

Regular Meeting (Tuesday, October 13, 2020)

Generated by Alicia Zupancic on Friday, October 16, 2020

Members present

Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline, and Alex Shaffer

Meeting called to order at 6:31 PM

1. Opening of Meeting Procedural: A. Call Meeting to Order

Procedural: B. Pledge of Allegiance

Christopher Kuretich called the meeting to order and the Pledge of Allegiance was recited.

Procedural: C. Moment of Silence

A moment of silence was called in memory of Jeanne Abdallah Fragnoli. Ms. Fragnoli retired as a sixth grade teacher at Parker School in 1989.

A moment of silence was called in memory of V. Ann Wright. Ms. Wright served 34 years on the OCM BOCES Board of Education. She served as president the last 26 years.

2. New Business

Procedural: A. Administration of Oath of Office to Newly Appointed Board Member, Lauren Mossotti-Kline

The Oath of Office was administered to newly appointed Board of Education member, Mrs. Lauren Mossotti-Kline.

Nominations for President of the Board of Education

Eugene Waldbauer nominated Christopher Kuretich for President of the Board of Education. There were no other nominations.

Aye: Donald Chu, Christine Gregory, Janet Griffin, Lori Megivern, Lauren Mossotti-Kline, Eugene Waldbauer

The Oath of Office was administered to Christopher Kuretich as Board of Education President.

Nominations for Vice President of the Board of Education

Lori Megivern nominated Christine Gregory for Vice President of the Board of Education. There were no other nominations.

Aye: Donald Chu, Janet Griffin, Christopher Kuretich, Lori Megivern, Lauren Mossotti-Kline, Eugene Waldbauer

The Oath of Office was administered to Christine Gregory as Board of Education Vice President.

Discussion: B. BOE Committees Discussion

The Board discussed filling the open seat on the audit committee and the open seat on the transportation committee. It was decided that Christine Gregory would give up her seat on the communications committee and take the open seat on the transportation committee. Lauren Mossotti-Kline took a seat on the communications committee and Lori Megivern took the open seat on the audit committee.

3. Recognition

Recognition: A. Recognition

Donald Chu recognized Jaime Francey-Henry as a Tiger Paw recipient for her tireless efforts to prepare for the opening of school this fall, for reaching agreements with the administration on multiple pandemic-related changes to working conditions as the teachers union president and for being a model of collegial behavior in the face of stress.

4. Communications

Procedural: A. Audience Participation

There were no requests to address the Board.

Discussion: B. Board Goal Setting Discussion

- *Christopher Kuretich has prepared the board goals in a document. He will send the document to the board members for editing.*
- *If all members are comfortable with the goals, they will bring them to the next board meeting for approval.*

Discussion: C. Virgil School Discussion

- *Kim Vile gave an update on the sale of Virgil School. She has been discussing this with John Kaminski, the Town of Virgil supervisor.*
- *Eugene Waldbauer asked for an update once a month.*
- *Christine Gregory asked if there should be a task force.*
- *Lori Megivern commented that we should be cautiously reserved with selling Virgil right now as we have 700 plus displaced students.*
- *Donald Chu commented that Barry is very crowded.*

Reports: D. BOE Ad-Hoc Committee for Board Member Manual Report

- *The ad-hoc committee for board member manual met on October 8th and discussed the following:*

- *The committee agreed to use Google Docs as a repository for contributions to the manual.*
- *We will solicit input from all Board members and review that input.*
- *Mr. Edwards asked Ms. Zupancic to be the curator of the document.*
- *We will start populating the manual as soon as possible.*

