

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, October 11, 2016 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. Board Member Reports:
 - 1.) BOE Policy Committee – Next meeting October 13, 2016 at 10:00 a.m.
 - 2.) BOE Facilities Committee – Next meeting October 25, 2016 at 4:00 p.m. (tentative)
 - 3.) BOE Audit Committee – Next meeting October 14, 2016 at 3:00 p.m.
 - 4.) BOE Financial Committee – First meeting November 1, 2016 at 5:45 p.m. (tentative)
 - 5.) BOE Retreat – November 3, 2016 (Isaf-Merkur will take the BOE picture at this meeting)
- 3. PRESENTATIONS:**
 - a. Introduction of New Staff
 - b. Introduction of 2016 Tenure Recipients
 - c. Introduction of Excellence Award Recipients
 - d. Transportation Study
- 4. CONSENT ITEMS:**
 - a. Minutes of September 27, 2016 Regular Meeting
 - b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017
- 5. OLD BUSINESS:**
- 6. NEW BUSINESS:**
 - a. Approval of Snow Plowing Service Agreement with the City of Cortland for the 2016-17 Fiscal Year
 - b. Extended Field Trip Planning Approval – Class of 2017 Senior Trip to Cedar Point Ohio
 - c. Approval of Claims Quarterly Report for July, August, & September 2016
- 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
 - d. Approval of Tenure Recommendation
- 8. LEADERSHIP REPORTS:**
 - a. Director of Business Services
 - 1.) Budget Calendar
 - b. Assistant Superintendent for Pupil and Personnel Services
 - 1.) PAW Run
 - c. Assistant Superintendent for Curriculum and Instruction
 - 1.) Recap of Professional Development Day
 - d. Director of Special Education
 - 1.) SEQRA Update
 - e. Superintendent
- 9. BOARD MEMBER ACTIVITIES**
- 10. NEXT MEETING AGENDA REVIEW**
 - a. Next meeting has been moved from October 25 to November 1, 2016
- 11. EXECUTIVE SESSION (*If needed*)**
- 12. ADJOURNMENT**

4/a

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, September 27, 2016 at 6:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, September 27, 2016 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Ms. Melissa Davis-Howard, Ms. Christine Gregory, Mr. John Natoli, 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; Dr. John Sheehan, Director of Special Education; School and Community Members; and Ms. Alicia Zupancic, Clerk

Absent: Ms. Janet Griffin and Ms. Judith Murphy

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE:

Ms. Davis-Howard called the meeting to order at 6:00 p.m. and the Pledge of Allegiance was recited.

2. REQUEST FOR PROPOSALS FOR ARCHITECTURAL SERVICES FINALISTS PRESENTATIONS:

- a. SEI Design Group
- b. Highland Associates
- c. King & King Architects

The Architectural firms listed above introduced themselves and presented their companies prior and present designs and projects and from looking at our Building Conditions Survey, what they could do and why they would be the best fit for our district.

3. COMMUNICATIONS and RECOGNITION:

- a. Kudos Korner
 - 1.) Parker Peace Pole

Abigail Schaffer was recognized for creating the Peace Pole at Parker School. It is important to Abigail to spread peace and reduce bullying. She used an existing pole at Parker School. She painted it and put the word "peace" on it in a number of different languages. She then did a presentation at Parker where she spoke about her project and brought along a Peace Corp person to speak about peace in the world.

- ~~2.) 1st Place at Central New York Association of Music Teachers High School Vocal Competition~~

Ms. Davis-Howard asked for a moment of silence in memory of Ronald Reed.

- 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 Member Reports:
 - 1.) BOE Policy Committee – Report on September 20, 2016 meeting – Mr. Natoli reported that the policy committee is through the 6,000's of the revised policy manual.
 - 2.) BOE Facilities Committee – Next meeting TBD
 - 3.) BOE Audit Committee – Next meeting October 14, 2016 at 3:00 p.m.
 - 4.) BOE Financial Committee – First meeting TBD

4. PRESENTATIONS:

- a. NYSIR Insurance Presentation – Martha Murray from Eastern Shore Associates Insurance gave a presentation on our current NYSIR insurance and some additional types or amount of insurance the district may want to consider.

