

AGENDA

Elmira Heights Central School District
Board of Education Regular Meeting
TAE Community Room
Wednesday, January 4, 2017
7:00 pm

A. Call to Order

B. Roll Call

C. Approval of Agenda/Minutes

C-1 Recommendation to approve the agenda of the January 4, 2017 Board of Education Regular Meeting

Motion_____ Second_____ VOTE_____

C-2 Recommendation to approve the minutes from the December 7, 2016, 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

Executive Session if needed

Motion_____ Second_____ VOTE_____ Time In_____

Motion_____ Second_____ VOTE_____ Time Out_____

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-5 Business Manager

E-6 Other Staff

E-7 Public Comments

F. Personnel

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

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

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. Recommendation to approve the following substitute(s) for the 2016-17 school year:

Substitute Teachers: Alison Capilli

Substitute Support Staff: Alison Capilli

b. Recommendation to approve the following long term substitute

Paula Edelmann – retired teacher

Position: Substitute Elementary Teacher (for Paluga 3rd grade)

Certification Area: Permanent PK, K 1-6 - retired

Compensation: \$100.00/day to convert to \$282.07/day (step 15 w/36 credits \$56,414/200)

after 26 consecutive days at which time she will be eligible to receive benefits in accordance with Policy 6221: Part Time and Professional Staff Employment.

c. Recommendation to approve the following individual to provide supervision/game help for the 2016-17 school year at a rate of \$17.50 per hour. All supervisors will hold current CPR/AED certification.

Elizabeth Warren

d. Recommendation to appoint the following personnel to work with the extended school day program (APEX) grant for the 2016-17 school year:

Activity Coordinators –\$17.50 per hour

Cohen Middle School:

Justin Coffin James Heraghty

e. Recommendation to acknowledge Elmira College student, Ms. Ashley Fredericks as a student teacher under the direction and cooperation of Mrs. Jean Ryan, a secondary ELA teacher in the subject area of ELA at Cohen Middle School, for the period of January 10, 2017 through April 5, 2017.

G. Financial

G-1 Budget Status Report

Recommendation to acknowledge the Budget Status Report as of December 28, 2016.

SEE ATTACHED

Motion_____ Second _____ VOTE _____

G-2 Treasurer’s Report

Recommendation to acknowledge the Treasurer’s Report for the month of November, 2016.
SEE ATTACHED

Motion_____Second _____VOTE _____

G-3 Investment Report No Report

G-4 Claims Auditor Report

Recommendation to acknowledge the Claims Auditor Report for the month of November, 2016.
SEE ATTACHED

Motion_____ Second _____VOTE _____

G-5 Extra Classroom Report

Recommendation to acknowledge the Extra Classroom Report for the month of November, 2016.
SEE ATTACHED

Motion_____ Second _____VOTE _____

G-6 Budget Transfer – error correction

Recommendation to approve the corrected budget transfers in the \$12.4M Capital Project Budget as presented at the December 7, 2016 meeting. See attached.

Motion_____ Second _____VOTE _____

H. Facilities

H-1 Update of Capital Project Phase II:

Presentation HUNT, Engineers, Architects and Land Surveyors, P.C.

H-2 Update on 2016-17 Capital Outlay Project

H-3 Recommendation to acknowledge the November 23, 2016 Fire Inspection Report for the 2016-17 year. SEE ATTACHED

Motion_____ Second _____VOTE _____

I. Old Business

J. New Business

J-1 Recommendation to acknowledge review of the following policies by our legal firm to be recommended for deletion at the next Board of Education meeting SEE ATTACHED

Motion_____ Second _____VOTE _____

| | | |
|------|---|--|
| 1338 | Duties of the School Physician/Nurse Practitioner | duties are outlined by law and no policy is needed |
| 1420 | Execution of Policy: Administrative Regulations | no required by law |
| 1510 | Regular Board Meetings | reiterates requirements of Education & Public Officer’s Law re: meetings |
| 1520 | Special Meetings of the Board of Education | reiterates requirements of Education Law |
| 1610 | Annual District Meeting and Election/Budget Vote | reiterates requirements of Education Law |
| 1611 | Business of the Annual District Election | reiterates requirements of Education Law |
| 1630 | Legal Qualifications of Voters at School District Meeting | reiterates requirements of Education Law re: voter qualifications |
| 1640 | Absentee Ballots | reiterates requirements of Education Law |
| 1710 | Quorum | reiterates requirements of Education Law |
| 1720 | By-Laws Minutes | reiterates requirements of Education Law & Public Officer’s Law |
| 1730 | Executive Sessions | reiterates requirements of Education Law & Public Officer’s Law |
| 2110 | Orienting New Board Members | no policy required |
| 2120 | Use of Parliamentary Procedure | designed for large groups and inappropriate for small volunteer boards |
| 2330 | Compensation and Expenses | reiterates requirement of Education Law & other policy in place |

