

Regular Meeting (Tuesday, August 22, 2023)

Generated by Alicia Zupancic on Thursday, August 24, 2023

Members present

Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon and Jack Phelan

Meeting called to order at 6:30 PM

1. Opening of Meeting

Procedural: 1.1 Call to Order

Procedural: 1.2 Pledge of Allegiance

Christine Gregory called the meeting to order and the Pledge of Allegiance was recited.

Procedural: 1.3 Moment of Silence

Christine Gregory asked for a moment of silence in memory of Liberia "Libby" Granato. Ms. Granato retired as a teacher at Randall Elementary School.

Procedural: 1.4 Recite Board Norms

Christine Gregory recited the Board Norms.

Brett Barnes agreed to recite the Board Norms at the next regular meeting on September 26.

2. Presentations

Reports: 2.1 Tax Rates

Kris Williamson gave a presentation focused on the 2023-2024 tax rates.

There was discussion around membership to NYS Association of Small City School Districts. Bob and Kris will put together a proposal for the September 26 meeting.

3. Communications

Procedural: 3.1 Audience Participation

There were no requests to address the Board.

4. Consent Agenda

Action (Consent): 4.1 Approval of Minutes

Resolution: BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the minutes of the regular Board Meeting on July 5, 2023 as presented.

Action (Consent): 4.2 Approval of CSE/CPSE Recommendations

Resolution: BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the approval of CSE/CPSE recommendations as presented.

Action: ~~4.3 Approval of Financial Reports~~

~~**BE IT RESOLVED**, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the consent agenda as presented.~~

Item 4.3 Approval of Financial Reports was removed from the consent agenda and voted on separately.

Action: ~~4.4 Approval of Personnel Action~~

~~**BE IT RESOLVED**, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the consent agenda as presented.~~

Item 4.4 Approval of Personnel Action was removed from the consent agenda and voted on separately.

Action (Consent): 4.5 Consent Vote

Resolution: BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the consent agenda as presented.

Motion by Brett Barnes, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Action: 4.3 Approval of Financial Reports

BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the consent agenda as presented.

Motion by Donald Chu, second by Brett Barnes.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

The budget status report provided in the financial reports will be in addition to the treasurer's report not in place of it.

The Board had asked for the names of the club officers, their mission statement and goals, how the ARPA money was dispersed in total, the status of the Virgil Sale and the amended class advisors letter with the 7th bullet saying they could put money away for future reunions.

Kris Williamson will report on the clubs and give an ARPA update.

The Virgil Sale is in the hands of the attorneys. There is no closing date at this time.

The actual class advisor letter will be provided by Kris. The change requested is not bulleted but in a paragraph clarifying how the money can be expended.

Action: 4.4 Approval of Personnel Action

BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accept the consent agenda as presented.

Motion by Donald Chu, second by Lauren M Mossotti-Kline.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Why is the certification section of the personnel packet left blank for some substitutes? The reply was that there is a shortage of certified individuals. It was agreed that going forward there will be information in the notes section of the personnel packet when there is not a certification.

Sometimes an employee resigns a stipend position but is still an employee of the district.

Substituting retired teachers receive a higher stipend.

Mr. Edwards congratulated and welcomed the new staff aboard.

5. Old Business

Action: 5.1 Official Depository for Funds Revised

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, Tompkins Trust and NYCLASS be and they are hereby designated as depositories in which the tax collector, treasurer, and extracurricular and school store treasurers shall deposit all monies coming into their hands by virtue of their offices.

Motion by Janet Griffin, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Is there an idea how much money will be deposited in NYCLASS? This is something that will be figured out in the next few months.

6. New Business

Action: 6.1 Field Placement Agreement: Commonwealth University of Pennsylvania

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education approves the Field Placement Agreement for Commonwealth University of Pennsylvania as presented.

Motion by Donald Chu, second by Lauren M Mossotti-Kline.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Action: 6.2 Surplus Items

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education approves the surplus of items as presented.

Motion by Brett Barnes, second by Janet Griffin.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Action: 6.3 Consolidation of Extracurricular Clubs

Whereas the Board has previously approved the extracurricular clubs Team 1, Team 2, Team 3, and Team 4; and

Whereas the District has restructured activities related to these clubs,

Now, therefore, it is hereby resolved as follows:

That the Board authorizes the consolidation of Team 1 and Team 2 into the new club titled "JH Grade 7," and the consolidation of Team 3 and Team 4 into the new club titled "JH Grade 8;" and

That the Board authorizes the corresponding fund transfers to the new clubs JH Grade 7 and JH Grade 8.

Motion by Lauren M Mossotti-Kline, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

The junior high teams 1, 2, 3, and 4 have been revisioned to grades 7 and 8. The master schedule for this transition is all set.

Action: 6.4 Acceptance of 2023-2024 Capital Outlay Project Bid Award from Daniel J. Lynch, Inc.

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accepts the 2023-2024 Capital Outlay Bid Award from Daniel J. Lynch, Inc., Endwell, NY as presented.

Motion by Janet Griffin, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Donald Chu, Joseph McMahon

Abstain: Lauren M Mossotti-Kline

This is for the replacement of fire doors. This bid is for \$75,000 but the plan is to add a change order for an additional door.

Action: 6.5 Tax Collection Period

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education authorizes the collection of taxes in accordance with the guidelines as presented.

Motion by Brett Barnes, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

The tax collection period was changed a few years back from August to September. The tax rates are set in August.

Action: 6.6 Rental / Ancillary Agreement with OCM BOCES September 1, 2023 - June 30, 2024

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education approves the Rental/Ancillary Agreement with OCM BOCES for September 1, 2023 through June 30, 2024 as presented.