5. CONSENT ITEMS:

- a. Minutes of September 13, 2016 Regular Meeting
- b. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2016-2017
607002502, 610373287, 607001169, 607002469, 610307214, 607000814, 607000356, 610346089,
610334090, 607002160, 610308256, 607002190, 610394618, 610372054, 607000797

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

Moved by Mr. Natoli, seconded by Mr. Rogoff. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

6. OLD BUSINESS: None**7. NEW BUSINESS:**

- a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant – June, July, and August 2016

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated June, July & August 2016 as presented.

Moved by Ms. Van Donsel, seconded by Ms. Gregory. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- b. Approval to Create a Network Technician Position

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Creation of a Network Technician Position as presented.

Moved by Mr. Rogoff, seconded by Mr. Natoli. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- c. Approval of Amendment to Superintendent's Contract

RESOLVED, to approve the amendments to the Employment Agreement of the Superintendent as presented.

Moved by Mr. Natoli, seconded by Mr. Rogoff. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- d. Approval of Amendment to Assistant Superintendent for Pupil & Personnel Services Contract

RESOLVED, to approve the amendment to the Employment Agreement of the Assistant Superintendent for Pupil & Personnel as presented.

Moved by Ms. Gregory, seconded by Mr. Natoli. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- e. Approval of Rental Agreement for Ice Hockey at Cortland Sports Complex, Inc.

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the continuation of the agreement with the Cortland Sports Complex, Inc. for Cortland/Homer combined ice hockey for 2016-17, at a fee of \$185 per hour, split evenly between the two districts, as presented.

Moved by Mr. Natoli, seconded by Ms. Gregory. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- f. Approval of Memorandum of Agreement

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Memorandum of Agreement between the Cortland Enlarged City School District ("District") and

the Cortland United Teachers (“Association”) concerning the provision of a dental insurance plan to Association members as presented.

Moved by Mr. Natoli, seconded by Ms. Gregory. Discussion: Is this for retirees? No.

Final Vote: Yes – 5, 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 11.80.

Moved by Mr. Rogoff, seconded by Mr. Natoli. Discussion:

Final Vote: Yes – 5, 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 1191 and 1192.

Moved by Ms. Van Donsel, seconded by Mr. Natoli. Discussion:

Final Vote: Yes – 5, 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 2433, 2434, 2435, 2436 and 2437.

Moved by Ms. Gregory, seconded by Mr. Rogoff. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- d. Approval to Increase the CSE/CPSE Chairperson Position from 10+ months to 12 months

RESOLVED, upon the recommendation of the Special Education Study commissioned by the Board and Assistant Superintendent for Pupil & Personnel, to approve the increase of the CSE/CPSE Chairperson Position from 10+ months to 12 months, as presented.

Moved by Mr. Natoli, seconded by Ms. Gregory. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

- e. Approval of 2016-17 Salaries as presented

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the 2016-17 Salaries as presented.

Moved by Mr. Rogoff, seconded by Ms. Gregory. Discussion:

Final Vote: Yes – 5, No – 0. Motion Carried.

9. LEADERSHIP REPORTS:

- a. Director of Business Services
- b. Assistant Superintendent for Pupil and Personnel Services
- c. Assistant Superintendent for Curriculum and Instruction
- d. Director of Special Education
- e. Superintendent

1.) Winter Track

2.) There will not be a Board of Education meeting on October 25, 2016 but there will be one on November 1, 2016.

10. BOARD MEMBER ACTIVITIES

11. NEXT MEETING AGENDA REVIEW

Melissa asked the Board members to turn in evaluations at the next meeting

The next Board Retreat will take place on November 3, 2016 at 5:00 p.m. at the Kaufman Center.

12. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:30 p.m. to discuss the medical, financial, credit or employment history of a particular person.

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

Final Vote: Yes – 5, No – 0. Motion Carried.

The Executive Session adjourned at 9:10 p.m..

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

Final Vote: Yes – 5, No – 0. Motion Carried.

