

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Special Meeting – Tuesday, May 16, 2017 at 8:30 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

Revised
4.d, 5.a, 5.c

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE.**
- 2. CONSENT ITEMS:**
 - a. Minutes of May 9, 2017 Regular Meeting
- 3. OLD BUSINESS:**
- 4. NEW BUSINESS:**
 - a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – March 2017
 - b. Approval of Creation of a Position
 - c. Approval of Change in Sport Level for Gils Tennis – JV to Modified
 - d. *Approval of Combined Cortland Groton Marching Band for Spring 2016*
- 5. PERSONNEL ACTION:**
 - a. *Approval of Personnel Resignations and Leaves*
 - b. Approval of Non-Instructional Personnel Appointments
 - c. *Approval of Administrative and Instructional Personnel Appointments*
- 6. LEADERSHIP REPORTS:**
 - a. Business Administrator
 - b. Assistant Superintendent for Pupil and Personnel Services
 - c. Assistant Superintendent for Curriculum and Instruction
 - d. Superintendent
- 7. BOARD MEMBER ACTIVITIES**
- 8. NEXT MEETING AGENDA REVIEW**
- 9. EXECUTIVE SESSION**
- 10. CANVASSING OF VOTES**
- 11. ADJOURNMENT**

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, May 9, 2017 at 6:30 p.m.
Cortland Junior Senior High School, 8 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, May 9, 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, Ms. Judith Murphy and Ms. Alane Van Donsel

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kimberly Vile, Business Administrator; School and Community Members and Ms. Alicia Zupancic, Clerk

Absent: Mr. Peter Rogoff

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. PUBLIC BUDGET HEARING

School Board President, Ms. Melissa Davis-Howard, introduced members of the Board of Education and Administrative Cabinet, then turned the hearing over to Superintendent Mr. Michael Hoose and Ms. Kimberly Vile.

Mr. Hoose welcomed the audience and thanked the administrative team for their hard work and dedication throughout the budget process. He then turned the meeting over to Ms. Kimberly Vile, Director of Business Services.

Ms. Vile provided a PowerPoint presentation detailing the proposed 2017-18 Budget. She reviewed the budget process and the fiscal challenges. She discussed planning with the future in mind and explained what the zero tax levy increase means to each tax payer. She discussed the tax rate and why we stay within the tax cap. She discussed STAR savings. She displayed a chart showing how we spend our money: Instruction 54%, Benefits 26%, Operations 6%, Debt Service 9%, Transportation 2%, and District Support 3%.

The proposed 2017-18 school budget is in the amount of \$49,576,887. This is a % budget increase and a 0% tax levy increase from the 2016-17 budget. Budget increases are offset by budget decreases. The budget will be funded through state aid (\$28,706,663), property taxes (\$17,006,932), miscellaneous sources (\$1,510,150) and the District will be using \$2,353,142 in reserves to make up the gap in revenues.

Ms. Vile reviewed the following cost containment measures: retirement rate decrease, energy costs, and retirements.

Ms. Vile summarized by reminding the audience that the annual election and budget vote is Tuesday, May 16, 2017, 12:00 p.m. to 9:00 p.m. There will be three propositions on the ballot: Proposition 1 – approval of proposed budget, Proposition 2 – approval of the purchase of 4 large buses and 1 large bus with a wheelchair lift, Proposition 3 - Cortland Free Library tax increase. She noted that the School District serves only as a vehicle to collect the Library tax levy; the Cortland Free Library sets its own budget. The District has two incumbents, Janet Griffin and David Lemon, each running unopposed for the School Board.

The 2017-18 proposed budget and tonight's PowerPoint presentation are posted on the District's website. The budget booklet/notice has been mailed to the voting public.

3. COMMUNICATIONS and RECOGNITION:

a. Kudos Korner

1.) 2017 Cortland Rotary Teachers of the Year

The Board recognized Karen Matteson and Pam West for being nominated and recognized as 2017 Cortland Rotary Teachers of the Year.

