

Organizational Meeting (Monday, July 2, 2018)

Generated by Alicia Zupancic on Tuesday, July 3, 2018

Members present

Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

David Lemon came at 6:55 PM

Meeting called to order at 6:33 PM

1. Opening of Meeting

Procedural: A. Call to Order

Procedural: B. Pledge of Allegiance

Janet Griffin called the meeting to order and the Pledge of Allegiance was recited.

Procedural: C. Moment of Silence

Janet Griffin asked for a moment of silence in memory of retired employee, Donald R. Eaton.

2. Repair Reserve Utilization Public Hearing

Procedural: A. Repair Reserve Utilization Public Hearing

Kim Vile went over how the Repair Reserve is to be utilized.

3. New Business

Procedural: A. Administration of Oath of Office to Newly Elected Board Member - Ms. Alane Van Donsel

This item was tabled to July 24, 2018.

Procedural: B. Administration of Oath to Newly Elected Board Member - Ms. Christine Gregory

The Oath of Office was administered to Christine Gregory.

Procedural: C. Administration of Oath to Newly Elected Board Member - Mr. Eugene Waldbauer

This item was tabled to July 24, 2018.

Procedural: D. Administration of Oath of Office to Superintendent of Schools - Mr. Michael Hoose

The Oath of Office was administered to Michael Hoose

Action: E. Nominations for President of the Board of Education

Christine Gregory nominated and Judith Murphy seconded Janet Griffin for President of the Board of Education. There were no other nominations.

Procedural: F. Administration of Oath of Office to School Board President

The Oath of Office was administered to Janet Griffin as School Board President.

Action: G. Nominations for Vice President of the Board of Education

Janet Griffin nominated and Christine Gregory seconded Judith Murphy for Vice President of the Board of Education. There were no other nominations.

Procedural: H. Administration of Oath of Office to School Board Vice President

The Oath of Office was administered to Judith Murphy as School Board Vice President.

Action: I. Appointment of Officers

Resolution upon the recommendation of the Superintendent to appoint the officers as presented for the 2018-2019 school year.

Motion by Peter Rogoff, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Action: J. Other Appointments

Resolution upon the recommendation of the Superintendent of Schools, to approve the other appointments as presented

Motion by Peter Rogoff, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: K. Official Depository for Funds

Resolution: WHEREAS, it is provided that the Board of Education of Cortland Enlarged City School District shall designate by written resolution the banks or trust companies in which the collectors and treasurer shall deposit the monies coming into their hands by virtue of their office, NOW, THEREFORE, BE IT RESOLVED, that the J.P. Morgan Chase, NBT Bank, Key Bank and Tompkins Trust be and they are hereby designated as depositories in which the tax collector, treasurer, and extracurricular and School Store treasurer shall deposit all monies coming into their hands by virtue of their offices.

Motion by David Lemon, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: L. Official Newspaper

Resolution to appoint the Cortland Standard as the official newspaper for the District.

Motion by Judith Murphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: M. Authorizations

Resolution, upon the recommendation of the Superintendent of Schools, to approve the authorizations as presented

Motion by Judith Murphy, second by David Lemon.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: N. Bonding of Personnel

Resolution to approve Faithful Performance Blanket Bonding for the list as stated below:

- 1. District Clerk**
- 2. District Treasurer**
- 3. Deputy Treasurer**
- 4. Senior Account Clerk**
- 5. District Central Treasurer for Extra-Curricular Activity Funds**
- 6. Superintendent**
- 7. Business Administrator**

Motion by David Lemon, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: O. Re-adoption of all policies and bylaws in effect at the end of the previous year

Resolution to re-adopt all policies and bylaws in effect at the end of the previous year

Motion by Peter Rogoff, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: P. Mileage Reimbursement Rate

Resolution to adopt the published IRS Mileage Rate

Motion by Judith Murphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: Q. Certification of Teacher and Principal Lead Evaluators for School Year 2018-2019

Resolution: the Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as principal evaluators, administrators must be trained in the nine elements of APPR required by NYSED.

By virtue of the fact of having participated in the Principal Evaluator Training provided by the OCM BOCES Network Team, which included the required components, the following people are considered as Certified Principal Evaluators for the 2018-2019 School Year: Michael Hoose, Superintendent of Schools, Judi Riley, Assistant Superintendent for Pupil and Personnel Services, Jeffrey Craig, Assistant Superintendent for Curriculum & Instruction, Doug Pasquerella, Elementary Principal, Josh Bacigalupi, Elementary Principal, Cliff Kostuk, Elementary Principal, Angela Wanish, Elementary Principal, Lisa Kaup, Elementary Principal, Joseph Mack, High School Principal, Abe Brafman, High School Principal, John Zarcone, High School Principal, Kevin Cafararo, Junior High Principal, Timothy Wagner, Director of Athletics and PE, Kathy Reynolds, Supervisor of Special Education 6-12, Katie Swanson, Supervisor of Special Education PK-6

Motion by David Lemon, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: R. Service Agreement by and between Cayuga Medical Center at Ithaca and Cortland City School District

Resolution, upon the recommendation of the Superintendent, to approve the attached agreement with Cayuga Medical Center of Ithaca for Athletic Training as presented.

Motion by David Lemon, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

4. Communications

Information: A. Audience Participation

There were no requests to address the Board.

Reports: B. BOE Facilities Committee Report

Kim Vile gave an update on the Facilities committee.

Discussion: C. Discussion on Special Education Administrative Structure

This item was moved to executive session.

5. Consent Items

Action (Consent), Minutes: A. Approval of June 19, 2018 Regular BOE Meeting Minutes

Resolution: Resolution to approve the minutes as attached

Resolution to approve Consent Items as presented.

