

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, February 26, 2013 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

- 1. CALL TO ORDER and PLEDGE OF ALLEGIANCE**
- 2. COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Korner:
 - 1) National Board Certification – Nicholas Kline
 - b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes).
 - c. Board Member Reports
 - 1) Discussion – Driver Education
 - 2) BOE Facilities Committee Report – February 14, 2013 Meeting
 - 3) COSBA Annual Legislative Breakfast, March 9, 8-11:00 a.m., Westhill High School
 - 4) BOE Policy Committee Update
 - 5) Acknowledge Receipt of Report of Examination for Period of June 1, 2011 to July 9, 2012 from the Office of the New York State Comptroller
- 3. PRESENTATIONS:**
 - a. Cortland Public Education Foundation Awards
 - 1) Ms. Sharon Phetteplace – Vocal Music CJSHS and Virgil
 - 2) Ms. Heidi Shelley – Vocal Music Randall
 - b. Parent Engagement – Parker School
 - c. 2nd Quarter Academic Report
- 4. CONSENT ITEMS:**
 - a. Minutes of February 12, 2013 Regular Meeting
 - b. CSE/CPSE Recommendations
- 5. OLD BUSINESS:**
 - a. 2nd Reading Erie I BOCES Policy Revisions to Section 4000 Administration
- 6. NEW BUSINESS:**
 - a. Financial Reports: Treasurer’s Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – December 2012 and Extra Classroom Activity Fund Quarterly Reports December 31, 2012
 - b. Approve Participation in Local Government Efficiency Program Grant
 - c. Approve Surplus Auction Bid Awards
- 7. PERSONNEL ACTION:**
 - a. Approval of Personnel Resignations and Leaves
 - b. Approval of Non-Instructional Personnel Appointments
 - c. Approval of Instructional Personnel Appointments
- 8. LEADERSHIP REPORTS:**
 - a. Director of Business Operations
 - b. Assistant Superintendent for Pupil and Personnel Service
 - 1) School Health Systems Improvement Plan Project
 - c. Superintendent
 - 1) Draft Calendar 2013-14
- 9. AUDIENCE PARTICIPATION: (Individuals are requested to keep their comments to two-minutes per speaker).**

10. **NEXT MEETING AGENDA REVIEW**
11. **EXECUTIVE SESSION *(if needed)***
12. **ADJOURNMENT**

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, February 12, 2013 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, February 12, 2013 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli, Ms. Melissa Davis-Howard, Ms. Janet Griffin, Mr. John Natoli, Mr. William Stark, Ms. Alane Van Donsel, and Mr. William Young
Also Present: Mr. Michael Hoose, Superintendent of Schools; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Susan Bridenbecker, Director Business Services; Cortland Standard Representative; School and Community Representatives; Ms. Margaret Baccaro, Clerk

6:10 – 6:35 p.m. – Board Budget Workshop

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE:** Ms. Van Donsel called the meeting to order at 7:01 p.m., and the Pledge of Allegiance was recited.

Ms. Van Donsel requested a moment of silence to recognize the passing of Mrs. Anne Planck. Mrs. Planck taught at Barry School from 1976 to 2001.

