

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Tuesday, August 25, 2015 at 7:00 p.m.**  
**Kaufman Center, 1 Valley View Drive, Cortland NY**

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- 1. CALL TO ORDER and PLEDGE OF ALLEGIANCE.**
- 2. COMMUNICATIONS and RECOGNITION:**
  - a. Kudos Korner
  - b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes).
  - c. Board Member Reports:
    - 1.) BOE Policy Committee – Report on August 25, 2015 meeting
    - 2.) BOE Facilities Committee – Report on August 13, 2015 meeting
    - 3.) BOE Audit Committee – Report on August 17, 2015 meeting
    - 4.) Set date for BOE goal setting meeting
- 3. PRESENTATIONS:**
  - a. Cortland Junior Senior High School Presentation – Mr. Joseph Mack
  - b. Technology Updates Presentation – Ms. Denise Fox
- 4. CONSENT ITEMS:**
  - a. Minutes of August 11, 2015 Regular Meeting
  - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
- 5. OLD BUSINESS: None**
- 6. NEW BUSINESS:**
  - a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant Report – June & July 2015
  - b. 2<sup>nd</sup> Reading Code of Conduct
  - c. 2<sup>nd</sup> Reading District Mentorship Plan, 2015-2016
  - d. Declaration of Surplus Vending Machines
  - e. Approval of Budget Transfers
  - f. Approval of Debt Service Request
  - g. Approval of Snow Plowing Service Agreement with the City of Cortland for the 2015-16 Fiscal Year
  - h. Contract Renewal for Virgil Snow Removal and Sanding for the 2015-16 School Year
  - i. Approval of District and School Improvement Plans
  - j. Approval of Food Service Agreement with St. Mary's
  - k. Approval of Food Service Agreement with OCM BOCES
- 7. PERSONNEL ACTION:**
  - a. Approval of Personnel Resignations and Leaves
  - b. Approval of Non-Instructional Personnel Appointments
  - c. Approval of Administrative and Instructional Personnel Appointments
- 8. LEADERSHIP REPORTS:**
  - a. Director of Business Operations
  - b. Assistant Superintendent for Pupil and Personnel Services
  - c. Director of Curriculum and Instruction
  - d. Superintendent
- 9. BOARD MEMBER ACTIVITIES**
- 10. AUDIENCE PARTICIPATION:** (Individuals are requested to keep their comments to two-minutes per speaker).
- 11. NEXT MEETING AGENDA REVIEW**
- 12. EXECUTIVE SESSION**
- 13. ADJOURNMENT**

H.A.

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Tuesday, August 11, 2015 at 7:00 p.m.**  
**Kaufman Center, 1 Valley View Drive, Cortland NY**

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A Regular Meeting of the Board of Education was held on Tuesday, August 11, 2015 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

**Present:** Ms. Melissa Davis-Howard, Ms. Janet Griffin, Ms. Christine Gregory, Ms. Judith Murphy, Mr. John Natoli, and Ms. Alane Van Donsel

**Absent:** Mr. Daniel Sidebottom

**Also Present:** Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kristie Bliss, Director of Curriculum and Instruction; Ms. Kimberly Vile, Director of Business Services, Mr. Robert Martin, Director of Facilities, Mr. Francis Zaryski, School Lunch Manager; Mr. Jeffory Johnson, Athletic Director; School and Community Members; and Ms. Alicia Zupancic, Clerk

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE** Ms. Davis-Howard called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.

*Ms. Davis-Howard called for a moment of silence in memory of Mr. Jack Radzavicz who passed away July 21, 2015. Mr. Radzavicz was a physical education teacher for 33 years and was a coach of football, baseball, basketball, and golf. He also helped establish the boys lacrosse program.*

2. **COMMUNICATIONS and RECOGNITION:**

- a. Kudos Korner

- 1.) Anti-tobacco youth leaders – Katherine Couture and Charlene Kolts

The Board recognized two Cortland High School 11<sup>th</sup> grade students for being part of a statewide movement aimed at forcing the movie industry to make all movies that feature smoking and tobacco products R-rated.

- b. Audience Participation – There were no requests to address the Board on items related to the agenda.

- c. Board Member Reports:

- 1.) BOE Policy Committee – Report on July 8, 15, & 29, 2015 meetings: Mr. Natoli reported that the committee is going through policy numbers in the 7000's and 8000's. The next meeting is August 25, 2015.
- 2.) BOE Facilities Committee – Report on July 9 and 30, 2015 meetings: Mr. Hoose reported on Phase 3 of Capital Project. Looking at ways to spend down remaining money and what we can afford for playground equipment. Partitions should be done mid to end of September. Lift in bus garage should be replaced by the end of October. Tetra Tech is starting a new needs service survey.
- 3.) BOE Audit Committee – Report on July 30, 2015, meeting: Mr. Hoose reported that they discussed that he, as the Superintendent, would be able to sign change orders up to x amount of dollars. Ms. Vile will send out dates to set the next meeting.

3. **PRESENTATIONS:**

- a. Code of Conduct Public Hearing – Ms. Judi Riley, Ms. Christine Andrews, Ms. Amy Johnson and Mr. John Zarcone

Ms. Riley presented a revised Code of Conduct. Ms. Riley started the presentation explaining that there are definitions added to the code of conduct to be sure we are using common language. The administrators names and titles were updated. Mr. Zarcone presented the changes to the Dress Code and Prohibited Student Conduct. Ms. Riley presented changes to Suspensions, Referrals, Police Involvement in Searches and Interrogations of Students, and Child Protective Service Investigations. Ms. Andrews and Ms. Johnson presented the Co-Curricular Activities Code of Conduct changes. Mr. Natoli expressed his concerns with the consistency from all administrators when taking disciplinary action, particularly a warning not being considered a consequence. Counselor and Non-Instructional staff responsibilities were updated along with the Dignity Act Coordinator being added.

- b. Food Service – Mr. Francis Zaryski

Mr. Zaryski presented the Cortland Food Service presentation. He gave valuable data regarding a 4 year trend in enrollment and the percentage of students having breakfast and/or lunch. He presented revenue and expense data and data on number of meals served. He presented the pricing for 2015-16. Breakfast will stay the same at \$1.25 while lunches will increase by 10 cents to \$1.55 for elementary students and \$1.85 for high school students.

**4. CONSENT ITEMS:**

- a. Minutes of July 7, 2015 Reorganizational Meeting
- b. Minutes of July 15, 2015 Special Meeting
- c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations

607000859, 610351024, 610375509, 610353315, 607001679, 607000073, 610328933, 610366729, 607000899, 610387779, 610374601, 610366731, 610384752, 607002029, 610375929, 607001897, 610372054, 607001361, 607001733, 607001287, 607001288, 607000939, 610387704, 607000433, 607001086, 607001884, 607000132

**SUGGESTED RESOLUTION: RESOLVED**, upon the recommendation of the Superintendent of Schools, to approve the Consent Items as presented.

