

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, May 13, 2014 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, May 13, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli, Ms. Melissa Davis-Howard, Ms. Janet Griffin, Ms. Judith Murphy, Mr. John Natoli, Mr. Daniel Sidebottom and Ms. Alane Van Donsel

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kristie Bliss, Director of Curriculum and Instruction; Mr. Brian Freeman, Director Business Services; School and Community Representatives; and Ms. Margaret Baccaro, Clerk

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE:** Ms. Davis-Howard called the meeting to order at 7:05 p.m., and the Pledge of Allegiance was recited.

Ms. Davis-Howard called for a moment of silence to recognize the passing of retiree Mrs. Martha Lang, who served as an elementary teacher at both Pomeroy and Smith School.

2. **COMMUNICATIONS and RECOGNITION:**

- a. Kudos Korner

- 1.) Varsity Volleyball Team – 2013-14 Winter Season Top Section III Scholar Athlete Team

At the end of each sport season the NYS Public High School Athletic Association compiles team averages, and honors those teams that excel in the classroom. The Cortland High School Girls Volleyball team received the 2013-14 Section III Winter Season Scholar-Athlete Volleyball Team award with a 95.92 team average. For this outstanding achievement, Coach Ms. Cheri Olson and team members Clare Bardsley, Alisandra Bustamante, Lily Carlton, Shelina Carrion, Samantha Daniels, Liza Ferro, Jacklyn Hoch, Kayla Holl, Emma Lang, Lyudmila Levitskaya, Danielle Lynch, Caitlyn Ruggiero, and Chelsea Vallilee were presented the Boards Certificate of Extraordinary Achievement.

- 2.) Cortland County Youth Leadership (CCYL) Program Participants

The Cortland County Youth Leadership program is comprised of a select five or six students from each school district across Cortland County. The program offers lifelong lessons on volunteering, helping others, different career choices, and working together as a team. The Board thanked the CCYL Advisory Board: Machell Phelps, Matt Marcey, Mary Kate Boland, Chris Place, and Michele Whalen for the work they do with this group to promote and encourage service to our community. The Board was pleased to recognize CCYL Advisor Mr. Paul Drexler and the following students for their participation in the program: Sage Brown, Jacklyn Hoch, Glenn Kenyon, Hannah Sidebottom, Monica Van Donsel, and Molly Herting.

- b. Audience Participation – There were no requests to address the Board on items related to the Agenda.

- c. Board Member Reports:

- 1.) BOE Audit Committee – May 12, 2014 Meeting **Canceled**

- 2.) BOE Policy Committee May 13, 2014 Meeting - Mr. Natoli reported that the committee continues to make steady progress on Section 1000 By-Laws and Section 3000 Community Relations. *Section 1000 By-Laws* and new *Policy 7222 Diploma and/or Credential Options for students with Disabilities* will come before the Board for a first reading on May 27.

- 3.) BOE Facilities Committee May 1 and May 7, 2014 Meetings - Mr. Hoose reported that Tetra Tech Architects & Engineers presented a proposed timeline for Phase 3 of the Capital Project. He explained that the timeline is aggressive due to the time needed for SED Facilities Planning review and approval. The committee discussed doing the project in two separate packages. One would be for anything requiring quick approval (sidewalks, etc.) and the other for anything that would require a longer review time (mechanical, electrical, plumbing, etc.).

- 4.) Distribute Board Self Appraisal – Each member received a Board Self Appraisal form to complete and return to Ms. Baccaro by Tuesday, May 27.

- 5.) Reminders:

- a.) May 12, 2014 – Meet the Candidates **Canceled**

- b.) May 20, 2014 Budget Vote / Election – Members were reminded that the canvass of votes begins at 9:00 p.m. at the Kaufman Center
- c.) CNY SBA Annual Meeting Welch Allyn Lodge, Skaneateles May 29, 2014, 6:00 p.m. - Members received a flyer on this annual event. Members wishing to attend were asked to RSVP to Ms. Baccaro.

3. PRESENTATIONS:

- a. Operation Recognition Diploma – Mr. Frederick W. Underwood U.S. Army Vietnam Veteran
Mr. Frederick W. Underwood, U.S. Army Vietnam veteran, was awarded his High School diploma under the Operation Recognition Program. Mr. Hoose explained the Operation Recognition Program, and expressed that the District was thankful for the service Mr. Underwood provided to his country, community and school by serving with the U.S. Army in Vietnam. Mr. Underwood was unable to attend the meeting, and therefore his diploma will be mailed.
- b. Third Quarter Academic Report

Ms. Bliss provided a detailed 3rd Quarter Academic Report presenting quarterly comparison charts for ELA, math, social studies and science and health. The charts reflected the percent of students passing, passing with mastery, or failing in each core subject. In addition charts reflecting attendance trends were presented as attending school regularly is a key benchmark in determining academic success.

Ms. Bliss began with elementary report card and attendance data. The charts for elementary students reflected the percent of students passing, passing with mastery, or percent not yet proficient in broad academic terms. She explained that students in grade K-6 are expected to reach grade level standards by the end of the year. Ms. Bliss shared that the elementary grade level leaders are guiding monthly collaboration with module instruction, and that this data will be used to target students that are at-risk.