2. **COMMUNICATIONS and RECOGNITION:**

- a. **Kudos Korner**

- 1) **Post-Standard/WCNY Spelling Bee Finalist – Tess Engst-Mansilla**
 Ms. Tess Engst-Mansilla, a 6th grader at Barry Elementary School was recognized as one of three local finalists to participate in the 2013 Post-Standard / WCNY written spelling contest. As a result of the written spelling test, Tess qualified to join thirty-six of the top scorers (from approximately 200 students from 40 school districts in Central New York) to compete in the February 2, Oral Spelling Bee. The oral Spelldown took place at the WCNY Studios and was televised. Tess was present to accept a certificate of Extraordinary Achievement and congratulations from the Board.
- 2) **2012 World Food Prize Global Youth Institute Participant – Nisarga Paul**
 Nisarga Paul, a 10th Grader at CJSHS, was recognized as among the top students in the country selected to attend the Food Prize Global Youth Institute October 18-20 in Des Moines, Iowa. He was accompanied by his teacher, Ms. Stephanie Passeri-Densmore. The International Symposium drew 1,300 people from 65 countries to discuss the world's hunger and food security issues. Nisarga presented a paper on the theme "Cultivating Innovations to Feed the World" and participated in roundtable discussions with experts in industry, science, academia and policy. Nisarga entertained the Board with a brief Power Point presentation on his trip, and accepted a certificate of Extraordinary Achievement from the Board.
- 3) **NFF National High School Scholar Athlete Award - Joshua Gutches**
 On January 27, the Central New York Chapter of The National Football Foundation and College Hall of Fame honored Joshua Gutches, a senior at Cortland Jr.-Sr. High, along with over 60 Section III high school football players at the Annual Scholar-Athlete Awards Dinner. The Foundation recognizes athletes for their academic achievements. Josh will receive a \$500 scholarship. Josh was present to accept a certificate of Extraordinary Achievement acknowledging this outstanding achievement.
- 4) **National Interscholastic Athletic Administrators Association Student Athlete Scholar - Brian Hughes**
 The Board acknowledged Brian Hughes as a recipient of the NYS National Interscholastic Athletic Administrators Association Student Scholar-Athlete award. One male and one female will each receive a \$250 Scholarship for four years, and a plaque recognizing them as New York State winners. As a NYS scholarship recipient, Brian is eligible for the sectional and national scholarships. Brian, was present to accept the Board's congratulations, and a certificate of Extraordinary Achievement.
- 5) **Four Hundredth Wrestling Coaching Victory - David Darrow**
 Mr. David Darrow was invited to this meeting to allow the Board to recognize his 400th Wrestling Coaching Victory. Dave has been Cortland's varsity coach for the past 24 years and his overall record is 400-144-4. Dave was presented a plaque in recognition of this impressive career achievement.

Mr. Colongeli arrived at 7:17 p.m.

b. **Audience Participation** – on items related to the Agenda

Ms. Anne Doyle, Cortland resident, addressed the Board to mention the deaths of three retired employees, Mr. James Van Nortwick, Mrs. Gwen McCabe and Mrs. Anne Plank. Ms. Van Donsel thanked her for sharing.

c. **Board Member Reports**

1) **Discussion – Driver Education**

Mr. Stark asked Mr. Hoose to research and provide information on the Driver Education course, e.g., why it is no longer a credit bearing course, and could it again become one in the future.

2) **Feedback on COSBA Annual Legislative Breakfast, February 2, 2013**

Mr. Hoose and Mr. Natoli reported they had attended the February 2, Legislative Breakfast. They were not very encouraged by what they heard regarding aid distribution throughout the state. Dr. Rick Timbs, Executive Director of the Statewide School Finance Consortium, led the conference. Dr. Timbs stressed that given the critical fiscal issues in 2013, school districts and community members need to act as effective advocates in conveying concerns to those that represent us in the state Senate and Assembly. He stressed the importance of raising the profile of fiscal issues in our area and creating meaningful dialogue with our state legislators. Mr. Hoose shared that a letter writing campaign is being organized. He will continue to provide information on this.

3) **Feedback on 2nd Annual CNYSBA Issue Advocacy Conference & Workshop, January 26, 2013**

Mr. Hoose reported he had attended the CNYSBA Issue Advocacy Conference and Workshop. It was similar to the legislative breakfast with a different audience. The focus was advocacy programs, addressing the inequity and distribution of state aid and ever increasing mandates.

4) **BOE Policy Committee Report on February 5, 2013 Meeting**

Mr. Natoli reported that the committee had met on February 5, to review policy Section 4000 Administration. The committee will present the first reading of this section, with only minor changes to the Erie I policy, later in the agenda.

5) **BOE Audit Committee Report on February 6, 2013 Meeting**

Ms. Davis-Howard reported that the Audit Committee met on February 6, to review the preliminary report from the NYS Comptroller. Ms. Bridenbecker walked the committee through the report and the corrective action plan response that will be submitted as a follow-up to the report. Ms. Davis-Howard shared that copies of the report are available on the OSC website.

3. **PRESENTATIONS:**

a. **Annual Youth Drug and Alcohol Survey**

Ms. Judi Riley, Mr. Greg Santoro, JSBS Principal, and Ms. Jill Pace, Health and FCS Department Leader and District Health and Wellness Coordinator, provided a report on the 2012 Annual Youth Drug and Alcohol Survey administered county-wide to students in grades 6, 8, 10 and 12. The survey measures substance use within the past 30 days. Ms. Pace and Mr. Santoro reviewed the survey findings including the percent of student not involved in these behaviors, percentage who had used alcohol, cigarettes, marijuana and prescription medications (not prescribed) and the areas of focus to change the behaviors of those who are involved. This data is used by community and the schools to reduce risk factors and increase protective factors for our youth.

