

Regular Meeting (Tuesday, October 28, 2025)

Generated by Alicia Zupancic on Wednesday, October 29, 2025

Members present

Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter, Ayden Harmin and Sai Patel

Members absent excused

Brett Barnes, Brendan McGovern

Meeting called to order at 6:01 PM

1. Opening of Meeting

Procedural: 1.1 Call to Order

Procedural: 1.2 Pledge of Allegiance

Janet Griffin called the meeting to order and the Pledge of Allegiance was recited,

Procedural: 1.3 Recite Board Norms

Joseph McMahon recited the board norms.

Procedural: 1.4 Administration of Oath of Office to an Ex-Officio Student Board Member

The Oath of Office was administered to the new ex-officio student board member, Sai Patel.

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 Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

2. Executive Session

Action: 2.1 Proposed Executive Session

Motion to convene into executive session.

Motion by Gavin Teeter, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Time: 6:04 PM

Action: 2.2 Reconvene In Open Session
Motion to reconvene in open session.

Motion by Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Time: 6:30 PM

3. Recognition

Recognition: 3.1 Presentation of August Diploma

Janesa Cornish and Robert Edwards presented Patrick Clay with his diploma. Congratulations Patrick!

Recognition: 3.2 Tiger Paw Recipient

Nicole Latham recognized Lily Tobin and Gabi Hooko as Tiger Paw recipients for their selflessness. Lily and Gabi went to the football field on a Saturday morning after a Friday night football game to clean the stands. They did this without being asked but because of their pride for their school.

Thank you Lily and Gabi!

4. Communications

Procedural: 4.1 Audience Participation

There were no requests to address the board.

5. Presentations

Reports: 5.1 BOCES Capital Improvement Project

Suzanne Slack gave a presentation on the OCM BOCES capital improvement project. The presentation is in BoardDocs.

You can vote on November 19th at the OCM BOCES Cortlandville Campus, 1710 NYS Rte. 13, Cortland from 10:00 a.m. to 8:00 p.m..

Reports: 5.2 External Audit Presentation

Mike Debadts gave a presentation on the external audit sharing some key financial highlights.

Reports: 5.3 Budget Presentation

Kris Williamson gave a budget presentation focused on long-range financial planning and long-range projections.

Reports: 5.4 Induction Program Presentation

Julie Quinn shared information on the Cortland Enlarged City School District Induction Program for 2025-26.

Reports: 5.5 Superintendent Updates

Robert Edwards gave a shout out to all our fall athletes. He also asked the questions “How will we evolve?” and “How are we evolving?”

6. Consent Agenda

Action (Consent), Minutes: 6.1 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 September 23, 2025 as presented.

Action (Consent): 6.2 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): 6.3 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): 6.4 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 Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

7. Personnel Action

Action: 7.1 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 Joseph McMahon, second by Lori Megivern.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

8. Old Business

Action: 8.1 SRO Contract Revisions

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 revised SRO Agreement as presented.

Motion by Lori Megivern, second by Sherlyn Pallassino.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

9. New Business

Action: 9.1 2024-25 External Audit

BE IT RESOLVED, upon the recommendation of the Audit Committee to accept the External Audit from Raymond F. Wager, CPA, P.C., a division of Mengal Metzger Barr & Co. LLP for fiscal year 2024-2025 as presented.

Motion by Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.2 Corrective Action Plan for the June 30, 2025 External Audit Report

BE IT RESOLVED, upon the recommendation of the Audit Committee, that the Cortland Enlarged City School District Board of Education approves the Corrective Action Plan for the June 30, 2025 External Audit Report as presented.

Motion by Lori Megivern, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.3 Audit Committee Charter

BE IT RESOLVED, upon the recommendation of the Audit Committee that the Cortland Enlarged City School District Board of Education approves the Audit Committee Charter as presented.

Motion by Sherlyn Pallassino, second by Lori Megivern.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.4 Section III Combined Cortland-Homer Varsity Boys Ice Hockey Team 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 continuation of the Section III Combined Cortland-Homer Varsity Ice Hockey Team for the 2025-2026 winter season as presented.

Motion by Gavin Teeter, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.5 2025-2026 Facilities Agreement between CECSD and Cortland Sports Complex, Inc.

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 2025-2026 Facilities Agreement between CECSD and Cortland Sports Complex, Inc. as presented.