Next, Ms. Bliss provided academic reports for grades 7 and 8 that indicated the percentage of students that reached mastery in core subject areas (85% or higher). Data from the 3rd quarter of the last five years was included for reference. Charts reflecting a five-year history of the percent of students failing one, two and three or more courses were presented as were charts reflecting a quarterly comparison of the percent of students on the Merit List and Honor Roll. Charts reflecting a five-year history of the percent of students failing one, two and three or more courses were presented

Lastly, Ms. Bliss provided data from grades 9-12 core academic courses, and overall passing levels on courses by grade level. Also included were charts reflecting a five-year history of the percent of students failing one, two and three or more courses, and a five-year high school drop-out comparison. In addition, charts reflecting a quarterly comparison of the percent of student on the Merit List and Honor Roll were shared. At the Jr.-Sr. High School level, guidance, parents, students and teachers are working together to develop academic action plans for those students identified as at-risk.

4. CONSENT ITEMS:

- a. Minutes of April 8, 2014 Regular Meeting *Corrected*
- b. Minutes of April 21, 2014 Regular Meeting
- c. Minutes of May 6, 2014 Public Budget Hearing
- d. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education)

Recommendations

607000726, 607001015, 607001356, 610384684, 607000813, 610289445, 610316629, 607001110, 610308397, 610307218, 610333273, 610278003, 610284957, 607000633, 607000019, 607001145, 610362612, 610373987, 610350606, 607001370, 610295811, 607000145, 610310071, 607000922, 610282883, 610253544, 607001372, 610394618, 607001285, 607001017, 607000399, 607001036, 610368225, 610286470, 610294413, 610345996, 607001355, 607000458, 607000458, 607000008, 607000629, 610382248, 610384958, 610310806, 610382604, 610264307, 610241757, 610326113

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

Moved by Ms. Griffin, seconded by Ms. Murphy.

Final Vote: Yes – 7, 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 and Extra Classroom Activity Fund Quarterly Report – March 2014
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated March, 2014 as presented.
Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 1 (Colongeli). Motion Carried.
 - b. Approval of the Section III Combined Cortland-Homer Varsity Boys Ice Hockey Team for 2014-15
RESOLVED, upon the recommendation of the Superintendent, to approve the continuation of the Section III Combined Cortland-Homer Varsity Ice Hockey team for 2014-15 Winter Season as presented.
Moved by Mr. Natoli, seconded by Ms. Murphy. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
 - c. Approval of the Combined Cortland-Homer Varsity Boys Ice Hockey Agreement for 2014-15
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Combined Cortland-Homer Varsity Boys Ice Hockey Agreement for the 2014-15 School Year as presented.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
 - d. Approval of Field Placement LeMoyne College School of Nursing
RESOLVED, upon the recommendation of the Superintendent, to approve the Field Placement Agreement between Cortland Enlarged City School District and LeMoyne College School of Nursing, for a 5-year period beginning September 1, 2014 and ending August 31, 2019, as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
 - e. Declaration of Surplus Grounds Equipment
RESOLVED, upon the recommendation of the Superintendent of Schools, to declare Surplus Grounds Equipment per the Surplus Grounds memo dated May 8, 2014, as presented.
Moved by Mr. Sidebottom, seconded by Mr. Natoli. Under discussion Mr. Colongeli asked if the items were in working condition. Mr. Hoose responded that the items were a combination of obsolete, damaged and are no longer in service.
Final Vote: Yes – 7, 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 11.29.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
 - b. Approval of Non-Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent, to approve the appointments for Non-Instructional Personnel as presented on Schedule of Appointment 1112.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, 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 Instructional Personnel as presented on Schedule of Appointment 2287.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: Mr. Colongeli asked if any of the appointments were tenured position. Mr. Hoose responded no, they were all substitutes
Final Vote: Yes – 7, No – 0. Motion Carried.

8. **LEADERSHIP REPORTS:**

- a. Director of Business Operations
 - 1.) Disposal of Surplus Items – Mr. Freeman reported that the district will attempt to sell any of the surplus items of value through an online service provider or hold them for a district garage sale at a date to be determined. Items not sold will be scrapped or recycled.

- 2.) Municipal Innovation Exchange Summit - Mr. Freeman reported on a recent conference he attended. The summit, sponsored by NYSSBA, was an opportunity to engage with school district, county, city, village and town leaders from across the state to explore shared services, share success stories, and learn how to create more efficiencies for our taxpaying communities. It also offered a glimpse of the economic conditions that will likely cause school districts and other local governments to implement shared services.
 - b. Assistant Superintendent for Pupil and Personnel Services – Mrs. Riley reported that we have officially begun the first round of interviews for vacancies that are posted. To date we have eleven vacancies through retirements and resignations and five anticipated new positions pending budget approval.
 - c. Director of Curriculum and Instruction – Ms. Bliss had no additional items to report.
 - d. Superintendent
 - 1.) Discussion of Changes to *District Mission Statement* – Mr. Hoose shared that he would like to propose slight changes to the *District Mission Statement*. He will provide them to members via e-mail.
9. **AUDIENCE PARTICIPATION:** There were no requests to address the Board.
10. **NEXT MEETING AGENDA REVIEW**
- 1st Reading Erie I BOCES Policy Revisions to Section 1000
 - 1st Reading Policy 7222 Diploma and/or Credential Options for students with Disabilities
11. **EXECUTIVE SESSION**
In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:00 p.m. to discuss the medical, financial, credit, or employment history of a particular person.
Moved by Ms. Griffin, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
The Executive Session adjourned at 9:05 p.m.
Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 7, 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 9:06 p.m.
Moved by Ms. Murphy, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk