

# AGENDA

Elmira Heights Central School District  
**Board of Education Regular Meeting**  
**Community Room/Live Stream**

Wednesday, June 7, 2023  
7:00 pm

**A. Call to Order**

**B. Roll Call**

**C. Approval of Agenda/Minutes**

C-1 Recommendation to approve the agenda of the June 7, 2023 Board of Education Regular Meeting.

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

C-2a Recommendation to approve the minutes from the following meetings:

May 3, 2023 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, 2023 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 (1<sup>st</sup>)**

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

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

**E. Comments from the Public and Staff**

E-1 Superintendent

E-2 Administrator Report

E-3 Business Manager

E-4 Other Staff/School Resource Officer Ruhmel

E-5 Public Comments

## F. Personnel

**At this point the Board will consider whether to proceed with personnel Item F-1 thru F-4**  
Recommendation to approve the following consent items F-1 thru F-4

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

### F-1 Creation/Elimination of Positions

Recommendation to create the following positions beginning in the 2023-24 school year:

- a. Create (1) one District Administrator effective July 1, 2023
- b. Create (2) two Teaching Assistants effective July 1, 2023

### F-2 Resignations / Terminations / Retirements

#### *Resignation*

- a. Recommendation to accept the resignation of Robert French as cleaner effective immediately. Mr. French's last day with the district was May 22, 2023.
- b. Recommendation to accept the resignation of Francesca Chappius as teacher aide (café). Ms. Chappius's last day with the district was May 25, 2023.
- c. Recommendation to accept the resignation of Sharon Culshaw, with thanks and appreciation of 33 years of service, as food service helper effective June 24, 2023. Mrs. Culshaw's last day with the district is June 23, 2023.
- d. Recommendation to accept the resignation of Jillian Johnson from the tenure area of Remedial Reading to accept a new tenure area of Secondary Social Studies, effective July 7, 2023. Miss Johnson acknowledges she is voluntarily giving up her current tenure area to accept a position in a new tenure area.
- e. Recommendation to accept the resignation of Kristin McNamara from the tenure area of School Counselor to accept a new tenure area of District Administrator, effective July 1, 2023. Ms. McNamara acknowledges she is voluntarily giving up her current tenure area to accept a position in a new tenure area.

### 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 probationary appointment:

Kristin McNamara

Tenure Area: District Administrator

Effective: July 1, 2023

\*\*Probationary Period: Four (4) years effective July 1, 2023 through June 30, 2027

Certification Area: Initial School Building Leader expires August 31, 2027

Total Compensation per Elmira Heights Administrative Council Contract: \$79,500.00

\*\*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.

- b. Recommendation to approve the following substitute(s) for the 2022-2023 school year:

Substitute Teacher: Patrick Lewis

Substitute Support Staff: Patrick Lewis

c. Recommendation to approve the following substitute (s) for the 2023-2024 school year:  
 Substitute Support Staff: Victoria Brown John Townson Julie Reese

d. Recommendation to approve the following Long-Term substitute for the 2023-2024 school year:

Emily Thresher

Long Term Substitute Math Teacher (for J. Whitney)

Effective: August 2023 through June 2024

Certification Area: *pending* Initial Mathematics 7-12 (anticipated July)

Compensation: \$223.39/day (Step 1) and eligible to receive benefits in accordance with Policy 6221: Part Time and Certified Substitute Teacher Employment.

e. Recommendation to approve the following probationary appointments:

David Strader

Cleaner

Effective: June 8, 2023

Probationary Period: June 8, 2023 through June 7, 2024/Civil Service Regulations

Compensation per EHESSA Contract: \$14.90 per hour (Step 1)

Jillian Johnson

Tenure Area: Social Studies

Effective: July 7, 2023

\*\*Probationary Period: four (4) years effective July 7, 2023 thru July 6, 2027\*.

Certification Area: Initial Social Studies 7-12 expires August 31, 2025

Total Compensation per EHTA Contract: \$ 47,647 (Step 3 with 30 credits)

\*\*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 purposed 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. Recommendation to approve the following bus drivers, sub drivers and bus aides for the summer 2023 programs effective July 1, 2023:

