

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, March 21, 2017 at 6:30 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

Revised
2. a. 1.), 6. I & 7. a.

- 1. CALL TO ORDER and PLEDGE OF ALLEGIANCE**
- 2. COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Komer
 - 1.) *Abe Brafman, Matt Dearie, Nicole Humpf, Tim Wagoner, and John Zarcone – Extraordinary Response to a Student Medical Emergency*
 - b. Audience Participation – (speakers are asked to state their name and address and limit their comments to two minutes).
 - c. Board Committee Reports:
 - 1.) BOE Policy Committee – Report on March 1, 2017 meeting.
 - 2.) BOE Facilities Committee – Report on March 9, 2017 meeting
- 3. PRESENTATIONS:**
 - a. Presentation of Diploma
 - b. Budget Presentation
- 4. CONSENT ITEMS:**
 - a. Minutes of February 28, 2017 Regular Meeting
 - b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017
 - c. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2017-18
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
 - a. Financials
 - b. Acceptance of 2016-2017 Tax Collection Report
 - c. Approval of Faculty/Student Calendar for 2017-18
 - d. Approval of 2017-18 Universal Pre-Kindergarten Contracts
 - e. Approval of Bus Bond Resolution
 - f. Approval of Notice of Annual Meeting, defining the Budget Public Hearing Date, Polling Locations, Voter Registration Day, and Publication of Notice of Annual Meeting and Election, Bus lease proposition and Library Proposition
 - g. Creation of Pupil and Personnel Information Coordinator position
 - h. Approval of Property Tax Roll Corrections
 - i. *Approval of Revised 2016-17 Calendar*
- 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 Services
 - b. Assistant Superintendent for Pupil and Personnel Services
 - c. Assistant Superintendent for Curriculum and Instruction
 - d. Superintendent
- 9. BOARD MEMBER ACTIVITIES**
- 10. NEXT MEETING AGENDA REVIEW**
- 11. EXECUTIVE SESSION**
- 12. APPOINTMENT OF MEDICAL INSPECTOR**
- 13. ADJOURNMENT**

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, February 28, 2017 at 5:30 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, February 28, 2017 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Ms. Melissa Davis-Howard, Ms. Janet Griffin, Ms. Christine Gregory, Mr. David Lemon, Mr. Peter Rogoff and Ms. Alane Van Donsel

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Dr. Jeff Craig, Assistant Superintendent for Curriculum & Instruction; Ms. Kimberly Vile, Director of Business Service; School and Community Members and Ms. Alicia Zupancic, Clerk

Absent: Ms. Judith Murphy

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Ms. Davis-Howard called the meeting to order at 5:30 p.m. and the Pledge of Allegiance was recited.

There was a moment of silence honoring the memory of Claudia Olson, a retired teaching assistant.

2. ALAN POLE AND BILL SILKY, CONSULTANTS WITH CASTALLO AND SILKY LLC

Mr. Alan Pole and Mr. Bill Silky, consultants with Castallo and Silky LLC had a discussion with the board as to what they are looking for in a buildings utilization study.

Mr. Peter Rogoff came in at 6:00 p.m.

The board took a five minute recess.

3. COMMUNICATIONS and RECOGNITION:

a. Kudos Korner

- 1.) Ann Mares – District Head Nurse & Zone 11 representative and member of the board of directors for the NYS Association of School Nurses.

Ann Mares was recognized for her leadership and dedication to the District as Head Nurse and for serving as the Zone 11 representative and member of the board of directors for the New York State Association of School Nurses.

- 2.) Thane Doubet - CNYRIC February 2017 Featured Teacher

Thane Doubet was recognized for being the CNYRIC February 2017 Featured Teacher.

- 3.) Katherine Couture & Kelsey Gibbons - Winners of the Statewide and Central Regional Youth Advocate of the Year Awards, sponsored by Reality Check of the Bureau of Tobacco Central in New York State.

Katherine Couture and Kelsey Gibbons were recognized for their outstanding work in taking the lead in holding the tobacco companies accountable for marketing to youths. Katherine is the recipient of the Statewide Youth Advocate of the Year Award and Kelsey is recipient of the Central Regional Youth Advocate of the Year Award.

- b. Audience Participation – (speakers are asked to state their name and address and limit their comments to two minutes).

There were no requests to address the Board

c. Board Committee Reports:

- 1.) BOE Policy Committee – Next meeting is March 1, 2017 at 10:00 a.m.

The next policy committee meeting is scheduled for March 1, 2017.

- 2.) BOE Facilities Committee – Report on February 21, 2017 meeting

The committee met to discuss replacing and adding security cameras at the schools.

- 3.) BOE Communication Committee – Website Update

Melissa and Jeff gave an overview of the new look to the website.

4. PRESENTATIONS:

- a. What's happening at the Junior Senior High School

Mr. Petit and two of his students, Reilly Brown and Cameron Aldrich, gave a presentation on how they worked together using their math and other skills, CAD, and a 3-D printer to assemble a device that created enough power to light three small lights.

- b. Focus Presentation – This was tabled to a later date.

- c. Superintendent & Board of Education Mid-Year Goals Update – This was also tabled to a later date.

- d. Budget Presentation

Ms. Kim Vile gave the board a budget presentation.

5. CONSENT ITEMS:

- a. Minutes of February 14, 2017 Regular Meeting

- b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017
607002487, 607002502, 610339634, 607000941, 610366729, 610305424, 607000999, 610308256, 610382948, 607002628, 610363583, 610375929, 607002269, 610341870, 610325654, 610373829, 610361655, 607002035, 610327888, 610343387, 610358577, 607000290, 607001331

- c. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2017-18
610339634, 610366729, 610363583, 610375929, 610341870, 610325654, 610373829, 610361655, 610327888, 610343387, 610358577, 607000290, 607001331

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

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

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

6. OLD BUSINESS: None

7. NEW BUSINESS:

- a. Approval of the Buildings Utilization Study conducted by Castallo and Silky LLC

RESOLVED, upon the recommendation of the Superintendent, to approve a Buildings Utilization Study conducted by Castallo and Silky LLC.

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

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

- b. Approval of the agreement between BoardDocs and the Cortland Enlarged City School District
RESOLVED, upon the recommendation of the Superintendent, to approve the agreement between BoardDocs and the Cortland Enlarged City School District as presented.
Moved by Ms. Gregory, seconded by Mr. Lemon. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- c. Approval of Health and Welfare Services Contract between Cortland Enlarged City School District and West Genesee Central School District
RESOLVED, upon the recommendation of the Superintendent, to approve the Health and Welfare Services Contract between Cortland Enlarged City School District and West Genesee Central School District as presented.
Moved by Ms. Van Donsel, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Approval of Revised 2016-17 School Calendar
RESOLVED, upon the recommendation of the Superintendent, to approve the Revised 2016-17 School Calendar as presented.
Moved by Ms. Griffin, seconded by Mr. Rogoff. Discussion: Good Friday rather than April 21 will be the first day taken back if we use too many snow days.
Final Vote: Yes – 6, No – 0. Motion Carried.

8. 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 11.88.
Moved by Ms. Griffin, seconded by Ms. Gregory. Discussion: With regret.
Final Vote: Yes – 6, No – 0. Motion Carried.
- b. Approval of Non-Instructional Personnel Appointments – there were no non-instructional personnel appointments.
- c. Approval of Administrative and Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Administrative and Instructional Personnel as presented on Schedule of Appointment 2452.
Moved by Mr. Rogoff, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

9. LEADERSHIP REPORTS:

- a. Director of Business Services
 - 1.) Comptroller's Auditor is wrapping up with the IT audit.
 - 2.) Bob Martin and Kim gave the board an update on the lead testing remediation.
- b. Assistant Superintendent for Pupil and Personnel Services
 - 1.) Judi shared a reminder of all the good things happening in our district
- c. Assistant Superintendent for Curriculum and Instruction
 - 1.) Jeff talked about gifted and talented requirements
- d. Superintendent
 - 1.) Mike let the board know that we received the agreement between the County of Cortland and the Cortland Enlarged City School District for the election.

- 2.) Mike let the board know that we will be changing our student information program from Infinite Campus to SchoolTool and the benefits of the change.

10. BOARD MEMBER ACTIVITIES

11. NEXT MEETING AGENDA REVIEW

12. 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 7:53 p.m.

