

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, October 13, 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, October 13, 2015 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Ms. Melissa Davis-Howard, Ms. Christine Gregory, Ms. Janet Griffin, Ms. Judith Murphy, Mr. John Natoli and Mr. Daniel Sidebottom.

Absent: Ms. Alane VanDonsel

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kimberly Vile, Director of Business Services; Ms. Kristie Bliss, Director of Curriculum & Instruction; Mr. Robert Martin, Director of Facilities; 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.

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.

c. Board Member Reports:

1.) BOE Policy Committee – Report on today’s meeting – Into the 8,000’s. Next meeting is October 21, 2015.

2.) BOE Facilities Committee – Report on September 24, 2015 meeting – Playgrounds complete, bus lifts operational, lockers will arrive later this month, still collecting data for the Building Conditions Survey.

3.) BOE Audit Committee – Report on September 29, 2015 meeting – Reviewed draft financial documents. Discussed reserves and the encumbering process for 16/17. Starting budget process November 3. The budget workshops will be at 6:00 pm prior to Board meetings.

4.) Discuss having a Board of Education Meeting on November 3rd in place of October 27 – There will be a Board meeting on November 3, 2015.

3. PRESENTATIONS:

a. Introduction of new staff – Several new staff members were introduced to and welcomed by the Board of Education with a twenty minute reception following from 7:18 – 7:38 pm.

4. CONSENT ITEMS:

a. Minutes of September 22, 2015 Regular Meeting

b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations

607001914, 610375509, 607000790, 607000900, 607000164, 610296191, 607001599, 607000897, 607001848, 610346089, 610373462, 610288582, 610278003, 610387779, 610317810, 610308256, 607001111, 610330460, 607001145, 607001824, 610352501, 610344373, 607001845, 610283325, 610293582, 607002018, 607000074, 607002078, 607001676, 610385240, 610308412, 610338938, 610380592, 610303562, 607002101, 607001843, 610323615, 610309695, 607002105, 607002064, 607000625, 607001287, 607001844, 607000942, 607000960, 610351033, 607000652, 607002023, 607000139, 607000196, 607002066, 607002067, 610334292

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

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

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

5. OLD BUSINESS: None

6. NEW BUSINESS:

- a. Approval of Extended Field Trip Request for Varsity Ice Hockey
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Extended Field Trip request for the Varsity Ice Hockey Team Trip to Albany County Hockey Facility November 27-28, 2015, as presented.
Moved by Mr. Sidebottom, seconded by Mr. Natoli Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- b. Acceptance of Internal Audit Corrective Action Plan
RESOLVED, upon the recommendation of the Audit Committee, to accept the Internal Audit Corrective Action Plan, as presented.
Moved by Ms. Griffin, seconded by Mr. Sidebottom Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- c. Acceptance of External Audit with Corrective Action Plan Fiscal Year 2014-15
RESOLVED, upon the recommendation of the Audit Committee, to accept the External Audit with Corrective Action Plan from Raymond F. Wager, CPA, P.C., for the fiscal year 2014-2015, as presented.
Moved by Ms. Gregory, seconded by Ms. Murphy Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- d. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant Report, Claims Monthly Report -September 2105
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated September, 2015 as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- e. Approval of 2016-17 Budget Calendar
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the 2016-17 Budget Calendar, as presented.
Moved by Mr. Sidebottom, seconded by Mr. Natoli Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- f. Approval of a Private School Transportation Request for 2015-16
RESOLVED, upon the recommendation of the Superintendent, to approve the Private School Transportation Request as presented.
Moved by Mr. Sidebottom, seconded by Ms. Gregory Discussion: None
Final Vote: Yes - 6, 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 11.60.
Moved by Mr. Natoli, seconded by Ms. Griffin 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 1158 and 1159.
Moved by Mr. Sidebottom, seconded by Ms. Gregory Discussion: None
Final Vote: Yes - 6, No – 0. Motion Carried.
- ~~e. Approval of Tenure Recommendations~~ **Tabled** – The approval of tenure recommendations was tabled to the November 3rd Board of Education meeting.

- d. 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 2370 and 2371.
Moved by Mr. Natoli, seconded by Ms. Griffin Discussion: The substitute situation was discussed. Ways to resolve this ongoing problem is being discussed by leadership.
Final Vote: Yes - 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations – The gym floor at the high school needs to be refinished. Ms. Vile discussed a temporary fix for this season which would take approximately two weeks. This would allow basketball and volleyball practices to take place this season and then finish the floor in the summer. She also discussed a handout regarding the budget.
- b. Assistant Superintendent for Pupil and Personnel Services
1.) Capital for A Day – Ms. Riley was invited to the Governor’s Round Table, called “Capital for A Day”. The focus was on synthetic marijuana and particularly the access our youth has. CECSO was invited because we are one of the few schools that partners with OASAS (Office of Alcoholism & Substance Abuse Services). Ms. Riley plans to share this information with administrators and health and wellness coordinators to begin an education awareness and prevention plan as this is a genuine concern in our schools and community.
- c. Director of Curriculum and Instruction – Ms. Bliss received confirmation that all presenters are available for the October 23rd Professional Development Day.
- d. Superintendent
1.) myOn – Mr. Hoose shared some more information on the myOn literacy program. This is a digital learning process that puts a reading device in every child’s hand, giving them access to 20,000 books. He is trying to get a representative to come in. This program has been very successful in other areas. It would be a partnership between the Cortland schools and the community. Mr. Hoose will bring a more formal presentation to the Board. He also shared that the Cortland-Madison School Boards Association Fall Dinner is Scheduled for November 2nd from 6-9 p.m. at the OCM BOCES McEvoy Campus.

- 9. BOARD MEMBER ACTIVITIES** – Ms. Murphy attended football games and the select band trip. Mr. Sidebottom attended the girls tennis sectionals. Ms. Gregory attended a morning meeting at Smith, a couple of football games and met with Mr. Mack. She also picked up food for the United Way day of caring from the schools.

- 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** – Tabled item, 7. C

12. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:12 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

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

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

The Executive Session adjourned at 8:31 p.m.

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

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

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the regular meeting at 8:31 p.m.

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

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