Reports: E. BOE Facilities Committee Report

- *The facilities committee met October 2nd and discussed the following:*
 - *The Performing Arts Center (Auditorium) is now being used on a daily basis. It is just about finished.*
 - *Theatrical equipment update- October 30th the theatrical contractor will be on site. Still having trouble getting the Yamaha technician in to tweak the sound system.*
 - *Stage floor replacement - mostly finished.*
 - *Site work - the lighting has been ordered.*
 - *The Smart Bond and 100K Projects - Both taking place at Barry and both submitted to SED for approval. When they are approved, the masonry work for the 100K project can be bid out. For the Smart Bond Project, the abatement work will be bid out that we need for the security system installation.*
 - *Pre-referendum long range planning for a potential capital project - sub-committee meetings are going on in the buildings. Starting with tours of the buildings. The sub-committees of each building will provide priorities to the facilities committee. Then, the facilities committee will determine the final scope and budgets per building. They are hoping to finalize scope priorities by February or March.*
 - *There was discussion on whether Smith Intermediate would house 5th grade students at some point and 6th grade students would go to Cortland's new middle school. This concept is not familiar to the superintendent. He will seek more information on this.*

Reports: F. BOE Finance Committee Report

- *The finance committee met on October 1st. They discussed the following:*
 - *Budget process*
 - *What is a school budget?*
 - *School budgeting*
 - *Factors influencing budget*
 - *20-21 revenue summary*
 - *Sources of revenue*
 - *Fiscal challenges*
 - *General fund revenue vs general fund expenses*
 - *Fund balance and reserves without capital*
 - *Three part budget summary*
 - *20% aid reduction*

- *The 2021-2022 plan*
- *The finance sub-committee met on October 5th. They discussed the following:*
 - *The purpose of the committee*
 - *To let members and administration have more discussion than is possible in regular board meetings.*
 - *Educate members to better explain district choices when the budget comes up for a vote.*
 - *The state considers the district to be under moderate fiscal stress.*
 - *The district assessed property value is about 1 billion. The tax rate per 1 thousand has decreased from \$18.87 in 2015-16 to \$17.36 in 2020.*
 - *They discussed combining the finance committee and the audit committee.*
 - *Possible 20% cuts in state aid.*
 - *NYS grants may also be reduced.*

Reports: G. BOE Policy Committee Report

- *The policy committee met on September 24th and October 2nd.*
 - *Three new policies are being brought to the Board tonight for the first reading. These policies are around remote working and learning.*
 - *Making sure the current adopted policies are what the Board wants. Working through the 1000's - 4000's right now.*

5. Consent Items

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

Resolution: Resolution to approve the minutes as attached

The September 22, 2020 board meeting minutes were tabled after the board had discussion. The following revisions were requested by Lori Megivern to be added to those minutes:

- *The transportation letter suggests that transportation requests for non-public schools were not on time. The Governor has extended the date to October 4, 2020 to turn in a transportation request. She would like the letter to reflect the change.*
 - *After listening to the meeting of September 22, 2020, the minutes were revised to add this statement.*
- *What is the district plan to comply with New York State Executive Order 202.1 which requires all of our past and maybe future meetings that have been recorded to be transcribed?*
 - *Mr. Edwards said that as we formulate a plan, he'll report back to the board.*
- *Are we going to follow the recommendation that after five years of the same auditor, we switch auditors?*
- *Does the staff survey to evaluate professional development exist?*
- *She would like a description of mock trial.*

Action (Consent): B. CSE/CPSE (Committee on Pre-School Special Education) Recommendations 2020-2021

Resolution: Resolution to approve Consent Items as presented.

Action (Consent): C. Approval of Consent Agenda

Resolution: Resolution to approve consent agenda item

Motion by Janet Griffin, second by Donald Chu.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

6. Old Business

There were no items under Old Business.

7. Other New Business

Action: A. E-Rate Project

Resolution upon the recommendation of the Superintendent of Schools to adopt the E-Rate Project Resolution as presented.

Motion by Janet Griffin, second by Donald Chu.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: B. Policy #3520 - Extraordinary Circumstances

Resolution upon the recommendation of the Board of Education Policy Committee to accept the first reading of policy #3520 - Extraordinary Circumstances.

Motion by Janet Griffin, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: C. Policy #6570 - Remote Working

Resolution upon the recommendation of the Board of Education Policy Committee to accept the first reading of policy #6570 - Remote Working.

