

**Board of Education
Regular Meeting**

Minutes March 3, 2021

**ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT
ELMIRA HEIGHTS, NEW YORK
Due to the COVID-19 pandemic and State executive order
this meeting was held in person and livestreamed for public view**

CALL TO ORDER: President Harry Blish called the Board of Education Meeting to order at 7:02 p.m.

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

MEMBERS ABSENT Christopher Callas, Joseph Sullivan

OTHERS PRESENT Michael Gill, Martha Clark, Andy Lutz Megan Zoerb, Julie Lederman, Erin Furstoss, Mr. Jody Buckley

APPROVAL OF AGENDA/MINUTES

Agenda:

A motion was made by Michael Lepak, seconded by Andrew Willard, and carried 5-0 to approve the agenda **with additions** of the March 3, 2021 Board of Education Regular Meeting.

Minutes:

A motion was made by Lisa Benedict, seconded by John Cole and carried 5-0 to approve the minutes of the following meetings:
February 3, 2021 Board of Education Regular Meeting

Order of Business:

A motion was made by John Cole, seconded by Andrew Willard 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.

Public/Staff

- ♦ Mr. Buckley (parent of Cohen Elementary student) expressed concerns with the current state of schools and remote learning. He's spoken with many other parents whose children are struggling, feeling isolated. Mr. Buckley stated that the parents are ready and will support the schools going back to full time in person learning.
- ♦ Mr. Blish commented that the Board wants the same thing and that it is up to NY Governor and then County officials to make this happen.

EXECUTIVE SESSION:

At 7:15pm a motion was made by Michael Lepak, seconded by Lisa Benedict, and carried 5-0 to enter executive session to discuss personnel.

ADJOURN EXECUTIVE SESSION:

At 7:32pm a motion was made by Andrew Willard, seconded by John Cole, and carried 5-0 to adjourn executive session.

COMMENTS FROM THE PUBLIC AND STAFF

Michael Gill - Superintendent ♦ Federal Government is requiring the state testing to gauge where kids are academically. ♦ 90% of staff has taken advantage of the covid vaccinations offered at the county facility – Big Thank You to Chemung County Health Department ♦ There is talk of social distancing guidelines changing from 6 feet to 3 feet, no official guidance yet ♦ Teachers, parents, and kids are all feeling burdened by remote learning

Principal Report – Andy Lutz, Elementary ♦ Preparing for next year, trying to schedule more time for students with teachers ♦ Presented a PowerPoint outlining the plans for the elementary school to reopen full time if/when the State and County decide it's safe to do so ♦ Reviewing how this will affect the master schedule, transportation, cafeteria/lunches, and facilities. Communication is key.

Martha Clark – Business Manager ♦ Budget planning with a lot of unknowns has been a challenge ♦ Health Insurance Committee has received quotes for insurance plans and renewals and are reviewing the options ♦ Starting work on Capital Project planning as well.

PERSONNEL – special action items:

Resignation

F-1b. Secretary I – resignation

Erin Furstoss

A motion was made by Michael Lepak, seconded by Andrew Willard, and carried 5-0 to accept, contingent on the appointment as Secretary to the Superintendent / District Clerk, the resignation of Erin Furstoss as Secretary I in the District Office.

Appointment

F-3g. A motion was made by Michael Lepak, seconded by John Cole, and carried 5-0 to approve the following civil service appointment:

Erin Furstoss

Secretary to the Superintendent / District Clerk

Effective: March 4, 2021

Probationary Period: March 4, 2021 through March 3, 2022/Civil Service Regulations

Compensation per Exempt Agreement: \$21.56 per hour

Update to Prior Appointment

F-2a. A motion was made by John Cole, seconded by Andrew Willard and carried 5-0 to approve the following corrective action to rescind the August 17, 2020 appointment of Mr. Brandon Foley to the tenure area of "Middle School Principal" effective August 31, 2020 and correct the same retroactively as follows:

Brandon Foley

Tenure Area: District Administrator

Effective: August 31, 2020 (retroactive due to corrective action)

**Probationary Period: Four (4) years effective August 31, 2020 through August 30, 2024

Certification and Compensation remain unchanged from Board action taken on August 17, 2020.

Appointment

F-3h. A motion was made by Andrew Willard, seconded by Lisa Benedict, and carried 5-0 to approve the following probationary appointment:

Megan Zoerb

Tenure Area: District Administrator

Effective: April 1, 2021

**Probationary Period: Four (4) years effective April 1, 2021 through March 31, 2025

Certification: pending School District Leader

Compensation per Elmira Heights Administrative Council Contract: \$75,000 [prorated]

**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.

PERSONNEL(continued)

A motion was made by Michael Lepak, seconded by John Cole, and carried 5-0 to approve the remaining consent personnel item(s) F-1a through F-4a. 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 Retirements/Resignations/Terminations - accepted

a. Licensed Practical Nurse – resignation

Courtney Squires

The Board accepted with best wishes, the resignation of Courtney Squires as Licensed Practical Nurse at Cohen Middle School effective February 20, 2021. Her last day with the district was February 19, 2021.

b. Secretary I – District Office (See special action items above)

c. Varsity Cross Country Coach – resignation

Jed Twichell

The Board accept with best wishes, the resignation of Jed Twichell as Varsity Cross Country coach effective February 9, 2021.

