

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Wednesday, February 25, 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 Wednesday, February 25, 2015 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, and Mr. Daniel Sidebottom

Excused: Ms. Alane Van Donsel

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; *Cortland Standard* Representative, School and Community Members; and Ms. Margaret Baccaro, Clerk

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) The Post Standard Spelling Bee –Samantha and Tess Engst-Mansilla
The District had six local finalists participate in the 2015 Post-Standard/WCNY written spelling contest on January 24. Of the six finalists, Tess and Samantha Engst-Mansilla qualified to join thirty-five of the top scorers (from districts throughout Central New York) to participate in the February 7 Oral Spelling Bee. The oral spelldown took place at the WCNY Studios in Syracuse and was televised. Tess competed to the 6th round, and Samantha went on to compete in the final round, achieving 2nd place. Both received the Board's Certificate of Extraordinary Achievement.
 - 2) Cortland County Annual 7th and 8th Grade Spelling Bee Finalists – Samantha Brafman and Tess Engst-Mansilla
Students from throughout Cortland County were invited to participate in the annual 7th and 8th Grade Spelling Bee co-sponsored by the Cortland Youth Bureau and First Niagara Bank. The writing phase of the contest was held on January 28, with the top sixteen contestants moving on to the semi-finals on February 11, and the top eight from the semi-finals moving on to the Final Round. Two of the eight semi-finalists are from Cortland Jr. High School. Samantha Brafman and Tess Engst-Mansilla competed in the Final Round today. Samantha and Tess were presented with the Board's Certificate of Extraordinary Achievement.
 - b. Audience Participation – on items related to the Agenda
Ms. Eileen Fitzgerald-Spiehs, CUT President, provided members with two flyers: (1) A Conversation with Diane Ravitch *What's Right with Public Education*, March 4, 2015, Vestal High School, and (2) Community Forum to Save Public Education, March 6, Homer School District. She called upon parents, educators, and all who care about public education to attend.
 - c. Board Member Reports
 - 1) BOE Audit Committee – February 23, 2015: Ms. Davis-Howard reported the committee met with Chip Clark, of D'Archangelo & Co., the district's new internal auditor. Mr. Clark discussed the company's methodology for running internal audits, and provided a booklet that discussed the terms, procedures and how they come to their conclusions. The committee requested that the focus this year be: (1) risk assessment of IT, and (2) risk assessment and procedure audit of the purchasing / accounts payable department.
 - 2) BOE Policy Committee – Next meeting February 25, 2015: Mr. Natoli reported that the committee met this evening and continues, with the assistance of Mrs. Riley, to review policy Series 7000 pertaining to students.
 - 3) BOE Facilities Committee – Report on February 12, 2015 Meeting: Mr. Hoose reported on the status of the initial EXCEL Project which is coming to a close, and the progress towards completion on phase 2. He noted that we are still awaiting the engineering review on the new project—architectural and project manager approvals have been received.

- 4) School Board Member Petitions Due April 29, 2015 – Three Board member terms expire June 30, 2015: Alane Van Donsel, Don Colongeli and Melissa Davis-Howard. A notice of the three open seats has been posted to the District webpage under *Latest News*, and a notice will be sent to the *Cortland Standard*. Anyone interested in running must file a petition, requiring 100 signatures of qualified voters, by April 29, 2015. Petition packets are now available from the clerk.
- 5) Discussion – April 2015 Board meeting dates: The BOCES Administrative Budget and Board of Education vote is scheduled for Monday, April 20. In order to place our vote Ms. Davis-Howard proposed two options: (1) reschedule the Monday, April 27 meeting to Monday, April 20, or (2) schedule a separate meeting for April 20. Members reached consensus to reschedule the April 27 meeting to April 20.

3. PRESENTATIONS:

- a.) CPEF (Cortland Public Education Foundation) Spring Awards – Mr. Piyush Dave and Ms. Betsy Cheetham, CPEF Board of Directors, were present to award \$4000 in grants as follows:

- 1) *Library Program-Kindle Fire HD 7* – Ms. Catalina Charles
- 2) *Enhancing Visual Demonstration via Digital Document Camera* – Ms. Juli Quinn
- 3) *Incorporating Technology in School-Based Psychological Services* – Ms. Cara Smith and Ms. Melissa Arthur
- 4) *Rock Guitar* – Ms. Jen Rafferty

Ms. Rafferty thanked CPEF for the work their organization has done to help teachers. CJSHS senior Jack Gerhard thanked the Board for awarding a grant to purchase guitars for the music department. He shared how the addition of guitars to the music room has created interest among students not previously involved in the music program. Jack entertained the Board with a very impressive guitar solo. Board members expressed their thanks and appreciation to CPEF for continuing to offer grants to support innovative classroom and curriculum projects.