Motion by Christopher Kuretich, second by Janet Griffin.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: D. Policy #7150 - Remote Learning

Resolution upon the recommendation of the Board of Education Policy Committee to accept the first reading of policy #7150 - Remote Learning.

Motion by Eugene Waldbauer, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: E. Extra Classroom Quarterly Report

Resolution upon the recommendation of the Superintendent to approve the Extra Classroom Quarterly Report.

Motion by Eugene Waldbauer, second by Janet Griffin.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: F. Treasurer's Report - Final for 2019-20

Resolution upon the recommendation of the Superintendent of Schools to approve the Treasurer's Report -Final for 2019-20 as Presented.

Motion by Eugene Waldbauer, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich

Nay: Lori Megivern

Abstain: Lauren M Mossotti-Kline

Action: G. Approval of Claims Auditor Quarterly Report July, August and September 2020

Resolution upon the recommendation of the Superintendent of Schools to approve the claims auditor report as presented.

Motion by Janet Griffin, second by Eugene Waldbauer.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Christopher Kuretich

Nay: Donald Chu, Lori Megivern

Abstain: Lauren M Mossotti-Kline

Action: H. Health and Welfare

Resolution upon the recommendation of the Superintendent of Schools to approve the Health and Welfare resolution as presented.

Motion by Janet Griffin, second by Eugene Waldbauer.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: I. New Course Proposal - COR101 (Cortland 101) for the 2021-2022 School Year

Resolution upon the recommendation of the Superintendent of Schools to approve the New Course Proposal - COR101 (Cortland 101) for the 2021-2022 School Year as presented.

This item was tabled.

Action: J. Field Placement Agreement: Binghamton University

Resolution upon the recommendation of the Superintendent of Schools to approve the Field Placement Agreement for Binghamton University as presented.

Motion by Eugene Waldbauer, second by Janet Griffin.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Action: K. Treasurer's Report - July '20

Resolution upon the recommendation of the Superintendent of Schools to approve the Treasurer's report for July 2020 as presented.

Motion by Donald Chu, second by Janet Griffin.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Christopher Kuretich

Nay: Donald Chu, Lori Megivern

Abstain: Lauren M Mossotti-Kline

Action: L. Donation Acceptance

Resolution upon the recommendation of the Superintendent of Schools to accept donations as presented.

Motion by Christine Gregory, second by Donald Chu.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Mr. Edwards thanked the donors.

8. Personnel Action

Action: A. Approval of Personnel Resignations and Leaves

Resolution to approve Personnel Resignations and Leaves as presented on Schedule 12.67.

This item was tabled until after the first executive session.

**Action: B. Approval of Non-Instructional Appointments
Resolution to approve Non-Instructional Personnel Appointments as presented on
Schedules 1331 and 1332**

Motion by Eugene Waldbauer, second by Christine Gregory.

Final Resolution: Motion Carried

*Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich,
Lori Megivern, Lauren M Mossotti-Kline*

**Action: C. Approval of Administrative and Instructional Personnel Appointments
Resolution to approve Administrative and Instructional Personnel Appointments as
presented on schedules 2676, 2677, 2678, and 2679**

Motion by Eugene Waldbauer, second by Donald Chu.

Final Resolution: Motion Carried

*Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich,
Lori Megivern, Lauren M Mossotti-Kline*

Mr. Edwards welcomed the new staff.

**Action: D. Memorandum of Agreement between CECS and the Cortland United
Teachers
Resolution upon the recommendation of the Superintendent of Schools to approve the
Memorandum of Agreement between CECS and The Cortland United Teachers as
presented.**

Motion by Christine Gregory, second by Donald Chu.

