



**REGULAR MEETING
OF THE BOARD OF EDUCATION
ELMIRA CITY SCHOOL DISTRICT
ERNIE DAVIS ACADEMY COMMUNITY ROOM
933 HOFFMAN STREET
ELMIRA, NEW YORK 14905**

MINUTES

March 28, 2018

 PM Executive Session

7:03 PM Meeting

1.00 CALL TO ORDER

The Regular Meeting of the Board of Education was called to order at 6:06 p.m. with President Sara Lattin presiding.



PLEDGE OF ALLEGIANCE

2.00 ROLL CALL

BOARD MEMBERS	PRESENT	ABSENT
Maryann Friebis	X	
Lynn Grottenthaler		X
Sara Lattin	X	
Scott Moore	X	
Josh Palmer		X
Randy Reid	X	
Kevin Sullivan	X	
Mary Tucker * arrived at 6:40	X	
Deborah White	X	
STUDENT BOARD REPRESENTATIVES		
Ben Butler		X
Theo Summerville	X	
ADMINISTRATORS		
Derek Almy, Director of Student Services	X	
Hillary Austin, Superintendent	X	
Jay Hillman, Director of Educational Services	X	
Melissa Mendolera, School Business Official	X	
Jake Sheehan, Director of Administration	X	
OTHERS		
Kathleen McDarby, Clerk of the Board	X	
Conrad Wolan, Esq., School Attorney	X	

3.00 APPROVAL OF AGENDA

Scott Moore moved, seconded by Maryann Friebis, that the Board approve the agenda as amended below:

Pull 10.08 APPROVAL OF EASEMENT AGREEMENT WITH CORNING NATURAL GAS and replace with 10.08 APPROVAL OF GRANT FOR RELOCATION OF ERNIE DAVIS STATUE

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, White

No: None

Absent: Grottenthaler, Tucker*, Palmer

4.00 CALL FOR EXECUTIVE SESSION

[6:09 p.m.]

Scott Moore moved, seconded by Kevin Sullivan, that the Board move into Executive Session for 4 Discussions involving proposed, pending, or current litigation (and if “current,” specify the case), 6e Matters leading to the appointment of a particular person or corporation, 9 Privileged consultation with legal counsel; and appoint Mary Tucker as Clerk Pro Tem in the absence of the Clerk and invite Conrad Wolan.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, White

No: None

Absent: Grottenthaler, Tucker*, Palmer

RETURN TO OPEN SESSION

[6:57 p.m.]

Kevin Sullivan moved, seconded by Scott Moore, that the Board return to Open Session.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

5.00 VISITORS WISHING TO ADDRESS THE BOARD

None

6.00 SUPERINTENDENT’S REPORTS/PRESENTATIONS

2018-2019 Budget –Melissa Mendolera

7.00 BOARD OF EDUCATION REPORTS

Association Representatives: CMCW, CWA, ESSAC, ETA, ISEA-No report

Student Representatives- Ben Butler and Theo Summerville

- Theo Summerville updated the Board on a recent field trip to Elmira College, Rachel's Challenge, the upcoming Prom, March Madness Spirit Month, and the Clothing Closet.
- In addition, Theo Summerville addressed Scott Moore's question about the Green Club and informed the Board that the club is a group of environmentally minded students at EHS who are trying to make a difference; they are growing vegetables and participating in outdoor events and clean ups.

Board of Education Building Visits

- Mary Tucker stated that she, along with Scott Moore, and Josh Palmer visited Diven and saw every classroom and commented on the growth from PreK to K.
- Scott Moore told the Board members that Pam Davis-Webb has the tours down to a science including a 3x5 card of what she wanted to show the group and that it was impressive.
- Both Scott Moore and Mary Tucker commented on the diorama of the Oregon Trail.
- Sara Lattin also commented about the kindness she was shown by Diven students after almost falling.
- Mary Tucker raised the question of how to get these positive messages out to the public. Facebook live was discussed.

