

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Monday, April 24, 2017 at 6:30 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

- 1. CALL TO ORDER and PLEDGE OF ALLEGIANCE**
- 2. COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Korner
 - b. Audience Participation – (speakers are asked to state their name and address and limit their comments to two minutes).
 - c. Reminders
 - 1.) April 26, 2017 – School Board Candidate Petitions are due to the Board Clerk by 5:00 PM
 - 2.) May 2, 2017 – Voter Registration Day 3:00-8:00 PM, Kaufman Center
 - 3.) May 9, 2017 – Public Budget Hearing / Meet the Candidates / Regular Meeting 6:30 PM, Junior Senior High School Auditorium
 - 4.) May 16, 2017 – Budget Vote and School Board Election 12:00 noon-9:00 PM
- 3. PRESENTATIONS:**
 - a. CPEF (Cortland Public Education Foundation) Spring 2017 Awards – Ms. Betsy Cheetham and Jose Feliciano
 - 1.) Backpacks – Katy Charles
 - 2.) Music Machine – Jen Rafferty
 - 3.) Robot – Kim Hay
 - b. What's Happening at Parker School
- 4. CONSENT ITEMS:**
 - a. Minutes of April 11, 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. Election of OCM BOCES Board of Education Trustees
 - b. Approval of OCM BOCES Administrative Budget
- 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
 - 1.) Code of Conduct review process
 - c. Assistant Superintendent for Curriculum and Instruction
 - d. Superintendent
- 9. BOARD MEMBER ACTIVITIES**
- 10. NEXT MEETING AGENDA REVIEW**
- 11. EXECUTIVE SESSION**
- 12. ADJOURNMENT**

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, April 11, 2017 at 6:30 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, April 11, 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 6:30 p.m. and the Pledge of Allegiance was recited.

2. COMMUNICATIONS and RECOGNITION:

a. Kudos Korner

- 1.) Daniel Lemon – Winner of Cortland's Local National Geographic Bee

The Board recognized Daniel Lemon for his knowledge of geography and winning the Cortland Local National Geographic Bee.

- 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.

3. PRESENTATIONS:

a. What's Happening at Virgil School

Ms. Kaup shared a video the 5th grade class made talking about all of the wonderful things happening at Virgil School.

b. Grade 9 CTE Program

Ms. Hughes, Colbie Lockwood, Johnathon Nelson, and Melany LaFlair talked about the CTE program. Colbie is in 11th grade and this is his third year in the program. He is taking welding and has already completed Auto Body. He will also be in a state competition for welding. Johnathon is a 10th grade student taking Auto Collision and Melanie is in 10th grade taking Early Childhood. All three of these students along with 16 others were inducted into the National Technical Honor Society. Ms. Hughes shared how this program inspires students to achieve more.

c. Membership to the CNYCL (SCAC) Fall 2017

Mr. Wagoner presented having our athletic teams join the Salt City Athletic Conference. He shared that this would brand our league and promote student achievement.

d. Budget Presentation

Ms. Vile gave a budget presentation.

e. JSHS School Improvement Presentation

Mr. Mack shared information on how the Junior Senior High School is improving.

4. CONSENT ITEMS:

- a. Minutes of March 21, 2017 Regular Meeting
- b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017

607000726, 610344691, 607001626, 610364514, 610353315, 610334089, 610373287, 610365275, 610382285, 610380590, 610353270, 610377005, 607001977, 610336557, 607002159, 607001600, 607001599, 610353201, 610346089, 610356999, 610334090, 610364513, 610333950, 607000612, 610350593, 607000019, 610374601, 607000798, 610373987, 610365056, 607002707, 607000473, 607001728, 607002018, 610308412, 607002097, 610394618, 610351540, 610375318, 610380592, 610374775, 610268129, 610323632, 607002161, 607001651, 610362475, 607001860, 607002064, 610355575, 607000797, 607000939, 607001966, 607002100, 607002179, 610296156, 607001884, 610357678, 610325549

610328932, 607002502, 610375505, 610384925, 607000225, 607002703, 610373684, 607000195, 607002379, 607001601, 610330568, 607002141, 607000899, 607001645, 607000356, 610382756, 610389537, 607000464, 607002093, 610353843, 607002063, 607002095, 607000467, 610385319, 610362612, 610352501, 607002574, 607001845, 607002418, 607000610, 607001676, 610338938, 610308396, 607000399, 610395647, 610261568, 607002183, 610294566, 607002110, 607001152, 607000552, 610327908, 610382604, 610253548

607000271

c. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2017-18

607000726, 610344691, 607001626, 610364514, 610353315, 610334089, 610373287, 610365275, 610382285, 610380590, 610377005, 607001977, 610336557, 607001600, 607001599, 610346089, 610356999, 610334090, 610333950, 610350593, 610374601, 607000798, 610373987, 610365056, 607000473, 607000502, 610308412, 607002097, 610351540, 610380592, 610374775, 610268129, 610294566, 607001651, 607002064, 610355575, 607000797, 607000939, 607001966, 607002100, 610296156, 610357678, 610325549

610328932, 610375505, 610384925, 607000225, 610373684, 607000195, 607001601, 610330568, 607000899, 607001645, 607000356, 610382756, 610389537, 607000464, 607002093, 610353843, 607002063, 607002095, 607000467, 610385319, 610362612, 610352501, 607001754, 607002574, 607001845, 607002418, 607000610, 607001676, 610338938, 610308396, 607000399, 610395647, 607002110, 607000552, 610327908, 610382604

607000271

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

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

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

5. OLD BUSINESS: There was no old business.

6. NEW BUSINESS:

a. Approval of 2017-18 District Budget

RESOLVED, upon the recommendation of the Superintendent, to approve the proposed 2017-2018 budget in the amount of \$49,576,887 as presented April 11, 2017.

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

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

b. Approval of Property Tax Report Card for 2017-18

RESOLVED, upon the recommendation of the Superintendent, to approve the revised Property Tax Report Card for 2017-2018, as presented.

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

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

c. State Environmental Quality Review for Renovations to Cortland Junior Senior High School

BE IT RESOLVED that the Cortland Enlarged City School District Board of Education, hereby declares the Cortland Enlarged City School District Board of Education as the lead agency for purposes of the State Environmental Quality Review Act and Regulations (SEQRA), associated with the 2017-18 \$100K Capital Outlay Project

King +King Architects selected by the Cortland Enlarged City School District has recommended to the Board of Education that the Board determine that the 2017-18 \$100K

Capital Outlay Project is a Type II action as that term is defined in the State Environmental Quality Review Act and will not have a significant impact on the environment. The project is therefore not subject to further review under SEQRA. BE IT RESOLVED that the Cortland Enlarged City School District Board of Education acting as lead agency for purposes of the State Environmental Quality Review Act and Regulations and upon the recommendation of the School District's architect and engineer hereby determines that the 2017-18 \$100K Capital Outlay Project is Type II action which will not have a significant impact on the environment and is not subject to further review under the State Environmental Quality Review Act.

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

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

- d. Acceptance of Recommendation that the Board of Education make the Biennial Certification of Shared Decision Making
RESOLVED, upon the recommendation of the Superintendent, to accept the recommendation that the Board of Education make the Biennial Certification of Shared Decision Making, as presented.
Moved by Ms. Griffin, seconded by Ms. Gregory. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- e. Approval to Surplus Items
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the surplus items as presented.
Moved by Ms. Van Donsel, seconded by Mr. Rogoff. Discussion: Books will be recycled and used for education through Rotary.
Final Vote: Yes – 6, No – 0. Motion Carried.
- f. Acceptance of Donation
RESOLVED, upon the recommendation of the Business office to accept a \$200.00 donation from Jim Povero for the physical education department at Virgil Elementary School as presented.
Moved by Mr. Lemon, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- g. Approval for Athletic Teams to Join the CNYCL (SCAC)
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Cortland Enlarged City School District Athletic Teams to join the Central New York Counties League (Salt City Athletic Conference) as presented.
Moved by Mr. Rogoff, seconded by Mr. Lemon. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- h. Approval of Claims Quarterly Report for January, February, & March 2017
RESOLVED, upon the recommendation of the Superintendent to approve the Claims Quarterly Report for January, February & March 2017 as presented.
Moved by Ms. Gregory, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- i. Certified Resolution for Teacher and School Staff Appreciation Week May 1 – 5, 2017
Resolved:
WHEREAS, teachers and school staff mold future citizens through guidance and education; and
WHEREAS, teachers and school staff encounter students of widely differing backgrounds; and
WHEREAS, our country's future depends upon providing quality education to all students; and
WHEREAS, teachers and school staff spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and
WHEREAS, our community recognizes and supports its teachers and school staff in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Cortland Enlarged City School District Board of Education proclaims May1-5, 2017, to be **TEACHER & SCHOOL STAFF APPRECIATION WEEK;** and

