

**Board of Education  
Regular Meeting**

**Minutes August 12, 2020**

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

**CALL TO ORDER:** President Harry Blish, called the Board of Education Meeting to order at 7:08 p.m. Followed by the pledge of allegiance.

**MEMBERS PRESENT** Lisa Benedict, Harry Blish, Christopher Callas, John Cole, Michael Lepak, Andrew Willard,

**MEMBERS ABSENT** Joseph Sullivan

**OTHERS PRESENT** Michael Gill, Martha Clark, Tom Boyanowski, Julie Lederman, Erin Furstoss

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 6-0 to approve the agenda for the August 12, 2020 Board of Education Meeting with additions under financial.

**Minutes:**

July 1, 2020 Reorganization/Regular Meeting - A motion was made by Andrew Willard, seconded by John Cole and carried 6-0 to approve the minutes of the July 1, 2020 Reorganization/Regular Meeting.

July 15, 2020 Special Meeting - A motion was made by Andrew Willard, seconded by Michael Lepak and carried 6-0 to approve the minutes of the July 15, 2020 Special Meeting.

July 28, 2020 Special Meeting - A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the minutes of the July 28, 2020 Regular Meeting.

**Order of Business:**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to suspend the regular order of business to accommodate guests, special discussion topics and presentations in an order of business as deemed appropriate.

**EXECUTIVE SESSION:**

At 7:10pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 7:46pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

**COMMENTS FROM THE PUBLIC AND STAFF**

Michael Gill - Superintendent ♦Reopening – will discuss during presentation at end of meeting ♦Middle School Principal selection – 29 applicants. 6 Interviews held yesterday (8/11), interview committee based of Board Member, support staff, teachers, parent and student volunteered their time ♦DID will go out this month regarding reopening and safety, but the school calendar will be posted online/digital copy because there are too many unknowns with school event schedule ♦Transportation – Todd is doing a great job planning the bus runs..

Principal Report – Tom Boyanowski, High School ♦Busy figuring all this out ♦Reviewing the results of survey and contacting about 100 families that did not respond ♦Survey had questions regarding transportation, technology needs, remote vs. hybrid choice, course selection. ♦Still concerned about how to make this a great year for students and community, social/emotional side, how to do “Spirit Week” ♦BOCES New Visions program is running every day, TAE can transport kids from Edison to BOCES and back to Edison.

Martha Clark – Business Manager ♦Preparing for Audit ♦Transparency reporting due in Sept – compares cost per student per building against budgeted numbers and what was actually spent.....♦District office is busy with teacher orders coming in and hiring new staff ♦Guidance released on 7/31 for CARES Act money granted to State education for technology and PPE.

Other Staff

**PERSONNEL**

A motion was made by John Cole, seconded by Andrew Willard and carried 6-0 to approve the following consent personnel item(s) F-1a through F4b. 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.

**F-1 Appointments**

- a. The Board of Education approved the following substitutes for the 2019-20 school year”

Substitute Teachers: Barb Day Wendy Jurusik Thomas Milliken Michelle Mitchell

Patti Pautz Chris Skinkle Todd Stutzman

Substitute Support Staff: Beth Dann Barb Day Carol Sullivan Chris Skinkle

- b. The Board approved the following probationary appointments:

Deborah Fishbeck

Tenure Area: Secondary Science

Effective: September 1, 2020

\*\*Probationary Period: four (4) years effective Sept 1, 2020 thru August 31, 2024

Certification Area: Initial Earth Science 7-12 expires 8/31/22

Total Compensation per EHTA Contract: \$45,248.00 (Step 4 with 36 graduate hours)

Carter Frame

Tenure Area: Secondary English

Effective: September 1, 2020

\*\*Probationary Period: four (4) years effective Sept 1, 2020 thru August 31, 2024

Certification Area: Initial English Language Arts 7-12 expires 8/31/25

Total Compensation per EHTA Contract: \$45,203.00 (Step 1 with 35 graduate hours)

\*\*To the extent required by the applicable provisions of Education law §§2509, 2573, 3212 and 3014, in order to be granted tenure the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education law §3012-c and/or 3012d of either effective or highly effective in at least three (3) of the four (4) preceding years. If the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. For purposes of this subdivision, classroom teacher and building principal mean a classroom teacher or building principal as such terms are defined in Sections 30-2.2 and 30-3.2 of this part.

## **F-2 Change in Employment Status**

- a. Justina Kohler – 3.25 to 3.50 hours per day – eff 9/1/2020

Food Service Helper

The Board approved the appointment of Justina Kohler from a 3.25 hr/day food service helper to a 3.50 hr/day food service helper position effective September 1, 2020. Ms. Kohler's hourly rate and probationary period remain the same.

## **F-3 Resignations / Terminations / Retirements**

- a. Teacher aide - resignation

Alaysha Kelley

The Board of Education accepted with thanks for service, the resignation of Alaysha Kelley as a Teacher Aide, effective September 1, 2020. Ms. Kelley's last day of employment with the District will be August 31, 2020.