Motion by Christine Gregory, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action (Consent), Minutes: B. Approval of June 29, 2018 Special BOE Meeting Minutes

Resolution to approve Consent Items as presented.

Motion by Christine Gregory, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action (Consent): C. CSE/CPSE (Committee on Pre-School Special Education)

Recommendations 2017-2018 & 2018-2019

Resolution: Resolution to approve Consent Items as presented.

Resolution to approve Consent Items as presented.

Motion by Christine Gregory, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action (Consent): D. Resolution upon the recommendation of the Superintendent to approve Consent Items as presented.

Motion by Christine Gregory, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

6. Old Business

There was no old business.

7. Other New Business

Action: A. Affordable Care Act Compliance Resolution

Resolution upon the recommendation of the Superintendent to approve the Affordable Care Act Compliance Resolution as presented.

Motion by Judith Murphy, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action: B. 18-19 Non-resident Tuition Rates

Resolution upon the recommendation of the Superintendent that the Board approve the 2018-19 non-resident tuition rates as presented.

Motion by Christine Gregory, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: C. Repair Reserve

Resolution that the Board of Education of the Cortland Enlarged City School District approves the utilization of the Repair Reserve fund for various projects as presented with a total value up to \$102,105 .

Motion by Judith Murphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action: D. Tax Collection Period

Resolution upon the recommendation of the Superintendent to authorize the collection of property taxes in accordance with the guidelines as noted.

Motion by Peter Rogoff, second by Janet Griffin.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: E. Rental/Ancillary Agreement with OCM BOCES September 1, 2018 - June 30, 2019

Resolution upon the recommendation of the Superintendent of Schools, to approve the Rental/Ancillary Agreement with OCM BOCES for the use of a classroom and a classroom for ancillary services at the Cortland Jr/Sr High School for Special Education from September 1, 2018 through June 30, 2019.

Motion by David Lemon, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: F. Donations

Resolution upon the recommendation of the Superintendent that the Board of Education accept the donations as presented.

Motion by Judith Murphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: G. Guiding principles

Resolution upon the recommendation of the Superintendent to accept the guiding principles for utilization of reserves, assigned fund balance, unassigned fund balance and encumbrances as noted in the attached document.

Motion by Janet Griffin, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: H. Tax Warrant

Resolution upon the recommendation of the Superintendent to adopt the 2018-19 tax warrant as presented.

Motion by Judith Murphy, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: I. First Reading of Conflict of Interest

Resolution upon the recommendation of the Superintendent to accept the first reading of Policy #6110 - Conflict of Interest.

Motion by Judith Murphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: J. Health and Welfare

Resolution to authorize the Board of Education President, Superintendent of Schools and Clerk of the Board to sign and execute the agreements.

Motion by Judith Murphy, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: K. 2017-18 Internal audit corrective action

Recommended by the audit committee to accept the corrective action plan for the 2017-18 internal audit as presented.

Motion by Judith Murphy, second by Peter Rogoff.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action: L. OCM BOCES Certification of Initial Contract (AS-7)

Resolution upon the recommendation of the Superintendent, to approve the OCM BOCES Services Contract for the 2018-19 school year as presented.

Motion by Peter Rogoff, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Judith Murphy, Peter Rogoff

Abstain: David Lemon

Action: M. Occasional and Volunteer Drivers

Resolution upon the recommendation of the Superintendent, to approve the Occasional and Volunteer Drivers as presented.

Motion by Peter Rogoff, second by David Lemon.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: N. Surplus Items

Resolution upon the recommendation of the Superintendent to surplus an IBM Typewriter Model 3 and a Jacobsen Slit Seeder Model #548 as presented.

Motion by Peter Rogoff, second by David Lemon.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

8. Personnel Action

Action: A. Rate Schedule for 2018-2019

Resolution to approve the 2018-2019 rate schedule as presented.

Motion by David Lemon, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: B. Approval of Personnel Resignations and Leaves

Resolution to approve Personnel Resignations and Leaves as presented on Schedule 12.19

Motion by David Lemon, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Action: C. Approval of Non-Instructional Personnel Appointments

Resolution to approve Non-Instructional Personnel Appointments as presented on Schedules 1252 and 1253

Motion by Peter Rogoff, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

**Action: D. Approval of Administrative and Instructional Personnel Appointments
Resolution to approve Administrative and Instructional Personnel Appointments as
presented on Schedules 2523, 2524, 2525 and 2526**

Motion by Janet Griffin, second by Judith Murphy.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

9. Leadership Reports

Discussion: A. Business Administrator

**Discussion: B. Assistant Superintendent for Pupil and Personnel - Youth Survey Results -
Barry Principal**

*Judi handed out the Youth Survey results for the Board of Education to read and ask questions.
She will present the results at the July 24, 2018 Board meeting.*

*Judi also updated the Board of Education on where in the process the hiring of a principal for
Barry School is.*

Discussion: C. Assistant Superintendent of Curriculum & Instruction

Discussion: D. Superintendent

*Mike discussed that leadership would be working on transitioning from five to three elementary
schools for the 2019-2020 school year.*

10. Executive Session

Action: A. Convene into Executive Session

Motion to convene into Executive Session

Motion by Christine Gregory, second by David Lemon.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Time: 8:28 PM

Action: B. Reconvene in Open Session

Motion by Judith Muirphy, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Time: 9:25 PM

11. Closing of Meeting

Action: A. Adjournment

Motion to Adjourn

Motion by Christine Gregory, second by David Lemon.

Final Resolution: Motion Carried

Aye: Christine Gregory, David Lemon, Janet Griffin, Judith Murphy, Peter Rogoff

Time: 9:26 PM