

## **Regular Meeting (Tuesday, June 25, 2019)**

*Generated by Alicia Zupancic on Thursday, June 27, 2019*

### **Members present**

Christine Gregory, David Lemon, Judith Murphy, Donald Chu

### **Meeting called to order at 6:30 PM**

#### **1. Opening of Meeting**

**Procedural: A. Call Meeting to Order**

**Procedural: B. Pledge of Allegiance**

*Judith Murphy called the meeting to order and the Pledge of Allegiance was recited.*

*Judith Murphy requested a moment of silence for Eric Prior.*

#### **2. Recognition - Kudos Korner**

*There were no items under Recognition.*

#### **3. Communications**

**Information: A. Audience Participation**

*There were no requests to address the Board.*

#### **Reports: B. BOE Facilities Committee Report**

*The minutes from the June 7, 2019 Facilities Committee meeting were attached to this agenda.*

#### **4. Presentations**

**Information: A. Mathematics Program Review Committee Report & Recommendations**

*Jeff Craig, Lisa Riley, Jean Ann Sclafani, Karen Matteson, Lisa Kaup and Abbey Albright shared the mathematics program review committee report and recommendations with the Board.*

#### **5. Consent Items**

**Action (Consent), Minutes: A. Approval of Minutes**

**Resolution: Resolution to approve the consent agenda.**

**Action (Consent): B. CSE-CPSE (Committee on Special Education and Committee on Pre-School Special Education) Recommendations 2018-2019 & 2019-2020**

**Resolution: Resolution to approve Consent Items as presented.**

**Action (Consent): C. Approval of Consent Agenda**  
**Resolution: Resolution to approve consent agenda items**

*Motion by Christine Gregory, second by David Lemon.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**6. Old Business**

*There were no items under Old Business.*

**7. New Business**

**Action: A. Second Reading of 6000 Series Policies**

**Resolution upon the recommendation of the policy committee to accept the second reading of the 6000 series policies as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: B. Transportation Request for a Non-Public School**  
**Resolution upon the recommendation of the Superintendent to approve the transportation request for a non-public school as presented.**

*Motion by Donald Chu, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: C. Reasonable Assurance of Continued Employment**  
**Resolution that the Board of Education hereby authorizes the Superintendent of Schools to issue reasonable assurance letters to any individual employed by the District in the 2018-19 school year who is reasonably expected to return to work for the District in the 2019-20 school year.**

*Motion by David Lemon, second by Judith Murphy.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: D. Food Service Agreements**  
**Resolution upon the recommendation of the Superintendent of Schools to approve the food service agreements as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: E. Employee Benefit Accrued Liability Reserve**

**Resolution upon the recommendation of the Superintendent:**

**WHEREAS, Cortland Enlarged City School District maintains an Employee Benefit Accrued Liability Reserve and reserves were allocated to be utilized during the 2018-19 school year, it is recommended by the Superintendent of Schools that the Employee Benefit Accrued Liability Reserve be reduced by up to \$387,928.**

**NOW THEREFORE, on motion of Christine Gregory, seconded by David Lemon it is**

**RESOLVED, that the Board of Education hereby authorizes a reduction up to \$387,928 in the Employee Benefit Accrued Liability Reserve and said monies be allocated to the 2018-19 fund balance to pay for the 2018-19 employer contribution for the above noted tax deferred annuity contribution.**

*Motion by Christine Gregory, second by David Lemon.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: F. Worker's Compensation Reserve**

**Resolution upon the recommendation of the Superintendent:**

**WHEREAS, Cortland Enlarged City School District maintains a Workers' Compensation Reserve and reserves were allocated to be utilized during the 2018-19 school year, it is recommended by the Superintendent of Schools that the Workers' Compensation Reserve be reduced by up to \$230,004.**