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

Mr. Brian Barnes and Ms. Robin Nauseef Cataldo both spoke their concerns of the impact of losing a .5 music teacher may have on students.

c. Board Committee Reports:

1.) BOE Policy Committee – Report on April 27, 2017 meeting

- 1.) Ms. Griffin reported that the policy committee has received some policies back from the school attorney and the committee is going through them.

2.) BOE Facilities Committee – Report on April 27, 2017 meeting

- 1.) Ms. Vile reported that the committee discussed security cameras in more detail. There is some money left in the Energy Contract for more work to be done. One of the priorities for the upcoming capital project is the Junior Senior High School auditorium.

d. Reminders

- 1.) May 16, 2017 – Budget Vote and School Board Election 12:00 noon-9:00 PM
2.) Do any Board members plan to attend the CNY School Boards Association Annual Meeting on Wednesday, May 31, 2017?

4. PRESENTATIONS:

a. What's Happening at Smith School

- 1.) Ms. Wanish introduced Ms. Gallagher who with the help of students shared some things that are happening at Smith School.

b. District Librarians

- 1.) The elementary school librarians along with students shared stuff they are doing in the makerspaces and fab labs.

5. CONSENT ITEMS:

a. Minutes of April 24, 2017 Regular Meeting

b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017

610354459, 607000492, 607002216, 607001660, 607001679, 607002145, 607002201, 610380835, 607001365, 607002380, 607000856, 607000595, 607000147, 607001130, 607002093, 607002756, 607000091, 607002429, 607002151, 607001738, 607002646, 610373987, 607002699, 610342339, 610366730, 607001780, 607001881, 610309695, 610343164, 607002180, 610373833, 607002784, 607002099, 607001086, 607000196, 610350592,

c. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2017-2018

607002502, 607002503, 607000492, 607002216, 607001660, 610342472, 610340630, 610365380, 610341869, 607001365, 607000856, 607000595, 607000147, 607000848, 607001130, 607002093, 607002756, 610328939, 607002429, 607002151, 607001738, 607002646, 607002264, 610383965, 607002699, 610342339, 610308249, 610366730, 607000179, 610366226, 607002666, 610394618, 607002394, 607001681, 610309695, 610353282, 610298182, 610364527, 607000196, 607000260,

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

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

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

6. OLD BUSINESS: There was no old business.

7. NEW BUSINESS:

a. Approval of the Section III Combined Cortland-Homer Varsity Boys Ice Hockey Team for 2017-18

RESOLVED, upon the recommendation of the Superintendent, to approve the continuation of the Section III Combined Cortland-Homer Varsity Ice Hockey team for 2017-18 Winter Season as presented.

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

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

- b. Approval to Separate the Cortland Junior Senior High School into Cortland Senior High School and Cortland Junior High School.
RESOLVED, that the Cortland Enlarged City School District is desirous to change the current 7-12 grade configuration at the Junior Senior High School to a separate 7-8 grade and 9-12 grade configuration.

Now, therefore, be it resolved by the Board of Education of the Cortland Enlarged City School District as follows:

- A. The Superintendent is directed to take all steps necessary to submit an application to the New York State Education Department to modify the registrations of the district's current Junior Senior High School building to begin the reorganization of the various grades in the district.
- B. That 7th & 8th grades be registered to Cortland Junior High School for the 2017-2018 school year and 9th through 12th grades be registered to Cortland Senior High School for the 2017-2018 school year.
- C. Thus, giving Cortland Junior High School a 7th & 8th grade configuration and Cortland Senior High School a 9th through 12th grade configuration for the 2017-2018 school year.

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

- c. Approval of Proposed Settlement in the Matter of the Application of 28 Kellogg Road, LLC (Crown Center for Nursing) v. Assessor of the City of Cortland, the City of Cortland, et al Cortland County, New York.

Upon the recommendation of the School District's attorneys and having had an opportunity to consider the proposed settlement in the Matter of the Application of 28 Kellogg Road, LLC (Crown Center for Nursing), v. Assessor of the City of Cortland, the City of Cortland, et al Cortland County, New York, Respondents, Index Nos. 2012-497, 2013-485, 2014-502, 2015-631, and E2016/630;

Resolved that the above settlement is approved and that the President of the Board of Education, the Superintendent of Schools and the School District's attorneys are each separately authorized to sign any documents necessary to complete the settlement.

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

- d. Approval of Extra Classroom Activity Fund Quarterly Report
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Extra Classroom Activity Fund Quarterly Report as presented.

Moved by Ms. Griffin, seconded by Mr. Lemon. Discussion: None
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 the revised Resignations and Leaves Schedule 11.92.
Moved by Mr. Lemon, seconded by Ms. Van Donsel. Discussion: Retirement of Ms. Passeri with regret
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 1212 and 1213.
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 Schedules of Appointment 2457 and 2458.

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

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

- d. Approval of Tenure Recommendations

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Tenure appointments as presented on Schedule of Appointment 2459.

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

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

9. LEADERSHIP REPORTS:

- a. Director of Business Services

1.) Ms. Vile reported that there is an Audit Committee meeting scheduled May 25, 2017 at 4:00 p.m.

- b. Assistant Superintendent for Pupil and Personnel Services

1.) Ms. Riley brought attention to the Meet the Candidates for Special Education on May 11, 2107 at 5:45 p.m. in the JSHS Library Media Center

- c. Assistant Superintendent for Curriculum and Instruction

1.) Mr. Craig thanked the librarians and students for their presentations tonight.

- d. Superintendent

1.) Mr. Hoose asked the audience to vote and to ask their friends, family, and neighbors to vote.

10. BOARD MEMBER ACTIVITIES - None

11. NEXT MEETING AGENDA REVIEW - None

12. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, I would like to call for an Executive Session at 7:56 p.m. to Discuss the medical, financial, credit or employment history of a particular person.

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

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

The Executive Session adjourned at 8:34 PM.

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

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

The Board went back into public meeting as was announced prior to Executive Session to vote on the following resolution.

Since we determined probable cause in relation to the charges against a tenured employee, we can now determine whether the tenured employee should be suspended under the provisions of Education Law § 3020-a

RESOLVED, that the person against whom the Board has found probable cause under the provisions of Education Law § 3020-a be suspended pending a hearing and a final determination thereof in accordance with Education Law § 3020-a.

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

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

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the meeting at 8:39 p.m.

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

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

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INVESTMENT REPORT as of 4/30/2017

FUND	ACCOUNT TYPE	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	\$ 5,878,058	Funds from NYS
	Checking	JPMorganChase	\$ 285,189	District office check scanner deposit account; No checks are written from this account
General Fund Accounts:				
	Public Funds Checking	TTC	\$ 64,931	Used for General Fund related cash deposits; No checks are written from this account
	Commercial Checking	JPMorganChase	\$ 70,673	Used for all payments from the General Fund & CM Fund
	Super Checking	TTC	\$ 2,140,282	Used for property tax collections
	Super Svgs MMkt	TTC	\$ 1,336,533	Retirement Reserve
	Super Svgs MMkt	TTC	\$ 347,443	Unemployment Reserve
	Super Svgs MMkt	TTC	\$ 243,046	Insurance Reserve
	Super Svgs MMkt	TTC	\$ 1,012,732	Tax Certiorari Reserve
	Super Svgs MMkt	TTC	\$ 966,495	Accrued Employee Benefit Reserve
	Super Svgs MMkt	TTC	\$ 2,283,844	Capital Reserve
	Super Svgs MMkt	TTC	\$ 30,159	Liability Reserve
	Super Svgs MMkt	TTC	\$ 374,573	Workers' Compensation Reserve
	Super Svgs MMkt	TTC	\$ 766,988	Repair Reserve
School Lunch Fund Accounts:				
	Public Funds Checking	TTC	\$ 644,312	Used for all daily receipts of School Lunch Fund; no checks are written from this account
	Commercial Checking w/ Interest	JPMorganChase	\$ 112,535	Used for all payments from the School Lunch Fund
Special Aid Fund Account:				
	Commercial Checking w/ Interest	JPMorganChase	\$ 407,018	Used for all payments from the Special Aid Fund - Grants
Capital Fund Account:				
	Commercial Checking	JPMorganChase	\$ 8,200	Used for paying capital project bills
Debt Service Fund Account:				
	Public Funds Commercial MMDA	JPMorganChase	\$ 3,122,801	Used to account for BAN/bond proceeds to be used for capital expenditures and debt service
Agency Fund:				
	Public Funds Checking	TTC	\$ 29,079	Used for Agency related cash deposits; No checks are written from this account
	Commercial Checking	JPMorganChase	\$ 558,837	Used for all payments from the Agency Fund, including payroll and employee benefit payments
Expendable Trust Fund:				
	Public Funds NOW	TTC	\$ 128,029	Savings account for all scholarship funds

