

**Board of Education  
Regular Meeting**

**Minutes April 12, 2017**

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

**CALL TO ORDER:** President Harry Blish, followed by the pledge of allegiance, called the Board of Education Meeting to order at 7:00 p.m.

**MEMBERS PRESENT** Harry Blish, Christopher Callas, Michael Lepak, Joseph Sullivan, Andrew Willard,

**MEMBERS ABSENT** Kristen Wolowitz

**OTHERS PRESENT** Mary Beth Fiore, Martha Clark, Barb Day, Melissa Kelley, Tanner Jubenville from WETM, Colleen Dengler

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 5-0 to approve the agenda for the April 12, 2017 Board of Education Meeting.

**Minutes:**

March 22, 2017 Regular Meeting- A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 5-0 to approve the minutes of the March 22, 2017 Regular Meeting.

**Order of Business:**

A motion was made by Andrew Willard, seconded by Christopher Callas 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.

**COMMENTS FROM THE PUBLIC AND STAFF**

Mary Beth Fiore - Superintendent ♦Thankful for State budget. Not as much as hoped for, but at least it allows us to move forward with budgeting. There is concern regarding language relative to power given to the Governor to adjust budget ♦Attended Board professional development last week- State still owes District \$560,419 in prior year adjustments – some as old as 2007 - Foundation Aid still due is \$5,197,372 - our free/reduce lunch program is at 50.2% (right in the middle of our north and south neighbors)

Martha Clark – Business Manager ♦Field work for the student services internal audit will be next week

**PERSONNEL**

A motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to approve the following consent personnel items F-1a through F4c. 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**

Mary Reasons Kyle Scott Linda Wallenbeck

**Substitute Support Staff**

Nancy Auer Jane Barker Michelle Elston Mary Reasons Kyle Scott John Cole

**b. Extended School Day (APEX grant) personnel –approved**

The board approved the following individual to work with the extended school day program (APEX) grant for the 2016-17 school year:

Apex Activity Coordinator - \$17.50 per hour)  
Thomas A Edison High School  
Kyle Scott

**c. Poll Workers - approved**

The Board approved the following as Poll Workers for the May 16, 2017 Annual Meeting/Budget Vote.

Chairman: Ken Erickson Chief Inspector: Kris Manns

Inspectors / Clerks / Alternates

Becky Arthur	Kathy Meriwether	Lola Sherman
Sue Blish	Mary Moore	Sharon Shutt
Millie Cheplick	Liz O'Brien	Beverly Spencer
Charles Clemens	Marian Oldroyd	Maria Turic
Jan Clemens	Peggy Ridosh	
Gail Legge	Deb Sherman	

**F-2 Resignation/Retirement**

**a. Elementary Teacher – Retirement - accepted**

Sue Portwood –

The Board accepted the resignation for the purposes of retirement, of Ms. Sue Portwood as an Elementary teacher, effective June 30, 2017, with thanks and appreciation of 18 years of service to the Elmira Heights CSD. Ms. Portwood shall receive retirement benefits that she is eligible for, as outlined in the current EHTA contract.

**b. Secondary English Teacher – Retirement - accepted**

Jean Ryan –

The Board accepted the resignation for the purposes of retirement, of Ms. Jean Ryan as a Secondary English teacher, effective June 30, 2017, with thanks and appreciation of 20 years of service to the Elmira Heights CSD. Ms. Ryan shall receive retirement benefits that she is eligible for, as outlined in the current EHTA contract.

**c. Food Service Helper – Resignation - accepted**

Kay Ellis –

The Board accepted with thanks and appreciation of service, the resignation of Kay Ellis as food service helper effective June 23, 2017.

**F-3 Change in Appointment Status**

**a. Tenure Status - approved**

The Board approved tenure status for the following:

<u>Teacher</u>	<u>Effective Date</u>	<u>Tenure Area</u>
Jessica Delaney	07/01/2017	Family and Consumer Science
Courtney Stansfield	07/01/2017	Elementary Education
Nicole Rosno	07/01/2017	Elementary Education
Allison Sevey	08/01/2017	Elementary Education
Bridgette Metzinger	07/01/2017	Secondary Spanish
Amy Williamson	09/01/2017	Library Media

**b. Permanent Status - approved**

Eric Rice – Building Maintenance Mechanic

The Board approved the permanent appointment of Eric Rice as a Building Maintenance Mechanic, effective June 6, 2017. Mr. Rice has successfully completed his probationary period in accordance with current Civil Service Regulations.

**F-4 Create/Eliminate Positions**

**a. Bus Drivers – 3 positions - created**

The Board approved the recommendation to create three (3) Bus Driver positions effective July 1, 2017. Elmira Heights currently contracts these drivers through the Horseheads CSD, but will fill these positions with Elmira Heights employees. One long standing bus run will continue to be contracted through the Horseheads CSD to primarily transport students to Notre Dame High School.

**b. Secondary Math Teacher – 1 position - eliminated**

The Board approved the recommendation to eliminate one (1) secondary math teacher position effective July 1, 2017.

**c. Elementary Teacher (primarily math support/RTI) – 1 position - created**

The Board approved the recommendation to create one (1) elementary teacher position primarily for math support/RTI, effective July 1, 2017.

**FINANCIAL**

**G-1 Budget Status Report as of April 5, 2017- acknowledged**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to acknowledge the budget status report as of April 5, 2017.

**G-2 Treasurer’s Report (February 2017) - acknowledged**

A motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 5-0 to acknowledge the Treasurer’s report for February 2017.

**G-3 Investment Report**

No - Report

**G-4 Claims Auditor Report (February 2017) - acknowledged**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to acknowledge the Claims Auditor Report for February 2017.

