

# AGENDA

Elmira Heights Central School District

## **Board of Education Regular Meeting**

TAE Community Room

Wednesday, June 7, 2017

6:30pm AUDIT COMMITTEE MEETING

Regular Board of Education Meeting to Follow

### **A. Call to Order**

### **Administration Oath of Office:**

Newly Elected Board of Education Member to fill vacant seat and new 5 year term

Lisa Benedict June 7, 2017 through June 30, 2022

### **B. Roll Call**

### **C. Approval of Agenda/Minutes**

C-1 Recommendation to approve the agenda of the June 7, 2017 Board of Education Regular Meeting

Motion\_\_\_\_\_ Second\_\_\_\_\_ VOTE\_\_\_\_\_

C-2a Recommendation to approve the minutes from the May 3, 2017 Board of Education Regular Meeting

Motion\_\_\_\_\_ Second\_\_\_\_\_ VOTE\_\_\_\_\_

C-2b Recommendation to acknowledge the results of the Budget Vote / Elections by approving the minutes of the May 16, 2017 Annual 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 (anticipated)

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-4a**

Recommendation to approve the following consent items F-1a through F-4a

Motion \_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

### **F-1 Resignation/Retirement**

- a. Recommendation to accept with thanks and appreciation of 16 years of service, the resignation for purposes of retirement of Mr. Gary Dove as cleaner, effective June 24, 2017.
- b. Recommendation to accept, with thanks and appreciation of 10 1/2 years of service, the resignation for the purpose of retirement of Mr. Thomas Roussell as cleaner, effective July 1, 2017.
- c. Recommendation to accept, with thanks and appreciation of 27 years of service, the resignation for the purpose of retirement of Ms. Constance Gleason as Teacher Assistant, effective June 22, 2017.
- d. Recommendation to accept, with thanks and appreciation of 14 years of service, the resignation for the purpose of retirement of Ms. Amy Gee as Nurse, effective June 26, 2017.
- e. Recommendation to accept, with thanks for service and best wishes, the resignation of Ms. Katherine Hastrich as Elementary teacher (6<sup>th</sup> grade ELA), effective July 1, 2017.

### **F-2 Creation/Elimination of Positions**

- a. Recommendation to create one (1) elementary teacher position, effective July 1, 2017.
- b. Recommendation to create one (1) teacher aide position, effective July 1, 2017.
- c. Recommendation to create one (1) bus driver position effective July 1, 2017.
- d. Recommendation to eliminate one (1) cleaner/bus driver position effective July 1, 2017.
- e. Recommendation to create one (1) cleaner position effective July 1, 2017.

### **F-3 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: Kayla Heintzeman  
Substitute Support Staff: Katrina Ungvarsky Leon Hunt
- b. Recommendation to approve the following long term substitutes
  1. Don Holloway – retired teacher  
Position: Substitute Health Teacher (for Southard-Twichehll)  
Certification Area: Biology & General Science 7-12 - retired  
Compensation: \$288.21/day (step 18 w/3 credits \$57,641) having completed 26 consecutive days the rate is in effect from March 30, 2017 to the completion of the assignment. He will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

2. Denise Glowaski – retired teacher

Position: Substitute Elementary Teacher (for Allison Sevey)

Certification Area: Nursery, K-5 and Special Education - retired

Compensation: \$367.38/day (off step w/59 credits \$73,520) having completed 26 consecutive days the rate is in effect from April 7, 2017 to the completion of the assignment. She will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

3. Linda Wallenbeck –

Position: Substitute Secondary Special Education Teacher (for Kate Biddle)

Certification Area: Students with Disabilities Grade B-2 & Grade 1-6

Compensation: \$222.47/day (step 5 w/30 credits \$44,494) having completed 26 consecutive days the rate is in effect from April 17, 2017 to the completion of the assignment. She will be eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

c. Recommendation to approve the following probationary appointment(s)

1. Kate Shilling

Food Service Helper – 3.00 hour per day

Effective June 8, 2017

Probationary Period – June 8, 2017 thru June 7, 2018 / Civil Service Regulations

Compensation per EHESSA Contract. - \$10.00 per hour (Step 1)