FUND BALANCE ANALYSIS AT YEAR END 2017
AS OF 4/30/17

REVENUE	BUDGET 16/17	Projected	ADJUSTM'T	2016-17	ADJ. BUD 16/17	EXCEEDED + (UNDER)
TAXES	17,246,932	17,219,028	-	-	17,246,932	(27,904)
CHARGE FOR SVCS	158,785	86,344	-	-	158,785	(72,441)
INTEREST/RENTS	54,750	62,416	-	-	54,750	7,666
SALE OF PROP./Insurance Recovery	6,500	143,275	-	-	6,500	136,775
MISCELLANEOUS	599,003	832,898	-	-	599,003	233,895
STATE AID/BOCES AID	26,909,206	26,959,181	-	-	26,909,206	(50,025)
MEDICAID	125,000	67,513	-	-	125,000	(57,487)
INTERFUND TRANSFERS		700	-	-		700
TOTAL	45,100,176	45,271,356	-	-	45,100,176	171,180
RESERVES	3,976,711	1,214,317	-	-		
APP FUND BALANCE	500,000	500,000	-	-	500,000	
TOTAL	49,576,887	46,485,673	-	-	45,600,176	

APPROPRIATIONS	BUDGET 16/17	YEAR To DATE	ADJUSTM'T	2016-17	ADJ. BUD 16/17	(EXCEEDED) UNDER +
BD. OF ED	39,604	31,715	10,126	-	49,730	18,015
CENT. ADM	234,203	219,038	6,195	-	240,398	21,360
BUS. ADM.	560,165	409,320	(106,929)	-	453,236	43,916
PERSONNEL	156,329	98,026	(9,205)	-	147,124	49,098
CENTRAL SRVCS	2,939,006	3,431,437	680,913	-	3,619,919	188,482
SPECIAL ITEMS	421,400	395,070	5,080	-	426,480	31,410
SUPERVISION	1,972,430	1,841,229	50,528	-	2,022,958	181,729
TEACHING	12,518,907	12,207,732	22,270	-	12,541,177	333,445
SPEC EDUCATION	6,233,871	5,857,332	(219,889)	-	6,013,982	156,650
SPEECH THERAPY	161,371	158,016	500	-	161,871	3,855
OCCUPATIONAL THERAPY	111,283	103,414	-	-	111,283	7,869
PHYSICAL THERAPY	-	16,502	51,500	-	51,500	34,998
OCC. EDUCATION	930,000	870,033	(55,000)	-	875,000	4,967
SUMMER SCHOOL	253,720	118,166	(118,664)	-	135,056	16,890
SCHOOL LIBRARY	562,052	698,638	151,828	-	713,880	15,242
TV	80,725	114,382	52,871	-	133,596	19,214
COMPUTER ASST. INST	1,410,175	1,462,846	127,877	-	1,538,052	75,206
ATTENDANCE	116,977	105,794	9,206	-	126,183	20,390
GUIDANCE	416,922	378,370	(14,750)	-	402,172	23,802
HEALTH/DIAGNOSTIC	252,168	236,257	1,350	-	253,518	17,261
PSYCHOLOGICAL	327,737	278,581	(25,000)	-	327,737	49,156
SOCIAL WORKER	430,483	393,926	1,700	-	405,483	11,557
CO-CURRICULAR	211,108	183,977	(36,350)	-	212,808	28,831
INTERSCHOLASTIC	662,592	528,820	(51,652)	-	626,242	97,422
TRANSPORTATION	1,185,746	992,741	720	-	1,134,094	141,353
GARAGE	120,092	68,864	(4,600)	-	120,812	51,948
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	12,246,734	(643,091)	-	12,661,721	414,988
DEBT SERVICE	3,809,646	3,809,646	-	-	3,809,646	-
INTERFUND TRANSFERS	145,000	189,361	138,786	-	283,786	94,425
TOTAL	49,576,887	47,449,306	31,321	-	49,608,208	2,158,902

Fund Balance
AS OF 4/30/17

FUND BALANCE, JULY 1, 2016

9,636,993

ADD: PROJECTED REVENUE

45,271,356

LESS: ACTUAL EXPENSES PLUS ENCUMBRANCES

47,449,306

FUND BALANCE, JUNE 30, 2017

7,459,043

(LESS): Appropriated Fund Balance

500,000

(LESS): Reserve for Encumbrances

356,225

Reserve for Workers Comp.

312,568

Reserve for Unemployment

1,336,800

Reserve for Retirement Contributions

30,160

Reserve for Liability

243,076

Reserve for Insurance

1,012,900

Reserve for Tax Certiorari

741,680

Reserve for Employee Benefits

2,284,300

Capital Reserve

680,950

Reserve for Repairs

6,998,659

Unassigned Fund Balance

(39,616)

MAX FUND BALANCE (4% 2016/17 Budget)

1,983,075

SURPLUS/(DEFICIT) above 4%

(2,022,692)

Debt Service Fund

1,116,287

CORTLAND ENLARGED CITY SCHOOLS

Revenue Status Report From 7/1/2016 To 4/30/2017



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	71,507.48	18,492.52
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	18,844.84	-16,844.84
A 1489	OTHER CHARGES FOR SERVICES	13,000.00	0.00	13,000.00	1,075.00	11,925.00
A 1490	CHARGES FOR TRANS-NON STUDENT	0.00	0.00	0.00	12,784.38	-12,784.38
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	11,840.29	13,159.71
A 2410	RENTAL REAL PROPERTY INDIVIDUAL	13,500.00	0.00	13,500.00	24,951.00	-11,451.00
A 2413	RENTAL REAL PROPERTY BOCES	15,000.00	0.00	15,000.00	22,400.00	-7,400.00
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	107.00	6,393.00
A 2680	INSURANCE RECOVERIES	0.00	0.00	0.00	142,648.71	-142,648.71
A 2690	OTHER COMPENSATION FOR LOSS	0.00	0.00	0.00	369.16	-369.16
A 2700	MEDICARE PART D DRUG REIMB	150,000.00	0.00	150,000.00	63,951.69	86,048.31
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	216,202.59	-116,202.59
A 2705	GIFTS AND DONATIONS	15,000.00	0.00	15,000.00	9,000.00	6,000.00
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	11,333,952.05	12,339,933.95
A 3101.01	EXCESS COST AID	908,844.00	0.00	908,844.00	3,323,442.57	-2,414,598.57
A 3102	LOTTERY AID	0.00	0.00	0.00	3,044,832.89	-3,044,832.89
A 3102.1	VLT GRANT	0.00	0.00	0.00	1,003,170.10	-1,003,170.10
A 3103	BOCES AID	2,067,800.00	0.00	2,067,800.00	527,951.25	1,539,848.75
A 3104	TUITION AID CHAPTER 47/66/721	0.00	0.00	0.00	67,333.00	-67,333.00
A 3260	TEXTBOOKS	210,453.00	0.00	210,453.00	150,600.00	59,853.00
A 3262	SOFTWARE/HARDWARE AID	48,223.00	0.00	48,223.00	91,207.00	-42,984.00
A 3263	LIBRARY AID	0.00	0.00	0.00	17,231.00	-17,231.00
A 3289	OTHER STATE AID	0.00	0.00	0.00	64,083.00	-64,083.00
A 4601	MEDICAID ASSISTANCE	125,000.00	0.00	125,000.00	57,513.35	67,486.65
A 5031	INTERFUND TRANSFERS	0.00	700.00	700.00	700.00	0.00
A Totals:		45,100,176.00	700.00	45,100,876.00	37,951,827.42	7,149,048.58
Grand Totals:		45,100,176.00	700.00	45,100,876.00	37,951,827.42	7,149,048.58