F-2 Update to Prior Appointment

- a. Brandon Foley (See special action items above)

F-3 Appointments

a. Substitutes – approved

The Board approved the following substitutes for the 2020-21 school year:

Substitute Teachers: Allison Grant Mitchell Kunkle Max Malloy Jeremy Sager Jonathan Stauffer

b. Extracurricular – approved

The Board approved the following extracurricular appointment:

<u>Advisor</u>	<u>Name</u>	<u>Stipend</u>
Public Information Coordinator	Erin Furstoss	\$ 1,122.67

c. Coaches – approved

The Board approved the following list of coaches for the 2020-21 school year pending all certification requirements: * Stipend adjustment to accommodate the extended 26 days of the season

<u>Sport</u>	<u>Coach</u>	<u>Stipend</u>
Varsity Cross Country	Michael Larrabee	\$ 1,609.28
Modified Boys Basketball*	Nick Hart*	\$ 1,130.74*
Varsity Football	Kyle Erickson	\$ 4,218.72
Varsity Football Assistant	John Nolan	\$ 2,420.50
Varsity Volleyball	Paul Richmond	\$ 2,690.75
JV Volleyball	Betsy Hauptman	\$ 2,005.49
Varsity Fall Cheer	Jessica Smith	\$ 2,236.26
7 th Grade Volleyball	Betsy Hauptman	\$ 1,152.09
8 th Grade Volleyball	Betsy Hauptman	\$ 1,152.09

d. Supervision/Game Help

The Board approved the following people for Game Help positions for the 2020-21 school year.

Sandra Griffin Alyssa Hoobler Melissa Kelley Liz Reed Gretchen Smith

e. Volunteers – approved

The Board approved the following volunteers to work with our athletic programs for the 2020-21 school year:

Steve Weber – Wrestling Jared Slaven – Baseball

f. Temporary Appointment – approved

Andrea Renshaw

Temporary Secretary I – due to nonbinding list, Feb 2021 exam results expected 12-18 weeks

Effective: March 4, 2021 until eligible list is established by Chemung County Civil Service

Probationary Period: Future status of employment will be subject to civil service regulations and eligibility

Compensation per EHESSA Contract: \$14.43 per hour (Step 1); per contract not eligible for benefits

g. Civil Service Appointments - approved

Erin Furstoss (see special action items above)

John Rader (reachable, scored top 3 on exam)

Custodian (Civil Service Commission established list February 2, 2021)

Effective: February 3, 2021

Probationary Period: February 3, 2021 through February 2, 2022

Compensation per EHESSA Contract: no change.

Timothy Stearns

Cleaner

Effective: March 4, 2021

Probationary Period: March 4, 2021 through March 3, 2022/Civil Service Regulations

Compensation per EHESSA Contract: \$12.60 per hour (Step 1)

h. Probationary Appointment - approved
Megan Zoerb (See special action items above)

F-4 Change in Employment Status - approved

a. Angelica Morgan - permanent
Teacher Aide

The Board approved the permanent appointment of Angelica Morgan as teacher aide, effective February 4, 2021. Ms. Baumgardner has successfully completed her probationary period in accordance with current Civil Service Regulations.

FINANCIAL

G-1 Reports – acknowledged

A motion was made by Andrew Willard, seconded by John Cole and carried 5-0 to acknowledge the following consent financial reports:

- a. Budget Status Report as of February 24, 2021
- b. Revenue Status Report as of February 24, 2021
- c. Budget Transfer Report as of February 24, 2021
- d. Treasurer's Report for December 2020 (revised)
- e. Treasurer's Report for January 2021
- f. Claims Auditor Report for January 2021
- g. Extra Classroom Report for January 2021

FACILITIES

H-1 2021 Capital Outlay/Annual Project Update

Contract has been awarded, just needs to be signed and work will start during spring break.

H-2 Capital Project 2021

Mr. Gill showed a power point presentation. HUNT Engineers will draw up plans for July (Vote in December 2021). The project is anticipated to be \$9-10 million involving improvements in roof systems, windows, pavement, boilers, etc. Some work will fall inside the Energy Performance Contract which will make up \$850,000. We will need an RFP to select contractor.