Moved by Mr. Natoli, seconded by Ms. Griffin Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

**5. OLD BUSINESS: None****6. NEW BUSINESS:**

- a. Financial Reports: Claims Monthly Report – June & July 2015 and Extra Classroom Activity Fund Quarterly Report – June 2015

**SUGGESTED RESOLUTION: RESOLVED**, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated June & July, 2015 as presented.

Moved by Ms. Griffin, seconded by Ms. Gregory Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- b. Declaration of Surplus Vehicles

**SUGGESTED RESOLUTION: RESOLVED**, upon the recommendation of the Superintendent of Schools, to declare four vehicles as surplus per the Surplus Items memo dated August 6, 2015, as presented.

Moved by Mr. Natoli, seconded by Ms. Murphy Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- c. Approval of 5-year Bus Lease Agreement for four 66-passenger Santander busses and one wheelchair accessibility 35-passenger Santander bus

**SUGGESTED RESOLUTION: RESOLVED**, that the Board of Education of the Cortland Enlarged School District accepts the budget vote and vehicle lease/purchase results per the Bus Lease memo dated August 6, 2015 and per the Tabulation sheet, dated July 21, 2015 as presented.

Moved by Ms. Griffin, seconded by Ms. Gregory Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried

- d. Approval of OCM BOCES Certification of Initial Contract (AS-7)

**SUGGESTED RESOLUTION: Resolved**, upon the recommendation of the Superintendent, to approve the OCM BOCES Services Contract for the 2015-16 school year as presented.

Moved by Ms. Murphy, seconded by Mr. Natoli Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- e. 2<sup>nd</sup> Reading Revision to Policy 7110 Attendance

**SUGGESTED RESOLUTION: RESOLVED**, upon the recommendation of the Superintendent of Schools, , and the Board of Education Policy Committee to accept the 2<sup>nd</sup> Reading of proposed changes Policy #7110 Attendance as presented:

Moved by Mr. Natoli, seconded by Ms. Griffin Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- f. 2<sup>nd</sup> Reading Revision to Policy 7618 Use of Time Out Rooms

**SUGGESTED RESOLUTION: RESOLVED**, upon the recommendation of the Superintendent of Schools, and the Board of Education Policy Committee to accept the 2<sup>nd</sup> Reading of proposed changes to Policy #7618 Use of Time Out Rooms as presented:

Moved by Mr. Natoli, seconded by Ms. Gregory Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- g. 1<sup>st</sup> Reading District Mentorship Plan, 2015-2016

**SUGGESTED RESOLUTION: Resolved**, upon the recommendation of the Superintendent, to accept the 1<sup>st</sup> Reading of the District Mentorship Plan, 2015-2016 as presented.

Moved by Ms. Griffin, seconded by Ms. Gregory Discussion: None

Final Vote: Yes - 6, No - 0. Motion Carried.

- h. Approval of Cafeteria Prices  
**SUGGESTED RESOLUTION:** Resolved, upon the recommendation of the Superintendent, to adopt the breakfast/lunch prices for 2015-16 as presented.  
 Moved by Mr. Natoli, seconded by Ms. Griffin Discussion: None  
 Final Vote: Yes – 6, No – 0. Motion Carried
- i. 1<sup>st</sup> Reading Code of Conduct  
**SUGGESTED RESOLUTION:** RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to approve the 1<sup>st</sup> reading of proposed revisions to the Code of Conduct as presented.  
 Moved by Ms. Gregory, Seconded by Ms. Van Donsel Discussion: None  
 Final Vote: Yes – 5, No – 1. Motion Carried.
- 7. **PERSONNEL ACTION:**
  - a. Approval of Personnel Resignations and Leaves  
**SUGGESTED RESOLUTION:** RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Resignations and Leaves as presented on Resignations and Leaves Schedule 11.56.  
 Moved by Mr. Natoli, seconded by Ms. Murphy Discussion: None  
 Final Vote: Yes – 6, No – 0. Motion Carried
  - b. Approval of Non-Instructional Personnel Appointments  
**SUGGESTED RESOLUTION:** RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Non-Instructional Personnel as presented on Schedules of Appointment 1150, and 1151.  
 Moved by Ms. Griffin, seconded by Ms. Murphy Discussion: None  
 Final Vote: Yes – 6, No – 0. Motion Carried.
  - c. Approval of Administrative and Instructional Personnel Appointments  
**SUGGESTED RESOLUTION:** RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Instructional Personnel as presented on Schedules of Appointment 2358, 2359 and 2360.  
 Moved by Ms. Murphy, seconded by Mr. Natoli Discussion: None  
 Final Vote: Yes – 6, No – 0. Motion Carried.
- 8. **LEADERSHIP REPORTS:**
  - a. Director of Business Operations
  - b. Assistant Superintendent for Pupil and Personnel Services
  - c. Director of Curriculum and Instruction
  - d. Superintendent
    - 1.) 2014-15 Department of Athletics Report – Mr. Johnson provided an Interscholastic Athletic Report for the 2014-15 school year. Mr. Hoose and Mr. Johnson talked about the data in the report which included scholar athletes, team records, team participation, percentage of 3, 2, or 1 sport athletes by grade, number of athletic teams and events scheduled, sportsmanship awards, coaching assignments, and highlights.
- 9. **BOARD MEMBER ACTIVITIES**  
 Ms. Griffin sent thank you notes to OCM BOCES and Tom Herting. She also sent a condolence card to Sherlyn Pallassino.  
 Ms. Murphy visited BOCES and really enjoyed their program.
- 10. **AUDIENCE PARTICIPATION:** There were no requests to address the Board.
- 11. **NEXT MEETING AGENDA REVIEW** – There were no additions to the agenda.
- 12. **EXECUTIVE SESSION** – There was not an executive session.
- 13. **ADJOURNMENT**  
 As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the regular meeting at 8:57 p.m.  
 Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None  
 Final Vote: Yes – 6, No – 0. Motion Carried.

**Cortland Enlarged City School District  
Committee Meeting Recommendations for Board of Education**

4.6

Student: 'Board of Education Copy'		AltID#: 607001703		Grade: 01	
Meeting Date	BOE Date	Committee / Reason	Decision	Disability:	Placement Recommendation / School
08/11/2015	08/25/2015	Committee on Special Education / Initial Eligibility Determination Meeting	Ineligible		Home Public School District(HPSD) / Student is Parentally Placed in a Nonpublic School
<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>
				<u>Duration</u>	<u>Location</u>
					<u>Service Delivery Recommendations</u>

# **Cortland Enlarged City School District** **Committee Meeting Recommendations for Board of Education**

<b>Student:</b> 'Board of Education Copy'		<b>AKID#:</b> 610344373		<b>Grade:</b> 07	
<b>Meeting Date</b>	<b>BOE Date</b>	<b>Committee / Reason</b>	<b>Decision</b>	<b>Disability:</b>	<b>Placement Recommendation / School</b>
08/15/2015	08/25/2015	Committee on Special Education / Transfer Student - Agreement No Meeting	Classified	Intellectual Disability	BOCES Class in a Public School(BOCES-PSD) / OCM BOCES STAR
<b><u>Recommended Program/Service</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>	<b><u>Ratio</u></b>	<b><u>Frequency</u></b>	<b><u>Period</u></b>
Special Class	09/08/2015	06/24/2016	12:1+1	1	Daily
Adapted Physical Education	09/08/2015	06/24/2016	Direct	1	Every Other Day
Social/Emotional Support Services	09/08/2015	06/24/2016	Small Group (5:1)	1	Weekly
				<b><u>Duration</u></b>	<b><u>Location</u></b>
				5hr.	Special Class Classroom
				40min.	Physical Education Setting
				30min.	Therapist's Office
				<b><u>Service Delivery Recommendations</u></b>	