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 4/30/2017



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION	*	30,354.00	10,126.41	40,480.41	24,038.42	2,121.13	14,320.86
1040	DISTRICT CLERK	*	3,000.00	0.00	3,000.00	1,954.02	545.98	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	25,992.44	5,722.61	18,015.36
1240	CHIEF SCHOOL ADMINISTRATOR	*	234,203.00	6,194.56	240,397.56	178,018.71	41,019.14	21,359.71
12		**	234,203.00	6,194.56	240,397.56	178,018.71	41,019.14	21,359.71
1310	BUSINESS ADMINISTRATION	*	412,131.00	-109,659.36	302,471.64	225,400.42	44,551.94	32,519.28
1320	AUDITING	*	60,000.00	0.00	60,000.00	25,129.39	31,025.00	3,845.61
1325	TREASURER	*	75,234.00	1,740.03	76,974.03	59,280.98	14,894.05	2,799.00
1330	TAX COLLECTOR	*	12,800.00	990.00	13,790.00	8,254.82	783.00	4,752.18
13		**	560,165.00	-106,929.33	453,235.67	318,065.61	91,253.99	43,916.07
1420	LEGAL	*	50,000.00	0.00	50,000.00	9,813.14	10,186.86	30,000.00
1430	PERSONNEL	*	106,329.00	-9,204.77	97,124.23	61,006.11	17,020.04	19,098.08
14		**	156,329.00	-9,204.77	147,124.23	70,819.25	27,206.90	49,098.08
1620	OPERATION OF PLANT	*	2,330,865.00	68,932.50	2,399,797.50	1,856,333.83	392,353.15	151,110.52
1621	MAINTENANCE OF PLANT	*	608,141.00	132,713.00	740,854.00	626,058.93	90,273.05	24,522.02
1680	CENTRAL DATA PROCESSING	*	0.00	479,267.50	479,267.50	326,734.09	139,683.68	12,849.73
16		**	2,939,006.00	680,913.00	3,619,919.00	2,809,126.85	622,309.88	188,482.27
1910	UNALLOCATED INSURANCE	*	205,000.00	2,580.00	207,580.00	190,421.03	0.00	17,158.97
1930	JUDGMENTS & CLAIMS	*	1,500.00	2,500.00	4,000.00	3,938.51	0.00	61.49
1964	REFUND ON REAL PROPERTY TAXES	*	2,000.00	0.00	2,000.00	1,046.00	0.00	954.00

