved the recommendation to award tenure to Thomas Boyanowski as High School Principal, effective November 7, 2016.

**F-4 Parental Leave - approved**

- a. Kirsten Southard-Twichell

The Board approved the parental leave of Ms. Kirsten Southard-Twichell on or about March 30, 2017 with an anticipated return on or about May 15, 2017. Ms. Southard-Twichell shall use up to 6 weeks of her accumulated sick time.

**FINANCIAL**

**G-1 Budget Status Report as of September 28, 2016- acknowledged**

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to acknowledge the budget status report as of September 28, 2016.

**G-2 Treasurer’s Report (August 2016) - acknowledged**

A motion was made by Joseph Sullivan, seconded by Christopher Callas and carried 5-0 to acknowledge the Treasurer’s report for August 2016.

**G-3 Investment Report**

No - Report

**G-4 Claims Auditor Report (August 2016) - acknowledged**

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to acknowledge the Claims Auditor Report for August 2016.

**G-5 Extra-Classroom Report (August 2016) - acknowledged**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to acknowledge the Extra-Classroom Report for August 2016.

**G-6 Financial Statements and Audit Report 2015-16**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to accept the District’s 2015-2016 financial statements & audit report, and the 2015-16 financial statements and the audit report of the Extraclassroom Activity Fund as presented by Buffamante, Whipple, Buttafaro, P.C. at the October 5, 2016 Audit Committee meeting.

**G-7 Management Letter Response & Corrective Action Plan- Financial Statements 2015-2016**

A motion was made by Harvey Harris, seconded by Christopher Callas and carried 5-0 to accept the Corrective Action Plan for the management letter dated **October 5, 2016** concerning the basic financial statement for the year ended June 30, 2016.

**G-8 Management Letter Response & Corrective Action Plan-Extraclassroom Audit 2015-2016**

A motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to accept the Corrective Action Plan for the management letter, concerning the audit of the Extraclassroom Activity Fund for the year ended June 30, 2016.

**FACILITIES**

**Capital Project Phase I Financial –update**

Bleachers are complete – training remains to be done. Punch list is 99% complete. Due to extra cost\$250,000 and little chance of excessive growth in population to warrant a second story in the future, the Board is in agreement to set footings for a one story addition.

**Capital Outlay Project 2016-17 - update**

Submitted September 26 to SED. Possible December start. TAE - HVAC-water supply-doors

**SMART School Bond Status - update**

Application is finally moving through the process at SED so hopefully there will be word soon

**Capital Project Phase II - update**

Turn page meeting next week. Designs look good for Cafeteria. Review time at SED is up to 40 weeks. Hope to start next summer and complete for 2018.

**Water Sampling to meet Water Testing Requirements - update**

Elementary and Middle School sampling is complete. TAE samples will be taken starting tomorrow morning. This is a costly and time consuming process. We have 178 sites at \$15 each. There is currently a 5 month turn-around time for results

**OLD BUSINESS****I-1 Policies**

A motion was made by Andrew Willard, seconded by Harvey Harris and carried 5-0 to approve the following revised Board of Education Policies as presented at the September 7, 2016 Board of Education meeting:

- a. Policy 5681: School Safety Plans
- b. Policy 5683: Fire and Emergency Drills, Bomb Threats and Bus Emergency Drills.
- c. Policy 6110: Code of Ethics for Board Members and All District Personnel
- d. Policy 6220: Temporary Personnel
- e. Policy 7330: Searches and Interrogations of Students

**CONSENT**

A motion was made by Harvey Harris, seconded by Andrew Willard and carried 5-0 to approve the following consent agenda items K-1 through K5.

**K-1 CPSE Recommendations and Funding - approved**

The Board of Education approved the recommendations and funds to support placements for determinations made at the August 15, September 27, 2016 CPSE meetings.

**K-2 CSE Recommendations and Funding - approved**

The Board of Education approved the recommendations and funds to support placements for determinations made at the August 15, September 19, 20, 22, 26, 2016 CSE meetings.

**K-3 Pianos - disposal - approved**

The Board of Education approved of the disposal of three upright Hamilton pianos that have been deemed of no value.

**K-4 Donation – Class of 2007 – up to \$500.00 - accepted**

The Board of Education accepted a donation not to exceed \$500.00 from the Class of 2007 to pay the expenses of a field trip for Math Day at Corning Community College. These expenses will include transportation and two substitutes. Thirty students will experience what employment options they have in math related fields. Edison will be one of 20+ schools in attendance.

**K-5 Donation – eScript Program – \$68.15 - accepted**

The Board of Education accepted the following donations from the eScrip program:

- \$22.58 Thomas A Edison High School
- \$45.57 Cohen Elementary School

**L. Awards/Honors/Achievement**

Support Staff Person and Teacher of the Year awards are nominated by co-workers. This years honorees are  
 Pam Cleveland - 2016 Support Staff Person of the Year  
 Patti Pautz – 2016 Teacher of the Year

**COMMUNICATIONS**

- M-1 Approval of the Consolidated Application for the 2016-17 school Year
- M-2 Approval of the Instructional Technology Plan for 2015-18 school years
- M-3 Approval of CTLE Provider Status
- M-4 Approval of APPR Plan
- M-5 November 15, 2016 - School Related Professionals Recognition Day

**DISCUSSION****N-1 NYSSBA Conference**

Voting Delegate –

Nominee: Andrew Willard - Nominated by Joseph Sullivan Second by Christopher Callas  
 Being no other nominations, Andrew was elected 5-0 as the voting delegate at the NYSSBA Conference

Alternate Delegate

Nominee: Christopher Callas - Nominated by Harvey Harris Second by Andrew Willard  
 Being no other nominations, Christopher was elected 5-0 as the alternate voting delegate at the NYSSBA Conference

**N-2 Safety Planning Team – Board member – see beginning of meeting****N-3 Fall Board Event at BOCES Oct 20**

Christopher Callas will attend to represent Elmira Heights

N-4 Public Presentation of Draft Safety Plan - see beginning of meeting

N-5 MVP USA Care & Gold Anywhere PPO Buy-Up Options

After a discussion of the proposed plans, a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 4-0 to continue with the current plans and approve the renewal rates for the Retirees MVP Medicare Advantage Plans (Gold Anywhere-) and (USA Care) with the following buy up rates to be effective beginning 1/1/2017:

MVP Medicare Advantage Gold Anywhere	\$407.00 per subscriber per month
MVP Medicare USA Care	\$443.80 per subscriber per month

**NEXT MEETING**

Wednesday	October 19, 2016	(if needed)	(not anticipating a need for this meeting)
Wednesday	November 2, 2016	7:00pm	Regular Board Meeting Community Room

**ADJOURNMENT** – At 8:11pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to adjourn the meeting.

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Clerk