Motion by Joseph McMahon, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.6 Snow Plowing Contract with the City of Cortland 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 approves the snow plowing contract between CECSD and the City of Cortland for the 2025-2026 school year as presented.

Motion by Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.7 Extraclassroom Quarterly Report

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 Extraclassroom Quarterly Report as presented.

Motion by Sherlyn Pallassino, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.8 CECSD Federal Funds Procedural Manual

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 revised CECSO Federal Funds Procedural manual as presented.

Motion by Joseph McMahon, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Abstain: Lori Megivern

Action: 9.9 Policy #7695 - Student and Personal Electronic Devices

BE IT RESOLVED, upon the recommendation of the policy committee that the Cortland Enlarged City School District Board of Education approves the first reading of revised Policy #7695 - Student and Personal Electronic Devices as presented.

Motion by Gavin Teeter, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.10 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 Sherlyn Pallassino, second by Lori Megivern.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Action: 9.11 Approval of the Intent to Purchase School Buses for the 2026-2027 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 approves the intent to purchase buses for the 2026-2027 school year as presented.

Motion by Sherlyn Pallassino, second by Joseph McMahon.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

10. Leadership Reports

Reports: 10.1 Cabinet

Kristen Ailport

- *Growing connection with SUNY Cortland- guest speaker regarding special education, teachers presenting on co-teachings, SUNY Cortland staff providing APE professional development*

- *CARD Albany School Consultation Project Day. Learning the prevent, teach, reinforce model*
- *What Is the IEP, hosted in collaboration with Mid State Regional Partnership. Offered a 2 part lunch and learn. Upcoming in person session at Randall.*

Juli Quinn

- *PD Day on 11/4:*
 - *Mandatory EdLaw 2d training for 50 minutes for all staff*
 - *Mandatory Explicit Instruction training for all K-12 general education and special education instructional staff (3 hrs)*
 - *Structured work time for teams to work on team/job-specific tasks*

Kris Williamson

- *PD for non-instructional staff - Bus drivers have a training at the KC, Clerical will meet at the KC*
- *Capital projects update - Closing out phases 2 and 3, PK Playground has broken ground, SED submissions soon for Phase 3 and 7.7 million project*
- *RFP for Internal Auditors - Due December 1*
- *Reminder to complete the Strategic Planning survey and provide interest in joining the stakeholder meetings by November 14*
- *Public Hearing for revised District-Wide Safety plan - Nov 4 at 4pm. Public comments welcome 11/5-12/3.*

Robert Edwards

- *In the SRO agreement that was approved tonight, it states that we can have two school resource officers. We are working on having two.*
- *The Community Schools Liaison project is underway.*
- *I was at Lea Webb's office recently. I appreciate her and her staff.*

Reports: 10.2 Board of Education

- *November 25th Meet the Board Event Discussion*
 - *The board will have a meet the board event from 5:30-6:00 on November 25th with donuts and cider. Anyone in the community is welcome to attend.*
- *Superintendent Evaluation Rubric Discussion*
 - *The board decided to use the NYSSBA rubric.*
 - *Alicia will call SuperEval to get that changed.*
- *Having board members personal addresses and phone numbers on the Cortland flip calendar and website discussion*
 - *The board agreed to having their personal phone numbers and Cortland Schools email addresses on the website and in the Cortland calendar.*
- *Scratch Cooking Discussion*
 - *The board asked how we could increase enrollment.*
 - *Ayden and Sai will work on a way to survey the students.*
- *OCM BOCES Regionalization Plan and Recommendations Discussion*

- *Bob shared the plan with the board.*

Reports: 10.3 Ex-Officio Student Board Member

Ayden Harmin gave a report highlighting the Barry walk-through he did with Mr. Edwards, the homecoming football game and the ComSource presentation.

11. Other Communication

Discussion: 11.1 Audience Participation

Donald Chu addressed the board regarding budget considerations.

12. Executive Session

Action: 12.1 Proposed Executive Session

Motion to convene into executive session.

Motion by Sherlyn Pallassino, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Time: 9:44 PM

Action: 12.2 Reconvene In Open Session

Motion by Joseph McMahon, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Time: 10:15 PM

13. Closing of Meeting

Action: 13.1 Adjourn

Motion by Joseph McMahon, second by Gavin Teeter.

Final Resolution: Motion Carried

Yes: Janet Griffin, Lori Megivern, Joseph McMahon, Sherlyn Pallassino, Gavin Teeter

Time: 10:16 PM