

## **Regular Meeting (Tuesday, December 16, 2025)**

*Generated by Alicia Zupancic on Wednesday, December 17, 2025*

### **Members present**

*Janet Griffin, Lori Megivern, Brett Barnes, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter, Ayden Harmin, Sai Patel*

### **Members late excused**

*Joseph McMahon arrived at 6:20 PM*

### **Meeting called to order at 6:03 PM**

#### **1. Opening of Meeting**

##### **Procedural: 1.1 Call to Order**

##### **Procedural: 1.2 Pledge of Allegiance**

*Brendan McGovern called the meeting to order and the Pledge of Allegiance was recited.*

##### **Procedural: 1.3 Moment of Silence**

*Brendan McGovern called for a moment of silence in memory of Andrew John Van Donsel. Mr. Van Donsel worked for the district as an automotive mechanic from October 1, 2018 to November 29, 2019 and was a 2007 graduate of the Cortland Junior Senior High School.*

##### **Procedural: 1.4 Recite Board Norms**

*Gavin Teeter recited the board norms.*

*Ayden Harmin will recite them at the January meeting.*

#### **Action: 1.5 Approval of Agenda**

**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 agenda as presented.

*Motion by Janet Griffin, second by Brett Barnes.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

*Not Present at Vote: Joseph McMahon*

#### **2. Executive Session**

##### **Action: 2.1 Proposed Executive Session**

**Motion to convene into executive session.**

*Motion by Brett Barnes, second by Sherlyn Pallassino.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

*Not Present at Vote: Joseph McMahon*

**Time: 6:06 PM**

### **Action: 2.2 Reconvene In Open Session**

**Motion to reconvene in open session.**

*Motion by Janet Griffin, second by Sherlyn Pallassino.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

**Time: 6:35 PM**

### **3. Communications**

**Procedural: 3.1 Audience Participation**

*There were no requests to address the board.*

### **4. Presentations**

**Reports: 4.1 Class of 2026 Extended Overnight Field Trip**

*Abe Johnson presented the senior trip request to the board.*

**Reports: 4.2 NASA Hunch**

*Jonathan Herr, Sai Patel, Alex Sheets, and Thomas Barnes presented an incredible opportunity they have to present ideas to NASA. They are working on three separate projects. One of the projects is a lunar capsule that is a box that could hold two lunar samples and protect them as they travel back to earth.*

**Reports: 4.3 Budget Presentation**

*Kris Williamson gave a budget presentation focused on initial BOCES service requests.*

**Reports: 4.4 Superintendent Update**

*Bob Edwards shared some great student celebrations that have been published in the Cortland Standard. He also shared some pictures of Smith students ice skating and students being inducted into the National Honor Society. He let the board know of upcoming events and invited*

*them all to attend those events. He gave an update on the Creating Healthy Schools and Community Grant and the Cortland Prevention Resources Positive Parenting Program*

## **5. Consent Agenda**

### **Action (Consent): 5.1 Approval of Minutes**

**Resolution: 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 minutes of the regular Board Meeting on November 25, 2025 as presented.**

### **Action (Consent): 5.2 Approval of CSE/CPSE Recommendations**

**Resolution: 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 CSE/CPSE recommendations as presented.**

### **Action (Consent): 5.3 Approval of Financial Reports**

**Resolution: BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City Schools District Board of Education approves the financial reports as presented.**

### **Action (Consent): 5.4 Consent Vote**

**Resolution: 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 consent agenda as presented.**

*Motion by Sherlyn Pallassino, second by Janet Griffin.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

## **6. Personnel Action**

### **Action: 6.1 Approval of Personnel Action**

**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 personnel action as presented.**

*Motion by Brett Barnes, second by Gavin Teeter.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

## **7. Old Business**

### **Action: 7.1 Approval of the Revised District Wide Safety Plan for 2025-2026**

**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 Revised District Wide Safety Plan for 2025-2026 as presented.

*Motion by Janet Griffin, second by Sherlyn Pallassino.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

## **8. New Business**

**Action: 8.1 Request for Extended Overnight Field Trip to Wildwood, NJ**

**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 consent agenda as presented.

*Motion by Brett Barnes, second by Gavin Teeter.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

**Action: 8.2 Second Reading of Policy #2110 - Orienting and Training New Board Members**

**BE IT RESOLVED**, upon the recommendation of the policy committee that the Cortland Enlarged City School District Board of Education approves the second reading of revised Policy #2110 - Orienting and Training New Board Members.

*Motion by Janet Griffin, second by Sherlyn Pallassino.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

*No: Lori Megivern*

## **9. Leadership Reports**

**Reports: 9.1 Cabinet**

### **Juli Quinn**

- *Excited to welcome Peaceful Schools and Community Schools coordinator to our district.*
- *Thank you to Dr. Tzortzatos for sharing her report on the 2025 NYSCATE Conference with the board.*
- *There are no conferences scheduled in January.*
- *Celebrated K-2 academic achievements.*

### **Joseph Mack**

- *Piggybacked on Juli's K-2 academic celebration.*
- *Working with staff on certifications.*

### **Kris Williamson**

- *We are finalizing the final cost reports for phase 2 and 3 of the capital project. They are due by December 31st along with last year's 100K project for Barry.*
- *So the board is aware, we will need to borrow against our upcoming state aid to make sure we have appropriate cash to pay our bills in January.*
- *We had our Questar BOCES state aid planning. They were able to find some ways we could possibly tap into some funding.*
- *The fiscal strategic planning process started last week.*

### **Robert Edwards**

- *Celebrated how two students came together and handled a situation that occurred at a Cortland / Homer basketball game.*

### **Reports: 9.2 Board of Education**

*The board discussed having a budget workshop and a norms workshop on January 13th from 4:00-6:00 PM. The committee meetings were originally scheduled for this time. There was discussion that the budget workshop would directly coincide with the finance and community engagement committees.*

*The board agreed to have the budget workshop from 4:00-5:00 PM and the norms workshop from 5:00-6:00 PM on January 13, 2026 in place of the committee meetings.*

### **Janet Griffin**

- *The National Honor Society Induction was amazing.*

### **Lori Megivern**

- *Has information from ASBO that she will send out to the board to review.*

### **Brett Barnes**

- *Crown City and CVC had their first video production at Rose Hall. It went off really well.*
- *We will be livestreaming the Modern Band Show at Rose Hall on Friday night.*

### **Reports: 9.3 Ex-Officio Student Board Member**

#### **Ayden Harmin and Sai Patel**

- *Shared a report highlighting:*
  - *The Parker walk-through Ayden and Mr. Edwards took*
  - *A survey they gave to grades K-2*
  - *The phone policy*

*The report is in BoardDocs to view.*

### **10. Other Communication**

## **Discussion: 10.1 Audience Participation**

*There were no requests to address the board.*

## **11. Executive Session**

### **Action: 11.1 Proposed Executive Session**

#### **Motion to convene into executive session.**

*Motion by Sherlyn Pallassino, second by Brett Barnes.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

**Time: 8:10 PM**

### **Action: 11.2 Reconvene In Open Session**

#### **Motion to reconvene in open session.**

*Motion by Joseph McMahon, second by Brett Barnes.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

**Time: 9:22 PM**

## **12. Closing of Meeting**

### **Action: 12.1 Adjourn**

#### **Motion to adjourn.**

*Motion by Brett Barnes, second by Joseph McMahon.*

*Final Resolution: Motion Carried*

*Yes: Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter*

**Time: 9:23 PM**