BE IT FURTHER RESOLVED that the Cortland Enlarged City School District Board of Education strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers & school staff for their dedication and devotion to their work.

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

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

- j. Approval of Transportation Request for a Non Public School

SUGGESTED RESOLUTION: RESOLVED, upon the recommendation of the Superintendent, to approve the Private School Transportation Request for 2017-18 as presented.

Moved by Ms. Van Donsel, seconded by Mr. Lemon. Discussion: None

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

- k. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – March 2017

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated March 2017 as presented.

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

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

- l. Approval of Field Placement Agreement: Cazenovia College

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Field Placement Agreement between Cortland Enlarged City School District and Cazenovia College, as presented.

Moved by Mr. Lemon, seconded by Mr. Rogoff. Discussion: None

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

- m. 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. Gregory, seconded by Mr. Lemon. Discussion: ½ student day a.m. and ½ professional development day p.m. on April 14, 2017

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

- n. Final Approval Extended Field Trip – Senior High Concert Band to Sandusky, Ohio to perform at the Rock and Roll Hall of Fame

RESOLVED, upon the recommendation of the Superintendent to approve the Extended Field Trip – Senior High Concert Band to Sandusky, Ohio to perform at the Rock and Roll Hall of Fame as presented.

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

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

7. PERSONNEL ACTION:

- a. Approval of Personnel Resignations and Leaves

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Resignations and Leaves as presented on the Resignations and Leaves Schedule 11.90.

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

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

- b. Approval of Non-Instructional Personnel Appointments

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Non-Instructional Personnel as presented on Schedules of Appointment 1208 and 1209.

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

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

- c. Approval of Administrative and Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Administrative and Instructional Personnel as presented on Schedule of Appointment 2455.
Moved by Ms. Griffin, seconded by Mr. Rogoff. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Approval of Substitute Rates for Non-Instructional Personnel for 2017-18
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Substitute Rates for Non-Instructional Personnel for 2017-18, as presented.
Moved by Ms. Van Donsel, seconded by Mr. Rogoff. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Services
 - 1.) External Audit will begin on August 28, 2017
 - 2.) IT Audit starts April 25, 2017
 - 3.) Extra-Classroom Training in June
- b. Assistant Superintendent for Pupil and Personnel Services
 - 1.) Director of Special Education initial interviews are scheduled this month. There will be a public meet and greet set up after the initial interviews.
- c. Assistant Superintendent for Curriculum and Instruction
 - 1.) Grade level meetings
- d. Superintendent
 - 1.) 2017-18 Board Meeting Dates
 - 2.) 2016-17 Second Quarter Results of Our “Big 5” Targets

9. BOARD MEMBER ACTIVITIES

Mental Health Crisis in School Roundtable at BOCES, National Technical Honor Society Induction, Policies Workshop, Prism Concert

10. NEXT MEETING AGENDA REVIEW - None

11. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, I would like to call for an Executive Session at 9:07 PM. to discuss contract negotiations.

Moved by Ms. Griffin, seconded by Mr. Lemon. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

Alane Van Dosnel left at 9:20 PM
Christine Gregory left at 9:30 PM

The Executive Session adjourned at 9:42 PM.

Moved by Mr. Rogoff, seconded by Mr. Lemon. Discussion: None
Final Vote: Yes – 4, No – 0. Motion Carried

12. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the meeting at 9:43 p.m.

Moved by Mr. Rogoff, seconded by Mr. Lemon. Discussion: None
Final Vote: Yes – 4, No – 0. Motion Carried.