4. **CONSENT ITEM:**

a. **Minutes of January 22, 2013 Regular Meeting**

b. **Minutes of February 6, 2013 Special Meeting**

c. **CSE/CPSE Recommendations**

610247865, 607000859, 610364514, 610353315, 610391088, 610340630, 607000770, 610373684, 610380590, 610316629, 610238556, 610284886, 610341446, 607000801, 610313746, 607000827, 610328939, 610284957, 607000633, 610365024, 610382948, 607000019, 610379697, 610281270, 607000382, 607000846, 607000630, 610344379, 610253551, 607000621, 610330366, 610289282, 607000713, 607000833, 610394618, 610285127, 610262500, 610350799, 610316019, 610330980, 610365680, 607000619, 607000652, 607000196, 610307966, 610264307, 610295915

d. **Approval/Appointment of Board of Registration and Election Inspectors as Presented for the Budget Vote and Election May 21, 2013**

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Consent Items as presented.

Moved by Ms. Griffin, seconded by Mr. Natoli.

Final Vote: Yes – 7, No – 0. Motion Carried.

5. OLD BUSINESS:

- a. **2nd Reading/Final Approval Erie I BOCES Policy Revisions to Section 3000 Community Relations**
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 2nd Reading/Final Approval of proposed changes to Section 3000 Community Relations for the following policies, as recommended by Erie I BOCES, and the Board of Education Policy Committee:

- 3110 Media/Municipal Governments/Senior Citizens
- 3140 Flag Display
- 3150 School Volunteers
- 3160 Charter Schools
- 3210 Visitors to the School
- 3230 Public Complaints
- 3240 Student Participation
- 3250 Parent-Teacher Association
- 3271 Solicitation of Charitable Donations
- 3272 Advertising in the Schools
- 3280 Use of School Facilities, Materials and Equipment
- 3290 Operation of Motor-Driven Vehicles on District Property
- 3310 Public Access to Records
- 3320 Confidentiality of Computerized Information
- 3410 Code of Conduct on School Property
- 3411 Unlawful Possession of a Weapon Upon School Grounds
- 3412 Threats of Violence in School
- 3420 Non-Discrimination and Anti-Harassment in the School District
- 3430 Uniform Violent and Disruptive Incident Reporting System (VADIR)
- 3510 Emergency School Closings

Moved by Mr. Young, seconded by Mr. Stark. Discussion. None

Final Vote: Yes – 6, No – 1 (Colongeli). Motion Carried.

6. NEW BUSINESS:

- a. Declaration of Surplus Vehicle
RESOLVED, upon the recommendation of the Superintendent of Schools, to declare one vehicle as Surplus Equipment per the Surplus Vehicle Inventory memo dated February 8, 2013, as presented.

Moved by Ms. Davis-Howard, seconded by Mr. Young. Discussion: None

Final Vote: Yes – 7, No – 0. Motion Carried.

- b. Approval of Correction to Tax Roll for 2007-08 - Parcel 96.09-01-02.200
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby corrects the 2007/2008 taxable assessed value of parcel 96.09-01-02.200, owned by New Plan Realty Trust (Gator Cortlandville Partners), of Department 124, PO Box 4900, Scottsdale, Arizona 85261-4900 from \$3,573,000.00 to \$2,250,000.00.

Moved by Mr. Colongeli, seconded by Mr. Young. Discussion: None

Final Vote: Yes – 6, No – 1 (Natoli). Motion Carried.

- c. Approval of Correction to Tax Roll for 2008-09 - Parcel 96.09-01-02.200
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby corrects the 2008/2009 taxable assessed value of parcel 96.09-01-02.200, owned by Super Intermediate Co. LLC. (Gator Cortlandville Partners) of Department 124, PO Box 4900, Scottsdale, Arizona 85261-4900 from \$3,543,500.00 to \$2,508,000.00.

Moved by Mr. Young, seconded by Ms. Davis-Howard. Discussion: None

Final Vote: Yes – 6, No – 0, Abstain – 1 (Natoli). Motion Carried.

- d. 1st Reading Erie I BOCES Policy Revisions to Section 1000 By-Laws – Policy 1630 Remains *Tabled*
 e. 1st Reading Erie I BOCES Policy Revisions to Section 4000 Administration (Except 4211 and 4240)
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 1st Reading of proposed changes to Section 4000 Administration, for the following policies as recommended by Erie I BOCES, and the Board of Education Policy Committee:

- 4110 Administrative Personnel
- 4210 Administrative Organization and Operation
- 4220 Administrative Authority
- 4230 District Committees
- 4310 Superintendent of Schools
- 4320 Superintendent-Board of Education Relations
- 4410 Professional Development Opportunities
- 4420 Compensation and Related Benefits

Moved by Mr. Stark, seconded by Mr. Young. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

7. PERSONNEL ACTION:

- a. Approval of Personnel Resignations and Leaves
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Resignations and Leaves as presented on Resignations and Leaves Schedule 11.04.
Moved by Mr. Natoli, seconded by Ms. Davis-Howard. Discussion: Mr. Treadwell and Mrs. Wetherell's retirements were accepted with appreciation for their years of service to the district.
Final Vote: Yes – 7, No – 0. Motion Carried.
- b. Approval of Non-Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Non-Instructional Personnel as presented on Schedule of Appointment 1081.
Moved by Ms. Davis-Howard, seconded by Ms. Griffin. Discussion: Ms. Griffin asked for clarity on the title of the positions as she was not familiar with it.
Final Vote: Yes – 7, No – 0. Motion Carried.
- c. Approval of Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Instructional Personnel as presented on Schedules of Appointment 2224, 2225, 2226 and 2227.
Moved by Ms. Davis-Howard, seconded by Mr. Young. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. **Director of Business Operations - None**
- b. **Assistant Superintendent for Pupil and Personnel Service**
 Ms. Riley shared that twenty-three administrators and staff members spent today participating in an introduction to the Danielson Framework presented by the Danielson Group. A follow-up planning session is scheduled for the week after break. Materials are available for members who wish to know more about the process.
- c. **Superintendent**
- 1) **Capital Project Change Order Summary**
 Mr. Hoose provided summary information on change order EC-040 pertaining to miscellaneous electrical work conducted at the Kaufman Center / Bus Garage building.
 - 2) **Participation in Local Government Efficiency Program Grant**
 Mr. Hoose explained that OCM BOCES has contacted component districts regarding interest in joining together to pursue this grant to study the feasibility of a regional transportation facility. The district would be required to contribute 10% local funds to the effort (approximately \$500). Members agreed it would be beneficial to participate in the study; therefore, this item will appear on the next agenda for approval.

3) **National Board Certification**

Mr. Hoose offered his congratulation to Mr. Nick Kline, Parker School Physical Education Teacher, who recently achieved National Board certification. Mr. Kline will be invited to the January 26 meeting to receive Kudos from the Board.

4) **Puzzle Solvers Grant Awarded to Speech Department**

Mr. Hoose was very pleased to announced that Kathy Reynolds had recently been notified that she had been awarded a grant through PuzzleSolvers, Inc. PuzzleSolvers, Inc. is a local non-profit organization whose mission is to provide resources, increase awareness and raise funds for families and individuals impacted by autism spectrum disorder. Ms. Reynolds had submitted an application for the purchase of six iPads with ProLoQuo2Go software for the speech department. The District will receive a check for \$2,064 to make the purchase.

5) **New York State School Boards Association Recognitions**

Mr. Hoose offered his congratulations, and presented Mr. Young with an *Achievement Award* for earning seventy-five credits for participating in School Board U training opportunities.

6) **Televised Board Meetings**

Mr. Hoose announced that the next Board meeting will be televised from the Kaufman Center.

7) **Meeting with Commissioner John B. King, Jr.**

Mr. Hoose shared that he and Ms. Riley had attended a meeting with Commissioner King on February 8, for a presentation and discussion on *Multiple Pathways – Career and College Ready*. The audience represented individuals from area industry/business, colleges, universities, and elementary and secondary schools.

9. **AUDIENCE PARTICIPATION:** There were no requests to address the Board.

10. **NEXT MEETING AGENDA REVIEW**

The following items were added to the February 26 meeting agenda:

- Driver Education
- Participation in Local Government Efficiency Program Grant

11. **EXECUTIVE SESSION – None**

12. **ADJOURNMENT**

As there was no further business to discuss, Ms. Van Donsel asked for a motion to adjourn the Regular meeting at 8:34 p.m.

Moved by Ms. Davis-Howard, seconded by Mr. Young. Discussion: none

Final Vote: Yes – 7, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk

Local Government Efficiency Program Grant

The Cortland Enlarged City School District Board acting by and through its Board of Education President duly authorized and do herein declare:

WHEREAS, the New York State Department of State has released an application for the Local Government Efficiency Program Grant which allows municipalities; to include School Districts, to apply for funding that provide funds for plans and studies that will include an examination of the potential savings and management improvements for two or more municipalities to study functional consolidation on a regional basis.

WHEREAS, Cortland Enlarged City School District is a Co-Applicant to Onondaga-Cortland-Madison Board of Cooperative Education application to the Local Government Efficiency Program Grant.

WHEREAS, the Onondaga-Cortland-Madison Board of Cooperative Educational Services (OCM BOCES) is the Lead Applicant and all Co-Applicants shall submit with the application a formal resolution of the governing body showing support of this grant application. The purpose of this resolution is to provide official support of this governing body of this co-applicant for the application and the proposed project and to state the following:

- I. Authorization to Apply for the Grant: The Cortland Enlarged City School District designates that the OCM BOCES as the lead applicant with J. Francis Manning, District Superintendent, OCM BOCES as the Lead Applicant Contact Person. We hereby authorize J. Francis Manning to submit an application to the Local Government Efficiency Grant Program for the 2012-2013 program year. The Cortland Enlarged City School District also authorizes OCM BOCES and J. Francis Manning to execute all financial and/or administrative processes relating to the grant program.
- II. Project Title and Description: The project will be known as the "OCM BOCES Regional Transportation Center Study". The study and planning will examine the potential savings, management improvements, and benefits to the community in consolidating the functions of transportation for the 9 school districts.
- III. Funding Request: We authorize OCM BOCES to apply for \$45,000 of funding from the Local Government Efficiency Program Grant Program.
- IV. Local Share Information: Each of DeRuyter, Cortland, Homer, Cincinnatus, McGraw, Tully, Baldwinsville, North Syracuse, and Liverpool CSDs will be responsible for 1/9th portion of the 10% match which is equal to 10% of the projects total cost. The 10% match for this application is \$5,000 and each districts share will be \$555.55 from local funding.
- V. Co-Applicant Information: Cortland Enlarged City School District is an authorized co-applicant to OCM BOCES application to the NYS Department of State Local Government Efficiency Grant Program. We agree to work with OCM BOCES and each of the districts which are also co-applicants to this grant.

THEREFORE, BE IT RESOLVED, that a school board meeting was held on Cortland Enlarged City, 2013, wherein a quorum was present and a majority of the quorum voted to provide authorization for OCM BOCES to apply for the Local Government Efficiency Grant Program with the Cortland Enlarged City School District as a Co-Applicant. Therefore, this document is to serve as the formal resolution of the Cortland Enlarged City School District Board of Education, pursuant to the laws of New York.

Cortland Enlarged City School District

Signed: _____

Title: President, Board of Education

Date: _____

60

RECEIVED

FEB 21 2013

SUPERINTENDENT'S OFFICE

5/20/13 PDE

To: Mr. Michael Hoose
Superintendent of Schools

Ms. Susan Bridenbecker
Director of Business Services

From: Steve Littlefield *Steve*

Date: February 20, 2013

Re: Surplus Bus Bid Results

Bidding for numerous surplus buses ended on the Auctions International web site at 6.00 p.m. on Tuesday, February 19, 2013. The following represents the bid results for your consideration.

2002 Freightliner/Thomas bus #7, VIN 4UZA AWAK62CJ60255, 18 passenger/2WC. The high bidder was Philip Benowitz, P&B Auto Sales of Brooklyn, NY for \$3,550.00.

2002 Thomas MVP 66 passenger Saf-T-Liner bus #8, VIN 1T7HN4B2621121545. The high bidder was Abdul Chaudhry, Kwality Auto Group, Paterson, NJ for \$6,500.00.

