

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Tuesday, May 14, 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.) SkillsUSA Competition
      - a. First Place Nursing Assistant – Megan Howard
    - 2.) HOSA Competition
      - a. First Place Career Health Display – Miranda Karn and Tanya Shevchuk
      - b. Second Place Medical Spelling – Devon Tennant
      - c. Second Place Extemporaneous Writing – Nicole Kenyon
  - b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes).
  - c. Board Member Reports
    - 1.) Reminders:
      - a. Canceled May 13, 2013 – Meet the Candidates, JSHS Auditorium
      - b. May 21, 2013 Budget Vote / Election
    - 2.) CNYSBA Annual Meeting Welch Allyn Lodge, Skaneateles – May 22, 2013
    - 3.) Discussion of School Events Calendar
    - 4.) Discussion Standardized Testing
    - 5.) Discussion of Board Resolution Recognizing Teacher & School Staff Appreciation Week
    - 6.) Distribute Board Self Appraisal
3. **PRESENTATIONS:** None
4. **CONSENT ITEMS:**
  - a. Minutes of April 22, 2013 Regular Meeting
  - b. Minutes of May 7, 2013 Public Budget Hearing
  - c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
5. **OLD BUSINESS:**
6. **NEW BUSINESS:**
  - a. Rescind Acceptance of Surplus Auction Bid Award
  - b. Approval of Surplus Auction Bid Awards
  - c. Approval of the Section III Combined Cortland-Homer Varsity Boys Ice Hockey Team for 2013-14
  - d. Approval of the Combined Cortland-Homer Varsity Boys Ice Hockey Agreement for 2013-14
  - e. Approval of Appointment of Impartial Hearing Officer Mindy Wolman, Esq.
  - f. Approval of Appointment of Impartial Hearing Officer Craig Tessler, Esq.
  - g. Approval of Private School Transportation Requests for 2013-14
  - h. Approval of Dedication Plaque – Colonel Arnold D. Gabriel Band Hall
  - i. Acceptance of Revised Scholarship Donation from JP Morgan Chase
  - j. Approval of the Renewal Proposal by Cayuga Medical Center of Ithaca for Athletic Training Services for 2013-14
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

- c. Superintendent
  - 1) Capital Project Change Order Review

- 9. **AUDIENCE PARTICIPATION: (Individuals are requested to keep their comments to two-minutes per speaker).**
- 10. **NEXT MEETING AGENDA REVIEW**
- 11. **EXECUTIVE SESSION**
- 12. **ADJOURNMENT**

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Monday, April 22, 2013 at 7:00 p.m.**  
**Kaufman Center, 1 Valley View Drive, Cortland NY**

49

A Regular Meeting of the Board of Education was held on Monday, April 22, 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 and Ms. Alane Van Donsel

**Absent:** Mr. William Young

**Also Present:** Mr. Michael Hoose, Superintendent of Schools; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; School and Community Representatives; Ms. Margaret Baccaro, Clerk

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE:** Ms. Van Donsel called the meeting to order at 7:00 p.m., and the Pledge of Allegiance was recited.
2. **COMMUNICATIONS and RECOGNITION:**
  - a. **Kudos Korner**
    - 1.) Hannah Zhang – First Place Cortland County, NYS, and Northeast Region *DAR Good Citizens Award and Scholarship Contest*  
The Board was extremely pleased to recognize Hannah Zhang, recipient of the *DAR Good Citizens Award*. Ms. Van Donsel shared that Hannah was awarded First Place Cortland County Chapter of the DAR. Hannah was not only the first Cortland Jr.-Sr. High School student to win at the chapter level, but she went on to win First Place in New York State; and, then went on to win the Northeast Region. Hannah is one of eight national division winners. Hannah was presented with the Board's certificate of extraordinary achievement.
  - b. **Audience Participation** – on items related to the Agenda. There were not requests to address the Board.
  - c. **Board Member Reports**
    - 1.) Reminders: Ms. Van Donsel reminded members of the following upcoming events:
      - a. April 25, 2013 (Thursday) – Special Meeting to Accept Bid Awards – The Board decided to cancel this meeting and accept the bid awards tonight as all information had been submitted.
      - b. April 26, 2013 – 3:00 PM Dedication Colonel Arnauld D. Gabriel Band Hall
      - c. May 1, 2013 – Board Candidate Petitions are due to the Board Clerk
      - d. May 7, 2013 – Public Budget Hearing, JSHS Auditorium
      - e. May 13, 2013 – Meet the Candidates, JSHS Auditorium
    - 2.) Summer Meeting Schedule Confirmed:
      - a. Tuesday, July 2 – Organizational and Regular Meeting
      - b. Tuesday, August 6 – Regular Meeting (*first Tuesday*)
      - c. Tuesday, August 20 – Regular Meeting (*third Tuesday*)
    - 3.) CNYSBA Annual Meeting – May 22, 2013 – Ms. Van Donsel brought member's attention to the CNYSBA Annual Meeting announcement that was in the Board packet.
    - 4.) Policy Committee Report – April 17, 2013 Meeting  
Mr. Natoli reported that the Policy Committee is currently reviewing policy Section 5000 pertaining to Non-instructional/Business Operations.
    - 5.) Facilities Committee Report – April 17, 2013 Meeting  
Mr. Stark reported that the Facilities Committee had met to discuss security issues based on the progress of the Capital Project, specifically front door access components. There will be future discussion at the Board level regarding policy, and how after school events will impact security.  
In addition, the committee reviewed bids for the roofing project. The bids will be presented tonight for Board approval.
3. **PRESENTATIONS:** None
4. **CONSENT ITEMS:**
  - a. **Minutes of April 9, 2013 Regular Meeting**