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the regular meeting at 9:10 p.m.

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

Final Vote: Yes – 5, No – 0. Motion Carried.

6.a



CORTLAND ENLARGED CITY SCHOOL DISTRICT
1 Valley View Drive
Cortland, New York 13045

Kimberly Vile
Director of Business Services
kvile@cortlandschools.org

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

To: Michael Hoose, Superintendent
From: Kimberly Vile, Director of Business Services
Date: October 5, 2016
Re: Snow Removal for City of Cortland

It is the recommendation of the Business Office to approve the snow plow agreement with the City of Cortland DPW as presented.

Please let me know if you have any additional questions. Thank you.

cc: BOE

**Cost Estimate For Plowing & Salting the Cortland School Districts
Facilities-Barry, Parker, Randall & Smith Elementaries, the Jr/Sr High
School and Bus Garage for the 2016-2017 Snow Season**

PLOWING SNOW

1) High School/Bus Garage - 3hrs. to complete task

Two Backhoes w/ snow pushers and two operators

Equip ;(as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)

Labor ;(hourly wage rate per employee plus benefits(avg)) \$41/ hr

\$36.61 + \$41 (2) (3 hr) = \$ 465.66 per plowable snow event

2) Barry & Smith Elementary – 3 hrs. to complete task

Two Backhoes w/ snow pushers and two operators

Equip ;(as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)

Labor ;(hourly wage rate per employee plus benefits(avg)) \$41/ hr

\$36.61 + \$41 (2) (3 hr) = \$ 465.66 per plowable snow event

3) Parker & Randall Elementary- 2 hrs. to complete task

Two Backhoes w/ snow pushers and two operators

Equip ;(as per NYSDOT Rental Rate Schedule, 2/2014) \$36.61/hr (ea)

Labor ;(hourly wage rate per employee plus benefits(avg)) \$41/ hr

\$36.61 + \$41 (2) (2 hr) = \$ 310.44 per plowable snow event

SALTING

All facilities – 2hrs. to complete task

One Diesel Powered Truck and one operator

Equip.: \$ 49.83/hr

Labor : \$ 41/ hr(w/benefits)

Salt* used – two (2) tons per all three facilities per trip (@ \$42/ton)

\$49.83 + \$41 (2 hr) +*(\$42)(2 ton) = \$ 256.66 per saltable snow event

***Salt prices shall be according to NYS OGS bid for Cortland County**

Summary

The winter of 2015-2016 was an easy winter to say the least. A record low snowfall of 21 inches and temperatures were above normal.

Services provided by the City to the School District was \$2,379.27 for plowing snow three times and \$2,611.54 for salting less than a dozen times, bringing the total amount to \$4,990.82.

A look at the 2014-2015 winter is a much more realistic winter for Central New York with the School District billed for \$17,916.01 for plowing snow 22 times and \$15,660.32 for salting 58 times, bringing the total amount to \$33,576.33.

Cortland School District shall be billed for actual hours worked in School District parking lots. After hour and weekend hours worked shall be billed at time and one-half (1 ½) the salary schedule rate as per CSEA City of Cortland Unit # 6558 Local 812 Contract valid through December 31, 2019.

Regards,

**Christopher Bistocchi
City of Cortland DPW**

(210)

CORTLAND ENLARGED CITY SCHOOL DISTRICT BOARD OF EDUCATION

REQUEST FOR EXTENDED OVERNIGHT FIELD TRIP

This form applies to any trip scheduled during the school year, organized and/or supervised by a teaching staff member for students (some or all) from that teacher's school that involves two or more night's lodging.