Gloria Lalonde	\$23.82/hour	Summer Bus Driver	2023 Summer ESY
John Townson	\$22.36/hour	Summer Bus Driver	2023 Summer ESY
Maryanne Hitchcock	\$16.01/hour	Summer Bus Aide	2023 Summer ESY
Peggy Webber	\$18.69/hour	Summer Bus Aide	2023 Summer ESY
Cindy Davis	\$29.87/hour	Summer Bus Driver	2023 Summer School
Lori Cook	\$21.10/hour	Summer Bus Driver	2023 Summer School
Tom Davidson	\$21.05/hour	Summer Bus Driver	2023 Summer School
Julie Reese	\$21.15/hour	Sub Driver/Aide	
Melissa Kelley	\$22.10/hour	Sub Driver/Aide	

g. Recommendation to approve the following to work with our 2023 Elementary Summer School program, July 5 through July 27, 2023, four hours per day for twelve days:

Bob Cavalier	\$30.00/hour	Summer School Teacher
Dawn Call	\$30.00/hour	Summer School Teacher
Monica Forte	\$30.00/hour	Summer School Teacher
Nicole Rosno	\$30.00/hour	Summer School Teacher
Nancy Kennison	\$30.00/hour	Summer School Teacher

Kim Ruhmel	\$30.00/hour	Summer School Teacher
Jennifer Jadoski	\$30.00/hour	Summer School Teacher
Cheryl Hayes	\$30.00/hour	Summer School Teacher
Jennifer Johnson	\$30.00/hour	Summer School Sub Teacher
Sarah Cunningham	\$30.00/hour	Summer School Sub Teacher
Bobbi Roote	\$23.29/hour	Summer School TA
Ann Reinhart	\$22.90/hour	Summer School TA
Laura Rosenthal	\$19.96/hour	Summer School TA

- h. Recommendation to approve the following staff to work with our 2023 Cohen Middle Summer Academy program, July 5 through July 27, 2023, four hours per day for twelve days:

Jillian Johnson	\$30.00/hour	Summer Academy Teacher
Kerry Johnson	\$30.00/hour	Summer Academy Teacher
Jessica Delaney	\$30.00/hour	Summer Academy Teacher
Sherry Moore	\$30.00/hour	Summer Academy Teacher
Lenny Smith	\$30.00/hour	Summer Academy Teacher
Leslie Tremblay	\$30.00/hour	Summer Academy Teacher
Shane Devlin	\$30.00/hour	Summer Academy Sub Teacher
Anna Wales	\$30.00/hour	Summer Academy Sub Teacher
Jennifer Thomas	\$25.00/hour	Enrichment Teacher
Jackie Bennett	\$21.04/hour	Summer Teaching Assistant

- i. Recommendation to approve the following Cohen Middle School staff to work to create the 2023-2025 School Comprehensive Education Plan (SCEP) at a rate of \$100/hour for Principal/SIG Coordinator and Teachers/Counselor at \$55/hour, all paid through the School Improvement Grant:

Brandon Foley – Principal	Jill Wood – Teacher	Jeremy Sager – Teacher
Alyssa Hoobler – Counselor	Jessica Delaney – Teacher	
Jennifer Horigan – Teacher	Jillian Johnson – Teacher	

#### **F-4 Change in Employment Status**

- a. Recommendation to approve the permanent/tenure status for the following staff that have successfully completed their probationary period:

<u>Name</u>	<u>Effective Date</u>	<u>Tenure Area / Position</u>
Daniel Snowman	7/1/2023	Cleaner
Victoria Brown	8/31/2023	Teacher Aide
Brittany Bala	8/23/2023	Music Education
Cameron Margeson	10/15/2023	Special Education

#### **G. Financial**

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

Recommendation to acknowledge consent financial reports G1a thru G1f:

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

- Budget Status Report as of May 31, 2023
- Revenue Status Report as of May 31, 2023
- Budget Transfer Report as of May 31, 2023
- Treasurer's Reports for April 2023
- Claims Auditor Report for April 2023
- Extra Classroom Report for April 2023

**G-2 Bus Bond Resolution**

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

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

**G-3 Fund Balance Transfer**

Recommendation to approve the transfer of up to \$62,000 to Workers Compensation Reserve, up to \$190,000 to Retirement Contribution Reserve, up to \$150,000 to the Reserve for Repairs, up to \$50,000 to the Reserve for Tax Certiorari, up to \$750,000 to Capital Reserve, and up to \$125,000 to the TRS Contribution Reserve Sub-Fund from unassigned fund balance in the fiscal year ending June 30, 2023.