**Moved by Ms. Van Donsel, seconded by Mr. Rogoff. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.**

INVESTMENT REPORT as of 2/28/2017

6.a

FUND	ACCOUNT TYPE	ACCOUNT DESCRIPTION	BANK	BOOK BALANCE	ACCOUNT DESCRIPTION
NYS requires one account code for all NYS funds coming into the district. The district transfers funds to the respective accounts noted below.					
	Savings		JPMorganChase	\$ 1,155,240	Funds from NYS
	Checking		JPMorganChase	\$ 279,875	District office check scanner deposit account; No checks are written from this account
General Fund Accounts:					
	Public Funds Checking		TTC	\$ 64,813	Used for General Fund related cash deposits; No checks are written from this account
	Commercial Checking		JPMorganChase	\$ 418,088	Used for all payments from the General Fund & CM Fund
	Super Checking		TTC	\$ 1,147,905	Used for property tax collections
	Super Svgs MMkt		TTC	\$ 1,336,254	Retirement Reserve
	Super Svgs MMkt		TTC	\$ 347,399	Unemployment Reserve
	Super Svgs MMkt		TTC	\$ 243,015	Insurance Reserve
	Super Svgs MMkt		TTC	\$ 1,012,521	Tax Certiorari Reserve
	Super Svgs MMkt		TTC	\$ 966,342	Accrued Employee Benefit Reserve
	Super Svgs MMkt		TTC	\$ 2,283,367	Capital Reserve
	Super Svgs MMkt		TTC	\$ 30,155	Liability Reserve
	Super Svgs MMkt		TTC	\$ 374,526	Workers' Compensation Reserve
	Super Svgs MMkt		TTC	\$ 766,866	Repair Reserve
School Lunch Fund Accounts:					
	Public Funds Checking		TTC	\$ 568,117	Used for all daily receipts of School Lunch Fund; no checks are written from this account
	Commercial Checking w/ Interest		JPMorganChase	\$ 135,793	Used for all payments from the School Lunch Fund
Special Aid Fund Account:					
	Commercial Checking w/ Interest		JPMorganChase	\$ 124,002	Used for all payments from the Special Aid Fund - Grants
Capital Fund Account:					
	Commercial Checking		JPMorganChase	\$ 88,701	Used for paying capital project bills
Debt Service Fund Account:					
	Public Funds Commercial MMDA		JPMorganChase	\$ 3,122,281	Used to account for BAN/bond proceeds to be used for capital expenditures and debt service
Agency Fund:					
	Public Funds Checking		TTC	\$ 28,775	Used for Agency related cash deposits; No checks are written from this account
	Commercial Checking		JPMorganChase	\$ 381,797	Used for all payments from the Agency Fund, including payroll and employee benefit payments
Expendable Trust Fund:					
	Public Funds NOW		TTC	\$ 124,863	Savings account for all scholarship funds

FUND BALANCE ANALYSIS AT YEAR END 2017
AS OF 2/28/17

REVENUE	BUDGET 16/17	Projected	ADJUSTM'T	ADJ. BUD 16/17	EXCEEDED + (UNDER)
TAXES	17,246,932	17,212,725	-	17,246,932	(34,207)
CHARGE FOR SVCS	158,785	121,909	-	158,785	(36,876)
INTEREST/RENTS	54,750	43,969	-	54,750	(10,781)
SALE OF PROP /Insurance Recovery	6,500	127,378	-	6,500	120,878
MISCELLANEOUS	599,003	793,580	-	599,003	194,577
STATE AID/BOCES AID	26,909,206	26,859,181	-	26,909,206	(50,025)
MEDICAID	125,000	50,000	-	125,000	(75,000)
INTERFUND TRANSFERS			-		
TOTAL	45,100,176	45,208,742	-	45,100,176	108,566
RESERVES	3,976,711	1,214,317	-		
APP FUND BALANCE	500,000	500,000	-	500,000	
TOTAL	49,576,887	46,423,059	-	45,600,176	

APPROPRIATIONS	BUDGET 16/17	YEAR To DATE	ADJUSTM'T	ADJ. BUD 16/17	(EXCEEDED) UNDER +
BD OF ED	39,604	31,030	10,126	49,730	18,700
CENT. ADM	234,203	219,336	6,195	240,398	21,062
BUS. ADM.	560,165	404,128	(104,429)	455,736	51,608
PERSONNEL	156,329	95,442	(9,205)	147,124	51,683
CENTRAL SRVCS	2,939,006	3,431,860	680,913	3,619,919	188,059
SPECIAL ITEMS	421,400	389,970	2,580	423,980	34,010
SUPERVISION	1,972,430	1,835,839	82,213	2,054,643	218,804
TEACHING	12,518,907	12,120,778	(28,050)	12,490,857	370,079
SPEC EDUCATION	6,233,871	5,842,014	(219,889)	6,013,982	171,968
SPEECH THERAPY	161,371	157,300	500	161,871	4,571
OCCUPATIONAL THERAPY	111,283	102,664		111,283	8,619
PHYSICAL THERAPY		16,502	61,500	61,500	44,998
OCC. EDUCATION	930,000	870,033	(55,000)	875,000	4,967
SUMMER SCHOOL	253,720	118,166	(107,414)	146,306	28,140
SCHOOL LIBRARY	562,052	679,901	150,578	712,630	32,728
TV	80,725	113,992	52,871	133,596	19,605
COMPUTER ASST. INST	1,410,175	1,441,927	125,812	1,535,987	94,060
ATTENDANCE	116,977	105,794	9,206	126,183	20,390
GUIDANCE	416,922	378,295	(14,750)	402,172	23,877
HEALTH/DIAGNOSTIC	252,168	242,690	1,350	253,518	10,828
PSYCHOLOGICAL	327,737	277,563		327,737	50,154
SOCIAL WORKER	430,483	393,481	(25,000)	405,483	12,002
CO-CURRICULAR	211,108	184,402	1,700	212,808	28,406
INTERSCHOLASTIC	662,592	462,598	(36,350)	626,242	163,644
TRANSPORTATION	1,185,746	940,928	(51,652)	1,134,094	193,166
GARAGE	120,092	67,406	720	120,812	53,406
TRANS BOCES	8,363	3,102	(4,600)	3,763	661
CIVIC ACTIVITIES		240	5,000	5,000	4,760
EMPLOYEE BENEFITS	13,304,812	11,821,628	(643,091)	12,661,721	840,093
DEBT SERVICE	3,809,646	3,809,646		3,809,646	-
INTERFUND TRANSFERS	145,000	188,289	138,786	283,786	95,496
TOTAL	49,576,887	46,746,963	30,621	49,607,508	2,860,545

Fund Balance
AS OF 2/28/17

FUND BALANCE, JULY 1, 2016

9,636,993

ADD: PROJECTED REVENUE

45,208,742

LESS: ACTUAL EXPENSES PLUS ENCUMBRANCES

46,746,963

FUND BALANCE, JUNE 30, 2017

8,098,772

(LESS): Appropriated Fund Balance

500,000

(LESS): Reserve for Encumbrances

356,225

Reserve for Workers Comp.

312,568

Reserve for Unemployment

1,336,850

Reserve for Retirement Contributions

30,175

Reserve for Liability

243,384

Reserve for Insurance

1,012,800

Reserve for Tax Certiorari

741,680

Reserve for Employee Benefits

2,284,000

Capital Reserve

680,850

Reserve for Repairs

6,998,532

(LESS):

Reserves-Restricted Fund Balance

Unassigned Fund Balance

600,240

MAX FUND BALANCE (4% 2016/17 Budget)

1,983,075

SURPLUS/(DEFICIT) above 4%

(1,382,835)