CORTLAND ENLARGED CITY SCHOOLS

Appropriation Status Summary Report By Function From 7/1/2016 To 4/30/2017



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available	
2805	ATTENDANCE-REGULAR SCHOOL	*	116,977.00	9,206.47	126,183.47	84,179.52	21,614.31	20,389.64
2810	GUIDANCE-REGULAR SCHOOL	*	416,922.00	-14,749.64	402,172.36	263,721.27	114,648.81	23,802.28
2815	HEALTH SERVICES-REGULAR SCHOOL	*	252,168.00	1,350.00	253,518.00	174,021.29	62,235.25	17,261.46
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	327,737.00	0.00	327,737.00	184,387.17	94,193.65	49,156.18
2825	SOCIAL WORK SRVC-REG SCHOOL	*	430,483.00	-25,000.00	405,483.00	255,064.86	138,860.93	11,557.21
2850	CO-CURRICULAR ACTIV-REG SCHL	*	211,108.00	1,700.00	212,808.00	141,200.41	42,776.20	28,831.39
2855	INTERSCHOL ATHLETICS-REG SCHL	*	662,592.00	-36,350.00	626,242.00	474,558.67	54,261.64	97,421.69
28		**	2,417,987.00	-63,843.17	2,354,143.83	1,577,133.19	528,590.79	248,419.85
5510	DISTRICT TRANSPORTATION	*	1,185,746.00	-51,651.84	1,134,094.16	807,617.53	185,123.41	141,353.22
5530	GARAGE BUILDING	*	120,092.00	720.23	120,812.23	53,513.41	15,350.55	51,948.27
5581	TRANSPORTATION FROM BOCES	*	8,363.00	-4,600.00	3,763.00	2,171.40	930.60	661.00
55		**	1,314,201.00	-55,531.61	1,258,669.39	863,302.34	201,404.56	193,962.49
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	1,181,988.16	469,565.38	41,123.46
9040	WORKERS' COMPENSATION	*	269,648.00	-47,365.97	222,282.03	215,464.10	5,523.90	1,294.03
9050	UNEMPLOYMENT INSURANCE	*	20,000.00	10,000.00	30,000.00	24,878.47	5,121.53	0.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	7,532,012.00	-120,000.00	7,412,012.00	6,305,953.23	829,316.26	276,742.51
9089	OTHER	*	722,550.00	-86,150.00	636,400.00	142,663.88	443,500.65	50,235.47

CORTLAND ENLARGED CITY SCHOOLS

Budget Transfer Query From 4/1/2017 - 4/30/2017 In Between \$0.00 And \$999,999,999.99



Reference #	Date	Transfer Explanation	Account	Detail Description	Debits	Credits
652	04/06/2017	Transfer for O&M supplies per request from R. Martin, attached	A 1620.465-00-0000		2,000.00	0.00
			A 1621.450-00-0000		0.00	2,000.00
Transfer Totals:					2,000.00	2,000.00
653	04/06/2017	To adjust Section 4408 transfer to actual	A 9901.950-00-0000		0.00	1,100.00
			A 9950.900-00-0000		1,100.00	0.00
Transfer Totals:					1,100.00	1,100.00
654	04/11/2017	Transfer to cover NYSSCPA 17-18 dues	A 1325.404-20-0000		0.00	50.00
			A 1325.450-20-0000		50.00	0.00
Transfer Totals:					50.00	50.00
655	04/13/2017	Transfer for purchase of piano at Barry, partly covered by PTO and music boosters donations.	A 2020.450-50-0000		500.00	0.00
			A 2110.200-50-2000		0.00	600.00
			A 2110.450-50-0000		100.00	0.00
Transfer Totals:					600.00	600.00
656	04/14/2017	Transfer for purchase of technology per J. Craig's request	A 2110.480-10-0000		2,065.00	0.00
			A 2630.220-00-0000		0.00	2,065.00
Transfer Totals:					2,065.00	2,065.00
657	04/24/2017	Transfer to cover additional supplies at Parker	A 2020.450-60-0000		0.00	50.00
			A 2020.475-60-0000		50.00	0.00
			A 2250.450-00-0000		0.00	10.00
			A 2250.475-00-0000		10.00	0.00
Transfer Totals:					60.00	60.00
658	04/24/2017	Transfer to cover purchase of 2 Dell computers	A 2630.220-00-0000		0.00	2,000.00
			A 2630.467-00-0000		2,000.00	0.00
Transfer Totals:					2,000.00	2,000.00
659	04/25/2017	Transfer to cover bill for continuing disclosures filing	A 1310.446-20-0000		0.00	1,279.00

4.6



CORTLAND ENLARGED CITY SCHOOL DISTRICT

1 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: Mr. Michael Hoose, Superintendent of Schools
Members of the Board of Education

From: Kimberly A. Vile

A handwritten signature in black ink, appearing to be 'KAL', is written over the name 'Kimberly A. Vile' and is circled with a hand-drawn oval.

