

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, January 31, 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, January 31, 2017 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

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

Also Present: Mr. Michael Hoose, Superintendent; Dr. Jeff Craig, Assistant Superintendent for Curriculum & Instruction; Ms. Kimberly Vile, Director of Business Service; and School and Community Members

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 - None

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 scheduled for February 9, 2017 at 4:30 p.m.

2.) BOE Facilities Committee – Report on the January 18, 2017 meeting

Ms. Van Donsel reported on the Facilities Committee meeting that took place on January 18, 2017. The committee met with the representatives from King & King Architects, Watchdog, and IBC. The committee discussed work that needs to be done in the Auditorium of the high school as a priority. They also discussed the wireless network.

3.) BOE Audit Committee – Next meeting to be determined

4.) BOE Financial Committee – Report on the January 31, 2017 meeting

Ms. Davis-Howard reported on the Financial Committee meeting. Ms. Vile went over the budget presentation. They discussed IT and fiscal stress.

5.) BOE Communication Committee – Report on the January 31, 2017 meeting

Ms. Davis-Howard reported on the Communication Committee meeting. The committee discussed a new look to our website.

3. PRESENTATIONS:

a. New Course Proposals – Teachers; Mr. Chuck Petit, Ms. Pam West, and Ms. Melissa Norman along with help from Dr. Jeff Craig and Ms. Melissa Quinlan, presented three new course proposals.

b. BoardDocs – Ms. Laura Vatour presented BoardDocs to the Board.

c. Budget Presentation – Ms. Kim Vile gave a budget presentation.

4. CONSENT ITEMS:

a. Minutes of January 17, 2017 Regular Meeting

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

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.

5. **OLD BUSINESS:** There is no old business

6. **NEW BUSINESS:**

- a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – December 2016

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated December 2016 as presented.

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

- b. Approval of Claims Quarterly Report for October, November, & December 2016
RESOLVED, upon the recommendation of the Superintendent to approve the Claims Quarterly Report for October, November, & December 2016 as presented.

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

- c. Approval of New Course Proposal: Computer Essentials
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Computer Essentials, as presented.

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

- d. Approval of New Course Proposal: Career Essentials
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Career Essentials, as presented.

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

- e. Approval of New Course Proposal: Foundations of Sports Management
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Foundations of Sports Management, as presented.

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

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

7. **PERSONNEL ACTION:**

- a. Approval of Personnel Resignations and Leaves
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Resignations and Leaves as presented on Resignations and Leaves Schedule 11.86.

Moved by Ms. Gregory, seconded by Ms. Murphy. 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 1203 and 1204.

Moved by Ms. Griffin, seconded by Ms. Van Donsel. 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 2450.

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

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

8. LEADERSHIP REPORTS:

- a. Director of Business Services
 - 1.) Face sheet of financials
 - 2.) Need our revenues coming in to exceed our true expenses
- b. Assistant Superintendent for Pupil and Personnel Services – The Assistant Superintendent for Pupil and Personnel Services was unable to attend this meeting.
 - ~~1.) Focus School Designation updates~~
- c. Assistant Superintendent for Curriculum and Instruction
 - 1.) Thank you for approving the new courses and supporting the departments and teachers that presented.
- d. Director of Special Education - The Director of Special Education was unable to attend this meeting.
- e. Superintendent
 - 1.) Legislative Forum at OCM BOCES at 9:00 on February 11, 2017
 - 2.) BOCES snapshot of Cortland Enlarged City School District
 - 3.) 7 Valley New Tech High – Open house on April 28, 2017 for students. We are hoping to send seven more students entering 9th grade.

9. BOARD MEMBER ACTIVITIES

Basketball games

How can we get more information out to families regarding T.I.E.S.

10. NEXT MEETING AGENDA REVIEW

Assign new Board member.

11. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:29 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 – 6, No – 0. Motion Carried.

The Executive Session adjourned at 8:59 p.m..

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

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

12. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the regular meeting at 8:59 p.m.

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

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