Debt Service Fund

1,116,023

CORTLAND ENLARGED CITY SCHOOLS

Revenue Status Report From 7/1/2016 To 2/28/2017



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAXES	17,006,932.00	0.00	17,006,932.00	14,343,714.98	2,663,217.02
A 1081	OTHER PAYMENTS LIEU OF TAXES	150,000.00	0.00	150,000.00	131,007.77	18,992.23
A 1085	SCHOOL TAX RELIEF REIMBURSEMENT	0.00	0.00	0.00	2,652,798.05	-2,652,798.05
A 1090	INTEREST & PENALTIES REAL PROPERTY	90,000.00	0.00	90,000.00	63,204.69	26,795.31
A 1310	DAY SCHOOL TUITION INDIVIDUAL	25,000.00	0.00	25,000.00	22,760.00	2,240.00
A 1320	SUMMER SCHOOL TUITION INDIVIDUALS	13,051.00	0.00	13,051.00	0.00	13,051.00
A 1410	ADMISSION-FOOTBALL	4,000.00	0.00	4,000.00	3,220.00	780.00
A 1411	ADMISSIONS-BASKETBALL	3,000.00	0.00	3,000.00	5,660.04	-2,660.04
A 1414	ADMISSIONS-OTHER EVENTS	2,000.00	0.00	2,000.00	3,937.56	-1,937.56
A 1489	OTHER CHARGES FOR SERVICES	13,000.00	0.00	13,000.00	1,050.00	11,950.00
A 1490	CHARGES FOR TRANS-NON STUDENT	0.00	0.00	0.00	8,281.48	-8,281.48
A 2230	DAY SCHOOL TUIT OTHER DISTRICTS	80,000.00	0.00	80,000.00	0.00	80,000.00
A 2235	SERVICES PROVIDED FOR BOCES	300.00	0.00	300.00	0.00	300.00
A 2280	HEALTH SERVICES OTHER DISTRICT	18,434.00	0.00	18,434.00	0.00	18,434.00
A 2401	INTEREST AND EARNINGS	25,000.00	0.00	25,000.00	9,192.72	15,807.28
A 2410	RENTAL REAL PROPERTY INDIVIDUAL	13,500.00	0.00	13,500.00	24,251.00	-10,751.00
A 2413	RENTAL REAL PROPERTY BOCES	15,000.00	0.00	15,000.00	5,000.00	10,000.00
A 2414	RENTAL OF EQUIPMENT INDIVIDUAL	500.00	0.00	500.00	225.00	275.00
A 2450	COMMISSIONS	750.00	0.00	750.00	0.00	750.00
A 2650	SALES OF SCRAP/EXCESS MATERIAL	6,500.00	0.00	6,500.00	83.00	6,417.00
A 2680	INSURANCE RECOVERIES	0.00	0.00	0.00	126,999.55	-126,999.55
A 2690	OTHER COMPENSATION FOR LOSS	0.00	0.00	0.00	145.35	-145.35
A 2700	MEDICARE PART D DRUG REIMB	150,000.00	0.00	150,000.00	0.00	150,000.00
A 2701	REFUND PRIOR YEARS - BOCES	132,000.00	0.00	132,000.00	514,743.23	-382,743.23
A 2703	OTHER REFUNDS (SPECIFY)	100,000.00	0.00	100,000.00	205,036.41	-105,036.41
A 2705	GIFTS AND DONATIONS	15,000.00	0.00	15,000.00	8,800.00	6,200.00
A 2770	UNCLASSIFIED REVENUES(SPECIFY)	102,003.00	0.00	102,003.00	0.00	102,003.00
A 2801	INTERFUND REVENUES	100,000.00	0.00	100,000.00	0.00	100,000.00
A 3101	BASIC FORMULA	23,673,886.00	0.00	23,673,886.00	3,421,419.72	20,252,466.28
A 3101..01	EXCESS COST AID	908,844.00	0.00	908,844.00	1,209,258.64	-300,414.64
A 3102	LOTTERY AID	0.00	0.00	0.00	2,985,644.81	-2,985,644.81
A 3102..1	VLT GRANT	0.00	0.00	0.00	852,694.56	-852,694.56
A 3103	BOCES AID	2,067,800.00	0.00	2,067,800.00	0.00	2,067,800.00
A 3260	TEXTBOOKS	210,453.00	0.00	210,453.00	39,420.00	171,033.00
A 3262	SOFTWARE/HARDWARE AID	48,223.00	0.00	48,223.00	0.00	48,223.00
A 3289	OTHER STATE AID	0.00	0.00	0.00	57,534.00	-57,534.00
A 4601	MEDICAID ASSISTANCE	125,000.00	0.00	125,000.00	33,683.91	91,316.09
A Totals:		45,100,176.00	0.00	45,100,176.00	26,729,766.47	18,370,409.53
Grand Totals:		45,100,176.00	0.00	45,100,176.00	26,729,766.47	18,370,409.53

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 2/28/2017



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION	*	30,354.00	10,126.41	40,480.41	19,560.73	5,913.82	15,005.86
1040	DISTRICT CLERK	*	3,000.00	0.00	3,000.00	1,584.78	915.22	500.00
1060	DISTRICT MEETING	*	6,250.00	0.00	6,250.00	0.00	3,055.50	3,194.50
10		**	39,604.00	10,126.41	49,730.41	21,145.51	9,884.54	18,700.36
1240	CHIEF SCHOOL ADMINISTRATOR	*	234,203.00	6,194.56	240,397.56	146,485.58	72,850.03	21,061.95
12		**	234,203.00	6,194.56	240,397.56	146,485.58	72,850.03	21,061.95
1310	BUSINESS ADMINISTRATION	*	412,131.00	-107,159.36	304,971.64	183,141.88	82,293.66	39,536.10
1320	AUDITING	*	60,000.00	0.00	60,000.00	24,529.39	31,625.00	3,845.61
1325	TREASURER	*	75,234.00	1,740.03	76,974.03	47,488.46	25,726.57	3,759.00
1330	TAX COLLECTOR	*	12,800.00	990.00	13,790.00	2,018.00	7,305.00	4,467.00
13		**	560,165.00	-104,429.33	455,735.67	257,177.73	146,950.23	51,607.71
1420	LEGAL	*	50,000.00	0.00	50,000.00	7,861.59	12,138.41	30,000.00
1430	PERSONNEL	*	106,329.00	-9,204.77	97,124.23	46,809.28	28,632.23	21,682.72
14		**	156,329.00	-9,204.77	147,124.23	54,670.87	40,770.64	51,682.72
1620	OPERATION OF PLANT	*	2,330,865.00	70,932.50	2,401,797.50	1,559,907.50	688,849.53	153,040.47
1621	MAINTENANCE OF PLANT	*	608,141.00	130,713.00	738,854.00	497,650.45	216,847.83	24,355.72
1680	CENTRAL DATA PROCESSING	*	0.00	479,267.50	479,267.50	235,873.11	232,731.26	10,663.13
16		**	2,939,006.00	680,913.00	3,619,919.00	2,293,431.06	1,138,428.62	188,059.32
1910	UNALLOCATED INSURANCE	*	205,000.00	2,580.00	207,580.00	190,305.40	0.00	17,274.60
1930	JUDGMENTS & CLAIMS	*	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
1964	REFUND ON REAL PROPERTY TAXES	*	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 2/28/2017



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1981	BOCES ADMINISTRATIVE COSTS	*	182,900.00	30,000.00	212,900.00	99,832.19	13,235.66
1983	BOCES CAPITAL EXPENSES	*	30,000.00	-30,000.00	0.00	0.00	0.00
19		**	421,400.00	2,580.00	423,980.00	99,832.15	34,010.26
2010	CURRICULUM DEVEL & SUPERVISION	*	331,741.00	-67,761.95	263,979.05	103,364.98	97,076.76
2020	SUPERVISION-REGULAR SCHOOL	*	1,535,689.00	24,975.39	1,560,664.39	990,041.38	26,857.10
2070	INSERVICE TRAINING-INSTRUCTION	*	105,000.00	125,000.00	230,000.00	73,016.30	94,870.11
20		**	1,972,430.00	82,213.44	2,054,643.44	1,166,422.66	218,803.97
2110	TEACHING-REGULAR SCHOOL	*	12,518,907.00	-28,049.69	12,490,857.31	6,374,261.40	370,078.99
21		**	12,518,907.00	-28,049.69	12,490,857.31	6,374,261.40	370,078.99
2250	PROGRAMS-STUDENTS W/ DISABIL	*	6,233,871.00	-219,889.41	6,013,981.59	2,774,298.87	171,967.92
2251	SPEECH THERAPY	*	161,371.00	500.00	161,871.00	78,371.85	4,570.55
2252	OCCUPATIONAL THERAPY	*	111,283.00	0.00	111,283.00	51,144.11	8,619.30
2253		*	0.00	61,500.00	61,500.00	16,501.91	44,998.09
2280	OCCUPATIONAL EDUCATION	*	930,000.00	-55,000.00	875,000.00	435,016.40	4,967.20
22		**	7,436,525.00	-212,889.41	7,223,635.59	3,355,333.14	235,123.06
2330	TEACHING-SPECIAL SCHOOLS	*	253,720.00	-107,414.38	146,305.62	118,165.62	28,140.00
23		**	253,720.00	-107,414.38	146,305.62	118,165.62	28,140.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	562,052.00	150,577.65	712,629.65	387,271.89	32,728.22
2620	EDUCATIONAL TELEVISION	*	80,725.00	52,871.34	133,596.34	80,308.11	19,604.67
2630	COMPUTER ASSISTED INSTRUCTION	*	1,410,175.00	125,812.11	1,535,987.11	938,318.99	94,059.69
26		**	2,052,952.00	329,261.10	2,382,213.10	1,405,898.99	146,392.58

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 2/28/2017



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2805	ATTENDANCE-REGULAR SCHOOL	*	116,977.00	9,206.47	126,183.47	66,888.00	38,905.83	20,389.64
2810	GUIDANCE-REGULAR SCHOOL	*	416,922.00	-14,749.64	402,172.36	207,499.49	170,795.59	23,877.28
2815	HEALTH SERVICES-REGULAR SCHOOL	*	252,168.00	1,350.00	253,518.00	132,115.96	110,574.16	10,827.88
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	327,737.00	0.00	327,737.00	141,725.36	135,857.46	50,154.18
2825	SOCIAL WORK SRVC-REG SCHOOL	*	430,483.00	-25,000.00	405,483.00	192,996.68	200,484.12	12,002.20
2850	CO-CURRICULAR ACTIV-REG SCHL	*	211,108.00	1,700.00	212,808.00	113,629.52	70,772.09	28,406.39
2855	INTERSCHOL ATHLETICS-REG SCHL	*	662,592.00	-36,350.00	626,242.00	376,301.79	86,296.04	163,644.17
28		**	2,417,987.00	-63,843.17	2,354,143.83	1,231,156.80	813,685.29	309,301.74
5510	DISTRICT TRANSPORTATION	*	1,185,746.00	-51,651.84	1,134,094.16	632,151.53	308,776.86	193,165.77
5530	GARAGE BUILDING	*	120,092.00	720.23	120,812.23	49,992.54	17,413.92	53,405.77
5581	TRANSPORTATION FROM BOCES	*	8,363.00	-4,600.00	3,763.00	1,551.00	1,551.00	661.00
55		**	1,314,201.00	-55,531.61	1,258,669.39	683,695.07	327,741.78	247,232.54
8060	CIVIC ACTIVITIES	*	0.00	5,000.00	5,000.00	240.00	0.00	4,760.00
80		**	0.00	5,000.00	5,000.00	240.00	0.00	4,760.00
9010	STATE RETIREMENT	*	767,850.00	-100,000.00	667,850.00	643,792.83	0.00	24,057.17
9020	TEACHERS' RETIREMENT	*	2,300,000.00	-299,500.00	2,000,500.00	-21,034.87	2,000,000.00	21,534.87
9030	SOCIAL SECURITY	*	1,692,752.00	-75.00	1,692,677.00	911,338.73	729,468.34	51,869.93
9040	WORKERS' COMPENSATION	*	269,648.00	-47,365.97	222,282.03	211,781.50	9,206.50	1,294.03
9050	UNEMPLOYMENT INSURANCE	*	20,000.00	10,000.00	30,000.00	20,953.03	9,046.97	0.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	7,532,012.00	-120,000.00	7,412,012.00	4,837,557.52	1,884,287.49	690,166.99
9089	OTHER	*	722,550.00	-86,150.00	636,400.00	140,066.82	445,162.70	51,170.48