Date: May 16, 2017

RE: Creation of Position

I am requesting the Board of Education to create a Building Maintenance Worker position to repurpose a current employee. This reallocation of staff will optimize work completion and provide an opportunity for succession planning.

CORTLAND JUNIOR-SENIOR HIGH SCHOOL

Timothy J. Wagoner

Director of Athletics and Physical Education

8 Valley View Drive

Cortland, New York 13045-3296

Phone: (607) 758-4115

Fax: (607) 758-4116

twagoner@cortlandschools.org

To: Mike Hoose, Superintendent of Schools
From: Tim Wagoner, Director of Athletics and Physical Education
Date: May 8, 2017
RE: Change in Sport Level for Girls Tennis – JV to Modified

② 5/8/17

I would like to recommend that the Board of Education approve at their next board meeting the change in level for girls tennis from JV to modified beginning with the 2017 fall season.

The rationale for making the change would be to allow greater participation, including grades 7 and 8, and it would eliminate the need to selectively classify athletes to play at the JV/varsity levels. The change in levels would not be an added cost to the district.

The SCAC league provides ample schools to compete against so scheduling contests will not be an issue.

If you should need any further information, please feel free to contact me.

cc: Sandra Swierczek
Alicia Zupancic
File



4.d

Kaufman Center
1 Valley View Dr.
Cortland, NY 13045
Phone: 607-758-4100
Fax: 607-758-4128
www.cortlandschools.org

Superintendent

Michael J. Hoose

Board of Education

Melissa Davis-Howard
President

Janet S. Griffin
Vice-President

Christine A. Gregory

David K. Lemon

Judith E. Murphy

Daniel R. Sidebottom

Alane M. Van Donsel

To: Board of Education
From: Michael Hoose, Superintendent of Schools
Date: May 16, 2017
Re: Approval of Combined Cortland Groton Marching Band for Spring 2017

It is the recommendation of the Superintendent for the Board of Education to approve the combining of Cortland and Groton marching bands for spring 2017.

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2016-17

Schedule Number: 11.93 (Revised)
 Board Meeting Date: May 16, 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
Kirk Ryan	Custodian	03/08/2004	05/16/2017	To accept the Building Maintenance Worker position.
Luke Underwood	AV Support Specialist	07/01/2016	06/06/2017	Resignation.

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Karen Menendez	English as a Second Language	09/01/2008	10/05/2017 - 02/15/2018 (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.
Stacy McGill	Special Education	09/01/2014	09/01/2017 - 09/21/2017 (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.

*Revision in italics

5b

SCHEDULE OF APPOINTMENTS

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

Schedule Number: 1214
Board Meeting Date: May 16, 2017
Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Kirk Ryan	Building Maintenance Worker	District	05/17/2017	Probationary	Kirk will fill the new Building Maintenance Worker position due to reallocation of current staff.	\$14.71

5.C.

SCHEDULE OF APPOINTMENTS

ADMINISTRATORS AND INSTRUCTIONAL STAFF

To Fix Salaries and Schedule Conditions for the School Year 2017-18

Schedule Number: **2460 (Revised)**
 Board Meeting Date: **May 16, 2017**
 Color: **White**

NAME	POSITION/ LOCATION	TYPE OF APP'T	DATE EFFECTIVE	PROB ENDS	TENURE AREA	CERT/ DEGREE	REMARKS	SALARY
Affronti, Angela	Instructional Technology and Communication Specialist/District	Probationary	07/01/2017	06/30/2021	Administration Technology	School District Leader/Professional	Angela will fill the new Instructional Technology and Communication Specialist position.	
								TOTAL \$75,000.00
Holland, Kira	Special Education/ Parker	Probationary	09/01/2017	08/31/2020	General Special Education	Students With Disabilities 1-6/ Professional	Kira will fill the Special Education vacancy due to resignation.	Step \$45,425 Grad Hrs \$ Master's \$
								TOTAL \$45,425.00

*Revisions in italics