

Reorganizational Meeting (Tuesday, July 1, 2025)

Generated by Alicia Zupancic on Thursday, July 3, 2025

Members present

Janet Griffin, Lori Megivern, Brett Barnes, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter and Ayden Harmin

Meeting called to order at 6:00 PM

1. Opening of Meeting

Procedural: A Call to Order

Procedural: B Pledge of Allegiance

Alicia Zupancic called the meeting to order and the Pledge of Allegiance was recited.

Action: C. 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, Joseph McMahon, Sherlyn Pallassino, Brendan McGovern, Gavin Teeter

Procedural: D. Recite Board Norms

Lori Megivern recited the board norms.

Brenden McGovern will recite the board norms at the July 22nd meeting.

2. Executive Session

Action: A. Proposed Executive Session

Motion to convene into executive session.

Motion by Joseph McMahon, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

Time: 6:03 PM

Action: B. Reconvene in Open Session

Motion to reconvene in open session

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: 6:28 PM

3. Communications

Procedural: A. Audience Participation

Jaime Francey-Henry and Jennifer Spaulding shared their thoughts on heat in the buildings and the proposed policy #5685 - Maximum Temperature for School Buildings and Indoor Facilities.

4. New Business

Procedural: A. Administration of Oath to Newly Elected Board Members

Procedural: B. Administration of Oath of Office to the Ex-Officio Student Board Member

Procedural: C. Administration of Oath of Office to the Superintendent of School

The Oath of Office was administered to the newly elected board members, Joseph McMahon and Gavin Teeter, the new ex-officio student board member, Ayden Harmin, and the Superintendent of Schools, Robert Edwards.

Action: D. Nominations for President of the Board of Education

Joe McMahon nominated Brett Bares for President of the Board of Education, seconded by Janet Griffin.

Lori Megivern nominated Brendan McGovern for President of the Board of Education, seconded by Sherlyn Pallassino.

There was a roll call vote as follows:

Brett Barnes voted for Brett Barnes

Janet Griffin voted for Brett Barnes

Joseph McMahon voted for Brett Barnes

Brendan McGovern voted for Brendan McGovern

Lori Megivern voted for Brendan McGovern

Sherlyn Pallassino voted for Brendan McGovern

Gavin Teeter voted for Brendan McGovern

Brendan McGovern was appointed as the Board of Education President for the 2025-2026 school year.

Action: E. Nominations for Vice President of the Board of Education

Brett Barnes nominated Janet Griffin for Vice President of the Board of Education, seconded by Joseph McMahon.

Brendan McGovern nominated Sherlyn Pallassino for Vice President of the Board of Education, seconded by Lori Megivern.

There was a roll call vote as follows:

*Brett Barnes voted for Janet Griffin
Janet Griffin voted for Janet Griffin
Joseph McMahon voted for Janet Griffin
Brendan McGovern voted for Sherlyn Pallassino
Lori Megivern voted for Sherlyn Pallassino
Sherlyn Pallassino voted for Sherlyn Pallassino
Gavin Teeter voted for Janet Griffin*

Janet Griffin was appointed as the Board of Education Vice President for the 2025-2026 school year.

Procedural: F. Administration of Oath of Office to School Board President and Vice President

The Oath of Office was administered to the newly appointed Board of Education President, Brendan McGovern and Vice President, Janet Griffin.

Action: G. Appointment of Officers

BE IT RESOLVED upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education appoints the officers for the 2025-2026 school year as presented.

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

Action: H. Other Appointments

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 other appointments as presented.

Motion by Joseph McMahon, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

There was a motion by Lori Megivern to table this item. There was no second. Therefore the motion was not successful.

Action: I. Official Depository for Funds

Resolution: WHEREAS, it is provided that the Board of Education of Cortland Enlarged City School District shall designate by written resolution the banks or trust companies in which the collectors and treasurer shall deposit the monies coming into their hands by virtue of their office, NOW, THEREFORE, BE IT RESOLVED, that the J.P. Morgan Chase, NYCLASS and Tompkins Trust be and they are hereby designated as depositories in which the tax collector, treasurer, and extracurricular and school store treasurers shall deposit all monies coming into their hands by virtue of their offices.