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 2/28/2017



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
90		** 13,304,812.00	-643,090.97	12,661,721.03	6,744,455.56	5,077,172.00	840,093.47
9711	DEBT SERVICE - CONSTRUCTION	* 3,117,450.00	0.00	3,117,450.00	606,225.00	2,511,225.00	0.00
9712	DEBT SERVICE - BUSES	* 382,196.00	0.00	382,196.00	382,196.00	0.00	0.00
9731		* 0.00	310,000.00	310,000.00	0.00	310,000.00	0.00
9732		* 310,000.00	-310,000.00	0.00	0.00	0.00	0.00
97		** 3,809,646.00	0.00	3,809,646.00	988,421.00	2,821,225.00	0.00
9901	TRANSFER TO SPECIAL AID	* 45,000.00	18,123.09	63,123.09	63,123.09	0.00	0.00
9950	TRANSFER TO CAPITAL	* 100,000.00	120,662.60	220,662.60	125,166.20	0.00	95,496.40
99		** 145,000.00	138,785.69	283,785.69	188,289.29	0.00	95,496.40
Fund A Totals:		49,576,887.00	30,620.87	49,607,507.87	25,319,387.87	21,427,574.93	2,860,545.07
Grand Totals:		49,576,887.00	30,620.87	49,607,507.87	25,319,387.87	21,427,574.93	2,860,545.07

CORTLAND ENLARGED CITY SCHOOLS

Budget Transfer Query From 2/1/2017 - 2/28/2017 In Between \$0.00 And \$999,999,999.99



Reference #	Date	Transfer Explanation	Account	Detail Description	Debits	Credits
640	02/08/2017	To transfer funds to remove negative budget balances	A 1310.446-20-0000		0.00	700.00
			A 1310.490-20-0000		8,280.00	0.00
			A 1910.410-20-0000		0.00	2,580.00
			A 2110.140-00-0000		0.00	20,000.00
			A 2110.152-00-0000		20,000.00	0.00
			A 2251.150-00-0000		500.00	0.00
			A 2251.193-00-0000		0.00	500.00
			A 2252.193-00-0000		0.00	500.00
			A 2252.200-00-0000		500.00	0.00
			A 2253.150-00-0000		33.09	0.00
			A 2253.450-00-0000		0.00	12.49
			A 2253.474-00-0000		0.00	20.60
			A 2630.220-00-0000		0.00	5,000.00
			A 2815.160-00-0000		8,000.00	0.00
			A 2815.193-00-0000		0.00	8,000.00
			A 5510.456-30-0000		800.00	0.00
			A 5510.475-30-0000		0.00	800.00
Transfer Totals:					38,113.09	38,113.09
641	02/15/2017	Transfer to increase budget line for Ed Data	A 1310.467-20-0000		0.00	7,500.00
			A 1310.490-20-0000		7,500.00	0.00
Transfer Totals:					7,500.00	7,500.00
642	02/16/2017	Transfers to reclass payroll accounts to actual at 2/24/17	A 1620.160-00-0000		0.00	10,000.00
			A 1620.193-00-0000		10,000.00	0.00
			A 2110.120-00-0000		6,500.00	0.00
			A 2110.120-00-4-6		0.00	100.00
			A 2110.130-00-0000		0.00	1,400.00
			A 2110.140-00-0000		0.00	5,000.00
			A 2250.150-00-0000		4,000.00	0.00
			A 2250.160-00-0000		0.00	4,000.00
			A 2620.161-00-0000		0.00	5,000.00
			A 2815.160-00-0000		0.00	1,350.00
			A 2855.151-00-0000		7,350.00	0.00
			A 2855.161-00-0000		0.00	1,000.00
			A 5510.160-30-0000		35,000.00	0.00
			A 5510.161-30-0000		0.00	35,000.00
Transfer Totals:					62,850.00	62,850.00

CORTLAND ENLARGED CITY SCHOOLS

Budget Transfer Query From 2/1/2017 - 2/28/2017 In Between \$0.00 And \$999,999,999.99



Reference #	Date	Transfer Explanation	Account	Detail Description	Debits	Credits
643	02/24/2017	To increase BOCES budgets for February adjustments	A 1430.490-20-0000		9,204.77	0.00
			A 1620.490-00-0000		0.00	20,732.50
			A 1680.490-00-0000		20,732.50	0.00
			A 2110.490-00-0000		0.00	9,204.77
Transfer Totals:					29,937.27	29,937.27
Grand Totals:					138,400.36	138,400.36



CORTLAND ENLARGED CITY SCHOOL DISTRICT

1 Valley View Drive
Cortland, New York 13045

MEMORANDUM

To: Members of the Board of Education
From: Andrea Herzog, Tax Collector *AH*
Date: March 7, 2017
RE: 2016-17 Tax Collection Report

2016-17 Tax Levy	\$	14,354,134.92
2016-17 Library Tax		370,775.00
Less: Payments deposited in banks		(13,605,522.12)
Levy adjustments		<u>(12,865.52)</u>
	\$	<u><u>1,106,522.28</u></u>

Unpaid 2016-17 School Taxes:

Cortland City	691,495.32
Cortlandville	142,957.00
Harford	931.27
Lapeer	-
Virgil	159,313.30
Dryden	-
State Lands	<u>111,825.39</u>
	<u><u>1,106,522.28</u></u>
	100.00%

UNPAID SCHOOL TAXES

<u>YEAR</u>	<u>UNPAID MARCH 1ST</u>	<u>% LEVY</u>
2007-08	1,151,803.49	8.63%
2008-09	1,139,984.03	8.04%
2009-10	1,026,406.92	7.24%
2010-11	1,177,513.17	7.92%
2011-12	1,478,403.25	9.49%
2012-13	1,570,327.47	9.78%
2013-14	1,058,726.99	6.41%
2014-15	1,269,495.16	8.84%
2015-16	1,144,324.00	7.79%

Cortland Enlarged City School District

2017-18 Calendar

Loe



Enlarged City School District

Approved by Board - 00/00/2017

JULY				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

SEPTEMBER				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

OCTOBER				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

SEPTEMBER	
4	Labor Day
5-6	Prof. Development Days
7	1 st Day For Students

OCTOBER	
9	Columbus Day
NOVEMBER	
9	Prof. Develop. Day ½ PM
10	Veterans Day Observed
17	Parent/Teacher Conf. K-12
22-24	Thanksgiving Recess

DECEMBER	
25 - Jan. 1	December Recess

JANUARY	
2	Classes Resume
15	Martin Luther King Day
22-25	Regents
29	Staff Work Day

FEBRUARY	
19-23	Winter Recess

MARCH	
29	Prof. Development Day
30	Good Friday

APRIL	
10-20	Gr. 3-8 ELA Testing
23-27	Spring Recess
May	

1-11	Gr. 3-8 Mathematics
23 - Jun 1	Gr 4 & 8 Sci. Prf. Test
28	Memorial Day

JUNE	
4	Gr. 4 Science Written Exam
4	Gr. 8 Science Written Exam
5 & 12-22	Regents
15	½ Elem. Work Day PM
21	Last Day Elem. Students
	12:30 Dismissal
22	Rating Day

KEY	
Holiday/Vacation	
Staff Work Day	
Supt./Prof. Dev. Day	
Rating Day	
Regents/Testing	

JANUARY				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

FEBRUARY				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

MARCH				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

APRIL				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

MAY				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

JUNE				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

185 Faculty/180 Student Days

Important Notes Rating Day counts toward student required days, but students do not attend. Should we exceed our allotted emergency closing days, additional days will be taken in this order: March 30, April 27, and 26. Please plan accordingly.



Enlarged City School District

6.d

*Assistant Superintendent
for Curriculum &
Instruction*

Jeff Craig, Ed.D.