## **F-4 Parental Leave**

- a. Meghan Devlin

The Board approved the parental leave of Meghan Devlin effective on or about November 15, 2020 with an anticipated return on or about January 19, 2021. As an FMLA qualifying event, sick leave accruals shall run concurrently through the time of disability and Ms. Passmore shall have the option to continue to use accruals or take the balance of the parental leave unpaid.

- b. Shane Devlin

The Board approved the parental leave of Shane Devlin effective on or about January 19, 2021 with an anticipated return on or about February 18, 2021. As an FMLA qualifying event, family sick leave accruals shall run concurrently through the time of parental leave.

## **FINANCIAL**

### **G-1 Reports - acknowledged**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to acknowledge the following consent financial reports:

- a. Budget Status Report as of August 5, 2020
- b. Revenue Status Report as of August 5, 2020
- c. Budget Transfer Report as of June 30, 2020 (processed through August 5, 2020)
- d. Treasurer's Report for June 2020
- e. Claims Auditor Report for June 2020
- f. Extra Classroom Report for June 2020

### **G-2 Purchasing and Expenditures Audit**

A motion was made by John Cole, seconded by Michael Lepak and carried 6-0 to accept the 2019-20 Purchasing and Expenditures Audit Report of Tompkins Seneca BOCES Internal Audit Services, as presented to the Audit Committee on August 12, 2020.

### **G-3 Corrective Action Plan (purchasing and expenditures audit)**

A motion was made by Andrew Willard, seconded by Christopher Callas and carried 6-0 to accept the Corrective Action Plan for the 2019-20 Purchasing and Expenditures Internal Audit Report.

**G-4 Tax Warrant 2020-2021- approved**

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to approve the 2020-2021 tax warrant, authorizing the collection of \$8,124,805 with the town by town tax rates per \$1000.00 being:

Big Flats \$22.736502 Elmira \$22.856054 Horseheads \$24.111342

**FACILITIES**

no report

**OLD BUSINESS**

no items

**NEW BUSINESS**

**J-1 United Healthcare Medicare Advantage plan renewal rates 2021 – approved**

A motion was made by Andrew Willard, seconded by Harry Blish and carried 6-0 to acknowledge the renewal rates for the retirees United Healthcare Medicare Advantage plan effective 1/1/2021 through 12/31/2021:

current premium rates	\$277.79 per subscriber per month
2021 proposed rates	\$261.12 per subscriber per month

**CONSENT**

A motion was made by Michael Lepak, seconded by Lisa Benedict and carried 6-0 to approve the following consent agenda items K-1 through K-8

K-1 The Board approved the donation from Elmira Heights PFO of medium supply cases with an approximate value of \$120.00 to the first-grade classes of Mrs. Mayotte and Mrs. Ruhmel to provide storage for student kits to be used in class.

K-2 The Board accepted with thanks and appreciation, the following donations from Elmira Heights PFO for the PBIS programs for the 2020-21 school year:

\$1,000.00 TAE	2020-21 PBIS program
\$ 1,000.00 Cohen Middle School	2020-21 PBIS program
\$1,500.00 Cohen Elementary School	2020-21 PBIS program

K-3 The Board accepted the donation from Elmira Heights PFO of funds not to exceed \$500 to the Cohen Elementary Physical Education department to purchase curriculum storage to organize and maintain inventory for the department.

K-4 The Board accepted the donation from the Strong Kids Safe Kids program the following items for Cohen Elementary School with an approximate value of \$1,200.00:

1,200 pencils #2 lead  
200 boxes of Crayola Crayons (24 count)  
200 boxes of Crayola Colored Pencils (12 counts)  
400 Composition Notebooks  
400 zipper pencil pouches

K-5 The Board approved the recommendation to recognize the Elmira Heights FAB Club(Fine Arts Booster) as a school-related group for the 2020-21 school year.

K-6 The Board approved the recommendation to recognize the Elmira Heights Booster Club as a school-related group for the 2020-21 school year.

K-7 The Board acknowledged the report of the July 13, 2020 asbestos surveillance report.

K-8 The Board approved the contract with Chemung County for PreK evaluation services.

**AWARDS/HONORS/ACHIEVEMENT**

No items

**COMMUNICATIONS**

No items

**DISCUSSION**

N-1 Reopening Plan – see power point presentation attached.

<https://www.heightsschools.com/uploadeddocs/200812%20BOE%20Reopening%20Plan%20Update.pdf>

N-2 NYSSBA's Annual Convention & Education Expo is Going Virtual – The Board still does not show interest in attending this year's annual convention even though it is changed to virtual. We will keep them up to date.

**NEXT MEETING**

Friday	August 14, 2020	Special Board Meeting (if needed)	TBD	
Wednesday	August 26, 2020	Regular Board Meeting (if needed)	6:00pm	Visual Inspection
Wednesday	September 9, 2020	Regular Board Meeting	7:00pm	Community Rm
Wednesday	September 23, 2020	Regular Board Meeting (if needed)	7:00pm	Community Rm

**ADJOURNMENT** – At 9:24pm a motion was made by Michael Lepak, seconded by Andrew Willard and carried 6-0 to adjourn the meeting.

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Clerk