Motion by Janet Griffin, second by Brett Barnes.

Final Resolution: Motion Carried

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

**Action: J. Set Board of Education Meeting Dates for the 2025-2026 school year
BE IT RESOLVED, by the Board of Education of the Cortland Enlarged City School District, County of Cortland, New York, to approve the board meeting dates for the 2025-2026 school year as presented.**

Motion by Janet Griffin, second by Joseph McMahon.

Final Resolution: Motion Carried

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

Action: K. Official Newspaper

BE IT RESOLVED that the Cortland Enlarged City School District Board of Education appoints the Cortland Standard as the official newspaper for the District.

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: L. Authorizations

Resolution, upon the recommendation of the Superintendent of Schools, to approve the authorizations as presented.

Motion by Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

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

Action: M. Bonding of Personnel

BE IT RESOLVED that the Cortland Enlarged City School District Board of Education approves Faithful Performance Blanket Bonding as presented.

Motion by Janet Griffin, second by Brett Barnes.

Final Resolution: Motion Carried

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

Action: N. Re-adoption of all policies and bylaws in effect at the end of the previous year
BE IT RESOLVED. that the Cortland Enlarged City School District Board of Education re-adopts all policies and bylaws in effect at the end of the previous year.

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

Action: O. Mileage Reimbursement Rate

BE IT RESOLVED, that the Cortland Enlarged City School District Board of Education adopts the published IRS Mileage Rate.

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

Action: P. Claims Auditor Procedures

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 claims auditor procedures 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

Action: Q. Certification of Teacher and Principal Lead Evaluators for the 2025-2026 School Year

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education certifies the teacher and principal lead evaluators as presented.

Motion by Gavin Teeter, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

5. Consent Calendar

Action (Consent): A. 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 June 10, 2025 and the minutes of the special board meeting on June 24, 2025 as presented.

Action (Consent): B. 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 accepts the approval of CSE/CPSE recommendations as presented.

Action (Concent): C. Approval of Transportation Requests

BE IT RESOLVED, that upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accepts the approval of transportation requests as presented.

Action (Consent): D. 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 calendar as presented.

Motion by Janet Griffin, second by Brett Barnes.

Final Resolution: Motion Carried

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

6. Personnel Action

Action: A. 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 accepts the approval of personnel action as presented.

Motion by Janet Griffin, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

7. Old Business

There were no items under old business.

8. Other New Business

Action: A. OCM BOCES certification of initial contract (AS-7)

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 OCM BOCES services contract for the 2025-2026 school year as presented.

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

Action: B. Best Value Award 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 Best Value Award resolution as presented.

Motion by Brett Barnes, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

Action: C. Wind Farms Opt Out 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 Wind Farms Real Property Tax Law §487 resolution as presented.

Motion by Brett Barnes, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

Action: D. CECSD Food Service Agreements with OCM BOCES and St. Mary's

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 CECSD Food Service Agreements with OCM BOCES and St. Mary's as presented.

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

Action: E. Surplus Library Books

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 request to discard surplus library books as presented.

Motion by Janet Griffin, second by Joseph McMahon.

Final Resolution: Motion Carried

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

Action: F. Surplus Items

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 request to surplus items as presented.

Motion by Brett Barnes, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

Action: G. Cooperative Energy Purchasing Service (NYSMEC) for Natural Gas

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education authorizes participation in the cooperative energy purchasing service (NYSMEC) for natural gas as presented.

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

Action: H. Cooperative Energy Purchasing Service (NYSMEC) for Electricity

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools that the Cortland Enlarged City School District Board of Education authorizes participation in the cooperative energy purchasing service (NYSMEC) for electricity as presented.

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

Action: I. First Reading of Policy #7695 - Student and Personal Electronic Devices
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 first reading of Policy #7695 - Student and Personal Electronic Devices as presented.

Motion by Janet Griffin, second by Joseph McMahon.

Final Resolution: Motion Carried

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

Action: J. First Reading of Policy #5685 - Maximum Temperature for School Buildings and Indoor Facilities
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 first reading of Policy #5685 - Maximum Temperature for School Buildings and Indoor Facilities as presented.