2. Kelley Groome

Teacher Aide (assigned to cafeteria) – 3.0 hour per day

Effective June 8, 2017

Probationary Period – June 8, 2017 thru June 7, 2018 / Civil Service Regulations

Compensation per EHESSA Contract. - \$10.00 per hour (Step 1)

d. Recommendation to approve the following summer transportation personnel:

- |                          |                |                  |
|--------------------------|----------------|------------------|
| 1. Bus Driver            | Cindy Davis    | \$21.86 per hour |
| 2. Bus Driver            | Gloria LaLonde | \$16.48 per hour |
| 3. Bus Aide              | Rena Dildine   | \$15.90 per hour |
| 4. Bus Aide              | Peggy Webber   | \$14.12 per hour |
| 5. Bus Driver Substitute | Randy Hardy    | \$19.72 per hour |

e. Recommendation to approve the following teacher to work with our Elementary summer school program for four hours per day for fifteen days at a rate of \$22.50 per hour:

Teacher Elizabeth Reed

f. Recommendation to appoint the following site coordinator to work with the APEX grant, 2017 summer school extended year program:

Site Coordinator      \$2,400 stipend      Jason Howe

g. Recommendation to appoint the attached lists of tutors at \$22.50 per hour and activity co-ordinators/advisors at \$17.50 per hour for the 2017-18 school year.

**F-4 Parental Leave**

- a. Recommendation to approve the parental leave of Ms. Katherine Herzig on or about November 2, 2017 with an anticipated return on or about January 2, 2018.

## **G. Financial**

### **G-1 Budget Status Report**

Recommendation to acknowledge the Budget Status Report as of May 31, 2017  
SEE ATTACHED

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

### **G-2 Treasurer's Report**

Recommendation to acknowledge the Treasurer's Report for the month of April 2017.  
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 April 2017.  
SEE ATTACHED

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

### **G-5 Extra Classroom Report**

Recommendation to acknowledge the Extra Classroom Report for the month of April 2017.  
SEE ATTACHED

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

### **G-6 Bus Bond Resolution**

Recommendation to approve the attached bond resolution for the purpose of financing the purchase of school buses: SEE ATTACHED

Motion\_\_\_\_\_ Second\_\_\_\_\_ VOTE\_\_\_\_\_

### **G-7 Fund Balance Transfers**

Recommendation to approve the transfer of up to \$150,000 into the Retirement Contribution Reserve Fund, up to \$50,000 in the Capital Reserve Fund, and up to \$100,000 into the Workers Compensation Reserve in the fiscal year ending June 30, 2017.

Motion \_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

## **H. Facilities**

H-1 Update on Capital Project Outlay Project

H-2 Update on Phase II Capital Project

## **I. Old Business**

## **J. New Business**

J-1 Recommendation to approve the bus garage lease for the 2017-18 school year between the Horseheads Central School District and the Elmira Heights Central School District. SEE ATTACHED

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

J-2 Recommendation to approve the maintenance agreement for the 2017-18 school year between the Horseheads Central School District and the Elmira Heights Central School District. SEE ATTACHED

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

J-3 Recommendation to approve the adoption and purchase of the Scott Foresman Reading Street ELA Program for grades 3-5.

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

## **K. Consent**

At this point the Board will consider whether to proceed with consent agenda items K-1 through K-14