# Cortland Enlarged City School District Committee Meeting Recommendations for Board of Education

Student: 'Board of Education Copy'			AltID#: 607000499		Grade: 02	
<b>Meeting Date</b> 08/11/2015	<b>BOE Date</b> 08/25/2015	<b>Committee / Reason</b> Committee on Special Education / Reevaluation Review	<b>Decision</b> Classified	<b>Disability:</b> Autism	<b>Placement Recommendation / School</b> Home Public School District(HPSD) / Randall Elementary School	
<b><u>Recommended Program/Service</u></b>	<b><u>Start Date</u></b>	<b><u>End Date</u></b>	<b><u>Ratio</u></b>	<b><u>Frequency</u></b>	<b><u>Period</u></b>	<b><u>Duration</u></b>
Speech/Language Therapy	11/17/2014	11/16/2015	Individual	1	Weekly	30min.
Counseling Services	09/08/2015	11/16/2015	Small Group	1	Weekly	30min.
Counseling Services	09/08/2015	11/16/2015	Individual	1	Weekly	30min.
Occupational Therapy	11/17/2014	11/16/2015	Individual	2	Weekly	30min.
Occupational Therapy	11/17/2014	11/16/2015	Small Group	1	Weekly	30min.
Speech/Language Therapy	11/17/2014	11/16/2015	Small Group	2	Weekly	30min.
Aide	11/17/2014	11/16/2015	1:1	5	Weekly	6 hours 30 minutes
						Throughout the school building
						<b><u>Location</u></b>
						Therapy Room
						Therapy Room
						Therapy Room
						Therapy Room
						Therapy Room
						Therapy Room
						Throughout the school building
						<b><u>Service Delivery Recommendations</u></b>



# Cortland Enlarged City School District Committee Meeting Recommendations for Board of Education

Student: 'Board of Education Copy'			AKID#: 607001899		Grade: Preschool	
Meeting Date	BOE Date	Committee / Reason	Decision	Disability:	Placement Recommendation / School	
08/05/2015	08/25/2015	Committee on Preschool Special Education / Initial Eligibility Determination Meeting	Classified Preschool Student with a Disability	Preschool Student with a Disability	Preschool Itinerant Services Only(PISO) / Preschool Itinerant Services Only	
Recommended Program/Service			Frequency	Period	Duration	Location
Special Class in an Integrated Setting	09/09/2015	06/24/2016	5	Weekly	30min.	Integrated
Speech/Language Therapy	09/08/2015	06/23/2016	2	Weekly	30min.	Therapy Room
Speech/Language Therapy	09/08/2015	06/23/2016	1	Weekly	30min.	Therapy Room
Occupational Therapy	09/08/2015	06/23/2016	1	Weekly	30min.	Therapy Room
Counseling	09/08/2015	06/23/2016	1	Weekly	30min.	Therapy Room
			Service Delivery Recommendations			



# Cortland Enlarged City School District Committee Meeting Recommendations for Board of Education

Student: 'Board of Education Copy'				AKID#: 610358544		Grade: 07	
Meeting Date	BOE Date	Committee / Reason	Decision	Disability:	Placement Recommendation / School		
08/11/2015	08/25/2015	Committee on Special Education / Requested Review	Classified	Other Health Impairment	Home Public School District(HPSD) / Cortland Jr/Sr High School		
<u>Recommended Program/Service</u>		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>
Integrated Co-teaching Services		09/08/2015	08/11/2016		5	Weekly	40min.
Integrated Co-teaching Services		09/08/2015	08/11/2016		5	Weekly	40min.
Resource Room Program		09/08/2015	08/11/2016	5:1	1	Every Other Day	40min.
Consultant Teacher Services		09/08/2015	08/11/2016	Direct	5	Weekly	40min.
						<u>Location</u>	<u>Service Delivery Recommendations</u>
						English / Language Arts Class	
						Math Class	
						Resource Room	
						Social Studies Class	

# **Cortland Enlarged City School District** **Committee Meeting Recommendations for Board of Education**

<b>Student:</b> 'Board of Education Copy'			<b>AKID#:</b> 610392903		<b>Grade:</b> 04	
<b>Meeting Date</b> 08/06/2015	<b>BOE Date</b> 08/25/2015	<b>Committee / Reason</b> Committee on Special Education / Requested Review	<b>Decision</b> Classified	<b>Disability:</b> Learning Disability	<b>Placement Recommendation / School</b> Home Public School District(HPSD) / Randall Elementary School	
<b>Recommended Program/Service</b> Integrated Co-teaching Services	<b>Start Date</b> 09/08/2015	<b>End Date</b> 06/23/2016	<b>Frequency</b> 5	<b>Period</b> Weekly	<b>Duration</b> 1hr.	<b>Location</b> Math Class
						<b>Service Delivery Recommendations</b>

# Cortland Enlarged City School District Committee Meeting Recommendations for Board of Education

Student: 'Board of Education Copy'				ArtID#: 607000139		Grade: 03	
Meeting Date	BOE Date	Committee / Reason	Decision	Disability:	Placement Recommendation / School		
08/13/2015	08/25/2015	Committee on Special Education / Transfer Student - Agreement No Meeting	Classified	Speech or Language Impairment	Home Public School District(HPSD) / Franklyn S. Barry Elementary School		
<u>Recommended Program/Service</u>							
Special Class - Language Arts		<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Duration</u>
		09/08/2015	06/24/2016	15:1	1	Daily	1hr. 30min.
Special Class - Math		09/08/2015	06/24/2016	15:1	1	Daily	1hr.
Speech/Language Therapy		09/08/2015	06/24/2016	Small Group (5:1)	2	6 day cycle	30min.
Social/Emotional Support Services		09/08/2015	06/24/2016	Small Group (5:1)	1	6 day cycle	30min.
						<u>Location</u>	<u>Service Delivery Recommendations</u>
						Special Class Classroom	
						Special Class Classroom	
						Therapy Room	
						Therapist's Office	