**NOW THEREFORE, on motion of David Lemon, seconded by Christine Gregory it is**

**RESOLVED, that the Board of Education hereby authorizes a reduction up to \$230,004 in the Workers' Compensation Reserve and said monies be allocated to the 2018-19 fund balance to pay for the 2018-19 Workers' Compensation expense.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: G. Employee Retirement Contribution Reserve**  
**Resolution upon the recommendation of the Superintendent:**  
**WHEREAS, Cortland Enlarged City School District maintains an Employer Retirement Contribution Reserve and reserves were allocated to be utilized during the 2018-19 school year, it is recommended by the Superintendent of Schools that the Employer Retirement Contribution Reserve be reduced by up to \$607,703.**

**NOW THEREFORE, on motion of David Lemon, seconded by Christine Gregory it is**

**RESOLVED, that the Board of Education hereby authorizes a reduction up to \$607,703 in the Employer Retirement Contribution Reserve and said monies be allocated to the 2018-19 fund balance to pay for the 2018-19 New York State Employee Retirement expense.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: H. Unemployment Reserve**  
**Resolution upon the recommendation of the Superintendent:**  
**WHEREAS, Cortland Enlarged City School District maintains an Unemployment Reserve and reserves were allocated to be utilized during the 2018-19 school year, it is recommended by the Superintendent of Schools that the Unemployment Reserve be reduced by up to \$16,000**

**NOW THEREFORE, on motion of Judith Murphy, seconded by Christine Gregory it is**

**RESOLVED, that the Board of Education hereby authorizes a reduction up to \$16,000 in the Unemployment Reserve and said monies be allocated to the 2018-19 fund balance to pay for the 2018-19 unemployment expense.**

*Motion by Judith Murphy, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: I. May 2019 Treasurer's report**  
**Resolution upon the recommendation of the Superintendent that the Board of Education approve the May 2019 Treasurer's report as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: J. Request for Appraisal of Parker Elementary School and Virgil Elementary School**

**Resolution upon the recommendation of the Superintendent of Schools to approve GAR Associates LLC to appraise 89 Madison Street, City of Cortland and 1288 Church Street, Town of Virgil as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**8. Personnel Action**

**Action: A. Approval of Personnel Resignations and Leaves**

**Resolution to approve Personnel Resignations and Leaves as presented on Revised Schedule 12.39**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: B. Approval of Non-Instructional Personnel Appointments**

**Resolution to approve Non-Instructional Personnel Appointments as presented on Schedules 1286 and 1287**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: C. Approval of Administrative and Instructional Personnel Appointments**

**Resolution to approve Administrative and Instructional Personnel Appointments as presented on Revised Schedules 2592 and 2593 and Schedule 2594**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: D. Proposed Substitute Support Staff Rates**

**Resolution upon the recommendation of the Superintendent to approve the proposed substitute support staff rates as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Action: E. Substitute Rates for 2019-2020**

**Resolution upon the recommendation of the Superintendent to approve the proposed 2019-2020 substitute rates as presented.**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**9. Leadership Reports**

**Reports: A. Business Administrator**

*Ms. Vile gave a brief report on the elementary moves. Buildings and Grounds are getting set up to move all crates and boxes. They are working hard.*

**Reports: B. Director of Special Education**

**Reports: C. Assistant Superintendent for Pupil and Personnel**

*Ms. Riley talked about the last day of school being full of celebrations. She is grateful to all teachers for their hard work. She thanked and said goodbye to Eileen Fitzgerald-Spiehs and welcomed Jaime Francey-Henry as C.U.T. President. She also informed the Board that graduation is in the gymnasium at SUNY Cortland this year.*

**Reports: D. Assistant Superintendent of Curriculum and Instruction**

*Dr. Craig thanked the Board for their attention to the math presentation.*

**Reports: E. Superintendent**

*Mr. Hoose told Eileen Fitzgerald-Spiehs that working with her has been a pleasure. He thanked staff and cabinet for going above and beyond for the transitions.*

**10. Executive Session**

**Action: A. Convene into Executive Session**

**Action: B. Reconvene in Open Session**

*An Executive Session was not needed.*

**11. Closing of Meeting**  
**Action: A. Adjournment**  
**Motion to Adjourn**

*Motion by David Lemon, second by Christine Gregory.*

*Final Resolution: Motion Carried*

*Aye: Christine Gregory, David Lemon, Judith Murphy, Donald Chu*

**Time: 7:37 PM**