

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

A Regular Meeting of the Board of Education was held on Tuesday, August 25, 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, Mr. Daniel Sidebottom and Ms. Alane Van Donsel

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. Joseph Mack, Coordinator of Secondary Education; Mr. John Zarcone, 11-12 Principal; Ms. Denise Fox, Information Systems Administrator; Mr. Chris Kelly from Lend Lease; and Ms. Alicia Zupancic, Clerk

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE.** Ms. Davis-Howard called the meeting to order at 7:02 p.m. and the Pledge of Allegiance was recited.
2. **COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Korner – None
 - b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes). - There were no requests to address the Board on items related to the agenda.
 - c. Board Member Reports:
 - 1.) BOE Policy Committee – Report on August 25, 2015 meeting: Mr. Natoli reported that the committee discussed some new policies regarding use of the stadium at the high school and they discussed some curriculum policies with Ms. Bliss. The next meeting is September 8, 2015.
 - 2.) BOE Facilities Committee – Report on August 13, 2015 meeting: Mr. Chris Kelly from Lend Lease gave an update and timeline on projects for Phase III.
 - 3.) BOE Audit Committee – Report on August 17, 2015 meeting: Ms. Vile clarified the Debt Resolution.
 - 4.) Set date for BOE goal setting meeting – Members set September 28, 2015 as the date for goal setting. The meeting will take place at the Kaufman Center from 6:30 p.m. – 9:00 p.m.
3. **PRESENTATIONS:**
 - a. Cortland Junior Senior High School Presentation – Mr. Joseph Mack
Mr. Mack presented an overview of graduation and testing data from last year along with some goals for the current year. Mr. Zarcone presented a Renaissance calendar of upcoming events.
 - b. Technology Updates Presentation – Ms. Denise Fox
Ms. Fox presented an overview of what technology is being used by the district.

There was a 5 minute break here from 9:28 p.m. to 9:33 p.m.
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
607001703, 610344373, 607000499, 607001899, 610358544, 610392903, 607000139, 610350592, 610362612

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Consent Items as presented.

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

Final Vote: Yes - 7, No – 0. Motion Carried.
5. **OLD BUSINESS:** None
6. **NEW BUSINESS:**
 - a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant Report – June 2015

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated June 2015 as presented.

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

Final Vote: Yes – 7, No – 0. Motion Carried.

- b. 2nd Reading Code of Conduct

RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to accept the 2nd reading of proposed revisions to the Code of Conduct as presented.

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

Final Vote: Yes – 6, No – 1. Motion Carried.

- c. 2nd Reading District Mentorship Plan, 2015-2016

Resolved, upon the recommendation of the Superintendent, to accept the 2nd Reading of the District Mentorship Plan, 2015-2016 as presented.

Moved by Ms. Griffin, seconded by Ms. Van Donsel Discussion: None

Final Vote: Yes – 7, No – 0. Motion Carried.

- d. Declaration of Surplus Vending Machines

RESOLVED, upon the recommendation of the Superintendent of Schools, to declare two vending machines as surplus per the Surplus Items memo dated August 18, 2015, as presented.

Moved by Mr. Natoli, seconded by Mr. Sidebottom Discussion: None

Final Vote: Yes – 7, No – 0. Motion Carried.

- e. Approval of Budget Transfers

RESOLVED, upon the recommendation of the Superintendent of Schools, to authorize budget transfers per the Budget Transfers memo dated August 19, 2015, as presented.

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

Final Vote: Yes – 7, No – 0. Motion Carried.

- f. Approval of Debt Service Request

RESOLVED, upon the recommendation of the Superintendent of Schools, to authorize up to \$1,300,000.00 reduction in the Debt Service account and said monies be returned to the General Fund of the District effective June 30, 2015 per the Debt Service Resolution memo dated August 19, 2015, as presented.

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

Final Vote: Yes – 7, No – 0. Motion Carried.

- g. Approval of Snow Plowing Service Agreement with the City of Cortland for the 2015-16 Fiscal Year

RESOLVED, upon the recommendation of the Superintendent, that the Board of Education of the Cortland Enlarged City School District hereby approves the agreement for snow plowing service with the City of Cortland for the 2015-16 fiscal year as presented.

Moved by Mr. Natoli, seconded by Ms. Murphy Discussion: Are these rates the same as last year?

Final Vote: Yes – 7, No – 0. Motion Carried.

- h. Contract Renewal for Virgil Snow Removal and Sanding for the 2015-16 School Year

RESOLVED, upon the recommendation of the Superintendent, to approve the agreement between Cortland Enlarged City School and the Town of Virgil for Snow Removal and Sanding at Virgil School for 2015-16 as presented.

Moved by Mr. Natoli, seconded by Mr. Sidebottom Discussion: Increased \$500 for school year

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

Ms. Van Donsel abstained as she is the Virgil Town Clerk

- i. Approval of District and School Improvement Plans
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the District and School Improvement Plans as presented.
Moved by Mr. Sidebottom, seconded by Ms. Griffin Discussion: Having Board representation on the committee
Final Vote: Yes – 7, No – 0. Motion Carried.
- j. Approval of Food Service Agreement with St. Mary's
RESOLVED, upon the recommendation of the Superintendent, to approve the Food Service Agreement with St. Mary's for the 2015-16 school year as presented.
Moved by Ms. Gregory, seconded by Mr. Natoli Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- k. Approval of Food Service Agreement with OCM BOCES
RESOLVED, upon the recommendation of the Superintendent, to approve the Food Service Agreement with OCM BOCES for September 2015 – June 2016 as presented.
Moved by Ms. Griffin, seconded by Ms. Gregory Discussion: None
Final Vote: Yes – 7, No – 0. 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 11.57.
Moved by Mr. Natoli, seconded by Mr. Sidebottom Discussion: None
Final Vote: Yes – 7, 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 1152 and 1153.
Moved by Ms. Griffin, seconded by Mr. Natoli Discussion: None
Final Vote: Yes – 7, 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 2361 and 2362.
Moved by Ms. Murphy, seconded by Ms. Sidebottom Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations – Ms. Vile provided an overview of Revenue and Expenses for 2014-2015. She also talked about looking at reserves and how they can be used.
- b. Assistant Superintendent for Pupil and Personnel Services – Ms. Riley gave an update on how filling positions is going – only three position left to fill.
- c. Director of Curriculum and Instruction – Ms. Bliss reported that enrollment is done.
- d. Superintendent – Mr. Hoose shared that the Gary Dillingham Weight Room Dedication will take place on October 2, 2015 at 6:30 p.m.

9. BOARD MEMBER ACTIVITIES –

Ms. Gregory has been meeting with many people and is very impressed in how the district and community work as a village to support our children's education.

- 10. **AUDIENCE PARTICIPATION:** (Individuals are requested to keep their comments to two-minutes per speaker) - There were no requests to address the Board.

- 11. **NEXT MEETING AGENDA REVIEW - None**

- 12. **EXECUTIVE SESSION**

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 10:13 p.m. to discuss the medical, financial, credit or employment history of a particular person.

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

Final Vote: Yes – 7, No – 0. Motion Carried.

The Executive Session adjourned at 10:42 p.m.

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the regular meeting at 10:43 p.m.

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

Final Vote: Yes – 7, No – 0. Motion Carried.