REQUESTED BY SUPERVISING TEACHER <u>Melissa Gunkan, Ben Wells</u>	SCHOOL <u>CJSHS</u>	DATE <u>6/17/16</u>
DESCRIPTION OF THE TRIP <u>Seniors will take a two day trip to Cedar point and the Rock in Roll Hall of Fame in the Cleveland, Ohio area.</u>		

TRIP DETAILS		
DESTINATION OF TRIP <u>Cleveland, Ohio</u>	DEPARTURE DATE <u>6/9/17</u>	DEPARTURE TIME <u>6am</u>
ADDRESS 	RETURN DATE <u>6/10/17</u>	RETURN TIME <u>11:59pm</u>
	TOTAL DAYS <u>2</u>	TOTAL NIGHTS <u>1</u>
NUMBER OF STUDENTS <u>approx. 100</u>	NUMBER OF STAFF <u>13</u>	NUMBER OF CHAPERONES <u>13</u>

COSTS		
TOTAL ANTICIPATED COST OF TRIP PER PERSON <u>\$250-260</u>	COST INCLUDES: <u>Bus, hotel, entry to Cedar Point, Rock+Roll Hall of Fame, tour escort, Dinner Cruise, Night Security Guard, Buffet Breakfast, 1 complementary chaperone per 10 students</u>	
ADDITIONAL COSTS <u>\$10-20</u>	ADDITIONAL COSTS INCLUDES: <u>- Dinner on the way home (quick stop)</u> <u>** Possibly lunch @ park -</u>	
TRANSPORTATION MODE <u>Charter Bus</u>	TRANSPORTATION CARRIER <u>Provided by Carr's Holiday</u>	TRANSPORTATION COST <u>included</u>

LEARNING OUTCOMES OF TRIP
<u>American + Music History, Pop Culture</u> <u>Physics</u>

TARGET GROUP OF STUDENTS
(Class/Team/Organization)

Cortland High School Class of 2017

SPECIAL REQUESTS

(Pertaining only to field trips involving exceptional students or students with special needs)

PRE-TRIP ORGANIZATION, PLANNING, MEETINGS, PREPARATION (Dates)

- Initial Meeting after board approval in October
- Follow-up meeting in Dec/January
- Pre-trip Meeting with Parents, Students & Chaperones in May

POST-TRIP FOLLOW UP/EVALUATION OF EDUCATIONAL VALUE

- Post trip meeting / survey

PRINCIPAL COMMENTS

SUPERVISING STAFF NAME		COVERAGE ARRANGED
Melissa Guntan	Ben Wells	Teachers will arrange for coverage individually through the district sub-service
Joe Mack	John Zarcone	
Jesse Bender	Pam West	
Charles Canastaro	Kelly Chapman	
Jen Rafferty	Megan Bottle	
Kim Sanderson	Nicole Lathem	

APPROVALS

SIGNATURE OF SUPERVISING TEACHER 	SIGNATURE OF PRINCIPAL 
SIGNATURE OF DIRECTOR OF CURRICULUM AND INSTRUCTION	DATE
SIGNATURE OF SUPERINTENDENT	DATE



CARR'S HOLIDAYS

1601 GLENWOOD ROAD | VESTAL, NEW YORK 13850 | 607. 785. 8644 |

Cortland Senior Class Trip Cleveland June 9th – 10th, 2017

Friday June 9th

7:00am Departure
2:00pm Arrive **Rock & Roll Hall of Fame and Museum**
3:30pm Departure
4:00pm Check in **Embassy Suites Hotel** Cleveland Rockside
5:30pm Departure
6:00pm Board Ship
6:30pm Dinner Cruise aboard the **Nautica Queen**
9:30pm Departure
10:00pm Arrive hotel

Saturday June 10th

8:00am Buffet Breakfast @ hotel
9:00am Check out and departure
10:00am Arrive **Cedar Point Amusement Park**
4:00pm Departure
12:00am Arrive Home

Package Includes:

- Round trip transportation and transfers via video bus.
- (1) Nights hotel accommodations @ Embassy Suites
- (1) Night Security Guard
- (1) Buffet Breakfast.
- (1) Dinner Cruise aboard Nautica Queen.
- **All** taxes and gratuities.
- **All** admissions.
- (1) Complimentary chaperone per (10) paying passengers.
- (1) trip escort

Package Price:

\$ 248/ Person based on **quad** occupancy and (40) paying passengers.
\$ 265/ Person based on **triple** occupancy.
\$ 282/ Person based on **double** occupancy.
\$ 350/ Person based on **single** occupancy



CORTLAND ENLARGED CITY SCHOOL DISTRICT
1 Valley View Drive
Cortland, New York 13045

Kimberly Vile
Director of Business Services
kvile@cortlandschools.org

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

To: Michael Hoose, Superintendent of Schools
From: Kimberly Vile, Director of Business Services *KAV*
Date: Oct 7, 2016
Re: Claims Audit Report

The claims auditor report is attached for the period of July-Sept 2016. The recommendation is to share this report with the BOE on a quarterly basis. The BOE President is copied into the monthly reports that are sent to me to compile this report.