OLD BUSINESS

No items

NEW BUSINESS

J-1 Bus Proposition – Call for a Vote

A motion was made by Andrew Willard, seconded by John Cole, and carried 5-0 to approve the following resolution calling for a public vote for bus financing to purchase two buses:

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. The following notice shall be added to the notice of annual meeting and election:
AND NOTICE IS ALSO GIVEN that the following proposition will be submitted for voter approval at such time:

PROPOSITION #2

Shall the following resolution be adopted to wit:

RESOLVED THAT THE BOARD OF EDUCATION OF THE ELMIRA HEIGHTS CENTRAL SCHOOL DISTRICT IS HEREBY AUTHORIZED TO UNDERTAKE THE ACQUISITION OF ONE (1) 65-PASSENGER SCHOOL BUS AT AN ESTIMATED MAXIMUM COST OF \$125,000, AND ONE (1) 54-PASSENGER, THREE WHEELCHAIR SCHOOL BUS AT AN ESTIMATED MAXIMUM COST OF \$150,000, ALL AT AN ESTIMATED MAXIMUM AGGREGATE COST OF \$275,000, LESS TRADE-IN VALUE, IF ANY, AND THAT SUCH COSTS, OR SO MUCH THEREOF AS MAY BE NECESSARY, SHALL BE RAISED BY THE LEVY OF A TAX TO BE COLLECTED IN ANNUAL INSTALLMENTS; AND, IN ANTICIPATION OF SUCH TAX, DEBT OBLIGATIONS OF THE SCHOOL DISTRICT AS MAY BE NECESSARY NOT TO EXCEED \$275,000 SHALL BE ISSUED, OR THE SCHOOL DISTRICT MAY ENTER INTO AN INSTALLMENT PURCHASE CONTRACT IF THE BOARD OF EDUCATION DETERMINES THAT IT IS IN THE BEST INTEREST OF THE SCHOOL DISTRICT TO FINANCE THE PURCHASE IN THAT METHOD.

2. At such meeting taxes to be levied by installments will be proposed for authorized indebtedness providing for payment of the acquisition of school bus at an estimated aggregate maximum cost of not to exceed \$275,000. Such taxes shall be levied

- upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.
3. The District Clerk or the Clerk's designee is hereby directed to add the above to the notice of the annual meeting of the School District.
 4. This resolution shall take effect immediately upon its adoption.

J-2 Policy – addition – 1st Reading. – acknowledged

A motion was made by Michael Lepak, seconded by Andrew Willard and carried 7-0 to acknowledge the 1st reading of the following revised policies:

5633 Gender Neutral Single Occupancy Bathrooms addition – Education Law § 409-m, Public Buildings Law § 145

CONSENT

A motion was made by John Cole, seconded by Michael Lepak and carried 5-0 to approve the following consent agenda item K-1 through K-7

K-1 CSE Recommendations and Funding - approved

The Board approved the student placement determinations from the February 12, 18, 19, and 24, 2021 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 February 12, 18, 19, and 24, 2021 CPSE meeting(s) and the funds to support such recommendations.

K-3 Health & Welfare Services Contract – Elmira City School District - approved

The Board of Education approved the health and welfare services contract with the Elmira City School District, having provided services for 7 Elmira Heights students, attending non-public/charter schools located in the Elmira City School District, during the 2020-21 school year, at a rate of \$785.59 per student for a total cost for 7 students of \$5,499.13.

K-4 Health & Welfare Services Contract – Horseheads Central School District - approved

The Board of Education approved the health and welfare services contract with the Horseheads Central School District, having provided services for 18 Elmira Heights students, attending non-public/charter schools located in the Horseheads Central School District, during the 2020-21 school year, at a rate of \$344.79 per student for a total cost for 18 students of \$6,206.22.

K-5 Donation – James and Jaime Millhollen, Anne Millhollen, and Anonymous donor - accepted

The Board of Education accepted the combined donation from James and Jaime Millhollen, Anne Millhollen, and a donor who wishes to remain anonymous, in the amount of \$300.00 to support five (5) sections of fifth grade to view the Clemens Center School Time Series, Harriet Tubman and the Underground Railroad.

K-6 Donation – Elmira Heights PFO – accepted

The Board accepted the donation from Elmira Heights PFO of instrument masks/covers valuing \$1,283.10 to the Cohen Middle and Edison High School bands.

K-7 Internal Audit Topic – Risk Assessment – approved

The Board approved the internal audit topic for 2020-21 to focus on Risk Assessment as previously discussed at the February 3, 2021 meeting.

AWARDS/HONORS/ACHIEVEMENT

No items

COMMUNICATIONS

No items

DISCUSSION

N-1 Budget Development 2021-2022

Updates were presented with questions and answers

N-2 GSTBOCES Option Letter

With Jim Frame retiring, there are several options to redistrict GSTBOCES or make no changes. The Board would not like to make any changes at this time.

N-3 Health Insurance

After several meetings with the Health Insurance Committee and Chris Petrillose from Perry and Carroll, the District will now offer a Dual plan option to active employees and eligible retirees through Excellus in the 2021-22.

NEXT MEETING

Wednesday	March 10, 2021	Regular Board Meeting (if needed)	7:00pm Community Rm
Wednesday	March 17, 2021	Regular Board Meeting	7:00pm Community Rm
Wednesday	March 24, 2021	Regular Board Meeting	7:00pm Community Rm
Wednesday	March 31, 2021	Regular Board Meeting	7:00pm Community Rm

ADJOURNMENT – At 9:16pm a motion was made by Andrew Willard, seconded by John Cole and carried 5-0 to adjourn the meeting.

Clerk