Motion\_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_

- K-1 Recommendation to approve the student placement determinations from the April 27, May 1, 2, 5, 8, 9, 15, 18, 22, 23, 25, 30, 31, June 1, 2017 CSE meetings and the funds to support such recommendations.
- K-2 Recommendation to approve the student placement determinations from the May 1, 22, 2017 CPSE meetings and the funds to support such recommendations
- K-3 Recommendation to approve the Services Agreement Reinstatement for continuation of services by the Omni Group as Plan Administrator for the District's 403(b) plan under the Omni-Preferred Provider Program in the amount of \$1,716.00 for the 2017-18 year. SEE ATTACHED
- K-4 Recommendation to approve the attached resolution for participation in the 2017-18 joint bidding of commodities for cafeteria supplies as authorized by General Municipal Law, Section 119-o, with the Greater Southern Tier BOCES as the lead agency representing us in these matters. SEE ATTACHED
- K-5 Recommendation to approve the 2017-18 cooperative purchasing resolution and the 2017-18 generic resolution with the Delaware-Chenango-Madison-Otsego (DCMO) BOCES for equipment, supplies and contract items for the 2017-18 school year. SEE ATTACHED
- K-6 Recommendation to accept with thanks and appreciation a donation in the amount of \$23.50 from the Box Tops for Education Program for the Cohen Middle School materials and supplies.
- K-7 Recommendation to accept with thanks and appreciation a donation in the amount of \$87.00 from Cohen Middle School Student Council to pay transportation cost for Food Bank field trip for Annual Day of Giving.
- K-8 Recommendation to accept with thanks and appreciation a donation of up to \$400.00 from PFO to provide bussing for the Fifth Grade annual Mark Twain field trip to Elmira College and Quarry Farm.
- K-9 Recommendation to approve the health and welfare services contract with the Elmira City School District, having provided services for twenty-eight (28) Elmira Heights students, attending non-public/charter schools located in the Elmira City School District, during the 2016-17 school year, at a rate of \$615.38 per student for a total cost for twenty-eight (28) students of \$17,230.64
- K-10 Recommendation to approve the health and welfare services contract with the Horseheads Central School District, having provided services for eighteen (18) Elmira Heights students, attending non-public/charter schools located in the Horseheads Central School District, during the 2016-17 school year, at a rate of \$266.87 per student for a total cost for eighteen (18) students of \$4,803.66
- K-11 Recommendation to approve the Memorandum of Understanding between the Elmira Heights CSD and E.O.P. Child Development Head Start for preschool children special education services, effective July 1, 2017 through June 30, 2018. SEE ATTACHED
- K-12 Recommendation to acknowledge the Employment Conditions and Benefits of the Exempt Employees and the Transportation Supervisor, with salary adjustments, effective July 1, 2017 through June 30, 2018.
- K-13 Recommendation to approve the correction of a typo on the 2017-18 School Calendar. Under the holiday description Memorial Day was corrected to reflect 05/28/18
- K-14 Recommendation to approve the renewal of the 2016-17 contract bid with Fosters Disposal Service for trash removal for the 2017-18 and 2018-19 school years at zero increase for both years.

## **L. Awards/Honors/Achievement**

NYSSBA Award: Board Achievement Award – Level 1

Michael Lepak

NYSDOT Bus Inspection Report

## **M. Communications**

## **N. Discussion Topic**

N-1 Insurance Update

N-2 Perry and Carroll MVP Management Proposal

N-3 Code of Conduct Public Presentation

N-4 Attendance Plan Updates

N-5 AIS/RTI Plan Updates

N-6 Annual Professional Performance Review (APPR)

N-7 Professional Development Plan (PDP) Updates

N-8 Comprehensive District Education Plan

N-9 Special Education Plan

N-10 Fingerprints

N-11 2017-18 Board of Education Meeting Calendar

N-12 Recommendation for rates for the 2017-18 school year

a. Substitute Rates

b. Tuition Rates

c. Facilities Usage Rates

d. Tutor Rate

e. Curriculum Development Rate

f. Detention Rate

g. APEX Grant Activities Director Rate

h. APEX Grant Teacher Tutor Rate

i. APEX Grant Teacher Assistant Tutor Rate

j. APEX Grant Site Coordinator Rate

k. Game Help/Supervisor Rates

l. Concert Supervision Rate

## **O. Next Meeting(s)**

Wednesday	June 21, 2017	7:00pm Regular Board Meeting	Community Rm
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Wednesday	July 5, 2017	7:00pm Reorganization/Regular Meeting	Community Rm
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## **P. Adjournment**

Motion \_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_ Time \_\_\_\_\_