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

**H. Facilities**

*Updates presented by Andy Billote from Welliver*

H-1 2022 Capital Outlay / Annual Project Update

H-2 2023 Capital Outlay Project Update

H-3 Capital Project 2021 / Energy Performance Contract (EPC) Update

**I. Old Business - no items**

**J. New Business - no items**

**K. Consent**

**At this point the Board will consider whether to proceed with consent agenda items K-1 through K-10**

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

- K-1 Recommendation to approve the student placement determinations from the May 5, 8, 10, 12, 15, 16, 17, 18, 19, 22, 23, 24, 25, 30, 31, and June 1, 2023, CSE/504 meeting(s) and the funds to support such recommendations.
- K-2 Recommendation to approve the student placement determinations from the May 8, 19, and 30, 2023., CPSE meeting(s) and the funds to support such recommendations.
- K-3 Recommendation to approve the 2023-24 Board of Education meeting calendar as presented at the May 3, 2023 Board of Education Meeting.
- K-4 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 \$1,608.00 for the 2023-24 year.
- K-5 Recommendation to accept the donation in kind of twenty-four (24) deluxe chair pockets, valued at \$349.96, to be used in Mrs. Strong’s 1<sup>st</sup> grade classroom at Cohen Elementary School.
- K-6 Recommendation to accept the donation in kind of two (2) 36”x80” storm doors, valued at \$100, from Mike McArthur, to be used for Cohen’s high tunnel project in Mr. Edgerton’s Technology class.
- K-7 Recommendation to accept the donation of \$100 of Wegmans items to be purchased for the Comfort Corner in Mrs. Southard-Twichell’s Health classroom at TAE High School.
- K-8 Recommendation to adopt the attached AS-7 resolution approving the final contract for services with the Schuyler-Steuben-Chemung-Tioga-Allegany County Board of Cooperative Educational Services for the 2023-24 school year.

K-9 Recommendation to acknowledge the 2022-23 school year Library Media Reports for the following schools:  
 Cohen Elementary School  
 Cohen Middle School  
 Thomas A Edison High School

K-10 Recommendation to approve the following rates as presented at the May 3, 2023 Board of Education Meeting for the 2023-24 school year:

Substitute Teacher Rates – daily

\$140.00 per diem Retired District Certified Teacher  
 \$135.00 per diem Certified Teacher  
 \$125.00 per diem Bachelor’s Degree  
 \$115.00 per diem High School Diploma

Substitute Support Staff – hourly

\$15.25 Aides  
 \$21.67 Building Maintenance Mechanic  
 \$20.55 Bus Driver  
 \$15.25 Cafeteria  
 \$15.25 Cleaner  
 \$15.80 Clerk Typist  
 \$16.50 Cook  
 \$21.20 Custodian  
 \$19.19 LPN  
 \$17.47 Maintenance  
 \$23.28 RN  
 \$15.99 Secretary  
 \$18.00 Teaching Assistant (Certified)  
 \$15.25 Teaching Assistant (Non-Certified)

Additional Services Rates

\$30.00/hr Tutors  
 \$25.00/hr Curriculum Development  
 \$18.50/hr Detention  
 \$25.00/hr APEX Grant Activities Director  
 \$30.00/hr APEX Grant Teacher Tutor  
 \$22.50/hr APEX Grant TA Tutor (under supervision of teacher)  
 \$7,195.00 APEX Grant 23-24 Stipend for each Site Coordinator  
 \$18.50/hr Game Help/Supervisor Rates  
 \$18.50/hr Concert Supervision

Tuition Rates 2023-24 school year

\$2,000/year grades K through 5  
 \$2,400/year grades 6 through 12

Facilities Usage Rates – 2023-24

Remain the same

**L. Awards/Honors/Achievement**

L-1 Board Recognitions

**M. Communications**

M-1 NYSDOT Bus Inspection System Operator Profile

**N. Discussion Topic**

N-1 2<sup>nd</sup> Grade Petition presentation

N-2 Summer BOE Retreat

N-3 School Board Conference October 26-28 Buffalo

N-4 District Safety Plan 2023-24

**O. Next Meeting(s)**

Wednesday	June 21, 2023	7:00 pm	Regular BOE Meeting (if needed)	Community Rm
Wednesday	July 12, 2023	7:00 pm	*Reorganizational/Regular BOE Mtg	Community Rm

**P. Executive Session (2<sup>nd</sup>)**

Motion\_\_\_\_\_ Second\_\_\_\_\_ VOTE\_\_\_\_\_ Time In \_\_\_\_\_  
 Motion\_\_\_\_\_ Second\_\_\_\_\_ VOTE\_\_\_\_\_ Time Out \_\_\_\_\_

**Q. Adjournment** Motion \_\_\_\_\_ Second \_\_\_\_\_ VOTE \_\_\_\_\_ Time\_\_\_\_\_