

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

A Regular Meeting of the Board of Education was held on Tuesday, March 21, 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; 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: 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.

There was a moment of silence honoring the memory of Barbara Elliott. Ms. Elliott worked at Virgil school for 32 years.

2. COMMUNICATIONS and RECOGNITION:

a. Kudos Korner

1.) Abe Brafman, Matt Dearie, Nicole Humpf, Tim Wagoner, and John Zarcone – Extraordinary Response to a Student Medical Emergency –

a. The Board recognized Abe Brafman, Matt Dearie, Nicole Humpf, Tim Wagoner and John Zarcone for their extraordinary response to a student medical emergency. Each one of them acted quickly, professionally, and as a team to support this student.

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 – Report on March 1, 2017 meeting – The policy manual was sent to the schools lawyer to go through.

2.) BOE Facilities Committee – Report on March 9, 2017 meeting – The facilities committee discussed security cameras and where they are needed..

3. PRESENTATIONS:

a. Presentation of Diploma

1.) Under the Operations Recognition program, Vietnam Veteran, Gary Cornelius was presented with a high school diploma.

b. Budget Presentation

1.) Ms. Vile gave a 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

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

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

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

5. OLD BUSINESS: None

6. NEW BUSINESS:

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

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

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

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

b. 2016-2017 Tax Collection Report

RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 2016-17 Tax Collection Report as presented.

Moved by Ms. Gregory, seconded by Mr. Lemon. Discussion: City reimburses school for unpaid taxes.

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

- c. Faculty/Student Calendar for 2017-18

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby approves the 2017-18 Faculty/Student Calendar as presented.

Moved by Ms. Gregory, seconded by Mr. Lemon. Discussion: September 5 and 6 are staff days to train for SchoolTool.

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

- d. Approval of 2017-18 Universal Pre-Kindergarten Contracts

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Universal Pre-Kindergarten Contracts as presented.

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

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

- e. Approval of Bus Bond Resolution

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby approves the Bus Bond Resolution, as presented.

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

Ms. Melissa Davis-Howard voted – Yes

Ms. Christine Gregory voted – Yes

Ms. Janet Griffin voted – Yes

Mr. David Lemon voted – Yes

Ms. Judith Murphy voted – Yes

Ms. Alane Van Donsel voted - Yes

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

- 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 as presented.

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby approves the 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 Proposition, Capital Reserve Proposition and Library Proposition as presented.

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

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

- g. Creation of Pupil and Personnel Information Coordinator position

RESOLVED, upon the recommendation of the Superintendent, to approve the creation of the position of “Pupil and Personnel Information Coordinator” as presented.

Moved by Ms. Griffin, seconded by Mr. Lemon. Discussion: Combining two positions

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

- h. Approval of Property Tax roll Corrections

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Property tax roll corrections per the Property tax roll corrections memo dated March 17, 2017 as presented.

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

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

- i. Approval of Revised 2016-17 Calendar

RESOLVED, upon the recommendation of the Superintendent, to approve the Revised 2016-17 School Calendar as presented.

Moved by Ms. Murphy, 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 revised Resignations and Leaves Schedule 11.89.

Moved by Ms. Griffin, seconded by Mr. Lemon. Discussion: Retirements 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 1206 and 1207.

Moved by Mr. Lemon, 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 Schedules of Appointment 2453 and 2454.

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

8. LEADERSHIP REPORTS:

- a. Director of Business Services

- 1.) Internal IT Audit postponed to spring
- 2.) Looking at another 100K project. SEQRA resolution coming for redoing bathrooms.

- b. Assistant Superintendent for Pupil and Personnel Services

- 1.) Recruitment season is here. At this time we have 14 vacancies. Recruitment starts next Wednesday in Albany.

- c. Assistant Superintendent for Curriculum and Instruction

- 1.) Professional Development Day Overview – Survey open to staff

- d. Superintendent

- 1.) Transportation Sharing – possibly sharing transportation with other Cortland County school districts.
- 2.) Is the critical question for the Buildings Utilization Study, “Now and in the future, is there a better way to arrange the grades and school buildings to maintain and perhaps enhance the education of Cortland City School District students while ensuring fiscal responsibility to the taxpayer? If so, how should the grades and schools be organized?” the question the Board would like used? Board agreed with that being the critical question.

9. BOARD MEMBER ACTIVITIES

Basket ball games

10. NEXT MEETING AGENDA REVIEW

11. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, I would like to call for an Executive Session at 7:44 PM. to discuss contract negotiations.

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

The Executive Session adjourned at 8:40 PM.

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

12. APPOINTMENT OF MEDICAL INSPECTOR

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointment of a medical inspector.

Moved by Ms. Gregory, seconded by Mr. Lemon. 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 regular meeting at 8:45 p.m.

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

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