

Regular Meeting (Tuesday, September 23, 2025)

Generated by Alicia Zupancic on Thursday, September 25, 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 6:04 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 Harry John Weston. Mr. Weston taught French and Latin at the high school from 1959 to 1985. He also worked as an Election Inspector for our Budget Vote and School Board Elections for many years.

Procedural: 1.4 Recite Board Norms

Brett Barnes recited the board norms.

Joseph McMahon will recite the board norms at the October 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 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

2. Executive Session

Action: 2.1 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: 6:12 PM

Action: 2.2 Reconvene In Open Session

Motion to reconvene in open session.

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

Time: 6:45 PM

3. Recognition

Recognition: 3.1 Tiger Paw Recipient

Kacy Rolewicz and Jordon Lilley recognized Keith Bergeron, Brian Hall, Mike VanWinkle, Rich Gentile, and Lynne Thomas to show their gratitude for all they put into opening Parker Elementary School for the 2025-2026 school year.

4. Presentations

Reports: 4.1 Food Service Presentation

Francis Zaryski and Kris Williamson gave a presentation about food service at Parker School this year. The presentation is available in BoardDocs to view.

Reports: 4.2 Budget Presentation - Budget Calendar

Kris Williamson presented the 2026-2027 budget calendar. The presentation is available in BoardDocs to view.

5. Communications

Discussion: 5.1 Audience Participation

Ashley Wilkes addressed the board requesting to have five hot lunches per week served at Parker Elementary School.

Emily Stern addressed the board with comments on the traffic flow on Madison Street near Parker Elementary School.

6. Consent Agenda

Action (Consent): 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 August 26, 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 Approval of Transportation Requests

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 transportation requests as presented.

Action (Consent): 6.5 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 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

7. Personnel Action

Action: 7.1 Approval of Personnel Action

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 personnel action 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

8. Old Business

Action: 8.1 Extraclassroom Quarterly Report - March 31, 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 revised March 2025 Extraclassroom Quarterly Report 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: 8.2 Extraclassroom Quarterly Report - June 30, 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 June 2025 Extraclassroom Quarterly Report as presented.

Motion by Joseph McMahon, second by Janet Griffin.

Final Resolution: Motion Carried

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

9. New Business

Action: 9.1 Donation of School Supplies

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education accepts a donation of assorted school supplies from Guthrie Cortland Medical Center and the Rotary Club of Cortland.

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

Action: 9.2 2026-2027 Budget Development Calendar

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of Schools, that the Cortland Enlarged City School District Board of Education adopts the 2026-2027 budget development calendar 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: 9.3 Policy #1512 - Items of Business

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 #1512 - Items of Business as presented waiving the second reading.

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

Action: 9.4 Intermunicipal Agreement

BE IT RESOLVED, upon the recommendation of Mr. Robert Edwards, Superintendent of School, that the Cortland Enlarged City School District Board of Education approves an Intermunicipal Agreement between the Cortland Enlarged City School District and the Town of Cortlandville as presented.

Motion by Janet Griffin, second by Gavin Teeter.

Final Resolution: Motion Carried

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

10. Leadership Reports

Reports: 10.1 Cabinet

Juli Quinn

- *Shout out to all buildings for a great start to the school year.*
- *Bill Ferriter will be coming to work with the Junior High School and Smith Intermediate School October 1st and 2nd, one day with each building. This is a part of our District Comprehensive Improvement Plan. This is paid through our school improvement funding. This is for helping our students to have more ownership of their learning in terms of monitoring their own data and supporting our staff on how to help the students do that. How can we teach and help them to learn in a way that they are keeping track of what they're learning and seeing their own growth.*

Kristen Ailport

- *There have been a lot of professional learning opportunities already.*
- *We have partnered with Cartwheel Care to expand mental health access for some of our students.*

Kris Williamson

- *Shout out to facilities, transportation, and food service for a strong start to the school year.*
- *The audit is concluding in a couple of weeks. An audit committee meeting will be scheduled soon.*
- *Capital Project Updates*
 - *The schematic design is being finished right now for the 7.7 million dollar project that was approved in May. We are working on getting ready for State Ed approval. We hope to have a State Ed submission in October or November.*
 - *We will be installing a pre-k playground at Barry Primary School.*
 - *The District Wide Safety Plan will need to be updated by January 20th. We are planning a public hearing for November 4th and having it approved at the December Board of Education meeting.*

Robert Edwards

- *Spoke with Mayor Steve regarding the SRO Contract. The goal is to have it signed by the October meeting.*
- *Shout out to the emergency responders that had to respond to a community member who was having a medical emergency right in front of Randall School at dismissal time. A Parent Square message was sent out regarding the delay in transportation. I am grateful for the emergency response team.*
- *Thank you to Melissa Quinlan, Justin Spicer, and CJ Hodge for the progress made for social media on Tuesdays. More to come!*
- *As the board knows, I am in the House of Delegates. I will be traveling to Albany and Saratoga this weekend and early next week. This event is based on advocacy for public schools in New York State.*
- *Thank you to Francis Zaryski and Kris Williamson for the conversation we had with Congressman Mannion's Outreach Representative, Jonathan Lipe. We are hoping for a visit from Congressman Mannion to see the great work our staff does each day.*

Reports: 10.2 Board of Education

Brendan McGovern

- *Led a discussion about the NYSSBA's Annual Business Meeting. That meeting will take place virtually this year on October 16th at 4:00 pm. As the board's past voting delegate, Brendan asked Brett Barnes if he would talk to the board about the process. After Brett spoke, Brendan asked if any board members were interested in being the voting delegate for this year. Brett said he would be happy to do it again and the board agreed.*
- *Brendan asked if any board members had any questions on the committee notes that are attached in BoardDocs. There were no questions or comments.*

Lori Megivern

- *Asked about the status of a staff photo directory and if it is something that can be done.*

Reports: 10.3 Ex-Officio Student Board Member

Ayden Harmin

- *Ayden shared a report highlighting the new phone policy, the McEvoy Ex-Officio Training, the new building upgrades and a report conclusion. This report is available to view in BoardDocs.*

11. Other Communication

Procedural: 11.1 Audience Participation

Donald Chu addressed the board regarding reducing costs and increasing revenues by building up our enrollment.

Emily Stern addressed the board again with another thought on how the traffic could be better at Parker Elementary School. She thinks more signage and a flashing light would be helpful and more ways to let the community know that Parker is reopened.

12. Executive Session

Action: 12.1 Proposed Executive Session

Motion to convene into executive session.

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

Time: 8:22 PM

Action: 12.2 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: 8:57 PM

13. Closing of Meeting

Action: 13.1 Adjourn

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: 9:00 PM