6.a

Board of Cooperative Educational Services
Of the Sole Supervisory District of the
Counties of Onondaga, Cortland and Madison

**Ballot for Election to
Board of Cooperative Educational Services**

There are three (3) vacancies on the Board of Cooperative Educational Services to be filled at the election to be held on April 24, 2017. The trustees or Board of Education of each component school district, by resolution, may cast one vote for each vacancy to be filled, provided that no more than one vote may be cast for any candidate. No more than one person residing in a particular component school district may be elected to serve on the Board of Cooperative Educational Services at one time, except as provided in Education Law § 1950 (2-a). The District Clerk, or other officer authorized to certify that a board resolution has been adopted, shall complete the ballot by placing an "x" next to the name of each candidate for whom a vote has been cast, and by completing the certification. Candidates are listed in alphabetical order, with their address and school district of residence:

Ballots to be returned no later than one (1) Business Day after vote.

Cast no more than three (3) total votes.

To fill the expired term of Michael Murphy:

Michael Murphy _____
115 Colony Park Drive
Liverpool, NY 13088
Resident of Liverpool Central School District

To fill the expired term of Lisa O'Reilly:

Lisa O'Reilly _____
4704 Country Club Drive
Syracuse, NY 13215
Resident of Westhill Central School District

To fill the expired term of Joan Reeves:

Joan Reeves _____
7637 E. Sorrell Hill Road
Baldwinsville, NY 13027
Resident of Baldwinsville Central School District

Certification

I, _____, District Clerk of the _____ School District do hereby certify that at a public meeting held on April 24, 2017, the Board of Education of the _____ School District adopted a resolution casting its vote or votes in the annual election of members of the Board of Cooperative Educational Services for the person or persons indicated on the ballot.

RESOLUTION

At a (Special/Regular)* meeting of the Board of Education ("Board") of the _____
 School District, _____ County, New York (the "District") held at _____,
 New York on the 24th day of April, 2017.

The meeting was called to order by President _____, at _____ (time) and upon roll
 being called, the following were:

PRESENT:

ABSENT:

The following resolution was offered by _____, who moved its adoption, seconded by
 _____, to wit:

WHEREAS, the Board of Cooperative Educational Services for the Sole Supervisory District of
 Onondaga, Cortland and Madison Counties, (the "BOCES") duly presented its tentative 2017-2018
 administrative budget of \$7,430,000 at its 2017 annual meeting; and

WHEREAS, the Board desires to approve said tentative administrative budget.

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1

The BOCES' tentative administrative budget of \$7,430,000 is hereby approved.

Section 2

This Resolution shall take effect immediately.

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

_____ Ayes _____ Nays

The Resolution was thereupon declared duly adopted.

* Select type of meeting

7.2

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2016-17

Schedule Number: 11.91
 Board Meeting Date: April 24, 2017
 Color: White

A. Approval of Personnel Resignations and Leaves

ADMINISTRATORS/INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON

NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON
Alm, Shannon	Teacher Aide	09/20/2013	04/10/2017	Resignation.

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Brown, Kelly	Teaching Assistant	09/01/2016	05/29/2017 – 06/30/2017 (Anticipated)	Parental 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.

SCHEDULE OF APPOINTMENTS

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

Schedule Number: 1210
Board Meeting Date: April 24, 2017
Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Lori Sturdevant	Bus Dispatcher	Transportation	07/01/2017	Provisional	Lori will move from 10 months to 12 months.	\$22.46
Kendra Chambers	Pupil and Personnel Information Coordinator	Kaufman Center	05/01/2017	Provisional	Kendra will fill the Pupil and Personnel Information Coordinator position.	\$18.00

7.b

SCHEDULE OF APPOINTMENTS

Non-Instructional Substitute Personnel

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

Schedule Number: **1211**
Board Meeting Date: **April 24, 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
Lisi	Giovanna	Teacher Aide	\$9.70	Retroactive to 04/13/2017

7.C.

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

Schedule Number: **2456**
Board Meeting Date: **April 24, 2017**
Color: **Green**

TITLE		APPOINTMENT*	YR	AMOUNT	
Cortland Video Club Advisor		Emily Stern	N/A	\$	Per diem hourly for events as scheduled.

*Retroactive to 04/24/2017