

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, January 13, 2015 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, January 13, 2015 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

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

Excused: Ms. Judith Murphy

Absent: Mr. Donald Colongeli

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kristie Bliss, Director Curriculum and Instruction; Ms. Margaret Boice, Interim Director Business Services; Mr. Robert Martin, Director of Facilities; School and Community Members; and Ms. Margaret Baccaro, Clerk

6:30 p.m. Budget Workshop

7:00 p.m. Board of Education Regular Meeting

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE** Ms. Davis-Howard called the meeting to order at 7:00 p.m., and the Pledge of Allegiance was recited.
2. **COMMUNICATIONS and RECOGNITION:**
 - a.) Kudos Korner:
 - 1) Student Art Exhibitors at the NYSSBA Convention – The artwork of six Cortland students was selected by our art teachers to be exhibited at the NYSSBA Convention in NYC in October. The students were recognized as demonstrating care and pride in their creations, showing top craftsmanship and ability. The following students were presented with Certificates of Extraordinary Achievement: Benjamin Copenbarger, Kylie Davie, Amanda Kruman, Nicolette Starmer, Marissa Scalza and Emma Holl.
 - 2) Alliance for Quality Education Student Art Competition Winner – Alliance for Quality Education put out a call for talented student artists to design a piece of artwork that illustrated: *A Quality Education is...* Miss Julia Spaziani, 7th grade, was awarded 1st Place for her poster entry *Knowledge is Power*, and received a \$100 gift card. Her work was displayed at the annual AQE conference and featured on the Alliance for Quality Education website. Julia, was presented with the Board's Certificate of Extraordinary Achievement.
 - 3) Michael Winchell Author of *Family, Friends, Enemies and Frenemies* and *School Dazed* Mr. Winchell, English teacher at the Jr.-Sr. High School, was recognized for his recent work with Penguin Books to create an anthology series aimed at showing young readers how real life inspires fiction. His work as a teacher of young readers and his knowledge of the Common Core are a part of the expertise that Penguin Books recognized as beneficial for the project. Mr. Winchell shared a draft of his book cover along with background about his writing. He was presented the Board's Certificate of Extraordinary Achievement.
 - b.) Audience Participation – There were no requests to address items related to the Agenda
 - c.) Board Member Reports
 - 1) BOE Policy Committee – The January 12, 2015 committee meeting was cancelled. The next meeting is scheduled for January 21, 2015, 4:15 p.m.
 - 2) BOE Facilities Committee Report – Mr. Hoose reported that the committee had met on January 8, and discussed the status of the current Capital Project (Phase 2) which is close to completion. He noted that the Phase 3 Project has received architectural and project manager approval and the district is awaiting the engineering review. NYSED has indicated that our project review may be picked by the end of the month.
3. **PRESENTATIONS:**
 - a.) Smith School Presentation on ELA and Art Project
Ms. Angela Wanish, Smith School Principal, introduced the student presentation noting that it highlighted a fourth grade interdisciplinary ELA/art project. She explained that the project provided an example of how teachers are adapting and personalizing modules and units of study as well as integrating other content areas into them. Ms. Wanish introduced fourth grade teachers Ms. Maria Kohne and Ms. Jennifer

Cowan and art teacher Ms. Kristy Tartaglia, and fourth graders Gaven Jean-Baptiste, Alexa Canfield, and Brianna Strack. The students read stories they had written for this project, and displayed their artwork explaining the visual connection to their stories.

4. CONSENT ITEMS:

- a. Minutes of December 16, 2014 Special Meeting and Canvassing of Votes for Capital Project Referendum
- b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education)

Recommendations

610365715, 607001750, 610306924, 610316812, 610307161, 607001734, 607001601, 607000463, 610383132, 607001110, 607001600, 607001696, 610356999, 610342280, 610278003, 610328939, 610330702, 610379697, 610346142, 610328958, 607001754, 610278325, 607000630, 607000446, 607001527, 607001362, 610361650, 610261568, 607001497, 607001521, 607001662, 610330980, 610381714, 610363271, 607001474, 607001058, 610293747, 607001755, 610264307

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

Moved by Mr. Natoli, seconded by Mr. Sidebottom.

Final Vote: Yes – 5, No – 0. Motion Carried.

5. OLD BUSINESS: None

6. NEW BUSINESS:

- a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Appropriations, Warrant, and Claims Monthly Report–November 2014

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated November 2014 as presented.

Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: none

Final Vote: Yes – 5, No – 0. Motion Carried.

- b. Final Approval Extended Field Trip – JSHS Trip to France and Spain, March 31 – April 10, 2015
RESOLVED, upon the recommendation of the Superintendent, to approve the Extended Field Trip request for March 31 – April 10, 2015 to France and Spain as presented.

Moved by Mr. Sidebottom, seconded by Ms. Van Donsel. Under discussion Ms. Bliss shared that she contacted had Prometours regarding the well being of our group should there be a terrorist attack, as occurred last week in Paris, while our group is abroad. Prometours reassured her that should a threat arise there are steps in place to ensure the safety of the students.

Final Vote: Yes – 5, No – 0. Motion Carried.

- c. Declaration of Surplus Textbooks

RESOLVED, upon the recommendation of the Superintendent of Schools, to declare surplus outdated textbooks and instructional materials per the Surplus Items memo dated January 2, 2015, as presented.

Moved by Ms. Van Donsel, seconded by Ms. Griffin. Discussion: none

Final Vote: Yes – 5, No – 0. Motion Carried.