Motion by Janet Griffin, second by Lori Megivern.

The board discussed changes to this policy. It was decided that there would be a workshop prior to the next board meeting to learn more about this policy.

This item was tabled with a motion by Lori Megivern and seconded by Gavin Teeter.

Motion passed

Voting yes were Brett Barnes, Brendan McGovern, Lori Megivern, Sherlyn Pallassino, Gavin Teeter

Voting no were Janet Griffin, Joseph McMahon

Action: K. 2025-2026 Code of Conduct
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 proposed 2025-2026 Code of Conduct as presented.

Motion by Brett Barnes, second by Janet Griffin.

Final Resolution: Motion Carried

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

Action: L. Agreements between CAPCO Head Start Program and Cortland Enlarged City School District

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 agreements between the CAPCO Head Start Program and the Cortland Enlarged City School District 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

Action: M. Agreement between Cortland Child Development Center and Cortland Enlarged City School District

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 agreement between the Cortland Child Development Center and Cortland Enlarged City School District as presented.

Motion by Brett Barnes, second by Janet Griffin.

Final Resolution: Motion Carried

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

Action: N. Guiding Principles

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 guiding principles for utilization of reserves, assigned fund balance and encumbrances as noted in the attached document.

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

Action: O. 2025-2030 Shared Decision Making Plan

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of School, that the Cortland Enlarged City School District Board of Education approves the 2025-2030 Shared Decision Making Plan 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

Action: P. Contract Extension Agreement ratified by Cortland United Teachers (CUT) on June 20, 2025

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 contract extension agreement ratified by Cortland United Teachers (CUT) on June 20, 2025 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

9. Leadership Reports

Reports: A. Cabinet

Kris Williamson

- *Fiscal Strategic Planning*
 - *We're developing a timeline*
- *Parker School*
 - *Most classrooms have furniture and supplies*
 - *We are waiting on State Ed for approval of lease and to have students in the building*
- *NYSERDA Update*
- *District Wide Safety Plan*
 - *The safety team met on May 12th and discussed heat mitigation*
 - *There will be a public hearing on July 22nd from 5:30 to 6:00 p.m.*
 - *Adoption of the plan will be on the August 26th board meeting agenda*

Kristen Ailport

- *BOCES graduation was wonderful*
- *Special Education's extended school year starts Monday*

Juli Quinn

- *Excited to get started!*

Bob Edwards

- *Graduation was an excellent event*
 - *I'm grateful to all of Cabinet for being at graduation*
 - *Thank you to Jordan Lilley and all of his staff for setting up*
- *I would like to see the board norms match the ROAR matrix*

Reports: B. Board of Education

NYSSBA Convention

- *This year there two ways to attend the NYSSBA Convention*
 - *In person*
 - *Virtual*
- *The cost of registration for the in person option is \$540 per member plus housing, meals and transportation*
- *The cost of registration for the virtual option is \$250 per member*
- *Brett Barnes, Gavin Teeter and Janet Griffin showed interest in attending remotely*
- *Alicia Zupancic was asked to find out if the virtual option is asynchronous or synchronous*

Lori Megivern

- *Requested switching from NYSCOSS to NYSSBA for the superintendent evaluation process*
- *Requested switching from Erie 1 BOCES to NYSSBA for policy services*
- *Asked Kris Williamson to get pricing*

Janet Griffin

- *Wanted to say thank you to everyone for all they did for the students*

Reports: C. Board of Education Student Ex-Officio Member

Ayden Harmin

- *Thanked the board for having him*
- *Asked for recommendations on how to get messages from students and out to students*
 - *Joe Mack suggested contacting Janesa Cornish for help*

10. Communications

Information: A. Audience Participation

There were no requests to address the board.

11. Executive Session (If needed)

Action: A. Proposed Executive Session

Motion to convene into Executive Session

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: 8:17 PM

Action: B. Reconvene in Open Session

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: 8:57 PM

12. Closing of Meeting

Action: A. Adjournment

Motion by Joseph McMahon, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

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

Time: 8:58 PM