- b. **CSE/CPSE Recommendations** (Committee on Special Education/Committee on Pre-school Special Education)  
 610307212, 61037550, 610364514, 607000813, 610299823, 607000882, 610279817, 607000790, 610308571, 610308572, 610313746, 610328934, 610324606, 610339462, 607000125, 607000126, 610261230, 610333950, 607000611, 607000467, 610308398, 610328958, 607000846, 610354497, 610364982, 607000102, 610342286, 610389584, 610317757, 610366730, 610293582, 610305303, 610352199, 610343387, 610317989, 607000942, 610349469, 607000213, 610351033, 610350720, 610321232, 610296156, 610253548, 610346296, 610283320, 610305697, 607000933, 607000906, 607000942, 610349469  
**RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Consent Items as presented.**  
**Moved by Ms. Davis-Howard, seconded by Mr. Natoli.**  
**Final Vote: Yes – 5, No – 1 (Colongeli). Motion Carried.**
5. **OLD BUSINESS:** There was no Old Business to conduct.
6. **NEW BUSINESS:**
- a. Approval of Property Tax Report Card for 2013-14  
**RESOLVED, upon the recommendation of the Superintendent, to approve the Property Tax Report Card for 2013-2014, as presented.**  
**Moved by Mr. Natoli, seconded by Mr. Stark. Discussion:** Mr. Hoose explained that the property tax report card reflects the amount of total spending and total estimated school tax levy that would result from adoption of the proposed budget and the percentage increase or decrease in total spending.  
**Final Vote: Yes – 5, No – 0, Abstain – 1 (Colongeli). Motion Carried.**
- b. Financial Reports: Treasurer’s Report, Appropriations, Trial Balance, Revenues, Intrafund Transfers, Warrant – February 2013, and Extra Classroom Activity Fund Quarterly Report March 31, 2013  
**RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated February, 2013 and Extra Classroom Activity Fund Quarterly Report dated March 31, 2013 as presented.**  
**Moved by Ms. Griffin, seconded by Mr. Stark. Discussion:** None  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- c. Election of BOCES Board of Education Trustees  
**RESOLVED that the Board of Education casts its ballot in the annual election of members of the Board of Cooperative Education Services, held on April 22, 2013, for the following people: Catherine Cifaratta-Brayton (North Syracuse CSD), Barbara Closson (McGraw CSD), Mark Gilbert (Chittenango CSD), and David Paczkowski (West Genesee CSD).**  
**Moved by Mr. Stark, seconded by Mr. Natoli. Discussion:** None  
**Final Vote: Yes – 5, No – 0, Abstain – 1 (Colongeli). Motion Carried.**
- d. Approval of BOCES Administrative Budget  
**WHEREAS, the Board of Cooperative Educational Services for the Sole Supervisory District of Onondaga, Cortland, and Madison Counties, (the “BOCES”) duly presented its tentative 2013-2014 administrative budget of \$5,932,000 at its 2013 annual meeting; and**  
**WHEREAS, the Board desires to approve said tentative administrative budget.**  
**NOW, THEREFORE, BE IT RESOLVED as follows:**  
**The BOCES’ tentative administrative budget of \$5,932,000 is hereby approved.**  
**This resolution shall take effect immediately.**  
**Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion:** None  
**Final Vote: Yes – 5, No – 1 (Colongeli). Motion Carried.**
- e. OCM BOCES Final Request for Services  
**RESOLVED, upon the recommendation of the Superintendent, to approve the 2013-2014 BOCES Final Request for Services Contract as presented.**  
**Moved by Mr. Stark, seconded by Mr. Natoli. Discussion:** Mr. Stark asked if there were non-aidable items in this contract that could go out to competitive bid to save money. Mr. Hoose will research and provide additional information to the Board.  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

- f. Approval of Field Placement Agreement between Cortland Enlarged City School District and LeMoyne College  
**RESOLVED, upon the recommendation of the Superintendent, to approve the Field Placement Agreement between Cortland Enlarged City School District and LeMoyne College effective March 4, 2013 through June 30, 2014, as presented.**  
**Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion:** Mr. Stark asked for future discussion on field placement agreements. He would like to see our teachers receive a more equitable remuneration for the time and effort they put into supporting these programs.  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- g. Accept Capital Project Bid Award EXCEL Project (Roofing RC-1)  
**RESOLVED, upon the recommendation of the Superintendent, to award the bid for Roofing Work for the Cortland Enlarged City School District EXCEL Project (Roofing RC-1) to Sands Brothers Roofing, Inc., Antwerp NY as the lowest responsible bidder meeting specifications on a line item basis, as presented, and to authorize the Superintendent to sign the agreement and enter into contract.**  
**Moved by Mr. Stark, seconded by Mr. Natoli. Discussion:** Mr. Stark explained that this bid is for complete roof replacement for Barry, and partial replacement of Virgil and Randall Elementary School roofs that were not done under the original Capital Project.  
**Final Vote: Yes – 5, No – 0, Abstain – 1 (Colongeli). Motion Carried.**
- h. Accept Capital Project Bid Award EXCEL Project (Roofing RC-2)  
**RESOLVED, upon the recommendation of the Superintendent, to award the bid for Roofing Work for the Cortland Enlarged City School District EXCEL Project (Roofing RC-2) to Weather Master Roofing, Binghamton NY as the lowest responsible bidder meeting specifications on a line item basis, as presented, and to authorize the Superintendent to sign the agreement and enter into contract.**  
**Moved by Mr. Stark, seconded by Ms. Griffin. Discussion:** Mr. Stark explained that this bid is for complete roof replacement for Smith Elementary, and partial replacement of Parker Elementary and JSHS roofs that were not done under the original Capital Project.  
**Final Vote: Yes – 5, No – 0, Abstain – 1 (Colongeli). Motion Carried.**
- i. Accept Capital Project Bid Award EXCEL Project (Barry Elementary Site Work)  
**RESOLVED, upon the recommendation of the Superintendent, to award the bid for Site Work for the Cortland Enlarged City School District EXCEL Project (site Work Barry Elementary School) to All Around Excavation, Johnson City, NY as the lowest responsible bidder meeting specifications on a line item basis, as presented, and to authorize the Superintendent to sign the agreement and enter into contract.**  
**Moved by Mr. Stark, seconded by Mr. Colongeli. Discussion:** Mr. Hoose explained that this bid is for excavation that was done incorrectly under the Capital Project. The architect will cover the cost once the aid is computed.  
**Final Vote: Yes – 6, 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 11.09.**  
**Moved by Mr. Natoli, seconded by Mr. Stark. Discussion:** The retirements of James Reagan (twenty-seven years of service) and Stephen Wood (twenty-six years of service) were accepted with thanks and regret.  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- b. Approval of Non-Instructional Personnel Appointments  
**Resolved, upon the recommendation of the Superintendent, to approve the appointments for Non-Instructional Personnel as presented on Schedules of Appointment 1086 and 1087.**  
**Moved by Mr. Stark, seconded by Mr. Natoli. Discussion:** None  
**Final Vote: Yes – 6, 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 2234 and 2235.**