# Cortland Enlarged City School District Committee Meeting Recommendations for Board of Education

Student: 'Board of Education Copy'				ATID#: 610350592		Grade: 05	
Meeting Date	BOE Date	Committee / Reason	Decision	Disability:	Placement Recommendation / School		
08/10/2015	08/25/2015	Committee on Special Education / Requested Review	Classified	Autism	Home Public School District(HPSD) / Franklyn S. Barry Elementary School		
<u>Recommended Program/Service</u>	<u>Start Date</u>	<u>End Date</u>	<u>Ratio</u>	<u>Frequency</u>	<u>Period</u>	<u>Location</u>	
Adapted Physical Education	06/19/2015	06/18/2016	5:1	2	Weekly	Gym	
Special Class	09/08/2015	06/18/2016	15:1+1	5	Weekly	English / Language Arts Class	
Special Class	09/08/2015	06/18/2016	15:1+1	5	Weekly	Math Class	
Occupational Therapy	06/19/2015	06/18/2016	Small Group	1	Weekly	Therapy Room	
Speech/Language Therapy	06/19/2015	06/18/2016	Small Group	2	Weekly	Therapy Room	
Speech/Language Therapy	06/19/2015	06/18/2016	Individual	1	Weekly	Classroom	
Aide	06/19/2015	06/18/2016	2:1	1	Daily	School Building	
<u>Duration</u>							
30min.							
1hr. 30min.							
1hr.							
30min.							
30min.							
30min.							
5 hours 30 minutes							
<u>Special Transportation:</u> Does the student need special transportation accommodations/services? Yes							
<u>Transportation Need</u>							
<u>Transportation Recommendation</u>							
Type of Transportation							
Door to Door Transportation							

CORTLAND ENLARGED CITY SCHOOL DISTRICT

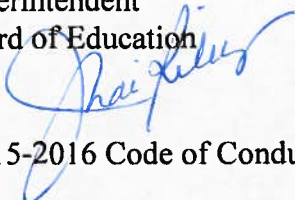
6.b

One Valley View Drive  
Cortland, New York 13045

Kaufman Center  
Phone: 607-758-4100, ext. 2221  
Fax: 607-758-4028

Judi B. Riley  
Assistant Superintendent  
for Pupil and Personnel Services

**TO:** Michael Hoose, Superintendent  
Members of the Board of Education  
**FROM:** Judi Riley  
**DATE:** August 21, 2015  
**RE:** Final Reading of 2015-2016 Code of Conduct



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Attached for review, final reading and approval is the 2015-2016 District Code of Conduct with changes as recommended at the August 11<sup>th</sup> meeting. The changes are noted in blue on pages: 3, 9, 18, 25 and 26. Thank you for the discussion and input provided to support the development of the best Code possible.

As always, please call or email with any questions.

L.C.

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**ONE VALLEY VIEW DRIVE**  
**CORTLAND, NEW YORK 13045-3297**

PHONE: (607) 758-4125

FAX: (607)-758-4109

KRISTIE L. BLISS  
DIRECTOR OF CURRICULUM AND INSTRUCTION  
WEBSITE: WWW.CORTLANDSCHOOLS.ORG

**To:** Michael Hoose, Superintendent of Schools  
Members of the Board of Education

**From:** Kristie Bliss, Director of Curriculum & Instruction  
Mentorship Committee Members

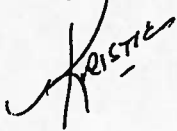
**Date:** 7 August 2015

**Re:** District Mentorship Plan, 2015-2016

Enclosed for your review and approval is the 2015-2016 District Mentorship Plan for staff hired under the Cortland United Teachers contract. Upon approval, it is effective for school year 2015- 2016. The committee will monitor and evaluate the implementation and impact of the plan during 2015-2016 and analyze the information gathered during the year to write a plan for future years.

Thank you for your consideration of this document. Please contact me with any need for clarification.

Respectfully,





**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

**1 Valley View Drive  
Cortland, New York 13045**

**Kimberly A. Vile  
Director of Business Services  
kvile@cortlandschools.org**

**Business Office  
(607) 758-4100  
Fax: (607) 758-4109**

To: Michael Hoose, Superintendent of Schools  
From: Kimberly A. Vile, Director of Business Services *KAV*  
Date: August 18, 2015  
Re: Surplus Items

Cc: Board of Education

It is the recommendation of the business office to surplus the following items:

Snapple vending machine – Poor Condition  
Milk vending machine - Poor Condition

The items listed are a combination of obsolete, damaged, and all are no longer in service. The items will be scrapped or recycled.

Please let me know if you have any questions. Thank you.





Enlarged City School District

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

**1 Valley View Drive  
Cortland, New York 13045**

*l.e.*

**Kimberly Vile  
Director of Business Services  
kvile@cortlandschools.org**

**Business Office  
(607) 758-4100  
Fax: (607) 758-4109**

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To: Mr. Michaels Hoose, Superintendent  
From: Kimberly A. Vile, Director of Business Services *KAV*  
Date: August 19, 2015  
Re: Budget Transfers

It is the recommendation of the Business Office for the BOE to approve the attached budget transfers as referenced in accordance with the reorganization resolution.

The 2014-15 budget transfers are to ensure that all line items are closed out appropriately.

The 2015-16 budget transfer is a result of the decision to hire Occupational Therapy staff instead of using a contract service as we have in the past.

Please let me know if you have any questions. Thank you.

cc: Board of Education

# CORTLAND ENLARGED CITY SCHOOL DISTRICT

## BUDGET TRANSFERS (2014-2015)

### FOR BOARD OF EDUCATION APPROVAL

DATE: 8/13/2015

Amount	From Account	Description	To Account	Description	Explanation
36,000.00	A2020.150-50-0000	Supervision - Barry	A2020.160-10-0000	Supervision - JRSR HS - NI Salary	
48,000.00	A2110.120-70-0000	Instructional Salaries	A2110.120-50-0000	Instructional Salaries	
100,000.00	A2110.120-00-0000	Instructional Salaries	A2110.120-60-0000	Instructional Salaries	
88,500.00	A2110.130-10-0000	7-12 Instructional Salaries	A2110.122-50-0000	Instructional Salaries - TAs	
67,000.00	A2110.130-10-0000	7-12 Instructional Salaries	A2110.122-70-0000	Instructional Salaries - TAs	
51,000.00	A2110.130-10-0000	7-12 Instructional Salaries	A2110.131-10-0000	7-12 Instructional Salaries - Subs	
47,000.00	A2110.120-00-0000	Instructional Salaries	A2825.150-10-0000	Social Work - JRSR HS - Salary	
133,000.00	A2855.150-00-0000	Athletics - Districtwide Salary	A2855.150-10-0000	Athletics - JRSR HS Salary	Coding error
190,000.00	A2110.130-10-0000	7-12 Instructional Salaries	A5510.160-30-0000	Transportation - Bus Driver Salary	
47,000.00	A5510.162-30-0000	Transportation - Substitutes	A5510.160-30-0000	Transportation - Bus Driver Salary	
75,000.00	A9020.800-00-0000	TRS	A2110.471-00-0000	Regular School - Tuition	Additional Tuition
320,500.00	A9010.800-00-0000	ERS	A2250.471-00-0000	Special Education - Tuition	Rome/Batavia tuition not budgeted
200,000.00	A1620.425-10-0000	Operations - Electricity - HS	A9089.800-00-0000	Other Employee Benefits	Retirement Incentives & Accruals not budgeted
105,000.00	A9020.800-00-0000	TRS	A9089.800-00-0000	Other Employee Benefits	Retirement Incentives & Accruals not budgeted
113,000.00	A9030.800-00-0000	FICA	A9089.800-00-0000	Other Employee Benefits	Retirement Incentives & Accruals not budgeted
32,162.00	A9010.800-00-0000	ERS	A9089.800-00-0000	Other Employee Benefits	Retirement Incentives & Accruals not budgeted

The Board of Education authorizes budget transfers over \$35,000 for the 2014-2015 school year and/or until the next Reorganizational Meeting.