Athletic Facilities Subcommittee-Maryann Friebis, Lynn Grottenthaler, Josh Palmer- No Report- meeting next week

Audit and Finance Committee-Maryann Friebis, Josh Palmer, Mary Tucker (Chair)

- Mary Tucker (Chair) reported that the Committee met last Wednesday and reviewed the budget. The Committee kept in mind the 17% increase in the city and recommended a 1.5 increase for 2018-19 school year.

Buildings and Grounds Committee-Maryann Friebis, Lynn Grottenthaler (Chair), Scott Moore

- Scott Cyr, Hunt Engineering, answered Scott Moore's question about the contractor on the chiller bid; Scott Cyr cited that it was a reputable company and felt comfortable moving forward with them as a responsible bidder.
- Scott Cyr also addressed Scott Moore's request for an update on the engineering review; Scott Cyr stated they were clarifying minor things with the reviewer and hope to put the project out to bid in the next couple of weeks.
- Scott Cyr also reported that the HS 2018 asphalt bids are due next Wednesday and will be presented to the Board at the April 18, 2018 meeting.

Community Schools Committee-Scott Moore, Randy Reid (Chair), Deborah White

- Randy Reid (Chair) stated the next meeting is April 3, 2018 and stated that the Committee had developed mission statements at the March 6, 2018 meeting.

Policy Committee-Mary Tucker, Kevin Sullivan, Deborah White (Chair)

- Deb White (Chair) reported that the Committee met prior to the Board meeting and reviewed technical changes to a Food Service policy and had a discussion on past policies.

8.00 OLD BUSINESS

NONE

9.00 NEW BUSINESS

NONE

10.00 CONSENT ITEMS

10.01 APPROVAL OF BOARD MINUTES OF THE MARCH 14, 2018 REGULAR MEETING OF THE BOARD OF EDUCATION

RESOLVED, that the Board of Education approve the minutes of the March 14, 2018 Regular Meeting of the Board of Education.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

10.02 ACCEPTANCE OF TREASURER'S REPORT FOR FEBRUARY 2018

RESOLVED, that the Board of Education accepts the Treasurer's Report for February 2018 as presented.

- A. All Funds: Bank account reconciliations
- B. General Fund: Budget vs. Actual Comparison
- C. General Fund: YTD Comparison with Prior Year
- D. All Funds: System Revenue Status and Budget Status Reports
- E. Claims Audit Report
- F. Central Treasurers Report

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

10.03 ACCEPTANCE OF ERNIE DAVIS ACADEMY CHILLER REPLACEMENT CONTRACTS AWARD RECOMMENDATIONS

RESOLVED, that the Board of Education approve the District's entry into agreements with Edger Enterprises, Inc. for General Trades work, Kimble, Inc. for HVAC work and Blanding Electric for Electrical work on the Ernie Davis Academy Chiller Replacement project, and authorize the Superintendent and President to execute all documents necessary to effectuate this resolution.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

10.04 APPROVAL TO PARTICIPATE IN BOCES FOOD SERVICE MANAGEMENT BIDS

WHEREAS,

It is a plan of a number of public school districts in the Greater Southern Tier (GST) BOCES Area in New York, to bid jointly, Cafeteria Supplies including the following items on the following dates:

Meat and Grocery – July 11, 2018, December 12, 2018, and December 12, 2018 for summer prime vendor award.

Equipment – February 13, 2019

Produce – weekly throughout the year

Paper – July 11, 2018, January 23, 2019

Ice Cream – May 8, 2019

Milk – May 8, 2019

Bread – June 8, 2019

WHEREAS,

The School District named below is desirous of participating with other districts in the GST BOCES area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The School District named below wishes to appoint a committee made up of participating schools to assume responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding bids to the lowest bidder who meets the specifications and reporting the results to the schools; therefore;

BE IT RESOLVED,

That the Board of Education of the School District listed below hereby appoints the GST BOCES to represent it in all matters relating above, and

BE IT FURTHER RESOLVED,

That the Board of Education of the School District listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the School District listed below agrees to (1) assume its equitable share of the costs of Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendation of the committee.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

10.05 APPROVAL OF ELMIRA HIGH SCHOOL FIELD TRIP TO MUSIC IN THE PARKS FESTIVAL AT SIX FLAGS GREAT ADVENTURE, JACKSON, NJ MAY 18, 2018 THROUGH MAY 20, 2018