Kaufman Center
1 Valley View Dr.
Cortland, NY 13045
Phone: 607-758-4125
Fax: 607-758-4109
www.cortlandschools.org

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

From: Jeff Craig, Director for Curriculum and Instruction

Date: March 14, 2017

RE: Request for Approval of 2017-18 Universal Pre-Kindergarten Contracts

Enclosed please find contracts between Cortland Enlarged City School District and five partner agencies for Universal Pre-Kindergarten services for the 2017-18 school year. The contracts are approved by the Board of Education annually with the understanding that funds are only allocated as provided in the State Budget.

This year I received nine Requests for Proposals (RFPs) from five community agencies for which I ask your approval. The requests are similar to the number of slots requested last school year.

Please contact me if you have questions about the UPK contracts or the Universal Pre-Kindergarten program.

CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: Cortland County Child Development – Day Care Program, Inc.

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds \$ 54,000 to provide educational program activities and services for up to and including **eighteen** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: CAPCO – Barry School Site**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 48,000 to provide educational program activities and services for up to and including sixteen children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: CAPCO – Parker School Site**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 42,000 to provide educational program activities and services for up to and including **fourteen** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose

Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: CAPCO – Randall School Site**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 48,000 to provide educational program activities and services for up to and including sixteen children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose

Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: CAPCO – Smith School Site**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 42,000 to provide educational program activities and services for up to and including **fourteen** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2016-2017 State Budget.

I realize in the event the 2016-2017 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: *SUNY Cortland Child Care Center***

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 57,000 to provide educational program activities and services for up to and including **nineteen** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: YMCA Pre-School Plus**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 60,000 to provide educational program activities and services for up to and including **twenty** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: YWCA – Learning Adventure**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 42,000 to provide educational program activities and services for up to and including **fourteen** children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

**CORTLAND ENLARGED CITY SCHOOL DISTRICT
UNIVERSAL PRE-KINDERGARTEN PROGRAM CONTRACT
AGENCY: YWCA – Nursery and Day School**

I, as the duly authorized representative of the above named agency, submit the attached application for Universal Pre-Kindergarten Program up to and including funds of \$ 15,000 to provide educational program activities and services for up to and including five children as set forth in Part 151 of the Regulations of the Commissioner, and do hereby certify that information therein is correct and that the agency is in total compliance with applicable Federal and State laws and regulations, including, but not limited to:

1. Title VI of the Civil Rights Act of 1964;
2. Title IX of the Educational Amendments of 1972;
3. Section 504 of the Rehabilitation Act of 1973;
4. Age Discrimination Act of 1973; and
5. Part 151-1 of the Regulations of the Commissioner
6. Section 3502, subdivision 37 of NYS Education Law
7. Stewart B. McKinney Homeless Assistance Act

I realize that the Cortland Enlarged City School District reserves the right to terminate this agreement upon thirty days notice to the Agency. It is mutually understood that the District will exercise said termination in the event UPK funding is not allocated to the District in the 2017-2018 State Budget.

I realize in the event the 2017-2018 State Budget contains UPK funding for the District at a rate greater than \$3,000 per student, it is understood that the District will amend this contract to reflect the increase in funding.

In addition:

1. The applicant agency will adopt and use proper methods of administering each program, including (a) the enforcement of any obligations imposed by law on agencies, institutions, organizations and other recipients responsible for carrying-out each program; and (b) the correction of deficiencies in program operations that are identified through audits, monitoring or evaluation.
2. The applicant agency will cooperate in carrying-out any evaluation of such program conducted by or for the district and/or the State Education Department.
3. The applicant agency will use such fiscal control and fund accounting procedures as will ensure proper disbursement of, and accounting for funds under such program.
4. The applicant agency will (a) make reports to the district and/or State Education Department as may be necessary to enable the district and/or the Department to perform its duties under each program, and (b) maintain records, provide information and afford access to records as the district and/or State Education Department may find necessary to carry-out its duties.
5. The applicant agency's application is consistent with the Universal Pre-Kindergarten Program plan adopted by the district.
6. The applicant agency must provide and document that the equivalent of 180 days of instruction will be provided.

Date

Signature of Agency's Authorized Representative

Date

Type/Print Name of Authorized Representative

Date

Signature of Chief School Officer

Date

Michael J. Hoose
Type/Print Name of Chief School Officer

6.e

**MEETING OF THE BOARD OF EDUCATION OF THE
CORTLAND ENLARGED CITY SCHOOL DISTRICT
IN THE COUNTY OF CORTLAND, NEW YORK**

March 21, 2017

A Regular Meeting of the Board of Education (the "Board") of the Cortland Enlarged City School District (the "District") held at the Kaufman Center, 1 Valley View Drive, Cortland, New York, on March 21, 2017, at 6:30 P.M. (Prevailing Time).

There were present:

Also Present:

There were Absent:

* * * * *

Upon motion duly made by _____ and seconded by _____, the following resolution was adopted:

BOND RESOLUTION OF THE CORTLAND ENLARGED CITY SCHOOL DISTRICT ADOPTED ON MARCH 21, 2017 AUTHORIZING THE PURCHASE AND FINANCE OF SCHOOL BUSES AND THE ISSUANCE AND SALE OF SERIAL BONDS OR NOTES IN ANTICIPATION OF SUCH BONDS IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$630,000 AND FURTHER AUTHORIZING INCLUSION IN THE NOTICE OF THE ANNUAL DISTRICT MEETING REFERENCE TO THE SUBMISSION OF A PROPOSITION TO APPROVE THIS BOND RESOLUTION.

RECITAL

WHEREAS, the District is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), and

WHEREAS, the District is considering the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger replacement bus with the capacity for up to three wheelchairs (the "Project"); and

WHEREAS, the District has reviewed the classifications of actions contained in the Regulations; and

NOW, THEREFORE BE IT RESOLVED ON MARCH 21, 2017, BY THE BOARD OF EDUCATION OF THE DISTRICT, (by favorable vote of not less than three-fifths of all members of said Board of Education) AS FOLLOWS:

Section 1. The District hereby determines that the Project constitutes a Type II Action pursuant to Part 617.5(c)(8) of the Regulations and as such is not subject to review under SEQRA.

Section 2. Subject to approval by the District's qualified voters and the completion of all regulatory requirements, the Board of Education hereby grants its approval of the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger replacement bus with the capacity for up to three wheelchairs, including necessary furnishings, fixtures and equipment, and the expenditure therefore of an amount, including preliminary costs and costs incidental thereto and to financing thereof, not to exceed the estimated maximum cost of \$630,000, and said amount is hereby appropriated therefore. The estimated total cost of said specific objects or purposes, including preliminary costs and costs incidental thereto and the financing thereof is \$630,000, and the plan of financing includes the issuance of serial bonds or notes in anticipation thereof in the aggregate principal amount not to exceed \$630,000 to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds or bond anticipation notes and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source.

Section 3. Bonds and bond anticipation notes of the District are hereby authorized to be issued pursuant to the provisions of the Local Finance Law of the State of New York (the "Local Finance Law") in a principal amount not to exceed \$630,000 to finance said appropriations for the acquisition, purchase and equipping of the Project. The District is also authorized to enter into installment purchase contracts to finance the acquisition, purchase and equipping of the Project.

Section 4. The following additional matters are hereby determined and declared with regard to the Project:

(a) Under the Local Finance Law, the period of probable usefulness of the Project is five (5) years;

(b) Current funds are not required by the Local Finance Law to be provided prior to the issuance of the bonds and any notes issued in anticipation thereof authorized by this resolution; and

(c) The proposed maturity of the bonds authorized by this resolution will not exceed five (5) years.

(d) The District reasonably expects to reimburse itself for expenditures made for the Project from the proceeds of the bonds or notes herein authorized.

(e) The temporary use of available funds of the District, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution. The reasonably expected source of funds to be used to initially pay for the expenditures authorized by Section 1 of this resolution shall be from the District's General Fund. It is intended that the District shall then reimburse expenditures from the General Fund with the proceeds of the bonds and bond anticipation notes authorized by this resolution and that the interest payable on the bonds and any bond anticipation notes issued in anticipation of such bonds shall be excludable from gross income for federal income tax purposes. This resolution is intended to constitute the declaration of the District's "official intent" within the meaning of Treasury Regulation Section 1.150-2 to reimburse the expenditures authorized by this resolution with the proceeds of the bonds and bond anticipation notes authorized herein. Other than as specified in this resolution, no monies are reasonably expected to be, received, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the objects or purposes described herein.

Section 5. Each of the bonds authorized by this resolution and any bond anticipation notes issued in anticipation thereof shall contain the recital of validity as prescribed by Section 52.00 of the Local Finance Law and said bonds and any notes issued in anticipation of said bonds shall be general obligations of the District, payable as to both principal and interest by general tax upon all the taxable real property within the District without limitation of rate or amount. The full faith and credit of the District is hereby irrevocably pledged for the payment of the principal of and interest on the bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such years, and such debt service payments may be made in substantially level or declining amounts as may be authorized by law.

Section 6. The validity of the bonds authorized by this resolution and of any notes issued in anticipation of the sale of said bonds may be contested only if:

(a) such obligations are authorized for an object or purpose for which the District is not authorized to expend money, or

- (b) the provisions of law which should be complied with at the date of the publication of such resolution are not substantially complied with, and an action, suit or proceeding contesting such validity, is commenced within twenty days after the date of such publication, or
- (c) such obligations are authorized in violation of the provisions of the constitution.

Section 7. The power to issue and sell the bonds and any notes issued in anticipation thereof, including all powers or duties pertaining or incidental thereto, is hereby delegated to the President of the Board of Education, as Chief Fiscal Officer, except as herein provided. The bonds shall be of such terms, form and contents as may be determined by the Chief Fiscal Officer, pursuant to the Local Finance Law. The Chief Fiscal Officer is authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions hereof.

Section 8. The Annual Meeting of the qualified voters of the Cortland City School District, County of Cortland, State of New York, will be held for the purpose, among other items, of voting on the proposition described below on May 16, 2017 at the following polling locations by voting machine between the hours of 12:00 Noon and 9:00 PM:

City:

Ward	School District	Location	Address
1-8	1	Kaufman Center	1 Valley View Drive

Cortlandville, Lapeer, Hartford, Virgil:

LD/ED/Town	School District	Location	Address
12-1 CT	9	Cortlandville Town Hall	Terrace Road
13-3 & 4 CT	9	Cortlandville Town Hall	Terrace Road
14-6 CT	9	Cortlandville Town Hall	Terrace Road
18-1 LA	10	Virgil Town Hall	1176 Church Street, Virgil
19-1 HA	10	Virgil Town Hall	1176 Church Street, Virgil
19-2 VI	10	Virgil Town Hall	1176 Church Street, Virgil

Section 9. The business to be acted upon at said Annual District Meeting shall be as stated in the Notice thereof, and the District Clerk is hereby authorized and directed to cause the Notice of said Annual District Meeting to be published in the *Cortland Standard* and the *Ithaca Journal*, newspapers having a general circulation within the District, such publications to be made four (4) times each in such newspapers within the seven (7) weeks next preceding such Annual District Meeting, the first publication to be at least forty-five (45) days prior to the date of said Annual District Meeting. The District Clerk is further authorized to cause publication of all other notices as necessary to effect the purposes and intent of this resolution and, upon the advice of school counsel, to make such changes and edits to this resolution as are advisable to accomplish the purposes set forth herein.

Section 10. The District Clerk is hereby authorized and directed to include as a part of the notice of the Annual District Meeting and election notice with reference to the submission of said proposition in substantially the following form:

NOTICE IS HEREBY FURTHER GIVEN that at said annual election to be held on May 16, 2017, the following proposition will be submitted:

BUS BOND PROPOSITION

Shall the bond resolution adopted by the Board of Education of the Cortland Enlarged City School District on March 21, 2017 authorizing the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger replacement bus with the capacity for up to three wheelchairs , including necessary furnishings, fixtures and equipment, and the expenditure of a total sum not to exceed \$630,000, which is estimated to be the total maximum cost thereof, and further authorizing the issuance of \$630,000 serial bonds to pay the cost thereof; providing that the sum of \$630,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable real property of such School District and collected in annual installments as provided by Section 416 of the Education Law; providing that, in anticipation of said tax, obligations of the School District, including installment purchase contracts, may be issued; pledging the faith and credit of said School District for the payment of the principal of and interest on said bonds; determining that the period of probable usefulness thereof and maximum maturity of the serial bonds therefor is five years; delegating the power to authorize and sell bond anticipation notes and to fix the details of and to sell serial bonds; containing an estoppel clause and providing for the publication of an estoppel notice, be approved?

If necessary, due to space constraints on the voting machines, said proposition may be presented in substantially the following abbreviated form:

BUS BOND PROPOSITION

Shall the bond resolution adopted by the Board of Education on March 21, 2017 authorizing the purchase and finance of the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger replacement bus with the capacity for up to three wheelchairs, including necessary furnishings, fixtures and equipment, and the expenditure of a total sum not to exceed \$630,000, which is estimated to be the total maximum cost thereof, and further authorizing the issuance of \$630,000 serial bonds to pay the cost thereof; providing that the sum of \$630,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable real property of such School District and collected in annual installments as provided by Section 416 of the Education Law; providing that, in anticipation of said tax, obligations of the School District, including installment purchase contracts, may be issued; pledging the faith and credit of said School District for the payment of the principal of and interest on said bonds; determining that the period of probable usefulness thereof and maximum maturity of the serial bonds therefor is five years; delegating the power to authorize and sell bond anticipation notes and to fix the details of and to sell serial bonds; containing an estoppel clause and providing for the publication of an estoppel notice, be approved?

Section 11. This Resolution shall take effect upon the conclusion of voting, if approved, at the Annual Meeting scheduled for May 16, 2017. After the proposition approving this resolution has been

adopted, this resolution or a summary hereof, shall be published in the District’s official newspaper, together with a notice of the School District Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

Section 12. The law firm of Trespasz & Marquardt, LLP is appointed bond counsel for the Project.

The adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Melissa Davis-Howard	Voting	Yes
Christine Gregory	Voting	Yes
Janet Griffin	Voting	Yes
David Lemon	Voting	Yes
Judith Murphy	Voting	Yes
Peter Rogoff	Voting	Yes
Alane Van Donsele	Voting	Yes

The resolution was declared adopted.

State of New York :
: ss.
County of Cortland :

I, the undersigned District Clerk of the Cortland Enlarged City School District, in the County of Cortland, State of New York, **HEREBY CERTIFY:**

That I have compared the annexed extract from the minutes of a meeting of the Board of Education of said School District, including the resolution contained therein, held on March 21, 2017, with the original thereof on file in my office, and that the same is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting.

I FURTHER CERTIFY that, pursuant to Section 103 of the Public Officers Law (Open Meetings Law) said meeting was open to the general public.

I FURTHER CERTIFY that, prior, to the time of said meeting, I duly caused a public notice of the time and place of said meeting to be given to the following newspapers and/or other news media as follows:

Newspaper and/or Other News Media

I FURTHER CERTIFY that prior to the time of said meeting, I duly caused public notice of the time and place of said meeting to be conspicuously posted in the following designated public location(s):

Designated Location(s) of Posted Notice

All District Offices and District Website

IN WITNESS WHEREOF, I have hereunto set my hand and seal and affixed the corporate seal of the Cortland Enlarged City School District, County of Cortland, New York, this ___ day of March 2017.

Alicia Zupancic, District Clerk

[SEAL]

NOTICE OF BOND RESOLUTION

The resolution, a summary of which is published herewith, was adopted by the Board of Education of the Cortland Enlarged City School District on March 21, 2017 and was thereafter approved at the annual meeting of the qualified voters of said District on May 16, 2017. The validity of the obligations authorized by such resolution may be hereafter contested only if such obligations were authorized for an object or purpose for which the Cortland Enlarged City School District is not authorized to expend money or if the provisions of law which should have been complied with as of the date of publication of this notice were not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of publication of this notice, or such obligations were authorized in violation of the provisions of the constitution.

Alicia Zupancic, District Clerk

SUMMARY OF BOND RESOLUTION

A Bond Resolution adopted by the Board of Education of the Cortland Enlarged City School District (the "District") on March 21, 2017 and approved at the annual meeting of the qualified voters of the District on May 16, 2017 authorizes the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger replacement bus with the capacity for up to three wheelchairs, including necessary furnishings, fixtures and equipment, and the expenditure of a total sum not to exceed \$630,000, which is estimated to be the total maximum cost thereof, and further authorizing the issuance of \$630,000 serial bonds to pay the cost thereof; providing that the sum of \$630,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable real property of such School District and collected in annual installments as provided by Section 416 of the Education Law; providing that, in anticipation of said tax, obligations of the School District, including installment purchase contracts, may be issued. Under the Local Finance Law, the period of probable usefulness of the Project is five (5) years. Such resolution shall be kept available for public inspection in the District Offices during regular business hours for twenty days following this publication.

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**NOTICE OF ANNUAL MEETING AND ELECTION
CORTLAND ENLARGED CITY SCHOOL DISTRICT**

NOTICE IS HEREBY GIVEN, that a public hearing of the qualified voters of the Cortland Enlarged City School District, City of Cortland, New York, will be held in the City and County of Cortland, New York in said District on May 9, 2017, at 6:30 PM, at the Cortland Junior Senior High School, 8 Valley View Drive, Cortland, prevailing time, for the transaction of business as authorized by Education Law, including the following items:

1. To receive such reports of the officials of the School District as shall be submitted.
2. To discuss all the items hereinafter set forth to be voted upon by voting machines at the vote and election to be held on May 16, 2017.
3. To transact such other business as may properly come before the meeting pursuant to the Education Law of the State of New York and acts amendatory thereto.