Please note that during this time period there were 1624 transactions with 34 findings. This is equivalent to an error rate of 2% . Action taken at time of finding is noted on spreadsheet. We are tracking findings when any error is noted in all parts of the purchasing process. This will be discussed with the audit committee in October in regards to action that will be taken. If you have any questions please let me know.

cc: BOE

Cortland Central Schools		Checks	Transactions	Check Numbers	Findings	Recommendations
Date	Activity Warrant Number					
7/6/2016	A-1	36	112	151394 thru 151429	18 Purchases made prior to PO being issued	All Checks were released
	F-1	3	3	707596 thru 707598	No Discrepancies Noted	
	F-47	8	8	707583 thru 707590	No Discrepancies Noted	
	A-80	15	23	151349 thru 151363	1 Purchase made prior to PO being issued	Check was released
	CM-29	1	1	151364	No Discrepancies Noted	
	F-48	1	2	707591	No Discrepancies Noted	
	F-50	4	5	707592 thru 707595	No Discrepancies Noted	
	H-25	2	2	605860 thru 605861	No Discrepancies Noted	
	A-83	28	39	151365 thru 151392	No Discrepancies Noted	
	TA-69	14	14	918424 thru 918437	No Discrepancies Noted	
7/20/2016	A-2	85	165	151430 thru 151514	National Elevator - Payment included late fee	Check was deleted
					Sweeney's - Invoices contained sales tax	Check was deleted
					1 Purchase made prior to PO being issued	Check was released
	CM-1	2	7	151515 thru 151516	No Discrepancies Noted	
	C-1	2	2	809685 thru 809686	No Discrepancies Noted	
	TA-2	8	8	918440 thru 918447	No Discrepancies Noted	
	H-1	4	4	605862 thru 605865	No Discrepancies Noted	
	F-2	13	27	707599 thru 707611	No Discrepancies Noted	
	A-4	78	172		Shoutpoint Inc - Conf PO Inv date 7/1/16, PO date 7/18/16. Req: D Fox	Check was released
	H-2	2	6	151517 thru 151594	No Discrepancies Noted	
8/3/2016	TA-4	14	18	605866 and 605867	No Discrepancies Noted	
	F-3	13	31	918450 thru 918463	No Discrepancies Noted	
	CM-2	1	1	707612 thru 707626	No Discrepancies Noted	
	TE-1	1	1	151595	No Discrepancies Noted	
	A-6	116	302	151596	No Discrepancies Noted	Check was released
					Amsterdam Printing - Conf PO Inv date 6/21/16 PO date 7/1/16 Req: D Vallese	
				151597 thru 151712		

							Ronald Leonard - PO not issued. Confirming Order	Check was released
							Super Duper Pub - Conf PO Inv date 6/15/16. PO date 7/1/16. Req: K Chambers	Check was released
							The Rapro - Conf PO Inv date 6/21/16 PO date 7/1/16. Req: K Chambers	Check was released
9/7/2016	A-9	99	240			151713 thru 151811	Premier Printing - Purchase Order not issued	Check was released
							Betty Shuff - Reimbursement claim calculated incorrectly	Check was deleted
							Syracuse Scenery - Conf PO Inv date 7/13/16, PO date 7/28/16. Req: S McSweeney	Check was released
	CM-3	1	2			151812	No Discrepancies Noted	
	TA-8	9	13			918472 thru 918480	No Discrepancies Noted	
	H-4	4	5			605871 thru 605874	Grainger - Purchase Order not issued	Check was released
							McMaster Carr - Purchase Order not issued	Check was released
	F-6	10	15			707641 thru 707650	No Discrepancies Noted	
	C-4	1	1			809688	No Discrepancies Noted	
	C-3	8	39			809689 thru 809696	No Discrepancies Noted	
9/21/2016	A-12	98	218			151813 thru 151910	Hogan Sarzynski - Invoice calculated incorrectly	Check was deleted
	F-7	6	6			707651 thru 707656	No Discrepancies Noted	
	CM-4	1	1			151970	No Discrepancies Noted	
	H-5	3	3			605875 thru 605877	No Discrepancies Noted	
	F-8	8	10			707657 thru 707664	No Discrepancies Noted	
	C-5	12	26			151911 thru 151969	No Discrepancies Noted	
	A-13	59	89			151911 thru 151969	S&W Services - Purchase Order not issued	Check was released
	TA-10	3	3			918500 thru 918502	No Discrepancies Noted	