**G-5 Extra-Classroom Report (February 2017) - acknowledged**

A motion was made by Joseph Sullivan, seconded by Harry Blish and carried 5-0 to acknowledge the Extra-Classroom Report for February 2017.

**G-6 Copiers - approved**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 5-0 to approve the following resolution committing to the Purchase of Toshiba Networked Printers from Schuyler Steuben Chemung Tioga Allegany BOCES D/B/A GST BOCES.

*.Resolution Committing to the Purchase of Toshiba Networked Printers*

*From Schuyler Steuben Chemung Tioga Allegany BOCES D/B/A GST BOCES*

*WHEREAS Toshiba printing services require extensive equipment, software, and maintenance costs, and*

*WHEREAS such acquisition is impractical in a single fiscal year, the GST BOCES is hereby authorized to expend annually on behalf of the Elmira Heights School District, funds to acquire the Toshiba services listed below at the costs identified, utilizing the Eastern Suffolk RIC Bid # 2015-045-0421. This technology will be used to expand the district's networked printing system.*

	<i>Equipment Model/Software</i>	<i>S/N</i>	<i>Status Description</i>	<i>Installation Location</i>
1	e-Studio 8508A	TBD	New – Replacing SCRLC14019	TAE Copy room
2	e-Studio 8508A	TBD	New – Replacing SCRLC14041	TAE Copy room
3	e-Studio 7506AC	TBD	New – Replacing SCSCD10851	TAE Copy room
4	e-Studio 5506AC	TBD	New – Replacing CBE321295	TAE Main Office
5	e-Studio 5506AC	TBD	New – Replacing SCBAD25044	Cohen Middle Main Office
6	e-Studio 5506AC	TBD	New – Replacing SCBAD24983	Cohen Elementary Main Office

	<i>36 Month Deferred Payment Plan</i>	<i>Monthly Payment</i>	<i>B &amp; W Charge Per Click Consumable Supplies Included Paper &amp; Staples Excluded</i>	<i>Color Charge Per Click Consumable Supplies Included</i>
1	4/2017 – 3/2020	\$306.11	\$0.0035	N/A
2	4/2017 – 3/2020	\$306.11	\$0.0035	N/A
3	4/2017 – 3/2020	\$346.64	\$0.0045	\$0.0435
4	4/2017 – 3/2020	\$268.79	\$0.0042	\$0.044
5	4/2017 – 3/2020	\$268.79	\$0.0042	\$0.044
6	4/2017 – 3/2020	\$268.79	\$0.0042	\$0.044

**FACILITIES**

**H-1 Update on Phase II Capital Project Status**

HVAC work in the DO is progressing. Incorrect units were sent, but they are installing the ductwork and will return to finish.

**OLD BUSINESS**

No items.

**New BUSINESS**

**J- 1 Proposition Number 1 – (Budget)**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 5-0 to approve the following budget resolution and the corresponding property tax report card.

Proposition Number 1 – (Budget)

Shall the following proposition be adopted, to wit:

BE IT RESOLVED, that the proposed budget of \$21,376,148 of the Elmira Heights Central School District for 2017-2018 be approved in accordance with Section 2022 of the Education Law and that the balance of said budget after applying available public moneys thereto be raised by a tax upon the taxable property of said District.

**CONSENT**

A motion was made by Christopher Callas, 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 March 13, 26, April 3, 2017 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 March 13, 16, 21, April 3, 4, 6, 2017 CSE meetings.

**K-3 Policy - revision - approved**

The Board of Education approved the following revised Board of Education Policies as presented at the March 22, 2017 Board of Education meeting:

7513 Administration of Medication - revised

**K-4 Grade 8 Trip – Niagara Falls – approved**

The Board of Education approved the Grade 8 trip to Niagara Falls on June 3, 2017 for various activities.

**K-5 TAE Art Club – dissolution – approved**

The Board of Education approved the following resolution, dissolving the extra-curricular TAE Art Club, due to extended inactivity:

*Resolution Dissolving the TAE Art Club Extra-Curricular Account*

**WHEREAS**, the Extra-Curricular Activity Clubs of the Elmira Heights Central School District contains a club entitled "TAE Art Club" and,

**WHEREAS**, the TAE Art Club has had no activities for more than two years which deems the club inactive.

**WHEREAS**, the TAE Art club funds have been fully expended,

**NOW, THEREFORE**, be it

**RESOLVED**, that the Board of Education of the Elmira Heights Central School District authorizes the TAE Art Club be closed due to inactivity.

**AWARDS/HONORS/ACHIEVEMENT**

no items

**COMMUNICATIONS**

no items

**DISCUSSION**

No Heights Kid Goes Hungry”

TAE Class of '65 has donated funds to support students in need to make sure they receive nutritious lunches. There has been some confusion over the process of how and who receives the benefit. The Superintendent commends the efforts of the class of '65 and will implement a process that meets legal criteria and focuses efforts on students in need, which meets the intended purpose of the Class of '65.

Policy 7132: Non-Resident Students

The Board agrees, that even though our non-resident tuition rates are very reasonable, they indicated that we should grant non-resident employees a more generous reduction on tuition. After a lengthy discussion, they agreed to have the policy amended to state that tuition shall be diminished by 75% for children of non-resident employees.

Budget Review

A quick review of the budget and timelines was presented.

**EXECUTIVE SESSION:**

At 8:01pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 5-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 8:10pm a motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 5-0 to adjourn executive session.

**NEXT MEETING**

**Wednesday	April 19, 2017	7:00pm	Regular Board Meeting (** BOCES Budget Adoption)	Community Room
Wednesday	May 3, 2017	7:00pm	Regular Board Meeting	Community Room

**ADJOURNMENT** – At 8:12pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 5-0 to adjourn the meeting.

Clerk \_\_\_\_\_