AND FURTHER NOTICE IS HEREBY GIVEN, that said vote and election will be held on May 16, 2017, between the hours of 12:00 noon and 9:00 PM, prevailing time, at the following polling locations in the Cortland Enlarged City School District:

City:

Ward	School District	Location	Address
1-8	1	Kaufman Center	1 Valley View Drive

Cortlandville, Lapeer, Hartford, Virgil:

LD/ED/Town	School District	Location	Address
12-1 CT	9	Cortlandville Town Hall	Terrace Road
13-3 & 4 CT	9	Cortlandville Town Hall	Terrace Road
14-6 CT	9	Cortlandville Town Hall	Terrace Road
18-1 LA	10	Virgil Town Hall	1176 Church Street, Virgil
19-1 HA	10	Virgil Town Hall	1176 Church Street, Virgil
19-2 VI	10	Virgil Town Hall	1176 Church Street, Virgil

at which time the polls will be opened to vote by voting machine upon the following items:

1. To adopt the annual budget of the School District for the fiscal year 2017-2018 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of the district.
2. To elect two (2) members of the Board of Education. The member with the most votes will serve an unexpired term commencing May 17, 2017 through June 30, 2017 and both members will serve three-year terms commencing July 1, 2017 and expiring on June 30, 2020 .
3. To vote upon the adoption of the proposition, which will appear as Proposition No. 2 on the ballot.
4. To vote upon the adoption of the proposition, which will appear as Proposition No. 3 on the ballot.

PROPOSITIONS:

Proposition 1 will be the budget.

PROPOSITION 2

Shall the bond resolution adopted by the Board of Education of the Cortland Enlarged City School District on March 21, 2017 authorizing the acquisition of four (4) 66 passenger replacement school buses and one (1) 48 passenger with capacity for up to three wheelchairs, including necessary furnishings, fixtures and equipment, and the expenditure of a total sum not to exceed \$630,000, which is

estimated to be the total maximum cost thereof, and further authorizing the issuance of \$630,000 serial bonds to pay the cost thereof; providing that the sum of \$630,000, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable real property of such School District and collected in annual installments as provided by Section 416 of the Education Law; providing that, in anticipation of said tax, obligations of the School District, including installment purchase contracts, may be issued; pledging the faith and credit of said School District for the payment of the principal of and interest on said bonds; determining that the period of probable usefulness thereof and maximum maturity of the serial bonds therefore is five years; delegating the power to authorize and sell bond anticipation notes and to fix the details of and to sell serial bonds; containing an estoppel clause and providing for the publication of an estoppel notice, be approved?

PROPOSITION 3

Shall the Cortland Free Library tax previously approved by the voters of the District be increased from the current \$370,775 to \$375,663 beginning July 1, 2017, to be raised by a tax upon the taxable property of the District in each year for general library purposes and to continue from year to year until modified or repealed by a subsequent vote?

NOTICES:

AND FURTHER NOTICE IS GIVEN, that a copy of the statement of the amount of money which will be required to fund the school district's budget for 2017-2018 exclusive of public monies, may be obtained by any resident of the district during business hours beginning May 2, 2017, except Saturday, Sunday or holidays, in any of our school offices or at the District Office, 1 Valley View Drive, Cortland, New York.

AND FURTHER NOTICE IS HEREBY GIVEN, that petitions nominating candidates for the office of member of the Board of Education shall be filed with the Clerk of said School District at the District Office, 1 Valley View Drive, Cortland, New York, not later than April 27, 2017, between 8:00 AM and 5:00 PM. Vacancies on the Board of Education are not considered separate, specific offices; candidates run at large. Nominating petitions shall not describe any specific vacancy upon the Board for which the candidate is nominated; must be directed to the Clerk of the District; must be signed by at least 100 qualified voters of the District; must state the name and residence of each signer, and, must state the name and residence of the candidate.

PLEASE TAKE FURTHER NOTICE that qualified voters of the District may obtain applications for an absentee ballot from the office of the Clerk of the District. Completed applications must be received by the Clerk of the District no later than 5:00 p.m. on May 15, 2017, and must be received no later than 4:00 p.m. on May 9, 2017 if the absentee ballot is to be mailed to the voter. Completed applications received after 4:00 p.m. on May 9, 2017 will require the voter to personally appear at the office of the Clerk of the District to receive an absentee ballot. A listing of all persons to whom an absentee ballot is issued will be available for inspection by any qualified voter in the office of the Clerk of the District between the hours of 8:00 a.m. and 4:00 p.m. through May 15, 2017, except on Saturdays, Sundays or holidays. Any qualified voter, may upon examination of such list, file written challenge of qualifications as a voter of any person whose name appears on such list, stating the reasons for the challenge. Such written challenge shall be transmitted by the Clerk or designee to the Inspectors of Election on election day.

AND FURTHER NOTICE IS HEREBY GIVEN, that personal registration of voters is required either pursuant to 2606 of the Education Law or pursuant to Article 53 of the Election Law. If a voter has heretofore registered pursuant to 2606 of the Education Law and has voted at an annual or Annual district meeting within the last four (4) calendar years, he or she is eligible to vote at this election; if a voter is registered and eligible to vote under Article 5 of the Election Law, he or she is also eligible to vote at this election. All other persons who wish to vote must register.

The Board of Registration will meet for the purpose of registering all qualified voters of the District pursuant to 2606 of the Education Law at the Kaufman Center, 1 Valley View Drive, Cortland, New

York, on May 2, 2017, between the hours of 3:00 PM and 8:00 PM to add any additional names to the Register to be used at the aforesaid election, at which times any person will be entitled to have his or her name placed on such Register, provided that at such meeting of the Board of Registration he or she is known or proven to the satisfaction of said Board of Registration to be then or thereafter entitled to vote at such election for which the register is prepared. The register so prepared pursuant to 2606 of the Education Law will be filed in the Office of the Clerk of the School District in the City of Cortland, New York, and will be open for inspection by any qualified voter of the District beginning on May 3, 2017, between the hours of 8:00 AM and 3:00 PM, prevailing time, on weekdays, and each day prior to the day set for the election except Saturday and Sunday, and at the polling place(s) on the day of the vote.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to 2606 of the Education Law of the State of New York, the Board of Registration will meet on May 2, 2017, between the hours of 3:00 PM and 8:00 PM, prevailing time, at the District Offices, 1 Valley View Drive, Cortland, New York, to prepare the Register of the School District to be used at the election to be held on May 16, 2017, and any Annual district meetings that may be held after the preparation of said Register, at which time any person will be entitled to have his or her name placed on such Register provided that at such meeting of said Board of Registration he or she is known or proven to the satisfaction of such Board of Registration to be then or thereafter entitled to vote at the school election for which said Register is prepared, in any annual district meeting held after May 16, 2017.

AND FURTHER NOTICE IS HEREBY GIVEN, that pursuant to a rule adopted by the Board of Education in accordance with sections 2611 and 2035 of the Education Law, any referenda or propositions to amend the budget, or otherwise to be submitted for voting at said election, must be filed with the Board of Education at the Board of Education Offices, 1 Valley View Drive, Cortland, New York, on or before April 17, 2017, at 4:30 PM prevailing time; must be typed or printed in the English language, must be directed to the Clerk of the School District; must be signed by at least 100 qualified voters of the District; and must state the name and residence of each signer. However, the School Board will not entertain any petition to place before the voters any proposition the purpose of which is not within the powers of the voters to determine, or any proposition which fails to include a specific appropriation where the expenditure of monies is required by the proposition.

Dated: Cortland, New York
March 21, 2017

Alicia Zupancic, District Clerk

6.g


CORTLAND ENLARGED CITY SCHOOL DISTRICT

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, Assistant Superintendent for Pupil and Personnel Services 

Date: March 10, 2017

RE: Creation of Position

Please find attached a proposed job description for a new position, *Pupil and Personnel Information Coordinator*. We request approval to create and fill this new position with an effective start date on or about April 3, 2017. The position is a 12 month position and is a result of a Cabinet review of district level needs as we plan for the retirement of the current Information Processing Specialist on June 30, 2017.

The creation of this position will improve functions related to pupil registration, pupil and personnel data entry, information retrieval and State and district level reporting. The merging of responsibilities will create efficiencies and advance knowledge and skills in information systems that cross both pupil and personnel roles.

This position is a confidential management position within the District Office Clerical Staff. The position is classified as confidential management as responsibilities of the position include access to all student and personnel data.

As always, please call or email with any questions.

Pupil and Personnel Information Coordinator

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for managing the entry and retrieval of specific information using database and/or spreadsheet software on a computer. Incumbents operate a computer to transcribe data from source documents and query and generate reports as required to support technical and professional staff involved in a program. This work involves performing a variety of complex and moderately complex functions in both student and personnel information systems. The work involves the efficient administration and operation of the student registration and assignment process in accordance with Board of Education, student assignment policy and applicable federal laws and regulations. This work also involves the efficient administration and operation of personnel data functions under the general supervision of the Superintendent or designee demonstrating an understanding of specific laws, office rules and procedures and policies as required. This class differs from Keyboard Specialist by the fact that the Pupil and Personnel Information Coordinator enters, updates and searches for data and generates reports on a specialized database/spreadsheet on a regular basis. In addition, incumbents in this class may perform clerical duties in support of office operations. The work is performed under direct supervision with latitude allowed for scheduling and executing day to day duties and responsibilities. Does related work as required.

TYPICAL WORK ACTIVITIES

Pupil Information Systems:

- Oversee the registration and assignment of new students as well as student transfer requests to ensure that school capacities are aligned with state, federal and local contractual obligations.
- Responsible for executing student registration and placement procedures which are in compliance with policies and protocols.
- Work to increase effective, meaningful and productive communication between parent and school staff particularly as it relates to school options.
- Work closely with various departments and school-site personnel to ensure efficient student registration.