Motion by Donald Chu, second by Janet Griffin.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

This is for BOCES special education classes.

Action: 6.7 2023-2024 Tax Rates

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education approves the **2023-2024 Tax Rates** as presented.

Motion by Lauren M Mossotti-Kline, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Action: 6.8 Approval of the District Wide Safety Plan for 2023-2024

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education approves the **District Wide Safety Plan for 2023-2024** as presented.

Motion by Janet Griffin, second by Donald Chu.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

There was discussion about a grammatical error and the duties of the SRO duties being inserted in the plan the same way the duties of other personnel are in the plan. The question, if the Code of Conduct is approved for this plan, can you revise the Code of Conduct, was asked. The answer is yes.

Action: 6.9 Approval of Resolution Authorizing Litigation Against Social Media Companies

BE IT RESOLVED, that the Cortland Enlarged City School District Board of Education approves the resolution authorizing litigation against social media companies as presented.

Motion by Brett Barnes, second by Janet Griffin.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Brett Barnes, Lauren M Mossotti-Kline, Joseph McMahon

No: Lori Megivern

Abstain: Donald Chu

There was discussion regarding how the awards would be distributed. This will be a national massive class action suit. Our legal team has given us no indication that there will be any cost to the district.

7. Leadership Reports

Reports: 7.1 Board Committee Reports

There was a comment about finding ways to increase enrollment.

Reports: 7.2 Cabinet

Jordan Ashley

- *Jordan gave summer updates on academic curriculum, social emotional learning, teacher team practices, mentoring and induction, staffing, APPR for 2023-2024 and the Code of Conduct.*

Katie Swanson

- *Katie introduced Kristen Ailport to the Board of Education. Kristen is doing her administration internship with us this year.*
- *New teacher orientation was amazing this year.*

Kris Williamson

- *The furniture for the commons will be in before school starts.*
- *The capital project is on track.*
- *The building conditions survey is underway.*
- *Transportation routing is complete.*
- *The business office is full staffed.*

Bob Edwards

- *Christine Gregory, Donald Chu, Brett Barnes, Jordon Lilley and I will be walking the Jr. Sr. High School and driving around to each elementary building on Friday, August 25th at 10:15 a.m.*
- *I was interviewed by Joe Salzone. That interview will be on the radio soon.*
- *There is renewed energy around teaching.*
- *Thank you to Jordon Lilley for touring new staff around the district.*
- *The new teacher orientation on Monday was a great introduction. Thank you to Jordan Ashley and the instructional coaches.*

Reports: 7.3 Board of Education

Brett Barnes

- *Thank you to everyone that arranged the building walkthroughs. The amount of construction is a lot. Congratulations to all who arranged the construction.*

Christine Gregory

- *Christine shared the OCM BOCES Strategic Plan 2022-2025 with the whole Board. She said that if there is anything Board members want to know about BOCES to let her know.*
- *Parker task force is up and running. There are ten members plus the mayor.*
- *The Consent Agenda should be renamed to Consent Calendar.*
- *Asked board members to read the pages in the NYSSBA On Board that Lori Megivern mentioned.*

Janet Griffin

- *Janet had a wonderful morning at new teacher orientation. It was wonderful and all were engaged. Thank you to all who set this up.*

Lori Megivern

- *Action items should be added to the board meeting minutes.*
- *Has Core 101 been revamped? This item will be a topic for the high school presentation.*

Donald Chu

- *King & King is heading the building conditions survey.*
- *Why is the late bus going to run on Tuesdays and Thursdays and not Mondays, Wednesdays and Fridays? Those are the days buses are available.*
- *Donald would like to reinstate an Ad Hoc Board Manual Committee. This will be a discussion item at the next meeting.*

8. Other Communication

Discussion: 8.1 Audience Participation

There were no requests to address the Board.

9. Executive Session

Action: 9.1 Convene Into Executive Session

In accordance with Public Officers Law Section 96, Subdivision 1, I would like to call for an Executive Session to discuss the medical, financial, or employment history of a district employee.

Motion by Janet Griffin, second by Brett Barnes.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Time: 8:35 PM

Action: 9.2 Reconvene In Open Session

Motion by Lauren Mossotti-Kline, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Time: 8:56 PM

10. Closing of Meeting

Action: 10.1 Adjourn

Motion by Brett Barnes, second by Christine Gregory.

Final Resolution: Motion Carried

Yes: Christine Gregory, Janet Griffin, Lori Megivern, Brett Barnes, Lauren M Mossotti-Kline, Donald Chu, Joseph McMahon

Time: 8:57 PM

Action Items

- 1. Kris Williamson to provide club officers goals and accomplishments to the board**
- 2. Kris Williamson to provide an ARPA update**
- 3. Kris Williamson to share his letter to class advisors with the board**
- 4. Lori Megivern to provide details of new DASA legislation related to employees breaking up student fights**
- 5. All board members to read the BOCES strategic plan**
- 6. All board members to check the Opportunities to Attend document and fill in where you will attend**
- 7. Bob Edwards and Kris Williamson to develop a proposal for joining Small City Schools**
- 8. Bob Edwards will share a few potential goal areas for him, for feedback from the board**
- 9. Jordan Ashley will add certification information to the instructional personnel packets**
- 10. Kris Williamson to review the District Safety Plan**
- 11. Christine Gregory asked that the Consent Agenda be renamed the Consent Calendar**
- 12. Donald Chu asked to discuss reinstating the Board Manual Ad Hoc Committee**
- 13. All board members to read pages 5 and 9 of the On Board publication**