**Moved by Mr. Stark, seconded by Ms. Griffin. Discussion: None**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

**8. LEADERSHIP REPORTS:**

- a. Director of Business Operations – None
- b. Assistant Superintendent for Pupil and Personnel Service
  - 1) 2013 Elementary Summer School Program - Ms. Riley provided a timeline for the Elementary Summer School Program. Transportation will be provided.
- c. Superintendent
  - 1) Capital Project Change Order Summary – Mr. Hoose reviewed Change Order GC-048 pertaining to modifying an overhead door opening in the JSHS tech storage area to accommodate a new door.

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

**10. NEXT MEETING AGENDA REVIEW**

- Recommendation to move the Q3 report from May 28 to May 14.

**11. EXECUTIVE SESSION**

**In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Van Donsel called for an Executive Session at 7:45 p.m. to discuss the medical, financial, credit, or employment history of a particular person.**

**Moved by Ms. Griffin, seconded by Mr. Stark. Discussion: None**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

**The Executive Session adjourned at 8:36 p.m.**

**Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

**12. ADJOURNMENT**

**As there was no further business to discuss, Ms. Van Donsel asked for a motion to adjourn the Regular meeting at 8:15 p.m.**

**Moved by Ms. Griffin, seconded by Ms. Davis-Howard. Discussion: None**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

---

Ms. Margaret Baccaro, Clerk

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education**  
**Public Budget Hearing – May 7, 2013**

46

A meeting of the Board of Education to present the proposed budget for 2013-14 to the public was held in the Auditorium of the Cortland Junior-Senior High School, 8 Valley View Drive, on Tuesday, May 7, 2013.

**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; School and Community Representatives; Ms. Margaret Baccaro, Clerk

**1. CALL TO ORDER – Ms. Van Donsel called the meeting to order at 7:03 p.m. and the Pledge of Allegiance was recited.**

**a. Introductions of Board and Staff**

Ms. Van Donsel introduced members of the Board of Education and Administrative Cabinet, then turned the hearing over to Superintendent Hoose.

**2. PRESENTATION:**

**a. Proposed 2013-14 School Budget**

Mr. Hoose presented the proposed 2013-14 school budget in the amount of \$45,329,626, an increase of \$178,828 over the 2012-13 budget.

Mr. Hoose reviewed the Tax Levy Cap, and provided summaries of expenses, revenues and reserves. He explained budget challenges, aid loss, and the cost increases that are mandated by NYS Education Law. Foundation Aid has remained flat for four years while expenses have increased. State aid is based on the measure of property and pupil wealth referred to as CWR (Combined Wealth Ratio). The New York State average CWR is 1.0 while Cortland's is .56. The District is actually getting richer even with a free/reduced lunch rate of over 50%. This is due to a drop in property values on Long Island.

The budget will be funded through state aid (\$24.54 million), property taxes (\$16.6 million), miscellaneous sources (\$1.29 million), and the District will be using \$3.33 million in reserves to make up the gap in revenues. The tax levy limit for Cortland for 2013-14 is 4.74%. The Board of Education is proposing an increase in the Tax Levy of 2.97%. Mr. Hoose stressed that at the rate at which we are using our reserves, in two and one half to three years our reserves will have been exhausted.

Mr. Hoose summarized the two District propositions and the Library proposition that will appear on the May 21 ballot as follows:

**Proposition 1:** 2013-14 Budget \$45,329,626

**Proposition 2:** \$543,000 for three 66 passenger buses, one 48 passenger wheelchair bus, one 7 passenger van, and one pickup truck with snow plow.

**Proposition 3:** The Cortland Free Library will be proposing an increase from the current \$350,000 to \$360,150 beginning July 1, 2013. Mr. Hoose explained that New York Education Law sets out the right of free libraries to have taxes collected by the school district in which the library is found. Although the Library is not part of our budget, the District serves as a collector of the Library Tax.