J-2 Recommendation to acknowledge the 1st reading of the following revised policy: SEE ATTACHED
 Motion_____ Second _____ VOTE _____
 1410 Policy revisions as recommended by attorney letter

J-3 After multiple attempts at collection, and as discussed at the August 3, 2016 Board of Education meeting, it is recommended to authorize that outstanding balances for lost student textbooks and negative balances on student school lunch accounts for the school year 2015-2016 be written off as follows:

| <u>Textbooks</u> | | <u>School Lunch Accounts</u> | |
|------------------|----------|------------------------------|----------|
| TAE | \$621.17 | Cohen | \$252.07 |
| | | TAE | \$ 96.19 |
| Motion_____ | | Second_____ | |
| | | Vote_____ | |

J-4 Recommendation to approve the 2016-17 Cost Allocation Methodology for COSERS to be offered by the GST BOCES for the 2016-17 school year. SEE ATTACHED

Motion_____ Second_____ Vote_____

J-5 Recommendation to award Elmira Structures as the successful contract bidder for the Elmira Heights Central School District 2016-17 Capital Outlay Project for a base bid amount of \$26,700 plus alternate of \$28,000 for a total bid cost of \$54,700 and to authorize the Board President to execute the contract when available. SEE ATTACHED

Motion_____ Second_____ Vote_____

K. Consent

At this point the Board will consider whether to proceed with consent agenda items K-1 through K-8.

Motion_____ Second _____ VOTE _____

K 1 Recommendation to approve the student placement determinations from the December 5, 6, 12, 13, 15, 19, 2016 CSE meeting and the funds to support such recommendations.

K-2 Recommendation to delete the following Board of Education Policies as advised by legal counsel and discussed at the December 7, 2016 Board of Education Meeting. SEE ATTACHED

| | | |
|------|---|---|
| 1110 | School District and Board of Education Legal Status | no legal requirement to have a policy state the legal structure of district |
| 1120 | Board of Education Authority | reiterates law |
| 1130 | Number of Members and Terms of Office | # of members and term length determined by voters, not resolution |
| 1210 | Board of Education Members: Qualifications | qualifications are set by law and may not be changed by resolution |
| 1220 | Board of Education Members: Nomination and Election | recites law and hour of voting are set annually |
| 1230 | Reporting of Expenditures | recites Law |
| 1240 | Resignation and Dismissal | recites current state of the law |
| 1310 | Powers and Duties of the Board | recites general powers it already has by statute |
| 1322 | Duties of the Vice President of the Board of Education | recites law – delete & adding statement to policy 1321-duties of Pres. |
| 1330 | Appointments and Designations by the Board of Education | reiterates law |
| 1331 | Duties of the District Clerk | reiterates requirements of the law |
| 1332 | Duties of the School District Treasurer | reiterates law |
| 1333 | Duties of the Tax Collector | reiterates law |
| 1334 | Duties of the Independent Auditor | reiterates law |
| 1337 | Duties of the School Attorney | recites some but not all legal requirement |

K-3 Recommendation to approve the revised Board of Education Policy 1321 Duties of the President of the Board of Education as presented at the December 7, 2016 Board of Education Meeting.
 SEE ATTACHED

K-4 Recommendation to approve the revised Board of Education Policy 1335 Appointment and Duties of Claims Auditor as presented at the December 7, 2016 Board of Education Meeting.
 SEE ATTACHED

K-5 Recommendation to accept with thanks and appreciation a donation of \$165.64 from the TAE Class of '65 "No Heights Kid Goes Hungry" program to supplement cost of lunch for students in need of assistance.

K-6 Recommendation to accept with thanks and appreciation a donation of up to \$1,200.00 from the Elmira Heights PFO for Mr. Lutz to purchase laminating rolls for Cohen School.

K-7 Recommendation to accept with thanks and appreciation a donation of up to \$350.00 from the TAE Class of 2014 to fund a field trip, including bus transportation and lunch, for a group of 10 students attending a transition conference at the Corning Radisson on January 10, 2017

K-8 Recommendation to approve the Cooperative Student Transportation Agreement between participating districts commencing July 1, 2016 and ending June 30, 2017.

L. Awards/Honors/Achievement

M. Communications

N. Discussion Topic

N-1 Budget Development

O. Next Meeting(s)

Wednesday, February 1, 2017 7:00pm Regular Board Meeting Community Room

P. Adjournment

Motion _____ Second _____ VOTE _____ Time _____