Personnel Information Systems:

- Responsible for all employee and office records;
- Collects, compiles, and reports statistics and other related personnel/civil service information;
- Processes, sorts, indexes, records and files a variety of control records, reports and lists;
- Maintains observation and evaluation forms and State data

Pupil and Personnel Responsibilities:

- Develops, maintains and updates computerized records containing information required for specialized programs;
- Searches and retrieves data from computerized records by use of queries or other means of appropriate to the software;
- Modifies the computerized records as program information needs change or advises a programmer as to needed changes;
- Prepares source material prior to input of data into computerized records;
- Provides for the distribution of reports to appropriate professional staff;
- Performs general office duties as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

- Good knowledge of database/spreadsheet software applications;
- Good knowledge of the principles and practices of computerized records maintenance;
- Prepares, verifies and submits reports to the State Education Department;
- Good knowledge of database/spreadsheet creation and modification;
- Working knowledge of modern office terminology, procedures, equipment and the principles of pupil and personnel administration;
- Ability to operate a personal computer and utilize common office software programs including word processing, spreadsheet and databases;
- Ability to enter data into query and issue reports from database and spreadsheet programs;
- Knowledge of student registration procedures;
- Knowledge of civil service records, personnel transactions, and payroll certification procedures,
- Ability to compile personnel data and correspondence,
- Strong organizational skills.
- Ability to establish and maintain effective working relationships.
- Ability to prepare detailed and concise reports.
- Ability to analyze data and draw logical conclusions.
- Ability to communicate effectively, both orally and in writing.
- Ability to work with students and families from culturally diverse backgrounds.
- Knowledge of the parental transfer options under the federal No Child Left Behind (NCLB) regulations.
- Knowledge of the New York State educational system and relevant resources.
- Knowledge of Stanley B. McKinney Act outlining the education rights of homeless children; No Child Left Behind Act (NCLB); Title I, English Language Learners (ELL), Immigrant, Special Education and Early Childhood programs and/or federal and state regulations or services.
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

- A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree or higher; or
- B. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree and two (2) years of experience of entering data; running queries and generating reports from a computer database or a spreadsheet program; or
- C. An equivalent combination of training and experience as defined by the limits of (A) and (B).



CORTLAND ENLARGED CITY SCHOOL DISTRICT

1 Valley View Drive
Cortland, New York 13045

Andrea Herzog
District Treasurer/Tax Collector
aherzog@cortlandschools.org

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

To: Michael Hoose, Superintendent

From: Andrea Herzog, Tax Collector

Date: March 17, 2017

Re: Property tax roll corrections

We have received notification from Karen Spafford (Cortland County Office of Real Property Tax Services) that the STAR exemption was omitted from the 2014-2015 and 2015-2016 school year property tax bills for the property listed below. As a result, the Board of Education is asked to approve a refund of STAR collected, as noted below.

Tax Map Number: 127.15-01-31.000-14

Address: 1988 Alpha Circle

Owner: Edwin Ramos

Omitted 2014-15 STAR exemption - \$518.00

Omitted 2015-16 STAR exemption - \$528.00

Refund Requested - \$1,046.00

April 14 is now a half day of school due to snow days.

6.i

Cortland Enlarged City School District 2016-17 Calendar



Revised 03/20/2017
Approved by Board - 03/21/2017

JULY				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

SEPTEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

NOVEMBER				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

DECEMBER				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER	
5	Labor Day
6	1 st Day Staff
7	1 st Day Students

OCTOBER	
7	Prof. Development Day
10	Columbus Day

NOVEMBER	
11	Veterans Day
14	Parent/Teacher Conf. K-12
23-25	Thanksgiving Recess

DECEMBER	
26 - Jan. 2	December Recess

JANUARY	
3	Classes Resume
16	Martin Luther King Day
24-27	Regents
30	Staff Work Day

FEBRUARY	
20-24	Winter Recess

MARCH	
17	Prof. Development Day
27-31	Gr. 3-8 ELA Testing

APRIL	
14	½ School Day AM
17-21	Spring Recess

May	
1-5	Gr. 3-8 Mathematics Testing
24 - Jun 2	Gr 4 & 8 Sci. Prf. Test
29	Memorial Day

JUNE	
5	Gr. 4 Science Written Exam
5	Gr. 8 Science Written Exam
9	½ Elem. Work Day PM
14-22	Regents
22	Last Day Elem. Students
12:30	Dismissal
23	Rating Day

KEY	
	Holiday/Vacation
	Staff Work Days
	Supt./Prof. Dev. Days
	Rating Day
	Testing/Regents

JANUARY				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

FEBRUARY				
M	T	W	TH	F
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6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

MARCH				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

APRIL				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

JUNE				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Important Notes Rating Day counts toward student required days, but students do not attend. Should we exceed our allotted emergency closing days, additional days will be taken in this order: April 14, 21 and 20. Please plan accordingly.

7.a

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2016-17

Schedule Number: 11.89 (Revised)
Board Meeting Date: March 21, 2017
Color: White

A. Approval of Personnel Resignations and Leaves

ADMINISTRATORS/INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON
Michales, Bethany	Special Education	09/01/2008	06/30/2017	Resignation.
Jackson, Robin	Art	09/01/1968	07/01/2017	Retirement.
Avery, Clare	Teaching Assistant	01/03/2000	07/01/2017	Retirement.
<i>Hammond, Jacob</i>	<i>Special Education</i>	<i>09/01/2014</i>	<i>06/30/2017</i>	<i>Resignation.</i>

NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Mack, Daniel	School Monitor	09/08/2015	03/09/2017 – 04/30/2017 (Anticipated)	Medical Leave – If part of this leave is to be paid, the period of disability, confirmed by a physician, will be defined in the doctor's note.

*Revision in italics

7.b

SCHEDULE OF APPOINTMENTS

Non-Instructional Personnel
To Fix Salaries and Schedule Conditions for the School Year 2016-17

Schedule Number: 1206
Board Meeting Date: March 21, 2017
Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Batzer, Tanya	Teacher Aide	Parker	03/15/2017	Probationary	Tanya will fill the Teacher Aide position.	Base \$9.96 Stipend \$.75 Total \$10.71

7.1b

SCHEDULE OF APPOINTMENTS

Non-Instructional Substitute Personnel

To Fix Salaries and Schedule Conditions for the School Year 2016-17

Schedule Number: **1207**
Board Meeting Date: **March 21, 2017**
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.

Last Name	First Name	Title	Rate	Remarks
Abbatoy	Kathleen	Cleaner	\$9.70	Retroactive to 03/20/2017
Wodi	Joshua	Teacher Aide	\$9.70	Pending fingerprint clearance
LaBar	Rose Marie	Teacher Aide	\$9.70	Pending fingerprint clearance
Whitmarsh	Carol	Teacher Aide	\$9.70	Pending fingerprint clearance

7.C

SCHEDULE OF APPOINTMENTS

ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2016-17

Schedule Number: **2453**

Board Meeting Date: **March 21, 2017**

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	Remarks
Titus, Kelsey	Substitute Teacher	A	\$101.00	Retroactive to 03/13/2017
Prignon, Jordan	Substitute Teacher	B	\$83.00	Retroactive to 03/08/2017
Prignon, Jordan	Teaching Assistant	B	\$75.00	Retroactive to 03/08/2017
Moshkowski, Elizabeth	Substitute Teacher	A	\$101.00	Retroactive to 03/08/2017
Moshkowski, Elizabeth	Teaching Assistant	A	\$83.00	Retroactive to 03/08/2017
Cool- Mihalyi, Cora	Substitute Teacher	A	\$101.00	Retroactive to 03/13/2017
Stern, Emily	Substitute Teacher	B	83.00	

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

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7.C

**SCHEDULE OF APPOINTMENTS
INTER-SCHOLASTIC (ATHLETICS)
To Fix Salaries and Schedule Conditions for the School Year 2016-17**

Schedule Number: **2454**
Board Meeting Date: **March 21, 2017**
Color: **Blue**

NAME*	TITLE	VARSITY/JV JUNIOR HIGH	SPORT	BOYS/ GIRLS	AMOUNT
Carol Brafman	Assistant Coach	Varsity	Track	Boys/Girls	\$ 3,024
Tom Herting	Head Coach	Modified	Softball	Girls	\$ 2,688
Nolan Sinclair	Vol. Assistant	Varsity	Baseball	Boys	\$ Volunteer
Dillon Chichester	Vol. Assistant	Varsity	Baseball	Boys	\$ Volunteer
Sean Babcock	Vol. Assistant	Varsity	Baseball	Boys	\$ Volunteer
Stephen Mirizio	Vol. Assistant	Modified	Baseball	Boys	\$ Volunteer
Maureen White	Vol. Assistant	Varsity	Softball	Girls	\$ Volunteer
Lara Discenza	Vol. Assistant	Varsity/JV/Modified	Softball	Girls	\$ Volunteer
Peter Reif	Vol. Assistant	Varsity	Tennis	Boys	\$ Volunteer

*Pending coaching requirements – Retroactive to 03/06/2017