RESOLVED, that the Board of Education approve the Elmira High School field trip to Music in the Parks Festival in Jackson, New Jersey on May 18-20, 2018.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

10.06 APPROVAL OF APPOINTMENTS OF ELECTION INSPECTORS AND ELECTION MACHINE CUSTODIAN, AND AUTHORIZATION FOR DISTRICT CLERK TO OBTAIN SUBSTITUTES IF NECESSARY FOR THE MAY 15, 2018 SCHOOL DISTRICT BUDGET VOTE AND ANNUAL SCHOOL BOARD ELECTION

RESOLVED, that the Board of Education approve the appointments of Election Inspectors and Election Machine Custodian, and authorize the District Clerk to obtain substitutes, if necessary, for the May 15, 2018 School District Budget Vote and Annual School Board Election.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None
Absent: Grottenthaler, Palmer

10.07 APPROVAL OF FORMATION OF GREEN CLUB EXTRACLASSROOM ACCOUNT

RESOLVED, that the Board hereby approves the formation of the *Green Club* Extraclassroom Account in accordance with Policy 7410 and directs the Superintendent to take all actions necessary to effectuate this resolution.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:
Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White
No: None
Absent: Grottenthaler, Palmer

10.08 APPROVAL OF GRANT FOR RELOCATION OF ERNIE DAVIS STATUE

RESOLVED, that the Board of Education hereby accepts the attached Grant Disbursement Agreement; authorizes the Superintendent and the School Business Official to execute all documents and take all other steps necessary to effectuate receipt of the grant funds; and hereby ratifies all actions taken to secure the grant funds prior to the date of this resolution.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:
Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White
No: None
Absent: Grottenthaler, Palmer

10.09 APPROVAL ON COMMITTEE OF SPECIAL EDUCATION (CSE) RECOMMENDATIONS

RESOLVED, that the Board of Education approve the placement of students classified by the District Committee on Special Education (CSE) Teams.

Kevin Sullivan moved, seconded by Maryann Friebis, that the Board approve Consent Items 10.01-10.09.

Motion Carried:
Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White
No: None
Absent: Grottenthaler, Palmer

11.00 FUTURE AGENDA ITEMS

None

Kevin Sullivan commented that the Beauty and the Beast performance was fantastic and that the auditorium looks great, and the kids did an awesome job.

Hillary Austin also commented that the high school show was well done.

12.00 PERSONNEL

RESOLVED, that the Board of Education upon the recommendation of the Personnel Department and the Superintendent of Schools, approve the following personnel appointments.

Mary Tucker moved, seconded by Kevin Sullivan, that the Board approve the Personnel Packet.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

(A) RETIREMENTS

Non-Instructional

Name: **Connie E. DeSarno**
Current Position: 25-Hour Teacher Aide
Location: Fassett Elementary School
Last Day of Employment: April 6, 2018
Background: 18 Plus Years of Service

Name: **Timothy J. Jessup**
Current Position: Custodial Laborer
Location: Elmira High School
Last Day of Employment: June 15, 2018
Background: 31 Plus Years of Service

(B) RESIGNATION

Non-Instructional

Name: **Heather A. Garrabrant**
Position: 25-Hour Teacher Aide
Location: Broadway Elementary School
Last Day of Employment: March 28, 2018

(C) TERMINATION

Non-Instructional

Name: **Alicia A Strong**
Position: 25-Hour Teacher Aide
Location: Fassett Elementary School

Last Day of Employment: March 29, 2018

(D) LEAVES OF ABSENCE

Instructional

Name: **Michelle R. Bristol**
Current Position: School Psychologist
Location: Elmira High School
Tentative Leave Dates: April 12, 2018 through May 3, 2018

Name: **Nicole A. Burt**
Current Position: Science Teacher
Location: Ernie Davis Academy
Leave Start Date: February 27, 2018
Tentative Leave Dates: March 29, 2018 through May 26, 2018

Name: **David J. Perkins**
Current Position: Social Studies
Location: Ernie Davis Academy
Leave Dates: March 7, 2018 through March 26, 2018