Mr. Hoose reminded the audience that the annual election and budget vote is Tuesday, May 21, 2013, 12:00 p.m. to 9:00 p.m. There are two open seats on the Board of Education, and two candidates. Since no seats will be challenged, a Meet the Candidates Night will not be held on May 13. Tonight's presentation along with a Fast Facts summary will be posted to the District's website.

**3. QUESTIONS AND ANSWERS**

- a. Mr. Hoose opened the floor to members of the audience for questions and concerns about the proposed budget.
  - Q Ms. Tracy Millar, 3520 Route 215, Cortland, addressed the question and reasoning of the number of students to participate in the 2013-14 New Visions program. Her understand is there are fourteen students who have applied for seven slots for 2013-14. Although her daughter has met all of the academic requirements, she has been placed on a wait list as an alternate along with seven others. Ms. Millar asked how the number of participants was determined, and why all fourteen could not be provided the opportunity to participate in this excellent program.
  - A Mr. Hoose explained that BOCES may have capped the number of students they can accommodate in certain programs and therefore the district does not have any options. However, he will meet with the guidance department to discuss this situation.

**4. ADJOURNMENT**

As there were no further questions, Ms. Van Donsel asked for a motion to adjourn the meeting at 7:38 p.m.

**Moved by Ms. Davis-Howard, seconded by Mr. Young.** Under discussion, Mr. Natoli thanked the administrative team for the hard work they had put into this budget. Mr. Hoose also thanked the Board, Ms. Bridenbecker and Ms. Riley for their work and dedication throughout the budget process.

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

**Margaret Baccaro, Clerk, Board of Education**



**NYSPHSAA**  
**Section III**

**Combining Contract**

The Homer Central School District School District will combine with the Cortland Enlarged City School District School District (Host) based on the approval of each school's Board of Education to compete in the sport/gender of:

Boys Ice Hockey

for the following level(s)  
(please circle appropriate level(s))

Varsity    JV    Freshmen    Modified

This document confirms the combination of the above two schools for athletic competition in the stated sport for the following school year: 2013 - 14

Date that this proposed combination was approved by your league: 6/5/13

Michael J. Han Cortland ECSD  
Superintendent                  School                  Date

\_\_\_\_\_  
Superintendent (Host)                  School                  Date

- Please Note:**
- **This contract must be completed before any competition begins for the season.**
  - **The Host School is responsible for gathering the required signatures and sending copies to the merged school, league president and sport coordinator. The completed packet is then submitted to the Section Office for approval.**

C: Sports Coordinator  
Section III Office  
League President

**FOR OFFICE USE ONLY**

Received \_\_\_\_\_  
Executive Committee Approval \_\_\_\_\_  
NYSPHSAA notified \_\_\_\_\_

6d

## CORTLAND ENLARGED CITY SCHOOL DISTRICT

### ICE HOCKEY PROGRAM AGREEMENT

This Agreement entered into this 30th day of April 2013 between the *CORTLAND ENLARGED CITY SCHOOL DISTRICT*, 8 Valley View Drive, Cortland, New York, and the *HOMER CENTRAL SCHOOL DISTRICT*, 80 South West Road, Homer, New York, is for the combined interscholastic Varsity Boys Ice Hockey Team called the "*Cortland-Homer Golden Eagles*" and is valid for the 2013-14 school year.

#### **PROGRAM PARTICIPANTS:**

The *Cortland-Homer Golden Eagles* varsity ice hockey team shall consist of approximately between 20-26 players on the roster, but it is understood that the roster numbers could vary from year to year. Team membership is restricted to bona fide students that are registered in either the CORTLAND ENLARGED CITY SCHOOL DISTRICT or the HOMER CENTRAL SCHOOL DISTRICT.

#### **DIVISION AND SECTION AFFILIATION FOR COMPETITION:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT agree to compete in Section III ice hockey and both districts' agree to have their Board of Education approve the required Section III Sports Combining Contract on an annual basis as per NYSPHSAA requirements.

#### **DURATION OF SEASON:**

The season will start in November on a specific date that is determined by the NYSPHSAA and Section III and conclude in March according to the rules and regulations set forth by the NYSPHSAA.

#### **TEAM SELECTION:**

The coaching staff will conduct try-out sessions each November and will choose team members based upon their assessment of each student's performance during the try-out process.

#### **ROSTER VERIFICATION:**

The Athletic Directors at each school will be responsible for verifying the eligibility of the athletes from their home school that are participating on the team.

#### **PRACTICE AND CONTEST FACILITY:**

The *Cortland-Homer Golden Eagles* will conduct practice sessions and play all home contests at the JM McDonald Sports Complex located at 4292 Fairground Drive, Cortland, New York.

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT agree to enter into a rental agreement with the JM McDonald Sports Complex for contests and practice sessions. The written rental agreement will be approved by both school districts' Board of Education prior to the start of each season in November.

#### **COACHING STAFF:**

The coaching staff will be approved by the Board of Education of both the CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT. This will include volunteer coaches for the program.

## **SELECTION OF THE HEAD COACH:**

The head coach for the program will be selected based on a joint recommendation by both the Director of Athletics of the CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT. Both athletic directors must mutually agree upon the candidate to be recommended for the position. If the athletic directors cannot reach a mutual agreement on a candidate the Superintendents from both districts will meet and mutually select the head coach for the program.

## **VACANCY FOR HEAD COACH:**

If there is a vacancy for the position of Head Varsity Ice Hockey Coach both districts will post the vacancy and the Director of Athletics for the CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT will work together in the hiring process for the selection of a head coach.

## **COACHING SALARY:**

The coaching salary will be calculated by taking the highest salary for a varsity level coach in both districts and determining the average of the salaries.

## **GOLDEN EAGLES VARSITY ICE HOCKEY COACH:**

The *Cortland-Homer Golden Eagles* varsity ice hockey coach will be considered an employee of the CORTLAND ENLARGED CITY SCHOOL DISTRICT. The CORTLAND ENLARGED CITY SCHOOL DISTRICT will pay this employee directly and will be reimbursed for fifty percent (50%) of the salary by the HOMER CENTRAL SCHOOL DISTRICT.

## **PROGRAM ADMINISTRATION:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT'S Director of Athletics will be responsible for the administration and oversight of the *Cortland-Homer Golden Eagles* varsity ice hockey team for the 2013-14 season.

It will be the responsibility of the Director of Athletics administering the program to provide a detailed program report at the conclusion of the season to their Director of Business Services. The report will include a thorough breakdown of all program expenses and revenue from gate receipts.

## **PROGRAM BUDGET:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and HOMER CENTRAL SCHOOL DISTRICT Athletic Director's will work together in establishing a budget for the program on an annual basis.

The program budget will include facility rental fees for ice time; equipment and supplies; officials fees and mileage; Section dues, coaching clinics, tournament trophies, supervision and ticket sales personnel; laundry, rulebooks, state handbooks and reconditioning of ice hockey helmets and the purchasing of uniform pants.

## **PROGRAM EXPENSES:**

The total program cost of the varsity ice hockey team will be shared by both school districts. Both school districts will appropriate adequate funds to cover their share of program expenses. All expenses, except those identified elsewhere in this agreement, shall be paid by the CORTLAND ENLARGED CITY SCHOOL DISTRICT, including the coach's salary and rental of the JM McDonald Sports Complex for ice time.

The HOMER CENTRAL SCHOOL DISTRICT agrees to reimburse the CORTLAND ENLARGED CITY SCHOOL DISTRICT for fifty percent (50%) of program costs. It will be the responsibility of the CORTLAND ENLARGED CITY SCHOOL DISTRICT Director of Business Services to prepare an invoice and forward said invoice to the HOMER CENTRAL SCHOOL DISTRICT at the conclusion of each season.

#### **PROGRAM REVENUES:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT agree to charge an admission fee to all home contests. All proceeds will be documented at the conclusion of each game by the ticket seller. Gate receipts will be subtracted from program expenses in order to compute the net program expense for each district.

#### **GAME ADMINISTRATION:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT will provide a ticket seller and security personnel for all home contests at a pay rate established by the district. The security personnel will be assigned by the JM McDonald Sports Complex management to a designated area as deemed necessary for supervision of all home contests.

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT agree to provide administrative supervision at all home contests. The Athletic Directors of both districts will work together on developing a supervision schedule.

#### **CORTLAND-HOMER GOLDEN EAGLES BOOSTER CLUB:**

The Cortland-Homer Golden Eagles Booster Club will be responsible for the operation of the score clock for home contests and supervision of the penalty box.

The Cortland-Homer Golden Eagles Booster Club will also be responsible for the purchasing of game jerseys for the team.

#### **ICE HOCKEY EQUIPMENT:**

The ice hockey equipment is jointly owned by the CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT. If new equipment is needed it will be purchased by the CORTLAND ENLARGED CITY SCHOOL DISTRICT with fifty percent (50%) of the cost reimbursed by the HOMER CENTRAL SCHOOL DISTRICT.

Equipment supplied for the players by the districts include, but is not limited to:

- Helmets
- Gloves
- Uniform Pants
- Practice Jerseys
- Goalie Helmets and Masks

Supplies provided to the program by the districts include, but is not limited to:

- Pucks
- Tape
- Water Bottles

Players will provide all other equipment, but is not limited to:

- Ice Skates
- Hockey Sticks
- Shoulder Pads
- Elbow Pads
- Shin Guards
- Mouth Guards

All players in the combined Cortland-Homer ice hockey program must wear a school issued helmet when participating in program activities.

**RECONDITIONING OF HELMETS:**

The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT will agree to send program helmets to be reconditioned on an annual basis.

**TRANSPORTATION:**


The CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT will alternate transportation services for the team on an annual basis. It will also be the responsibility of the district that is providing the annual transportation to include vehicles for coaches scouting trips, conferences and an equipment vehicle for away contests.

**ANNUAL REVIEW AND RENEWAL OF AGREEMENT:**


This Agreement is subject to review and renewal on an annual basis by the CORTLAND ENLARGED CITY SCHOOL DISTRICT and the HOMER CENTRAL SCHOOL DISTRICT.

This Agreement, when signed by agents of both parties thereto, shall be in force from the date specified above, until June 30, 2014.

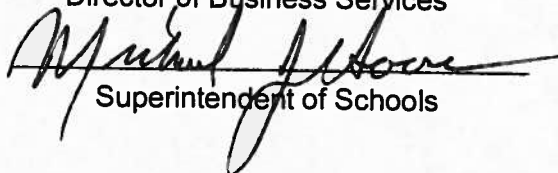
For: **CORTLAND ENLARGED CITY SCHOOL DISTRICT**

  
\_\_\_\_\_  
Director of Athletics

4/30/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director of Business Services

4/30/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Superintendent of Schools

4/30/13  
\_\_\_\_\_  
Date

For: **HOMER CENTRAL SCHOOL DISTRICT**

\_\_\_\_\_  
Director of Athletics

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director of Business Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent of Schools

\_\_\_\_\_  
Date

6e



Enlarged City School District  
"Committed to Excellence"

**Kaufman Center**  
1 Valley View Dr.  
Cortland, NY 13045  
Phone: 607-758-4100  
Fax: 607-758-4128  
[www.cortlandschools.org](http://www.cortlandschools.org)

**NOTICE TO HEARING OFFICER OF APPOINTMENT BY BOARD OF  
EDUCATION**

**CORTLAND ENLARGED CITY SCHOOL DISTRICT  
1 VALLEY VIEW DRIVE  
CORTLAND, NY 13045**

**Superintendent**

Michael J. Hoose

**Board of Education**

Alane M. Van Donsel  
*President*

John A. Natoli, Jr.  
*Vice-President*

Donald A. Colongeli

Melissa Davis-Howard

Janet S. Griffin

William B. Stark III

William F. Young

**May 7, 2013**

**TO: Mindy Wolman, Esq.**  
**221-59 59<sup>th</sup> Avenue, 2<sup>nd</sup> Floor**  
**Oakland Gardens, NY 11364**

**RE: APPOINTMENT AS HEARING OFFICER**

I am writing to inform you that you are appointed Hearing Officer in regard to a pending request for a hearing subject to ratification by the Board of Education at its next regular meeting on May 14, 2013. We request that you issue a decision within the appropriate time period of the law and regulations. Our school attorney's office will be in contact with you to obtain possible dates for the hearing.

5/7/13

**Date**

**President, Board of Education**

cc: Ms. Wendy DeWind, Hogan, Sarzynski, Lynch, DeWind and Gregory, LLP

6f



Enlarged City School District  
"Committed to Excellence"

**Kaufman Center**  
1 Valley View Dr.  
Cortland, NY 13045  
Phone: 607-758-4100  
Fax: 607-758-4128  
[www.cortlandschools.org](http://www.cortlandschools.org)

**NOTICE TO HEARING OFFICER OF APPOINTMENT BY BOARD OF  
EDUCATION**

**Superintendent**

Michael J. Hoose

**Board of Education**

Alane M. Van Donsel  
*President*

John A. Natoli, Jr.  
*Vice-President*

Donald A. Colongeli

Melissa Davis-Howard

Janet S. Griffin

William B. Stark III

William F. Young

**CORTLAND ENLARGED CITY SCHOOL DISTRICT  
1 VALLEY VIEW DRIVE  
CORTLAND, NY 13045**

**TO: Craig Tessler, Esq.  
345 West 21 Street  
New York, NY 10011**

**RE: APPOINTMENT AS HEARING OFFICER**

I am writing to inform you that you are appointed Hearing Officer in regard to a pending request for a hearing subject to ratification by the Board of Education at its next regular meeting on May 14, 2013. We request that you issue a decision within the appropriate time period of the law and regulations. Our school attorney's office will be in contact with you to obtain possible dates for the hearing.

4/26/13

**Date**

*Harold P. ...*  
**President, Board of Education**

cc: Ms. Wendy DeWind, Hogan, Sarzynski, Lynch, DeWind and Gregory, LLP





# Colonel Arnald D. Gabriel

## Band Hall

Dedicated April 26, 2013

Colonel Arnald D. Gabriel graduated from Cortland High School in 1943, earned Bachelor and Master of Science degrees in music education, an Honorary Doctor of Music degree, and a Lifetime Achievement Award from Ithaca College. Colonel Gabriel served in the U.S. Army during World War II and retired from the U.S. Air Force, serving as Commander and Conductor of the U.S. Air Force Band, Symphony Orchestra, and Singing Sergeants.

6h.





6 i

## CORTLAND ENLARGED CITY SCHOOL DISTRICT

1 Valley View Drive  
Cortland, New York 13045

**Susan Bridenbecker**  
Director of Business Services  
sbridenbecker@cortlandschools.org

**Business Office**  
(607) 758-4100  
Fax: (607) 758-4109

---

**To:** Michael Hoose, Superintendent of Schools  
**From:** Susan Bridenbecker, Director of Business Services  
**Date:** May 10, 2013  
**RE:** Harvey Kaufman Scholarship Modification

The Harvey Kaufman Scholarship was modified by Chase Bank from \$1,000 to \$750.00. The modification was necessary as the formal process to confirm the scholarship was not completed until January 2013. This placed the award in the 2013 calendar year for the bank and was calculated based on available funds for the 2013 calendar year. We have received the check in the amount of \$750.00.

6j

## SERVICE AGREEMENT

This Agreement is entered into on the first day of August 2013 by and between Cayuga Medical Center at Ithaca ("Medical Center"), a not-for-profit corporation with its principle office located at 101 Dates Drive, Ithaca, New York 14850 and Cortland City School District ("School District") at 8 Valley View Drive, Cortland, New York 13045.

WHEREAS, the Medical Center has determined that a need exists for the provision of sports medicine health services for School District students participation in School District sports programs; and

WHEREAS, the Medical Center has staff members who have expertise in the field of sports medicine which could serve to improve the quality and safety of students participating in School District sports programs.

WHEREAS, School District desires to engage the Medical Center to provide the services identified herein as part of its school health and safety program.

NOW THEREFORE, in exchange for the mutual covenants herein, the parties agree as follows:

1. DESCRIPTION OF SERVICES. The Medical Center will provide the School District with a fulltime NATA Certified Athletic Trainer that is licensed and certified to provide services in accordance with New York Education Law§8352 and NYCRR 135.4 to work an average of 40hrs per week from August to June in order to meet the School District's needs outlined below:

A. FALL SEASON: (August – November)

- a. Cover all pre-season Varsity, JV and modified football practices,
- b. Cover all other Fall sports (Field Hockey, Men's and Women's Soccer, Cross Country and Women's Tennis) pre-season practices which begin same time or a week after Varsity and JV Football,
- c. Assist football coaches in helmet and shoulder pad fitting,
- d. Responsible for helmet repairs and/or adjustments throughout the season,
- e. Cover ALL modified, JV and Varsity home football games,
- f. Cover ALL Varsity Football away games,
- g. Cover ALL home Varsity Men's and Women's Soccer games and Varsity and JV Field Hockey games at high school when appropriate. Football takes precedence over these sports,
- h. Travel, when possible, with any team in Sectional and State playoff games,
- i. Monitor weather for lightening and thunder then take appropriate action.

B. WINTER SEASON: (November – March)

- a. Cover all pre-season practices (Modified, JV and Varsity) at the high school or specified sights,
- b. Cover all Modified, JV and Varsity practices at the high school or specified sights,

- c. Cover all Modified, JV and Varsity home games at high school including all tournaments,
- d. Be “on-call” to help cover Ice Hockey games. Ice Hockey is a combined team with Homer High School and the past 2 years has been covered by Homer’s Certified Athletic Trainer,
- e. Travel, when possible, with any team in Sectional and State playoff games.

C. SRING SEASON: (March– June)

- a. Cover all pre-season practices at the high school,
- b. Cover all Modified, JV and Varsity Men’s and Women’s Lacrosse games at the high school,
- c. Cover other Spring Sports (Baseball, Softball and Track), including all Tournaments the week of Spring Break, as schedule permits.
- d. Travel, when possible, with any team in Sectional and State playoff games,
- e. Monitor weather for lightening and thunder then take appropriate action,
- f. Cover 6<sup>th</sup> Grade Olympic event at high school in mid/late June.
- g. Prepare athletic training room for summer cleaning.

D. EVERY SEASON:

- a. Responsible for the filling and dispensing of First Aid Kits for all sports. Coaches responsible for seeing Athletic Trainer for any equipment that may need to be refilled during the season,
- b. Responsible for dispensing of ice chests and water coolers to all teams. Coaches responsible for keeping the coolers and chests clean for the season. Some teams have their own ice chest and water coolers,
- c. Responsible for the checking AED’s readiness as well as signing in and out of AED’s everyday,
- d. Responsible for the collecting of all First Aid Kits, ice chests and water coolers at end of season and then preparing them for the next season,
- e. Cross check all physicals with nurses,
- f. Monitor weather conditions for potential heat illness,
- g. The Athletic Trainer will provide basic emergency care of any injured athlete, including referral for emergency care,
- h. The Athletic Trainer will evaluate athletic injuries and provide recommendations to athletes, coaches, and parents for self care and home management and/or referral to a physician,
- i. The Athletic Trainer will provide treatment/rehab, if appropriate, as determined necessary by assessment,
- j. The Athletic Trainer will communicate with family, caregiver, coaching staff, Cayuga Medical Center staff, student trainer's and physician in case of injury, to ensure continuity in care rendered,
- k. The Athletic Trainer will consult with physician, school nurse, and coaches concerning returning to play after injury,
- l. Responsible for the up-keep of the Athletic Training room,
- m. Responsible for inventory of all athletic training equipment/supplies including ice chest and water coolers purchased through budget,

- n. Responsible for athletic training room/supply budget along with Athletic Director,

**E. OTHER SERVICES:**

- a. The School District will have the opportunity to interview the Athletic Trainer assigned to the School District by the Medical Center,
- b. The School District coaches will be invited to attend all Sports Medicine and Athletic Performance Lectures/workshops offered by Cayuga Medical Center at no cost,
- c. The Medical Center will purchase an ImPACT neurocognitive testing license for the school district and provide ongoing support,
- d. The Athletic Trainer will be fully trained in the use of ImPACT concussion software and perform baseline testing on student-athletes participating in contact sports,
- e. The School District will receive the network discount on team performance testing and sport specific training programs offered by the Medical Center,
- f. The School District coaches will have access via the Athletic Trainer to the Medical Center's Sports Medicine and Athletic Performance team that consists of physicians, athletic trainers, physical therapists, exercise physiologists, and nutritionists,
- g. The Athletic Trainer will teach First Aide and CPR for the school district coaches as determined by the Athletic Director and Medical Center liaison,
- h. The Athletic Trainer and Medical Center's Sports Medicine Team will assist the Athletic Director by recommending policies governing injuries related to athletes,
- i. The Athletic Trainer will serve as liaison between the School District and families of student athletes,
- j. The Athletic Trainer will work closely with members of the School District's health staff and coaching staff to assure the best possible medical care of student athletes,
- k. The Athletic Director will be notified of changes in the Athletic Trainer coverage schedule. Substitutions are permitted, assuming the replacement has appropriate certifications, upon notification of the Athletic Director,
- l. The School District will provide the necessary equipment and supplies for the Athletic Trainer to perform all the responsibilities outlined in this agreement,
- m. The Athletic Trainer will supervise the on-line concussion management training program for coaches offered in June.
- n. The athletic Trainer is responsible for all other duties assigned by the Athletic Director within the scope of practice of an athletic trainer.

- 2. **PAYMENT FOR SERVICES.** For the services rendered under this agreement, School District shall pay to the Medical Center \$31,067 in 10 equal monthly installments of \$3,107 commencing September 2013. The Medical Center shall forward a monthly invoice to School District for the services provided the prior month. The School District shall make all payments due to Medical Center within thirty (30) days following the receipt of an invoice. Questions regarding an invoice

may be directed to the Accounting Office (607-274-4343).

3. TERM AND TERMINATION. This Agreement shall commence on August 1, 2013 and end on June 30, 2014. The Agreement will be automatically renewed for subsequent terms of August 1- June 30, unless either party gives notice of intent not to renew by July 1 of the then current year.
  - 3.1 This Agreement may be terminated as follows: If either party breaches this Agreement and fails to correct the breach to the reasonable satisfaction of the injured party within thirty (30) days following a written notice by the injured party specifying the breach, then the injured party may cancel this Agreement by giving written notice of said cancellation to the other party, unless both parties agree to extend the time to cure the defect.
4. RELATIONSHIP OF PARTIES. In the performance of the services hereunder, Medical Center shall be and at all times carry out the duties and obligations of this Agreement as an independent contractor. Nothing herein shall be construed to create an employer-employee relationship between the Medical Center and School District, or between Medical Center employees and School District, or between School District and the Medical Center's employees.
5. CONFIDENTIALITY. During the term of this Agreement, School District may have access to and become familiar with confidential and proprietary information owned by the Medical Center. School District shall not, during any term of the Agreement, or at any time thereafter, use or disclose to any other person or entity any of such information for its own benefit or for the benefit of any other person or entity. All files, records and other forms of data relating to Medical Center business shall belong to Medical Center and may not be removed by School District, copied or usurped under any circumstances. Student records created or accessed by the athletic trainer are governed by the Family Educational Rights and Privacy Act. Such records should be managed in accordance with the joint guidance on student medical records published by the United States Department of Education and Human Services.
6. ASSUMPTION OF LIABILITIES. Neither party shall assume or be responsible for any of the existing or future obligations, liabilities or debts of the other party.
7. INDEMNIFICATION. Each party covenants to indemnify and hold the other harmless from any and all losses, damages or liability, including attorney's fees, arising out of negligence or other unlawful malfeasance or nonfeasance by the party or parties, servants, agents or employees upon or in relation to the fulfillment of duties under this Agreement. Each party further covenants to the other that, in any case of claim or demand is asserted against it which may result in liability to the other, that it shall give prompt notice thereof in writing to the other party and shall cooperate in the investigation of any such claim or defense of any action arising there from.
8. LIASON. School District and the Medical Center shall each designate liaison

representatives. Until changing them in writing, the liaison for School District will be Jeff Johnson, Director of Athletics, (607) 758-4110 and the liaison representative for the Medical Center will be Margaret Vence, Director, Sports Medicine and Athletic Performance (607) 252-3580.

9. MISCELLANEOUS.

- 9.1.1 Waiver. In the event a term or condition of this Agreement should be breached by either party and thereafter waived by the other party, then such waiver shall be limited to the particular breach either prior or subsequent to the breach so waived.
- 9.1.2 Integration. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties and may not be modified or amended except in a written amendment signed by both parties.
- 9.1.3 Choice of Law. This agreement shall be governed by laws of the state of New York. The Supreme Court, Cortland County, shall have exclusive jurisdiction over any action or proceeding arising from or related to this agreement, and the parties consent to jurisdiction and venue in such court.
- 9.1.4 Notices. Any notice, demand or communication required, permitted, or desired to be given hereunder shall be deemed effectively given when personally delivered or mailed by prepaid certified mail, return receipt requested, addressed as follows:

Cayuga Medical Center at Ithaca  
101 Dates Drive  
Ithaca, New York 14850

John Collette  
Senior Vice President/CFO  
Signature: \_\_\_\_\_

Margaret Vence  
Director of Sports Medicine & Athletic Performance  
Signature: \_\_\_\_\_

Cortland City School District  
8 Valley View Drive  
Cortland, New York 13045

Susan Bridenbecker  
Director of Business Services  
Signature: \_\_\_\_\_

Jeff Johnson  
Director of Athletics  
Signature: \_\_\_\_\_

79-c

## SCHEDULE OF RESIGNATIONS AND LEAVES

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

Schedule Number: 11.10

Board Meeting Date: May 14, 2013

Color: White

**A. Approval of Personnel Resignations and Leaves**

**INSTRUCTIONAL PERSONNEL:**

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON
Starmer, Constance	Music	09/01/1986	07/01/2013	Retirement.
Cunningham, Elizabeth	Speech Language Pathologist	09/01/2012	06/30/2013	Resignation.

**CO-CURRICULAR PERSONNEL:**

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REMARKS
Lane, Patricia	Co-Advisor - Class of 2013	07/03/2012	05/09/2013	Resignation retroactive to 05/09/2013.

**NON-INSTRUCTIONAL PERSONNEL:**

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON
Adam, Erwin	Custodian	12/14/1987	07/31/2013	Retirement.
Toomey, Barbara	Teacher Aide	05/18/1992	06/30/2013	Retirement.

**INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:**

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Eaton, Connielee	Food Service Helper	02/29/2012	(04/29 - 09/02/2013) Retroactive	Medical 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 Substitute Personnel**

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

Schedule Number: **1088**

Board Meeting Date: **May 14, 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.**

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>	<b>Rate</b>	<b>Remarks</b>
Calhoun	Ethel	Clerical	\$10.10	Retroactive to 05/06/13



## SCHEDULE OF APPOINTMENTS

### ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2012-13

Schedule Number: **2236**

Board Meeting Date: **May 14, 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.**

<b>Name</b>	<b>Title</b>	<b>List</b>	<b>Daily Rate</b>
Tucci-Kamps, Tirzah-Jo	Substitute Teacher	A	\$85.00
Tymofy, Justine	Substitute Teacher	A	\$85.00
DePerno, Danielle	Tutor		TBD

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