7a

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2016-17

Schedule Number: 11.81
 Board Meeting Date: October 11, 2016
 Color: White

A. Approval of Personnel Resignations and Leaves

ADMINISTRATORS/INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON
Wright, Marquis	Special Education	09/01/2016	10/28/2016	Resignation.

CO-CURRICULAR PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REMARKS
Latham, Nicole	Girls On The Run Coach	06/28/2016	10/05/2016	Resignation.

NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON

SCHEDULE OF APPOINTMENTS

Non-Instructional Personnel

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

Schedule Number: 1193
 Board Meeting Date: October 11, 2016
 Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Kostiv, Mikhail	Bus Driver	District	10/03/2016	Probationary	Mikhail will fill the Bus Driver position due to resignation retroactive to 10/03/2016.	\$15.89
Darling, Gayland	Bus Driver	District	10/17/2016	Probationary	Gayland will fill the Bus Driver position due to resignation.	\$16.09

SCHEDULE OF APPOINTMENTS

7.6

Non-Instructional Substitute Personnel

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

Schedule Number: 1194
Board Meeting Date: October 11, 2016
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
Blake	Sheri	Cleaner	\$9.70	Pending fingerprint clearance
Norton	Rachael	Food Service Helper	\$9.70	Retroactive to 10/11/2016

SCHEDULE OF APPOINTMENTS

ADMINISTRATORS AND INSTRUCTIONAL STAFF

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

Schedule Number: 2439

Board Meeting Date: October 11, 2016

Color: White

NAME	POSITION/ LOCATION	TYPE OF APPT	DATE EFFECTIVE	PROB ENDS	TENURE AREA	CERT/DEGREE	REMARKS	SALARY
van der Veur. Shirley	ESL/JSHS	Probationary	09/15/2016	09/14/2020	English as a Second Language	English To Speakers of Other Languages/ Professional	Shirley will move from .6 FTE to 1.0 FTE retroactive to 09/01/2016.	Step D1 \$42,411 Grad Hrs 165 \$6,600 Master's \$400 Doctorate \$1,000 TOTAL \$50,411.00

*Revisions in italics

SCHEDULE OF APPOINTMENTS**ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2016-17**Schedule Number: **2440**Board Meeting Date: **October 11, 2016**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
Schisler, Eric	Substitute Teacher	A	\$101.00	
Kushner, Lisa	Substitute Teacher	A	\$101.00	
Bahantka, Scott	Teaching Assistant		\$93.00	Retroactive to 10/05/2016
O'Neill, Adam	Tutor		\$37.50	Retroactive to 07/01/2016

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

7d

SCHEDULE OF APPOINTMENTS

TENURE APPOINTMENTS – ADMINISTRATORS AND INSTRUCTIONAL STAFF

Schedule Number: 2438

Board Meeting Date: October 11, 2016

Color: Purple

NAME	TITLE/SCHOOL	TENURE EFFECTIVE DATE	TENURE AREA	DEGREE	GRADUATE HOURS	CERTIFICATION STATUS/AREA	SALARY
Zarcone, John	Principal 11-12/JSHS	11/12/2016	Administration 7-12	MS	93	School Building Leader/Initial	\$750