Andrea H. Hengag - O'Hara 8/13/2015

Treasurer

Date

Board President

Date

**DATE: 8/19/2015**



## CORTLAND ENLARGED CITY SCHOOL DISTRICT

1 Valley View Drive  
Cortland, New York 13045

Kimberly Vile  
Director of Business Services  
kvile@cortlandschools.org

Business Office  
(607) 758-4100  
Fax: (607) 758-4109

To: Mr. Michaels Hoose, Superintendent  
From: Kimberly A. Vile, Director of Business Services *KAV*  
Date: August 19, 2015  
Re: Debt Service Resolution

It is the recommendation of the Business Office to utilize up to \$1,300,000 of debt service effective June 30, 2015. The \$2,900,000 that is currently in debt service was established to assist with future debt payments.

The 2014-15 budget was presented with the utilization of \$4,500,000 of reserves to balance the budget (on the revenue side). We could only utilize \$1,794,786 from reserves due to strings that are attached to specific reserves. So we are truly "short" \$2,705,214 on the revenue side for 2014-15 (due to not being able to utilize all of the reserves initially allocated).

Therefore, the request will be to utilize up to \$1,300,000 from debt service to make up for some of the \$2,705,214 that we could not use from reserves.

Reserve authorization in 2014-15 budget	\$4,500,000	
Anticipated Reserves utilized for 2014-15	\$(1,794,786)	
Debt service requested for 2014-15	<u>\$(1,300,000)</u>	
	\$1,405,214	Anticipated net difference is in district favor

The resolution needed to complete this process is as follows:

WHEREAS, Cortland Enlarged City School District currently has a Debt Service account, it is recommended by the Superintendent of Schools that the Debt Service Account be reduced by not more than \$1,300,000.

RESOLVED, that the Board of Education, hereby authorizes up to \$1,300,000 reduction in the Debt Service account and said monies be returned to the General Fund of the District effective June 30, 2015.

Please let me know if you have any questions. Thank you.

cc: Board of Education



Enlarged City School District

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

**1 Valley View Drive  
Cortland, New York 13045**

*Log + b.h*

**Kimberly Vile  
Director of Business Services  
kvile@cortlandschools.org**

**Business Office  
(607) 758-4100  
Fax: (607) 758-4109**

---

**To: Mr. Michaels Hoose, Superintendent**  
**From: Kimberly A. Vile, Director of Business Services** *KAV*  
**Date: August 19, 2015**  
**Re: Snow Removal**

It is the recommendation of the Business Office to approve the snow plow agreements as presented.

Please let me know if you have any questions. Thank you.

**cc: Board of Education**

L.G.

**Cost Estimate For Plowing & Salting the Cortland School Districts  
Facilities-Barry, Parker, Randall & Smith Elementaries, the Jr/Sr High  
School and Bus Garage for the 2015-2016 Snow Season**

**PLOWING SNOW**

**1) High School/Bus Garage - 3hrs. to complete task**

**Two Backhoes w/ snow pushers and two operators  
Equipmt ;( as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)  
Labor ;( hourly wage rate per employee plus benefits(avg) ) \$41/ hr**

**\$36.61 + \$41 (2) (3 hr) = \$ 465.66 per plowable snow event**

**2) Barry & Smith Elementary – 3 hrs. to complete task**

**Two Backhoes w/ snow pushers and two operators  
Equipmt ;( as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)  
Labor ;( hourly wage rate per employee plus benefits(avg) ) \$41/ hr**

**\$36.61 + \$41 (2) (3 hr) = \$ 465.66 per plowable snow event**

**3) Parker & Randall Elementary- 2 hrs. to complete task**

**Two Backhoes w/ snow pushers and two operators  
Equipmt ;( as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)  
Labor ;( hourly wage rate per employee plus benefits(avg) ) \$41/ hr**

**\$36.61 + \$41 (2) (2 hr) = \$ 310.44 per plowable snow event**

**SALTING**

**All facilities – 2hrs. to complete task**

**One Diesel Powered Truck and one operator**

**Equipmt.: \$ 49.83/hr**

**Labor : \$ 41/ hr(w/benefits)**

**Salt\* used – two (2) tons per all three facilities per trip (@ \$42/ton)**

**\$49.83 + \$41 (2 hr) + \*(\$42)(2 ton) = \$ 256.66 per saltable snow event**

**\*Salt prices shall be according to NYS OGS bid for Cortland County**

Capey

### **Summary**

**The 2011-2012 was a record low snowfall of 46 inches and temperatures were above normal. Services provided by the City to the School District was \$4,828.18 for plowing snow six times and \$5,484.25 for salting 21 times, bringing the total amount to \$10,312.43.**

**A look at the 2010-2011 winter is a much more realistic winter for Central New York:**

**In 2010-2011 winter the School District was billed \$14,089.29 for plowing snow 14 times and \$12,778.41 for salting 51 times, bringing the total amount to \$26,867.70.**

**Cortland School District shall be billed for actual hours worked in School District parking lots. After hour and weekend hours worked shall be billed at time and one-half (1 ½) the salary schedule rate as per \*\*CSEA City of Cortland Unit # 6558 Local 812 Contract.**

**\*\*Please note the CSEA and City of Cortland are in negotiations for a new contract, but until agreement can be reached, 2012-2015 hourly rates shall be charged to the Cortland School District. Once the new contract is ratified, 2016-2019 hourly rates shall be charged.**

**Regards,**

**Christopher Bistocchi  
City of Cortland DPW**



TOWN OF VIRGIL



1176 CHURCH STREET  
VIRGIL, NEW YORK  
13045

6.h  
PHONE: 607-835-6174  
FAX: 607-835-6668

Cortland Enlarged City School District  
C/O Robert Martin  
Superintendent of Buildings and Grounds  
1 valley View Drive  
Cortland, NY 13045

Dear Mr. Martin,

August 14th, 2015

Enclosed please find two copies of the Cortland Enlarged City School District/Town of Virgil 2015/2016 Snow Plowing agreement. Upon School Board approval, please have your Director of Business Services sign two copies and mail the other back to us for your our records.

The Virgil Town Board voted to approve this contract at the Town Board meeting that was held on August 13th 2015. The Town Board voted to increase the price slightly due to some budget concerns that will be facing the town this coming year. Feel free to call with any questions or concerns.

Sincerely,

Alane Van Donsel  
Virgil Town Clerk/ Collector

**CORTLAND ENLARGED CITY SCHOOL DISTRICT/ TOWN OF VIRGIL  
2015/2016 SNOW PLOWING AGREEMENT**

This Agreement entered into this 1<sup>st</sup> day of September 2015 between the *CORTLAND ENLARGED CITY SCHOOL DISTRICT*, 1 Valley View Drive, Cortland, NY 13045 and the *TOWN OF VIRGIL*, in the County of Cortland, State of New York, is for the plowing of snow in certain areas around the Virgil Elementary School, for a **period of one year**, being the 2015-2016 school year.

**SCOPE OF WORK:**

Plowing of snow and sanding as necessary from the areas around said school building know as the parking lot, bus are and roadway to the cafeteria. This contract excludes the small parking lot in the front of the building off Church Street.

For the satisfactory performance of the above service, the *CORTLAND ENLARGED CITY SCHOOL DISTRICT* agrees to pay the sum of:

Two Thousand Dollars (\$2,250.00) for the 2015-2016 school year- Plowing  
One Thousand Dollars (\$1,250.00) for the 2015-2016 school year- Sanding

before the end of said school year (June 30, 2016) to the *TOWN OF VIRGIL* after the submission of the attached claim form by the *TOWN OF VIRGIL*.

In the event of extraordinary weather conditions resulting in plowing and sanding beyond what is usual, regular or customary, the *CORTLAND ENLARGED CITY SCHOOL DISTRICT* agrees to pay in addition to the sum above the sum of:

10% times the total District cost in excess of \$17,650.00 for Snowplowing/Removal/Sanding paid to all contractors during the 2015-2016 school year. (The figure \$17,650.00 representing the District's usual, regular or customary cost for Snowplowing/Removal/Sanding.)

before the end of said school year (June 30, 2016) to the *TOWN OF VIRGIL*. District calculation and notification of any additional payment due to the Town will be made in June of 2016.

The bill for such service shall be payable when rendered on the claim form provided by the *CORTLAND ENLARGED CITY SCHOOL DISTRICT*.

The District additionally agrees to reimburse the Town of Virgil at the rate of sixty-five dollars (\$65.00) per hour for the plowing of the Virgil Elementary School Parking Lot North. All Bills are to be submitted by the Town monthly.

This Agreement, when signed by agents of both parties thereto, shall be in force from the date specified above, until June 30, 2016.

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

\_\_\_\_\_  
Director of Business Services

**TOWN OF VIRGIL**

\_\_\_\_\_  
Town Supervisor

**CORTLAND ENLARGED CITY SCHOOL DISTRICT/ TOWN OF VIRGIL  
2015/2016 SNOW PLOWING AGREEMENT**

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before the end of said school year (June 30, 2016) to the *TOWN OF VIRGIL*. District calculation and notification of any additional payment due to the Town will be made in June of 2016.

The bill for such service shall be payable when rendered on the claim form provided by the *CORTLAND ENLARGED CITY SCHOOL DISTRICT*.

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This Agreement, when signed by agents of both parties thereto, shall be in force from the date specified above, until June 30, 2016.

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

\_\_\_\_\_  
Director of Business Services

**TOWN OF VIRGIL**

  
\_\_\_\_\_  
Town Supervisor

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**ONE VALLEY VIEW DRIVE**  
**CORTLAND, NEW YORK 13045-3297**

6011

PHONE: (607) 758-4125

FAX: (607)-758-4109

KRISTIE L. BLISS  
DIRECTOR OF CURRICULUM AND INSTRUCTION  
WEBSITE: WWW.CORTLANDSCHOOLS.ORG

**To:** Michael Hoose, Superintendent of Schools  
Members of the Board of Education

**From:** Kristie Bliss, Director of Curriculum & Instruction

**Date:** 20 August 2015

**Re:** District and School Improvement Plans

*Kristie*

Enclosed for your review and approval are the District (DCIP) and School Improvement Plans (SCEP) required by NYSED due to our designation as a Focus District with two Focus Schools.

Thank you for your consideration of these documents. Please contact me with any need for clarification.

Respectfully,

*Kristie Bliss*



**CORTLAND ENLARGED CITY SCHOOL DISTRICT**

**1 Valley View Drive  
Cortland, New York 13045**

**Kimberly Vile  
Director of Business Services  
kvile@cortlandschools.org**

**Business Office  
(607) 758-4100  
Fax: (607) 758-4109**

**To: Mr. Michaels Hoose, Superintendent**  
**From: Kimberly A. Vile, Director of Business Services** *KAV*  
**Date: August 21, 2015**  
**Re: Food Service Agreements**

It is the recommendation of the Business Office to approve the food service agreements as presented.

Please let me know if you have any questions. Thank you.

**cc: Board of Education**

# CORTLAND ENLARGED CITY SCHOOL DISTRICT

## FOOD SERVICE AGREEMENT

This agreement entered into this 1st day of September 2015 by and between the Cortland Enlarged City School District, party of the first part, hereinafter referred to as the District, and the St. Mary's School, party of the second part, hereinafter referred to as St. Mary's, do hereby mutually agree that:

1. The District, as the Sponsoring Agency, agrees to continue service to St. Mary's, as a recipient agency, for the 2015-16 program period September 2015 through June 2016.
2. This Agreement is renewable each school year with the mutual consent of both parties to the Agreement. This Agreement may be terminated by either party upon the filing of 60 days prior notice in writing to the other party.
3.
  - (a) The District agrees to perform administrative functions normally conducted by a Sponsoring Agency such as, but not limited to, ordering food and milk, filing claims, filing required reports, conducting hearings and such other administrative tasks not otherwise expected in this Agreement.
  - b) The District agrees to prepare and deliver lunches to St. Mary's on each school day that the District's schools are in session. The District further agrees to provide one (1) Food Service Helper employee at the point of service, the costs of said employee to be borne by the District. The menu will be identical to that published for service at the public elementary schools.
4. St. Mary's, in consideration of lunches and other services provided by the District, agrees to:
  - (a) Pay a monthly administrative charge of \$110.00 for ten months, September through June, to the District to cover expenses incurred by the District, such as, Administrative Personal Services, postage, advertising, supplies and materials.
  - (b) Repair, maintain, or replace equipment necessary to the operation of the program, equipment to mean having a unit value of \$50.00 or more for replacement purposes.
  - (c) Assign Government Donated Food allocation to the District.
  - (d) The release of all funds (revenues) to the District that are generated by the direct operation of the School Lunch Program.
  - (e) Guarantee the District payment for documented losses sustained as a result of operating the Lunch Program for St. Mary's. The District's Business Official will provide quarterly financial status reports to the Chief School Officer at St. Mary's. Documented losses, if any, will be paid by St. Mary's during the month of June of the current school year.
  - (f) Agrees to reimburse the District for time worked by the District's on site employee and authorized by St. Mary's beyond the hours per day required under 3 (b) above at the rate of \$15.00 per hour. (rate subject to change)
  - (g) Maintain the food serving and dining areas in a sanitary condition (custodial

services) acceptable at all times to the Cortland County Health Department.

5. The District agrees that the monthly administrative charge in item 4 (a) of this agreement will be offset by any net profit generated as shown in the quarterly financial report, item 4 (e), up to a maximum of \$1,000 of the current school year. Credit will not carry over from one school year to the next.
6. The District agrees that any net profit over and above that used in item 5 will be added to the inventory credit before demanding payment as provided for in item 4 (e).
7. Any dispute between the parties to this Agreement shall first be presented to the Chief School Officers of St. Mary's and the District for resolution; if the dispute cannot be resolved at this level, the matter shall be presented to the District's Board of Education for final settlement.

Both parties recognize the intent and purpose of a Child Nutrition Program and pledge their support to serve the children nutritious meals at a reasonable charge in accordance with existing Federal, State and local regulations.

FOR: CORTLAND ENLARGED CITY SCHOOL DISTRICT:

\_\_\_\_\_  
Chief School Officer

\_\_\_\_\_  
Date

FOR: ST. MARY'S SCHOOL:

\_\_\_\_\_  
Chief School Officer

\_\_\_\_\_  
Date



# CORTLAND ENLARGED CITY SCHOOL DISTRICT

6. K

## FOOD SERVICE AGREEMENT

This Agreement entered into this 1st day of September 2015 by and between the Cortland Enlarged City School District, party of the first part, hereinafter referred to as the District, and the Onondaga-Cortland-Madison BOCES, party of the second part, hereinafter referred to as BOCES, do hereby mutually agree that:

1. The District, as the Sponsoring Agency, agrees to continue service to BOCES, as a recipient agency, for the 2015-16 program period September 2015 through June 2016.
2. This relationship is renewable each school year by mutual agreement.
3. The District will provide meals and labor and any other services normally provided other recipient agencies except as otherwise stipulated in this agreement.
4. BOCES will review applicants for free and reduced price meals.
5. BOCES will pay a monthly administrative surcharge of \$110.00 for ten months, September through June, to the District.
6. BOCES guarantees the District payment for any documented losses as a result of lunch sales determined at the end of May 2016 with a final payment, if any, in June 2016.
7. BOCES agrees to pay for any special services rendered by the Food Service Helper above the normal 2 1/2 hours per day at the rate of \$15.00 per hour. (rate subject to change)
8. BOCES agrees to provide all services, except meals and direct labor, including the transporting of food from the Cortland Jr.-Sr. High School to BOCES.
9. This Agreement may be terminated by either party during the school year with 30 days notice in writing.
10. The District will perform administrative functions normally handled by the Sponsoring Agency, such as, but not limited to, ordering food and milk, filing claims, filing required reports and conducting hearings.

Both parties recognize the purpose of a school lunch program and pledge their support to serve the children nutritious meals in accordance with current rules and regulations.

FOR: CORTLAND ENLARGED CITY SCHOOL DISTRICT:

\_\_\_\_\_  
Chief School Officer

\_\_\_\_\_  
Date

FOR: ONONDAGA-CORTLAND-MADISON BOCES:

\_\_\_\_\_  
Chief School Officer

\_\_\_\_\_  
Date

# SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2015-16

Schedule Number: 11.57

Board Meeting Date: August 25, 2015

Color: White

## A. Approval of Personnel Resignations and Leaves

### ADMINISTRATORS/INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON
Collister, Adam	Physical Education	09/01/2009	08/31/2015	Resignation.

### NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON
Franceschelli, Melissa	Teacher Aide	09/01/2000	08/24/2015	Resignation.

### INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON

7.a

76

# SCHEDULE OF APPOINTMENTS

Non-Instructional Personnel  
To Fix Salaries and Schedule Conditions for the School Year 2015-16

Schedule Number: 1152  
Board Meeting Date: August 25, 2015  
Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Vosburg, Lorrie	Executive Secretary	JSHS	07/20/2015	Provisional	Lorrie will contingently fill the Executive Secretary position due to resignation retroactive to 07/20/2015.	\$13.10
Votra, Patricia	Executive Secretary	Barry	09/09/2015	Transfer	Patricia will fill the Executive Secretary position due to retirement.	\$12.95

\*revision in italics

76

7.6

## **SCHEDULE OF APPOINTMENTS**

### **Non-Instructional Substitute Personnel**

#### **To Fix Salaries and Schedule Conditions for the School Year 2014-15**

Schedule Number: **1153**

Board Meeting Date: **August 25, 2015**

Color: **White**

**The following individuals are appointed conditionally (pending fingerprint clearance) to the substitute list for non-instructional personnel. The Superintendent is authorized to make assignments from the list.**

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Rate</b>	<b>Remarks</b>
Votra	Patricia	Executive Secretary	\$10.35	Retroactive to 07/25/2015

# SCHEDULE OF APPOINTMENTS

## ADMINISTRATORS AND INSTRUCTIONAL STAFF

To Fix Salaries and Schedule Conditions for the School Year 2015-16

Schedule Number: 2361

Board Meeting Date: August 25, 2015

Color: White

NAME	POSITION/ LOCATION	TYPE OF APP'T	DATE EFFECTIVE	PROB ENDS	TENURE AREA	CERT/ DEGREE	REMARKS	SALARY*
McNerney, Patrick	Mathematics/ JSHS	Probationary	09/01/2015	08/31/2019	Mathematics	Mathematics/ Initial - pending	Patrick will fill the Mathematics vacancy due to resignation.	Step Grad Hrs Master's A1 \$39,005 \$ \$
								TOTAL \$39,005.00
Mack, Sean	Physical Education/JSHS	Probationary	09/01/2015	08/31/2019	Physical Education & Recreation	Physical Education/ Professional	Sean will fill the Physical Education vacancy due to resignation.	Step Grad Hrs Master's II 30 \$45,167 \$1,200 \$500
								TOTAL \$46,867.00
Bowers, Benjamin	Physical Education/Parker	Long-Term Substitute	09/01/2015- 06/30/2016	N/A	N/A	Physical Education/ Initial	Benjamin will fill the 2015-16 Physical Education vacancy due to leave.	Step Grad Hrs Master's A1 34 \$39,005 \$1,360 \$
								TOTAL \$40,365.00
Marino, Amanda	Elementary/ Parker	Probationary	09/01/2015	08/31/2019	Elementary	Childhood Education (Grades 1-6)/ Initial	Amanda will fill the Elementary vacancy due to resignation.	Step Grad Hrs Master's E1 39 \$41,973 \$1,560 \$500
								TOTAL \$44,033.00
Patka, Michelle	Art/Parker-Smith	Probationary	09/01/2015	08/31/2019	Art	Visual Arts/ Initial	Michelle will fill the Art vacancy due to resignation.	Step Grad Hrs Master's E1 \$41,973 \$1,320 \$500
								TOTAL \$43,793.00
van der Veur, Shirley	.6 ESL/JSHS	Part-Time	09/01/2015	N/A	N/A	English to Speakers of Other Languages/ Professional	Shirley will fill the .6 FTE ESL position.	Step Grad Hrs Master's Doctorate A1 165 \$39,005 \$6,600 \$400 \$1,000
								TOTAL Pro-rated .6 FTE \$47,005.00 \$28,203.00

7.C

NAME	POSITION/ LOCATION	TYPE OF APP'T	DATE EFFECTIVE	PROB ENDS	TENURE AREA	CERT/ DEGREE	REMARKS	SALARY*	
Yanchuk, Vitaliy	Teaching Assistant/JSHS	Probationary	09/01/2015	08/31/2019	Teaching Assistant	Social Studies/Initial	Vitaliy will fill the Teaching Assistant vacancy due to retirement.	Step	A1 \$39,005
								TOTAL TA 50% of step A1	\$39,005.00 \$19,502.50