2002 Thomas MVP 66 passenger Saf-T-Liner bus #9, VIN 1T7HN4BZ821121546. The high bidder was Richard Blair, Blair's Bus Service, Maryville, Tennessee for \$6,400.00.

2004 Freightliner/Thomas 65 passenger bus #10, VIN 4UZA AXCS34CL82306. The high bidder was Omar Valles, 1101 Via De La Amistad, San Diego, Ca for \$8,700.00.

2004 Freightliner/Thomas 65 passenger bus #12, VIN 4UZA AXCS44CL82329. The high bidder was Omar Valles of San Diego, Ca. for \$8,200.00.

2002 Chrysler Voyager van #145, VIN 1C8GJ25322B658967. The high bidder was Meghan Sues, One Stop Buy & Sell, Lake Ronkonkoma, NY. for \$860.00.

2003 Chrysler Voyager LX van #146, VIN 1C8GJ25393B233148. The high bidder was Meghan Sues, Lake Ronkonkoma, NY. for \$870.00.

The high bid for Item #3, for bus #9 has a slight irregularity, in that the buyer from Tennessee requests an extra three to seven days past the ten business day deadline for pick up. I request that the board waive this minor irregularity.

Please place these surplus bus bids before the board of education for consideration, acceptance or rejection. With acceptance of the bids, the vehicles can be moved from school district property.

SCHEDULE OF RESIGNATIONS AND LEAVES

79-C

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF
School Year 2012-13

Schedule Number: 11.05
Board Meeting Date: February 26, 2013
Color: White

A. Approval of Personnel Resignations and Leaves

INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON

NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON
Krupka, Timothy	Audio Video Support Specialist	12/01/2008	03/29/2013	Resignation.
Bahns, Ehren	Audio Video Aide	09/29/2010	03/29/2013	Resignation.

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Zimmerman, Leslie	Special Education	09/01/2007	05/15/2013 – 06/30/2013 (Estimated)	Parental Leave – If part of this leave is to be paid, the period of disability, confirmed by a physician, will be defined in the doctor's note.

SCHEDULE OF APPOINTMENTS

**Non-Instructional Personnel
To Fix Salaries and Schedule Conditions for the School Year 2012-13**

Schedule Number: **1082**
 Board Meeting Date: **February 26, 2013**
 Color: **White**

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Ballard, Brian	School-To-Work Coordinator	JSHS	02/27/2013	Probationary	Brian has successfully completed the appropriate Civil Service exam and moves from provisional to probationary.	\$10.09
Brown, Judy	Account Clerk	Kaufman Center	02/27/2013	Probationary	Judy will fill the new Account Clerk position.	\$12.50

SCHEDULE OF APPOINTMENTS

Non-Instructional Substitute Personnel

To Fix Salaries and Schedule Conditions for the School Year 2012-13

Schedule Number: 1083

Board Meeting Date: February 26, 2013

Color: White

The following individuals are appointed conditionally (pending fingerprint clearance) to the substitute list for non-instructional personnel. The Superintendent is authorized to make assignments from the list.

Last Name	First Name	Title	Rate	Remarks
Anderson	Tammy	LPN	\$16.25	
Sinnigen	Justin	Teacher Aide	\$8.55	Retroactive to 02/05/2013

SCHEDULE OF APPOINTMENTS

ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2012-13

Schedule Number: **2228**

Board Meeting Date: **February 26, 2013**

Color: **Yellow**

The following individuals are emergency conditional appointments to the substitute teacher list. The Superintendent is authorized to make assignments from the list.

Name	Title	List	Daily Rate	Remarks
Burns, Kara	Substitute Teacher	A	\$85.00	Retroactive to 02/11/2013
Shepherd, Molly	Substitute Teacher	A	\$85.00	

Substitutes appointed above are automatically eligible to substitute as Teaching Assistants.

**SCHEDULE OF APPOINTMENTS
INTER-SCHOLASTIC (ATHLETICS)**

To Fix Salaries and Schedule Conditions for the School Year 2012-13

Schedule Number: **2229**

Board Meeting Date: **February 26, 2013**

Color: **Blue**

NAME	TITLE	VARSITY/JV JUNIOR HIGH	SPORT	BOYS/ GIRLS	AMOUNT
Catalano, Kindra	Vol. Asst. Coach	Varsity	Lacrosse	Girls	\$ Volunteer