Name: **Laurie E. Sterling**
Current Position: Secondary Teacher
Location: Ernie Davis Academy
Leave Start Date: November 6, 2017
Tentative Leave Dates: February 26, 2018 through April 23, 2018

Non-Instructional

Name: **Darlene L. Chalk**
Current Position: Custodial Laborer
Location: Riverside Elementary School
Tentative Leave Dates: March 26, 2018 through April 25, 2018

(E) ESTABLISHMENT OF POSITION

Instructional

Position: **Teaching Assistant**
Location: District Wide
Justification: ELL
Effective Date: March 29, 2018
Budget: General

(F) APPOINTMENTS

Non-Instructional

Competitive

Probationary

Name: **Casey L. Kerr**
Current Position: Clerk/Typist
Location: Ernie Davis Academy
Justification: Filling Vacancy
Effective Date: April 2, 2018
Salary: \$20,020 Step 1 prorated

Name: **Barbara J. McKlevis**
Current Position: 12-Month Dispatcher
Location: Bus Garage
Justification: Filling Vacancy
Effective Date: March 15, 2018
Salary: \$55,577 Off Step prorated

Provisional

Name: **Jennings B. Stanton**
Current Position: 10-Month Dispatcher
Location: Bus Garage
Justification: Filling Vacancy
Effective Date: March 15, 2018
Salary: \$40,537 Off Step prorated

Non-Competitive

Probationary

Name: **Tracia L. Fivie**
Current Position: 21.25-Hour Food Service Helper
Location: Elmira High School
Justification: Filling Vacancy
Effective Date: March 29, 2018
Salary: \$8,177 Step 1 prorated

Name: **Lawrence J. Nickens**
Current Position: Custodial Laborer
Location: Broadway Schools
Justification: Filling Vacancy
Effective Date: March 29, 2018
Salary: \$23,275 Step 1 prorated

Name: **Tera J. Teets**
Current Position: 15-Hour Food Service Helper
Location: Broadway Schools
Justification: Filling Vacancy
Effective Date: March 29, 2018
Salary: \$5,772 Step 1 prorated

Temporary

Name: **Austin B. Mospan**
Current Position: Custodial Laborer
Location: District Wide
Justification: Covering for Leave
Effective Date: March 29, 2018
Salary: \$23,275 Step 1 prorated

(G) ADDITIONS/DELETIONS TO SUBSTITUTE LIST

Additions

Instructional

Substitute Teacher

Zachary M. Allen
Jonathon A. Chapman
Enaw E. Elonge
Lisa K. Lantz

Non-Instructional

Bus Attendant

Kathleen A. Adams (contingent upon drug screen and fingerprint clearance)

Custodial Laborer

Larry Kelley
Jovian N. Scharborough (contingent upon fingerprint clearance)

Food Service

Susan A. Garris
Janice G. Strobe (contingent upon fingerprint clearance)

Teacher Aide

Jennifer M. Connors (contingent upon drug screen clearance)
Deanna L. Dunn (contingent upon fingerprint clearance)
Rosemary L. Ford (contingent upon fingerprint clearance)
Jennifer D. Hines (contingent upon fingerprint clearance)
Rebekah L. Kellogg
Sarah A. Mullaney (contingent upon fingerprint clearance)

Deletions

Instructional

Substitute Teacher
Rebecca L. Stanfield

Non-Instructional

Custodial Laborer
Lawrence J. Nickens

Food Service
Rebecca E. Eden
Tracia L. Fivie
Tera J. Teets

(H) STIPEND

Pertinent Information: Payment will be made in accordance with the District/Elmira Teachers Association Agreement.

Non-Athletic

Class 5

Technology Club Advisor

Nathan D. Smith	EHS	Year 1	\$1,776
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Athletic

Non-Paid Coach

Modified Boys Baseball

Gary R. Mosher	District
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13.00 ADJOURNMENT

[7:45 p.m.]

Scott Moore moved, seconded by Maryann Friebis, that the Board adjourn the meeting.

Motion Carried:

Yes: Friebis, Lattin, Sullivan, Moore, Reid, Tucker, White

No: None

Absent: Grottenthaler, Palmer

(As approved 04/18/2018)