

**Board of Education  
Regular Meeting**

**Minutes January 6, 2021**

**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 (7:03), Michael Lepak, Joseph Sullivan, Andrew Willard  
**MEMBERS ABSENT** John Cole

**OTHERS PRESENT** Michael Gill, Martha Clark, Dawn Hanrahan, Julie Lederman, Erin Furstoss

**APPROVAL OF AGENDA/MINUTES**

**Agenda:**

A motion was made by Michael Lepak, seconded by Andrew Willard, and carried 5-0 to approve the agenda of the January 6, 2021 Board of Education Regular Meeting.

**Minutes:**

A motion was made by Lisa Benedict, seconded by Joseph Sullivan and carried 5-0 to approve the minutes of the following meetings:

December 16, 2020 Board of Education Regular Meeting

**Order of Business:**

A motion was made by Andrew Willard, seconded by Michael Lepak 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**

Michael Gill - Superintendent ♦ Governor Cuomo comments on budget planning and State of the State. School closures will be a local decision. ♦ There was bus incident (not accident), no issues with student, driver, or bus. ♦ Meeting with Hunt Engineers, slated to start work on TAE doors over spring break, bids came in from 3 firms ♦ Cook Manager, Jennifer Basch applied for free meals through a federal program (same as summer program) for all kids under 18 ♦ Working with DLT for "Cameras On" strategies ♦ Meeting with Chief Churches to discuss outreach to community members of color ♦ NYSCOSS has webinar series on Revenue Options

Principal Report – Dawn Hanrahan, CSE ♦ Great to be back! ♦ Getting caught up with compliance pieces, census – Child Find; BOCES has database of residents in District ♦ Google Site Access and trainings, Updating District website with Special Education information and ♦ Performed on site student observation - wonderful to be able to evaluate student at deeper level in this new role.

Martha Clark – Business Manager ♦ Budget planning for multiple outcomes ♦ Medicaid Desk Audit is complete "for now" ♦ Finishing ESSA Transparency reporting ♦ New allocation for school district stimulus –Title I anticipated. Still waiting on approval of applications for CARES Act funding.

**PERSONNEL**

A motion was made by Michael Lepak, seconded by Christopher Callas and carried 6-0 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 Parental Leave**

a. Samantha Olson - approved

The Board of Education approved the parental leave of Samantha Olson effective on or about March 1, 2021 with an anticipated return on or about June 1, 2021. As an FMLA qualifying event, sick leave accruals shall run concurrently through the time of disability and Ms. Olson shall have the option to continue to use accruals or take the balance of the parental leave unpaid.

**F-2 Resignations / Terminations / Retirements**

a. Cook – resignation – accepted

Shelby Polovick

The Board accepted the resignation of Shelby Polovick as Cook, effective January 2, 2021.

**FINANCIAL****G-1 Reports – acknowledged**

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

- a. Budget Status Report as of December 30, 2020
- b. Revenue Status Report as of December 30, 2020
- c. Budget Transfer Report as of December 30, 2020
- d. Treasurer's Report for November 2020
- e. Claims Auditor Report for November 2020
- f. Extra Classroom Report for November 2020

**FACILITIES****H-1 2021 Capital Outlay/Annual Project****OLD BUSINESS**

No items

**NEW BUSINESS****J-2 Cost Allocation Methodology – 2021-2022**

A motion was made by Andrew Willard, seconded by Joseph Sullivan and carried 6-0 to approve the Cost Allocation Methodology for COSERS to be offered by the GST BOCES for the 2021-22 school year.

**CONSENT**

A motion was made by Lisa Benedict, seconded by Andrew Willard and carried 6-0 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 December 3, 9, 14, 15, 16, 18 and 23rd, 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 November 30 and December 21, 2020 CPSE meeting(s) and the funds to support such recommendations.

**K-3 Standard Work Day - approved**

The Board of Education approved the following Standard Work Day resolution:

**STANDARD WORKDAY RESOLUTION**

*BE IT RESOLVED, that the Elmira Heights Central School District Board of Education be and hereby revises and establishes standard workdays for the following appointed positions for the purpose of determining days worked reportable to the New York State and Local Employees' Retirement System:*

**5 day work week/ 6 hrs. per day**

6 Hour Bus Attendant  
6 Hour Bus Driver  
6 Hour Food Service Helper

**5 day work week/ 8 hrs. per day**

8 Hour Building Maintenance Mechanic  
8 Hour Cleaner  
8 Hour Clerk/Typist  
8 Hour Custodian  
8 Hour Principal Clerk  
8 Hour Secretary  
8 Hour Transportation Supervisor

**5 day work week/ 7 hrs. 30 min. per day**

7.5 Hour Nurse – LPN  
7.5 Hour Nurse – RN

**5 day work week/ 6 hrs. 45 min. per day**

6.75 Hour Teacher Aide

**5 day work week/ 6 hrs. 55 min. per day**

6.92 Hour Teacher Aide

**5 day work week/ 7 hrs. per day**

7 Hour Cook

**AWARDS/HONORS/ACHIEVEMENT**

No items

**COMMUNICATIONS**

No items

**DISCUSSION**

**N-1 Return of students to in-person learning** – Superintendent Mike Gill gave an update on status of the District's return of students to in-person learning. Phase In, no change in orange zone status. Cohen Elementary off to a great start opening this week, Cohen Middle School will start January 11, High school students return February 1 at new marking period. BOCES

classes at the Heights and on Bush Campus are open for students. Staff testing has yielded zero positive covid cases. Random student testing at 20% begins next week at no cost to parents, but permission slips are needed. Lower nasal swab test kits arrived today. There are still no "high risk" sports at this time, Bowling competitions are virtual.

**EXECUTIVE SESSION:**

At 7:58pm a motion was made by Michael Lepak, seconded by Joseph Sullivan and carried 6-0 to enter executive session to discuss personnel and negotiations.

**ADJOURN EXECUTIVE SESSION:**

At 8:14pm a motion was made by Christopher Callas, seconded by Andrew Willard and carried 6-0 to adjourn executive session.

**NEXT MEETING**

Wednesday	January 20, 2021	Regular Board Meeting (if needed)	7:00pm	Community Rm
Wednesday	February 3, 2021	Regular Board Meeting	7:00pm	Community Rm

**ADJOURNMENT** – At 8:15pm a motion was made by Joseph Sullivan, seconded by Lisa Benedict and carried 6-0 to adjourn the meeting.

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Clerk