- d. Declaration of Surplus Vehicle

RESOLVED, upon the recommendation of the Superintendent of Schools, to declare two vehicle as surplus per the Surplus Vehicle memo dated January 7, 2015, as presented.

Moved by Mr. Sidebottom, seconded by Mr. Natoli. Discussion: none

Final Vote: Yes – 5, No – 0. Motion Carried.

- e. Approval of Bid Award to Replace a Condensate Tank at Parker Elementary School and Authorize Payment be Made from the Repair Reserve Fund

RESOLVED, that the Board of Education of the Cortland Enlarged City School District accepts the bid dated December 22, 2014 of Siracusa Mechanical Inc., of Auburn, New York to perform the work necessary to replace a Condensate Tank at Parker Elementary School for a sum not to exceed \$33,671.00 and authorize payment be made from the Repair Reserve Fund.

Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: none

Final Vote: Yes – 5, No – 0. Motion Carried.

- f. Acceptance of Donation of Books from National Geographic

RESOLVED, upon the recommendation of the Superintendent of Schools to accept a donation of books in the amount of \$362.70 from National Geographic as presented.

Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: none

Final Vote: Yes – 5, 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 11.44.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: none
Final Vote: Yes – 5, 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 Schedules of Appointment 1135 and 1136.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: none
Final Vote: Yes – 5, No – 0. Motion Carried.
- c. Approval of 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 2329.
Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none
Final Vote: Yes – 5, No – 0. Motion Carried.
- d. Approval of Creation of Three (3) Bus Driver Positions and One (1) School Monitor Position
RESOLVED, upon the recommendation of the Superintendent of Schools, to create three (3) bus driver positions and one (1) school monitor position per memo dated January 8, 2015 as presented.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: none
Final Vote: Yes – 5, No – 0. Motion Carried.
- e. Contract Extension Agreement for Superintendent of Schools July 1, 2016 – June 30, 2019
A motion was made and seconded to lay the question on the table until after Executive Session.
- f. Contract Extension Agreement for Assistant Superintendent for Pupil and Personnel Services July 1, 2016 – June 30, 2019
A motion was made and seconded to lay the question on the table until after Executive Session.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations
- b. Assistant Superintendent for Pupil and Personnel Service
- c. Director of Curriculum and Instruction
 - 1) *Teaching is the Core* Assessment Project – Ms. Bliss explained that we are participating in this grant initiative awarded to OCM BOCES and funded through Race to the Top. The funding supports improving the quality of and streamlining our use of assessments, and improving understanding and use of student assessment information.
 - 2) DTSDE (Diagnostic Tool for School and District Evaluation) Survey – Ms. Bliss shared that staff, parents and students are being asked to participate in a survey as part of our Focus School review process. K12 *Insight*, an approved survey vendor for the NYSED, is conducting the survey. All survey responses are confidential and anonymous to district staff. Results will be delivered collectively only, with no individual data or identifying information in any report. Information from the surveys will provide a view of the perceptions of students, parents and staff pertaining to the school's strategies, practices, goals and accomplishments.
- d. Superintendent
 - 1) Update on *Draft* Report on Special Education Review Conducted by Futures Education LLC – Mr. Hoose shared that the Special Education Review report was being finalized and announced that Dr. Michael Neiman and Mr. John McGuire will report their finding to the Board at the February 10 Board meeting. Dr. Neiman and Mr. McGuire offered to be available, on February 11, to answer question from staff.
 - 2) *Let's Pin Cancer* – The CHS wrestling team is competing in the Hannibal Wrestling Tournament, January 17, 9:30 a.m. at Hannibal Middle School. Cortland wrestlers are participating in a fundraiser for this event to raise money to benefit Upstate Golisano Children's Hospital.
 - 3) Upstate Cancer Center and *Coaches vs. Cancer* – Mr. Hoose shared that the boys basketball team will host a *Coaches vs. Cancer* game vs. Marcellus on January 23. The team proposed that the game tickets read *free admission*, and donations be accepted at the door with 100% of the proceeds donated to the American Cancer Society. Members agreed to the proposal.

9. **BOARD MEMBER ACTIVITIES** – Members reported on the various activities they had attended at their partner schools and throughout the community.
10. **AUDIENCE PARTICIPATION:** There were no requests to address the Board.
11. **NEXT MEETING AGENDA REVIEW:** There were no additions to the next Agenda.
12. **EXECUTIVE SESSION**
In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 7:53 p.m. to discuss proposed, pending or current litigation and the medical, financial, credit or employment history of a particular person. Action will be taken following Executive Session.
Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 5, No – 0. Motion Carried.
The Executive Session adjourned at 9:17 p.m..
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 5, No – 0. Motion Carried.
13. **RECALL TO ORDER**
Ms. Davis-Howard recalled the regular meeting to order at 9:17 p.m. to take action on Personnel items tabled earlier in the meeting.
Personnel - Continued
 - e. Contract Extension Agreement for Superintendent of Schools July 1, 2016 – June 30, 2019
RESOLVED, to approve the employment agreement for the Superintendent of Schools for the period of July 1, 2016 – June 30, 2019, as presented.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 5, No – 0. Motion Carried.
 - f. Contract Extension Agreement for Assistant Superintendent for Pupil and Personnel Services July 1, 2016 – June 30, 2019
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Employment Agreement for the Assistant Superintendent for Pupil and Personnel Services for the period of July 1, 2016 – June 30, 2019, as presented.
Moved by Mr. Natoli, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 5, No – 0. Motion Carried.
14. **ADJOURNMENT**
As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 9:20 p.m.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 5, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk