

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

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. Jeffery 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 11th 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
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
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
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
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)
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. 2nd Reading Revision to Policy 7110 Attendance
RESOLVED, upon the recommendation of the Superintendent of Schools, , and the Board of Education Policy Committee to accept the 2nd 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. 2nd Reading Revision to Policy 7618 Use of Time Out Rooms
RESOLVED, upon the recommendation of the Superintendent of Schools, and the Board of Education Policy Committee to accept the 2nd 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. 1st Reading District Mentorship Plan, 2015-2016
RESOLVED, upon the recommendation of the Superintendent, to accept the 1st 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

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. 1st Reading Code of Conduct

RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to approve the 1st 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

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

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

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.