# SCHEDULE OF APPOINTMENTS

7.C

## ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2015-16

Schedule Number: 2362

Board Meeting Date: August 25, 2015

Color: Yellow

**The following individuals are emergency conditional appointments to the substitute teacher list. The Superintendent is authorized to make assignments from the list.**

Name	Title	List	Daily Rate
Alteri, Nicholas	Substitute Teacher	B	\$81.00
Alteri, Nicholas	Teaching Assistant	B	\$73.00
Aspinwall, Breck	Substitute Teacher	A	\$107.00
Aspinwall, Breck	Tutor		\$33.62
Balfour, Elizabeth	Substitute Teacher	A	\$99.00
Brady, Philomena	Substitute Teacher	B	\$86.00
Brady, Philomena	Teaching Assistant	B	\$78.00
Brown, Stephen	Tutor		\$33.62
Burns, Kara	Substitute Teacher	A	\$103.00
Burns, Kara	Teaching Assistant	A	\$91.00
Busch, John	Substitute Teacher	A	\$99.00
Busch, John	Teaching Assistant	A	\$81.00
Cafararo, Alyssa	Substitute Teacher	B	\$86.00
Cafararo, Alyssa	Teaching Assistant	B	\$78.00
Canestaro, Casondra	Substitute Teacher	A	\$103.00
Canestaro, Casondra	Teaching Assistant	A	\$91.00
Chapman, Robert	Substitute Teacher	A	\$99.00
Chapman, Robert	Teaching Assistant	A	\$81.00
Connelly, Susan	Substitute Teacher	A	\$107.00
Connelly, Susan	Tutor		\$33.62
Conroe, Scott	Substitute Teacher	B	\$86.00
Conroe, Scott	Teaching Assistant	B	\$78.00
Darrow, David	Substitute Teacher	A	\$107.00
Darrow, David	Tutor		\$33.62
Darrow, Vicki	Substitute Teacher	A	\$107.00
Darrow, Vicki	Tutor		\$33.62
DeRado, Maria	Substitute Teacher	A	\$107.00
DeRado, Maria	Tutor		\$32.62
Dovi, Ellen	Substitute Teacher	A	\$99.00
Dovi, Ellen	Assistant Teacher	A	\$81.00
Dumas, Marti	Substitute Teacher	A	\$107.00
Francis, Marci	Substitute Teacher	A	\$99.00
Francis, Marci	Teaching Assistant	A	\$81.00
Frawley, Christine	Substitute Teacher	B	\$81.00
Frawley, Christine	Teaching Assistant	B	\$73.00
Gath, Thomas	Tutor		\$33.62
Gnirs-Busch, Beatrice	Substitute Teacher	A	\$107.00
Hall, Celestine	Substitute Teacher	A	\$99.00
Hall, Celestine	Teaching Assistant	A	\$81.00
Howard, Cassandra	Substitute Teacher	B	\$86.00
Howard, Cassandra	Teaching Assistant	B	\$78.00
Kline, Barbara	Substitute Teacher	A	\$107.00
Kulikowsky, William	Substitute Teacher	A	\$103.00
Lane, Patricia	Substitute Teacher	A	\$107.00
Lane, Patricia	Tutor		\$32.62
Lansdowne, Bobbie	Substitute Teacher	A	\$103.00

**\* Substitutes appointed above are automatically eligible to substitute as Teaching Assistants.**



Lansdowne, Bobbie	Teaching Assistant	A	\$91.00
Lee, Nancy	Substitute Teacher	A	\$99.00
Lee, Nancy	Teaching Assistant	A	\$81.00
Logan, Charles	Substitute Teacher	A	\$107.00
MacLean, Patricia	Substitute Teacher	A	\$103.00
MacLean, Patricia	Teaching Assistant	A	\$91.00
Martins, LeeAnn	Substitute Teacher	B	\$86.00
Martins, LeeAnn	Teaching Assistant	B	\$78.00
Mastronardi, Bethany	Substitute Teacher	A	\$101.00
Mastronardi, Bethany	Teaching Assistant	A	\$86.00
Miller, Sherry	Substitute Teacher	A	\$107.00
Montez, Regina	Substitute Teacher	A	\$99.00
Norris, Kathleen	Substitute Teacher	A	\$99.00
Norris, Kathleen	Teaching Assistant	A	\$81.00
Paul, Parveen	Substitute Teacher	B	\$81.00
Paul, Parveen	Teaching Assistant	B	\$73.00
Pflug, Mark	Substitute Teacher	A	\$99.00
Pflug, mark	Teaching Assistant	A	\$81.00
Pribulick, Holly	Substitute Teacher	A	\$99.00
Pribulick, Holly	Teaching Assistant	A	\$81.00
Roiger, Patricia	Substitute Teacher	A	\$99.00
Rosas, Amy	Substitute Teacher	B	\$86.00
Rosas, Amy	Teaching Assistant	B	\$78.00
Sandstrom, Timothy	Substitute Teacher	A	\$99.00
Simonet, Cynthia	Substitute Teacher	A	\$103.00
Sinetar, Toby	Substitute Teacher	A	\$103.00
Sinetar, Toby	Tutor		\$33.62
Spallone, John	Substitute Teacher	A	\$107.00
Stark, Lynn	Substitute Teacher	B	\$86.00
Stark, Lynn	Assistant Teacher	B	\$78.00
Stevens, Margaret	Substitute Teacher	B	\$81.00
Stevens, Margaret	Assistant Teacher	B	\$73.00
Stevens, Nancy	Substitute Teacher	B	\$81.00
Stevens, Nancy	Assistant Teacher	B	\$73.00
Stoker, Celeste	Substitute Teacher	A	\$107.00
Tupper, Barbara	Substitute Teacher	A	\$107.00
Van der Veur, Shirley	Substitute Teacher	A	\$99.00
VanGorder, Morgan	Substitute Teacher	A	\$101.00
Van Gorder, Morgan	Teaching Assistant	A	\$86.00
Vidulich, Robert	Substitute Teacher	A	\$107.00
Volkert, Nicole	Substitute Teacher	A	\$99.00
Volkert, Nicole	Teaching Assistant	A	\$81.00
Warwick, Michelle	Substitute Teacher	B	\$81.00
Warwick, Michelle	Teaching Assistant	A	\$81.00
Weller, Katelyn	Substitute Teacher	B	\$81.00
Weller, Katelyn	Teaching Assistant	B	\$73.00
Wick, Corryne	Substitute Teacher	B	\$81.00
Wick, Corryne	Teaching Assistant	B	\$73.00
Wilcox, Carlene	Substitute Teacher	A	\$107.00
Withey, Kendalyn	Substitute Teacher	A	\$99.00
Withey, Kendalyn	Teaching Assistant	A	\$81.00
Williams, Phyllis	Substitute Teacher	A	\$107.00
Witter, Janet	Substitute Teacher	A	\$101.00
Witter, Janet	Teaching Assistant	A	\$86.00

**\* Substitutes appointed above are automatically eligible to substitute as Teaching Assistants.**