Final Resolution: Motion Carried

*Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich,
Lori Megivern, Lauren M Mossotti-Kline*

9. Leadership Reports

Reports: A. Business Administrator

- *The September state aid payment was received.*
- *Thank you to the support staff for their flexibility and patience.*
- *The budget calendar will be discussed in the next finance meeting and brought to the board for approval at the next meeting.*
- *A long-range financial plan will also be discussed at the next finance meeting.*

Reports: B. Director of Special Education

- *Seconded what Kim said about the support staff being flexible and ready to chip in where they can.*

- *We have been identified to receive a focused intervention of some targeted professional development for the 20-21 school year.*

Reports: C. Assistant Superintendent for Pupil and Personnel Services

- *Expressed gratitude to those who gave donations.*
- *The King's Daughters who gave a \$1,000.00 donation have done this for the better part of two decades. The funds are provided to our school nurses to support students in things outside our budget and help families. They are a local group that has been supportive of our district for a very long time.*
- *Recognized CAPCO and Loaves and Fishes who are partners for our district in facilitating the snack pack program.*
- *Give the Gift of Family Reading book drive will kick off in about a week. Flyers will be shared.*

Reports: D. Assistant Superintendent of Curriculum and Instruction

- *Summary of practice remote learning days number 1 and number 2 surveys*
 - *629 responses to the two surveys*
 - *General response was that the practice of remote learning days was a good idea.*
 - *The provision of schedules in advance along with the provision of equipment was helpful.*
 - *We have to be thoughtful of screen time for our learners.*
 - *Contacting students that we see less is important.*
 - *Connectivity in some homes is still an issue. We currently have a waitlist on MiFi's.*
 - *We have one of our IT staff dedicated to the help desk.*
 - *There are many tools being used like Kami and Google Classroom.*
 - *When looking at these surveys there are dozens and dozens of appreciative messages about the work our teachers are doing.*

Reports: E. Superintendent

- *Mr. Edwards shared pictures of the high school courtyard and stage floor updates.*
- *Shout out to Brooklyn Brown who placed second in the New York State Championship in the mini quad 51-90cc class held in September.*
- *Mr. Edwards gave an update on going all remote. He will be reporting two positive student cases of CoVid and one staff member. The school didn't go remote due to the positive cases but due to the contact tracing and number of people that will need to quarantine. He will continue to support the Department of Health.*
- *He wants our families to know that we are thinking of them through this.*
- *We have protocol in place where we are able to circle around with our food service very quickly. The meals can be picked up Monday through Friday at our pick up sites which are Barry, Smith, Randall, Penguin, Rickard Street and Virgil.*

Reports: F. Board of Education

- *Alex talked to a few students shortly after the announcement that we were going all remote. They were grateful for having the practice remote days. Some students were concerned that there is not a food distribution near Parker School.*
- *Christine shared that she participated in a NYSSBA webinar on equity and inclusivity. She will share sample policies on equity, diversity and inclusivity from NYSSBA. She is looking forward to the NYSSBA Convention.*

At this time, Mr. Edwards recognized the Board as next week is Board Appreciation Week.

10. Other Communication

Procedural: A. Audience Participation

There were no requests to address the Board.

11. Executive Session

Action: A. Convene into Executive Session

Motion to Convene into Executive Session

Motion by Donald Chu, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Time: 8:35 PM

Action: B. Reconvene in Open Session

Motion to Reconvene in Open Session

Motion by Donald Chu, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Time: 8:59 PM

12. Other Personnel

Action: A. Approval of Personnel Resignations and Leaves

Resolution to approve Personnel Resignations and Leaves as presented on Schedule 12.67

Motion by Janet Griffin, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

13. Executive Session

Action: A. Convene into Executive Session

Motion to Convene into Executive Session

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

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Time: 9:02

Action: B. Reconvene in Open Session

Motion to Reconvene in Open Session

Motion by Donald Chu, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Time: 10:25 PM

14. Closing of Meeting

Action: A. Adjournment

Motion by Donald Chu, second by Christine Gregory.

Final Resolution: Motion Carried

Aye: Christine Gregory, Janet Griffin, Eugene Waldbauer, Donald Chu, Christopher Kuretich, Lori Megivern, Lauren M Mossotti-Kline

Time: 10:26 PM