

**Board of Education  
Regular Meeting**

**Minutes November 4, 2020**

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT  
ELMIRA HEIGHTS, NEW YORK  
Due to the COVID-19 pandemic and State executive order  
This meeting was held via Zoom**

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

**MEMBERS PRESENT** Lisa Benedict, Harry Blish, Christopher Callas (7:04), John Cole, Michael Lepak, Joseph Sullivan, Andrew Willard

**MEMBERS ABSENT**

**OTHERS PRESENT** Michael Gill, Martha Clark, Brandon Foley, Julie Lederman, Erin Furstoss

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Michael Lepak, seconded by Lisa Benedict, seconded by Joseph Sullivan and carried 6-0 to approve the agenda of the November 4, 2020 Board of Education Regular Meeting.

**Minutes:**

October 21, 2020 Regular Meeting – A motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 6-0 to approve the minutes of the October 21, 2020 Regular Meeting.

**Order of Business:**

A motion was made by Andrew Willard, seconded by Michael Lepak 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 7:02pm a motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 to enter executive session to discuss personnel.

**ADJOURN EXECUTIVE SESSION:**

At 7:57 a motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 7-0 to adjourn executive session.

**COMMENTS FROM THE PUBLIC AND STAFF**

Michael Gill - Superintendent ♦ Testing 20% of staff hosted by Elmira City SD and Dept of Health/Chemung County is going well, relatively quick process ♦ First week going full remote, some challenges, but overall successful with Google Classroom ♦ Created a sub-committee to discuss how athletics should be handled, awaiting more guidelines ♦ Delivered 7-day packet of food to 200 students today ♦

Principal Report – Brandon Foley, Middle School ♦ Cohen Middle School is identified as Targeted Support and Improvement (TSI) school because a subgroup in 2018-19 school year didn't perform well on state test – working to create a comprehensive improvement plan that will be presented to the Board in December for approval ♦ Three needs assessment surveys going out right now; 1 to students, 1 to families, 1 to teachers ♦ Teachers are doing a phenomenal job with remote learning, first 25 minutes of classes now start with live interactions, second 25 minutes designated for learning/catching up/break ♦ Home visits/outreach have helped with student attendance tremendously ♦ Sherry Moore (Science) and Jen Thomas (Library) assigned a fun STEM project for students to create a "contraption" to deliver Halloween candy safely with social distancing.

Martha Clark – Business Manager ♦ Tolling was not extended, so we will be buying busses – going out to sale tomorrow, closing on the 19<sup>th</sup> ♦ Drawing up budget calendar for 2021-2022

**PERSONNEL**

A motion was made by John Cole, seconded by Andrew Willard and carried 7-0 to approve the following consent personnel item(s) F-1a through F-2a. 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**

The Board approved 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. **Substitute** for the 2020-21 school year:  
Substitute Support Staff: William Seymour

## **F-2 Parental Leave**

- a. Stephanie Rappleye - approved  
The Board of Education approved the parental leave of Stephanie Rappleye effective on or about March 28, 2021 with an anticipated return on or about June 7, 2021. As an FMLA qualifying event, sick leave accruals shall run concurrently through the time of disability and Ms. Rappleye shall have the option to continue to use accruals or take the balance of the parental leave unpaid.

## **FINANCIAL**

### **G-1 Reports – acknowledged**

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 7-0 to acknowledge the following consent financial reports:

- a. Budget Status Report as of October 28, 2020
- b. Revenue Status Report as of October 28, 2020
- c. Budget Transfer Report as of October 28, 2020 – no reports
- d. Treasurer's Report for September 2020
- e. Claims Auditor Report for September 2020
- f. Extra Classroom Report for August 2020

### **G-2 NYSMEC - Upcoming Electricity and Natural Gas Bids - approved**

A motion was made Andrew Willard, seconded by Joseph Sullivan and carried 7-0 to approve the following gas and electric resolutions and agreements:

#### **a. RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR ELECTRICITY**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Elmira Heights Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Elmira Heights Central School District to participate in the NYSMEC, and authorizes and directs Michael F. Gill to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$0.0736 cents per kWh for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**b. RESOLUTION AUTHORIZING PARTICIPATION IN COOPERATIVE ENERGY PURCHASING SERVICE (NYSMEC) FOR NATURAL GAS**

**WHEREAS**, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

**WHEREAS**, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

**WHEREAS**, Elmira Heights Central School District (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

**WHEREAS**, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

**NOW THEREFORE, BE IT RESOLVED**, that this Board hereby determines that it is in the interests of the Elmira Heights Central School District to participate in the NYSMEC, and authorizes and directs Michael F. Gill to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

**BE IT FURTHER RESOLVED**, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$0.583 cents per therm for a term of at least one year and no more than three years commencing May 1, 2021, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

**BE IT FURTHER RESOLVED**, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

**BE IT FURTHER RESOLVED**, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**FACILITIES**

H-1 2021 Capital Outlay/Capital Project –  
Phase 1: 2 Part Project = \$225,000  
\$100,000 Capital Outlay Budget Appropriations  
\$125,000 Capital Project – Capital Reserve Funds

First step is renovating the front doors and roof at TAE high school – leaks and cracks. Paperwork has been submitted and architects are planning. Hopefully to get that approval in December, lead time on ordering doors is 6 months.

H-2 Future Capital Project Planning – keeping the local share of contribution the same for Capital Projects. Vote to public in December 2021. Hunt completed the facilities review and prioritized renovations within a certain dollar amount. Time to think about the bigger projections. Look into energy savings that "pay for themselves"

**OLD BUSINESS**

No items

**NEW BUSINESS**

**J-1 EHESSA – Memorandum of Agreement**

A motion was made by Andrew Willard, seconded by Michael Lepak and carried 7-0 to approve the recommendation to ratify the memorandum of agreement between the Superintendent of Schools of the Elmira Heights Central School District and the Elmira Heights Educational Support Staff Association, effective July 1, 2018 through June 30, 2022, to allow furloughs.

**CONSENT**

A motion was made by Christopher Callas, seconded by Michael Lepak and carried 7-0 to approve the following consent agenda item K-1 through K-3

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

The Board approved the student placement determinations from the September 23, 24, 25, 28, 29, 30; October 1, 5, 7, 21, 22, 26, 27, 28 and 29, 2020 CSE meeting(s) and the funds to support such recommendations.

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

The Board approved the student placement determinations from the October 5 and 13 CPSE meeting(s) and the funds to support such recommendations.

**K-3 Retention and Disposition Schedule - accepted**

The Board accepted the below resolution to adopt the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*.

**RESOLVED**, By the Board of Education of Elmira Heights Central School District that *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

**FURTHER RESOLVED**, that in accordance with Article 57-A:

(a) only those records will be disposed of that are described in *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, after they have met the minimum retention periods described therein;

(b) only those records will be disposed of that do not have sufficient administrative, fiscal

**AWARDS/HONORS/ACHIEVEMENT**

No items

**COMMUNICATIONS**

No items

**DISCUSSION**

N-1 Orange Zone Status – no update from the Governor yet. Covid case numbers are still steady. Mr. Gill went through a power point presentation regarding the NYS guidelines for covid testing during Orange/Yellow Zone and what is needed if we want to attempt to bring students back in person while in Orange/Yellow zones. Orange zones required every student and staff be tested for covid within 7 days of in person start date and continue covid testing 25% of staff and students each week so all are tested within a 4 week cycle. Yellow zone requires 20% testing of staff and students each week. If test results return 9+ covid positives, we would have to go to remote learning again. District will put out survey to families to see what the interest is in going through this testing to reopen to hybrid model. District Leadership Team will review the guidelines, logistics, and review survey results.

**NEXT MEETING**

Wednesday November 18, 2020	Regular Board Meeting (if needed)	7:00pm Community Rm
Wednesday December 2, 2020	Regular Board Meeting	7:00pm Community Rm

**ADJOURNMENT** – At 8:56pm a motion was made by Joseph Sullivan, seconded by Andrew Willard and carried 7-0 to adjourn the meeting.

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Clerk