4. CONSENT ITEMS:

- a. Minutes of February 10, 2015 Regular Meeting
- b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations

610340630, 607000406, 610336557, 610316631, 610307218, 610356999, 607001569, 610333950, 610286429, 607001737, 610354497, 610362615, 610366226, 610308412, 607001757, 610308396, 610350092, 610380592, 610350601, 607001497, 610317989, 610355575, 610364527, 607000433, 607001510, 607000146, 607001331, 607001592, 610346296, 607000260, 610325550

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 – 6, No – 0. Motion Carried.

5. OLD BUSINESS: None

6. NEW BUSINESS:

- a. OCM BOCES Board Member Nomination

RESOLVED, that the Cortland Enlarged City School District nominates William Pedrick for the OCM BOCES Board of Education Term of Office from July 1, 2015 to June 30, 2018.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

- b. Final Approval of New Course Proposal: Information and Inquiry

RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Information and Inquiry, as presented.

Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: Mr. Colongeli asked if additional staff would need to be hired as a result of the new course offerings. Mr. Hoose responded that current staff would be teaching these courses.

Final Vote: Yes – 6, No – 0. Motion Carried.

- c. Final Approval of New Course Proposal: Mathematical Financial Management
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Mathematical Financial Management, as presented.
Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Final Approval of New Course Proposal: Mechanical Systems
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: Mechanical Systems, as presented.
Moved by Mr. Natoli, seconded by Ms. Murphy. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- e. Final Approval of New Course Proposal: New Media 2
RESOLVED, upon the recommendation of the Superintendent, to approve the new course: New Media 2, as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- f. Resolution of Support Maisto et al. v State of New York
RESOLVED, upon the recommendation of the Superintendent of Schools, to adopt the resolution in support of Maisto et al. v State of New York State as presented.
Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, 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 11.46.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: Ms. Nancy Thompson's resignation for the purpose of retirement was accepted with deep regret.
Final Vote: Yes – 6, 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 1140.
Moved by Mr. Colongeli, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, 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 Schedules of Appointment 2334, 2335 and 2236.
Moved by Mr. Colongeli, seconded by Ms. Griffin. Discussion: Ms. Murphy asked for clarity on whether a coach needs to resign before another is appointed. Mr. Hoose explained that coaching appointments are co-curricular appointments. Resignations are required only if the resignation occurs within the school year of the appointment.
Final Vote: Yes – 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Services – Ms. Boice reported that the Business Office is very busy with budget prep and taxes.
- b. Assistant Superintendent for Pupil and Personnel Service
 - 1) Update on Director of Business Services – Ms. Riley reported that the posting has closed with twenty-five individuals having applied. Eight of the applicants will be invited to participate in initial interviews in early March with final interviews scheduled for March 23. Ms. Davis-Howard will serve, as the Board's representative, on the interview committee.
- c. Director of Curriculum and Instruction - none
- d. Superintendent

- 1) Letter from Michael and Jill Pace – Mr. Hoose read a letter from Mr. and Mrs. Pace expressing appreciation for the opportunities the district has provided their daughter in the area of music and theatre.
- 2) SED Administrative Review – Mr. Hoose shared that the district had undergone an Administrative Review Feb. 2-3, 2015. He explained that the review is a comprehensive evaluation of schools participating in the National School Lunch and Breakfast programs. He was pleased to report that there were no findings as a result of the review, and expressed his appreciation to Mr. Francis Zaryski who does an excellent job overseeing the program.
- 3) Drive Education – The District has offered driver education during the summer, at no cost to the students, as a credit bearing course. Mr. Hoose reminded members that offering this course is an annual decision made by the Board during the budget process. Members expressed that they wish to continue this practice.

9. BOARD MEMBER ACTIVITIES

Mr. Sidebottom expressed his appreciation for rescheduling the Board meeting to allow Board members and administrators to attend the Boys BB sectionals. He complimented both the team and spectators for their respectful behavior.

Ms. Murphy complimented Barry School on the awesome Founder's Day dinner. She also commented on the Ski Club opportunity offered to our students, and expressed appreciation for the commitment of the chaperones and instructors.

10. AUDIENCE PARTICIPATION: There were no requests to address the Board.

11. NEXT MEETING AGENDA REVIEW: There were no additional agenda items.

12. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 7:58 p.m. to discuss the medical, financial, credit or employment history of a particular person. Action will be taken following Executive Session.

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None

Final Vote: Yes – 6, No – 0. Motion Carried.

The Executive Session adjourned at 9:16 p.m..

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None

Final Vote: Yes – 6, No – 0. Motion Carried.

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 9:17 p.m.

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None

Final Vote: Yes – 6, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk