

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, April 8, 2014 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

Budget Workshop – 6:00 p.m.

Board of Education Meeting – 7:00 p.m.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. COMMUNICATIONS and RECOGNITION:

- a. Kudos Korner
 - 1.) Ithaca College Mathematical Exploration Day – Math Contest Team
- b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes).
- c. Board Member Reports:
 - 1.) BOE Audit Committee – Next Meeting April 14, 2014
 - 2.) BOE Policy Committee – March 27 and April 1, 2014 Meetings
 - 3.) BOE Facilities Committee – Next Meeting April 10, 2014
 - 4.) OCM BOCES Annual Meeting – April 2, 2014
 - 5.) Reminders:
 - a. April 21, 2014 (**Monday**) – Regular Meeting
 - b. April 30, 2014 – Board Candidate Petitions are due to the Board Clerk by 5:00 PM
 - c. May 6, 2014 – Registration Day 3:00-8:00 PM, Kaufman Center
 - d. May 6, 2014 – Public Budget Hearing 7:00 PM, JSHS Auditorium
 - e. May 12, 2014 – Meet the Candidates 7:00 PM, JSHS Auditorium
 - 6.) Proposed Summer Meeting Schedule:
 - a. Monday, July 1 – Organizational and Regular Meeting
 - b. Tuesday, August 5 – Regular Meeting (*first Tuesday*)
 - c. Tuesday, August 19 – Regular Meeting (*third Tuesday*)

3. PRESENTATIONS:

- a. Barry Playground Committee – Mr. Peter Reyes
- b. Career Development and Occupational Studies (CDOS) Commencement Credential – Mrs. Kathy Reynolds
- c. 2014-15 Proposed Budget – Mr. Brian Freeman

4. CONSENT ITEMS:

- a. Minutes of March 25, 2014 Regular Meeting
- b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
- c. Health and Welfare Services Agreement – West Genesee Central School District

5. OLD BUSINESS:

6. NEW BUSINESS:

- a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – February 2014
- b. Approval of Renewal Proposal by Cayuga Medical Center of Ithaca for Athletic Training Services for 2014-15
- c. Approval of 5-Year Computer Technology Service Contract with OCM BOCES July 1, 2014 – June 30, 2019
- d. Acceptance of \$1,378 Donation from the Barry Playground Committee
- e. Approval of Revision to 2013-14 District Calendar
- f. Approval of Private School Transportation Requests for 2014-15

7. PERSONNEL ACTION:

- a. Approval of Personnel Resignations and Leaves
- b. Approval of Non-Instructional Personnel Appointments
- c. Approval of Administrative and Instructional Personnel Appointments

- 8. LEADERSHIP REPORTS:**
 - a. Director of Business Operations
 - b. Assistant Superintendent for Pupil and Personnel Services
 - c. Director of Curriculum and Instruction
 - 1.) Elementary Summer School Timetable
 - d. Superintendent
 - 1.) The Walden Oaks Country Club – 2014 Golf Team Agreement
 - 2.) JSHS Trip to Europe – March 2015 (11 days)
 - 3.) New Tech High
- 9. AUDIENCE PARTICIPATION: (Individuals are requested to keep their comments to two-minutes per speaker).**
- 10. NEXT MEETING AGENDA REVIEW**
- 11. EXECUTIVE SESSION (*only if needed*)**
- 12. ADJOURNMENT**

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, March 25, 2014 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

40.

A Regular Meeting of the Board of Education was held on Tuesday, March 25, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli, Ms. Melissa Davis-Howard, Ms. Janet Griffin, Ms. Judith Murphy, Mr. John Natoli, Mr. Daniel Sidebottom and Ms. Alane Van Donsel

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kristie Bliss, Director of Curriculum and Instruction; Mr. Brian Freeman, Director Business Services; Cortland Standard Representative; School and Community Representatives; and Ms. Margaret Baccaro, Clerk

6:00 – 7:00 p.m. – Board Budget Workshop

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE:** Ms. Davis-Howard called the meeting to order at 7:00 p.m., and the Pledge of Allegiance was recited.
2. **COMMUNICATIONS and RECOGNITION:**
 - a. **Kudos Korner:** None
 - b. **Audience Participation** – There were no requests to address the Board on items related to the Agenda.
 - c. **Board Member Reports:**
 - 1.) BOE Audit Committee – The next meeting will be held on April 14, 2014
 - 2.) BOE Policy Committee – The next meeting will be held on March 28, 2014
 - 3.) BOE Facilities Committee – Ms. Van Donsel reported that the committee had met on March 13. Matt Spagnola, AV support specialist, provided a presentation on the needed upgrades to the JSHS stage and auditorium. Also on the agenda, a discussion on the Lend Lease Solar Project Proposal to the Board, an update on Capital Project close-outs, an update on security systems for before/after school child care programs, and an update on the C&S Operations Net Zero energy project.
 - 4.) OCM BOCES Annual Meeting – April 2, 2014 Henry Campus, Syracuse NY – Members were reminded of the April 2 meeting.
3. **PRESENTATIONS:** None
4. **CONSENT ITEMS:**
 - a. Minutes of March 11, 2014 Regular Meeting
 - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
610328932, 610346282, 610342472, 607001056, 610305424, 610328934, 610382288, 610324606, 610339462, 610305679, 610284811, 610317810, 610330702, 607000611, 610271227, 610352185, 610352501, 610327671, 610389584, 610341870, 610298186, 610310072, 610366226, 610320668, 610325654, 610387747, 610342287, 610353282, 610327888, 607000987, 607000082, 610289443, 607001271, 610327908, 607001303, 610327670, 607001086, 610319848, 610295915, 607000898
RESOLVED, upon the recommendation of the Superintendent, to approve the Consent Items as presented.
Moved by Mr. Natoli, seconded by Ms. Murphy.
Final Vote: Yes – 7, No – 0. Motion Carried.
5. **OLD BUSINESS:** None
6. **NEW BUSINESS:** None
7. **PERSONNEL ACTION:**
 - a. Approval of Personnel Resignations and Leaves - None
 - 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 Schedule of Appointment 1111.

Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: Ms. Davis-Howard brought attention to the *revised* Schedule 1111 provided prior to the meeting.

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

- c. Approval of Administrative and Instructional Personnel Appointments - None

8. LEADERSHIP REPORTS:

- a. Director of Business Operations – Mr. Freeman reported that he had contacted both SUNY Cortland and TC3 regarding the solar array projects they have undertaken. He is gathering information on each and will share at the next Facilities Committee meeting.
- b. Assistant Superintendent for Pupil and Personnel Services – Ms. Riley shared that the 2014-15 recruitment season will begin at the end of March. She will be attending the Central NY Teacher Recruitment Days at SUNY Cortland, March 31-April 1, and the Rochester Area Teacher Recruitment Days on April 2.
- c. Director of Curriculum and Instruction
- 1.) New Tech High Visitation March 25, 2014 – Ms. Bliss and Ms. Griffin reported on the Tech Valley High School study tour they attended with Mr. Brafman and a group from the JSHS. The focus of TVHS, located in Rensselaer NY, is to provide an education on 21st Century Skills in a project-based learning environment. The three-hour “study tour” provided a view of project-based learning and college and career standards as they are included into TVHS classes. The tour featured a classroom learning walk, an overview of the TVHS model, a student and teacher panel discussion and a general overview of project design, as well as a debriefing and discussion on what the next steps are for tour attendees. Currently, approximately 125 students attend TVHS from throughout the Capital Region. Students express interest through their school counselors who can supply the materials and applications distributed to every school district in the Tech Valley Region. To be eligible to apply, there are only three requirements: a student must pass the 8th grade, the school district must be sending students to TVHS, a student and his or her parent must attend an information session. In order to ensure equity and fairness, students are selected by lottery.
- d. Superintendent
- 1.) NCERT Conference – Mr. Hoose reported on the NCERT conference he attended last week explaining that NCERT provides a culture for superintendents that encourages networking, relationship building, mentoring and sharing best practices. NCERT leadership conferences focus on professional development, effective leadership, technology and research. Presenters are leading authors, CEOs, and innovators. Mr. Hoose attended a workshop, *Global Education Leadership*, led by Dr. Yong Zhao an internationally known scholar, author, and speaker whose works focus on the implications of globalization and technology on education. Dr. Zhao called on participants to form collaborative teams that utilized a design thinking process to design and reach consensus on a team plan to meet a district goal. *How can we transform our current education plan to develop students who are creative, entrepreneurial, and globally competent?* This collaborative design process allowed participant to remove some filters and take risks that encouraged discovering new ideas to incorporate into a transformational plan.

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

10. **NEXT MEETING AGENDA REVIEW:** There were no additions to the next agenda.

11. **EXECUTIVE SESSION**

In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 7:32 p.m. to discuss to discuss the medical, financial, credit or employment history of particular persons.

Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: none

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

The Executive Session adjourned at 8:07 p.m.

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none

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

12. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 8:08 p.m.

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none

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

Ms. Margaret Baccaro, Clerk

CONTRACT FOR HEALTH AND WELFARE SERVICES

THIS AGREEMENT made March 5, 2014, by and between the Board of Education of the **Cortland City School District**, party of the first part, and the Board of Education of West Genesee Central School District, party of the second part.

WITNESSETH, That whereas party of the first part has been duly empowered by the provisions of Section 912 of the Education Law to enter into a contract for the purpose of providing health and welfare services for children residing in said school district and attending nonpublic schools in West Genesee Central School District, to begin on September 1, 2013, and to end June 30, 2014.

NOW, THEREFORE, the said party of the first part hereby agrees to pay the party of the second part the sum of **\$152.98** for health and welfare services to be provided under Section 912 to 1 child/children residing in said **Cortland City School District** and attending nonpublic schools in said West Genesee Central School District,

AND the party of the second part hereby agrees with the party of the first part that the health and welfare services provided shall consist of physician services, nurse services, and supplies and equipment for use by physician and/or school nurse. It is expressly agreed by and between the parties hereto that the services agreed to be supplied under this contract shall not include any teaching service.


It is mutually agreed by and between the parties hereto that the per pupil charge shall be computed on actual district cost divided by the October 1st total public and nonpublic enrollment.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be approved by the **Cortland City School District** superintendent of schools.

IN WITNESS WHEREOF, the parties have hereunto set their hands the day and year above written.

President, Board of Education
Cortland City School District

Clerk, Board of Education
Cortland City School District



President, Board of Education
West Genesee Central School District



Clerk, Board of Education
West Genesee Central School District

I have examined the above contract and hereby approve the same.

Superintendent of Schools
Cortland City School District

Dated _____

SERVICE AGREEMENT

This Agreement is entered into on the first day of August 2014 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 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 sites,
- b. Cover all Modified, JV and Varsity practices at the high school or specified sites,
- 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. SPRING 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, Track and Tennis), 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 6th 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, and windchill
- 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 \$32,000 in 10 equal monthly installments of \$3,200 commencing September 2014. 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, 2014 and end on June 26, 2015. The Agreement will be automatically renewed for subsequent terms of August 1- June 26, 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.
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. If any legal proceeding is commenced regarding this agreement, the losing party shall pay to the prevailing party the prevailing party's attorney's fees and expenses.
- 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:

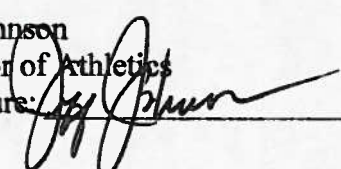
Cayuga Medical Center at Ithaca
101 Dates Drive
Ithaca, New York 14850

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

Brian Freeman
Director of Business Services
Signature:  _____

Jeff Johnson
Director of Athletics
Signature:  _____

RESOLUTION OF THE BOARD OF EDUCATION FOR THE
CORTLAND CITY SCHOOL DISTRICT

WHEREAS, the Board of Education of the Cortland City School District desires to enter into up to a five year service contract with the Onondaga-Cortland-Madison Board of Cooperative Educational Services (hereafter referred to as OCM BOCES) in order for the Regional Information Center (RIC) to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being but not limited to classroom technology and library automation and other instructional technologies in CoSer 562 and/or Co-Ser 620.

NOW, THEREFORE, it is

RESOLVED, that the Board of Education of the above School District agrees to enter into a contract with the OCM BOCES for the provision of said services to the District not to exceed in total over the life of this agreement the estimated principal amount not to exceed \$1,000,000.00 plus related borrowing fees incurred by the OCM BOCES on behalf of the school district, plus yearly Regional Information Center support during the term of this contract. This amount may be amended with the approval of both parties. Payments will be made as part of a regular annual BOCES contract for services. Further, this contract will be finalized by the Superintendent of the school district and is subject to the approval of the Commissioner of Education for both this multi-year service agreement and the OCM BOCES Installment Purchase contract which will be entered into on behalf of the school district at its request. This contract will be for a maximum period of five years commencing on or about July 1, 2014.

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the _____ School District, hereby certify that the attached resolution was adopted by the required majority of the Board of Education at its meeting held on _____, 20_____.

Date: _____
_____ District Clerk

Note: Please return this completed resolution by fax (315) 431-8444 to the attention of Deborah Ayers, OCM BOCES.



Enlarged City School District

CORTLAND ENLARGED CITY SCHOOL DISTRICT

**1 Valley View Drive
Cortland, New York 13045**

6d

**Brian Freeman
Director of Business Services
bfreeman@cortlandschools.org**

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

**To: Michael Hoose, Superintendent of Schools
From: Brian Freeman, Director of Business Services
Re: Surplus Item
Date: 3/20/14
Cc: Board of Education**

It is the recommendation of the business office to accept the following donation of \$1,378.00 from the Barry School Playground Committee. These funds were raised during the Barry School Teachers vs. Parents Basketball Game that was played at the High School on Thursday, March 6th. These funds will be allocated to a separate account for the committee.

Please let me know if you have any questions. Thank you.

Cc: Peter Reyes

Cortland Enlarged City School District 2013-14 Calendar



Enlarged City School District

Board Approval 03/26/2013
Revisions 5/23 & 6/25 - Board Approval 04/08/2014

JULY				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

SEPTEMBER				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

OCTOBER				
M	T	W	TH	F
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7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

NOVEMBER				
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18	19	20	21	22
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DECEMBER				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER

- 2 Labor Day
- 3 Supt. Conference Day
- 4 1st Day of Classes
- 27 ½ Prof. Development Day PM

OCTOBER

- 14 Columbus Day
- 25 Prof. Development Day

NOVEMBER

- 11 Veterans Day
- 18 K-6 Parent Conf. Day
- 7-12 Prof. Dev. Day
- 27-29 Thanksgiving Recess

DECEMBER

- 23 - 1/1 December Recess

JANUARY

- 2 Classes Resume
- 20 Martin Luther King Day
- 27-30 Regents
- 31 Staff Work Day

FEBRUARY

- 5 ½ Prof. Development Day PM
- 17 President's Day
- 18-21 Winter Recess

MARCH

- 21 Prof. Development Day

APRIL

- 18-25 Spring Recess

MAY

- 23-26 Memorial Weekend Day

JUNE

- 3-4 Regents
- 17-25 Regents
- 20 Elem. ½ Work Day PM
- 25 Last Day for Students
12:30 PM Dismissal
- 26 Rating Day

KEY

- Holiday/Vacation:
- Staff Work Days: 2
- Supt./Prof. Dev. Days: 5
- Rating Day 1
- Regents

JANUARY				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

FEBRUARY				
M	T	W	TH	F
		3	4	5
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MARCH				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

APRIL				
M	T	W	TH	F
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7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

MAY				
M	T	W	TH	F
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5	6	7	8	9
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26	27	28	29	30

JUNE				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

186 Faculty/181 Student Days

Important Notes: Rating Day counts toward student required days, but students do not attend.
Should we exceed our allotted emergency closing days, additional days will be taken in this order:
May 23 (used as attendance day due to emergency closings), April 18, 25, and 24. Please plan accordingly.

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2013-14

Schedule Number: 11.27

Board Meeting Date: April 8, 2014

Color: White

A. Approval of Personnel Resignations and Leaves

INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	RESIGNATION DATE	REASON
Bosch, Brian	English	09/01/1979	06/30/2014	Retirement.

NON-INSTRUCTIONAL PERSONNEL:

RESIGNATION	POSITION	ORIGINAL APPOINTMENT	EFFECTIVE DATE	REASON
Spencer, Laura	Teacher Aide	09/05/2012	06/26/2014	Resignation.

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Olson, Cheri	Mathematics	09/01/2007	05/14/2014 – 06/30/2014 (Anticipated)	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.
Ticknor, Mary Katherine	Special Education	09/01/2008	05/12/2014 – 06/13/2014 (Extended)	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.
Bellamy, Steven	Music	09/01/2007	04/08/2014 – 04/11/2014	Parental Leave – Unpaid.

SCHEDULE OF APPOINTMENTS

ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2013-14

Schedule Number: **2284**
Board Meeting Date: **April 8, 2014**
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
Miller, Fran	Substitute Teacher	A	\$87.00	Retroactive to 04/01/2014
Miller Fran	Teaching Assistant		\$77.00	Retroactive to 04/01/2014
Miller Fran	Tutor		\$33.62	Retroactive to 04/01/2014
Park, Jennifer	Substitute Teacher	B	\$77.00	Retroactive to 04/01/2014
Park, Jennifer	Teaching Assistant		\$69.00	Retroactive to 04/01/2014

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

To Fix Salaries and Schedule Conditions for the School Year 2013-14

Schedule Number: **2285**

Board Meeting Date: **April 8, 2014**

Color: **Blue**

NAME	TITLE	VARSITY/JV JUNIOR HIGH	SPORT	BOYS/ GIRLS	AMOUNT
Peter Reif	Vol. Asst. Coach	Varsity	Track	Boys/Girls	\$ Volunteer
Sean Rowan	Vol. Coach	Jr. High	Lacrosse	Boys	\$ Volunteer
Shannon Flood	Vol. Coach	Jr. High	Track	Boys/Girls	\$ Volunteer
David Snyder	Vol. Coach	Varsity	Track	Boys/Girls	\$ Volunteer