

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, December 10, 2013 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) Mrs. Jill Pace, Lee National Denim Day® Fundraiser
 - 2) Miss Margaret Hoeschele – National Association for Music Education All National Honor Chorus
 - 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 December 18, 2013
 - 2) BOE Policy Committee Meeting December 3, 2013
 - 3) Wall of Fame Inductees
 - d. Onondaga-Madison SBA Annual Meeting – December 5, 2013
- 3. PRESENTATIONS:**
 - a. Data Dashboard – Dr. Donald DeJohn, OCM BOCES Project Manager Data Warehouse
- 4. CONSENT ITEMS:**
 - a. Minutes of November 12, 2013 Regular Meeting
 - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
- 5. OLD BUSINESS: None**
- 6. NEW BUSINESS:**
 - a. Final Approval Extended Field Trip – Varsity Ice Hockey Trip, December 13-14, 2013 to Lake Placid, NY
 - b. Designate Tompkins Trust Company as an Official Depository for Funds
 - c. Acknowledge Receipt of Winter Clothing Donation from Edward Jones, Cortland, NY
 - d. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – August 2013
 - e. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report and Extra Classroom Activity Fund Quarterly Reports – September 2013
 - f. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – October 2013
- 7. PERSONNEL ACTION:**
 - a. Approval of Personnel Resignations and Leaves - None
 - 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
 - d. Superintendent
 - 1) Local Government Efficiency Grants – OCM Regional School Transportation Study
 - 2) NYSPHSAA Scholar-Athlete Team Nominations
 - 3) United Way Campaign

- 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 – Tuesday, November 12, 2013 at 7:00 p.m.
Parker School, 89 Madison Street, Cortland NY

Draft

401

A Regular Meeting of the Board of Education was held on Tuesday, November 12, 2013 at the Parker Elementary School, 89 Madison Street, 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 – 6:30 p.m. – Board Budget Workshop

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.

Ms. Van Donsel welcomed the Parker staff and PTO. She thanked Ms. Amber Thayer and the Parker School Chorus for entertaining the audience prior to the meeting with a selection of patriotic songs, and also thanked Ms. Johnson for arranging for refreshments.

2. **COMMUNICATIONS and RECOGNITION:**

- a. Kudos Korner

- 1) Two Hundredth Coaching Win as Varsity Field Hockey - Coach Jamie Brown

Mrs. Jamie Brown, Cortland Jr.-Sr. High School physical education teacher, was recognized for her 200th Varsity Field Hockey Coaching Victory. Mrs. Brown reached this milestone in her career on September 17. Mrs. Brown was presented a plaque in recognition of this impressive achievement.

- 2) New York State Master Teachers

The Board was pleased to announce that three Cortland Jr.-Sr. High School teachers had been selected as New York State Master Teachers. Mrs. Abbey Albright, Ms. Karen Krichbaum-Stenger, and Mr. James Ulrich are members of New York's inaugural group of Master Teachers bringing together 105 of the most qualified math and science educators from four regions of the state. As part of an effort to build a world-class education system in New York, the Master Teachers program will allow this first group of teachers to assist their peers in the classroom, further develop their own expertise, and enhance the overall learning experience of our students for years to come. Each teacher was presented with the Board's Certificate of Extraordinary Achievement.

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

Mr. Robert Thomas, representing Cortland Elks Lodge #748, shared that the lodge would be once again participating in the Dictionary Project. The goal of the project is to assist all students to become good writers, active readers and creative thinkers by providing students a gift of their own personal dictionary. Over the past twelve years over 5,000 dictionaries have been presented to Cortland area third graders. Mr. Thomas presented each Board member with a dictionary.

- c. Board Member Reports:

- 1) BOE Audit Committee – The next committee meeting is scheduled for November 20, 2013.
- 2) BOE Facilities Committee – The next committee meeting is scheduled for November 14, 2013.
- 3) BOE Policy Committee – The next committee meetings are scheduled for November 19 and December 3, 2013.

- d. NYSSBA 2013 Annual Convention

Mr. Hoose, Mrs. Riley and Board Members Colongeli, Griffin, Murphy and Natoli attended the NYSSBA Annual Convention in October.

Ms. Griffin reported she had attended the *Over the Bar and Up the Ladder* session. The presentation outlined Penfield Central School District's Intervention Block Strategy, a new elementary school-level intervention model. Ms. Griffin was impressed with the model and the strategies for student intervention that were shared. She also attended Commissioner John B. King's session on education reform initiatives. She shared that he expressed his optimism that education reforms are working and stressed

that the Common Core is here to stay. Ms. Griffin and Ms. Murphy attended the *Board Conflict -- Getting Beneath the Problem!* session that focused on resolving conflict and maintaining healthy relations on the board.

Mr. Colongeli reported that he was a presider for the *Government in the Sunshine: FOIL* session that focused on what the Open Meetings Law requires and permits, and provided information about recent updates. In addition he was the district's voting delegate at the NYSSBA Annual Business Meeting.

Ms. Murphy shared that she had attended the *Special Education – New Challenges Regarding Children with Mental Disorders* session. She reported that the new DSM-V contains a major restructuring of the diagnoses of mental disorders. This will challenge school districts in interpreting diagnoses of psychological disorders and will require changes to how eligibility for classification as a student with a disability is determined. She also attended Commissioner John B. King's session and had an opportunity to speak during the Q & A. She shared the concerns voiced by the CARES group at the last Board meeting, specifically concerns over the implementation of the Common Core State Standards and the curriculum modules provided by the NYSED.

e. Cortland-Madison School Board Association Fall Dinner – November 4, 2013

Mr. Hoose and Board Members Colongeli, Griffin, Natoli and Sidebottom attended the Cortland-Madison School Board Association fall dinner. Cheryl Dobbertin, the Director of Professional Development for Expeditionary Learning, presented and discussed the history, purpose, and myths surrounding the implementation of the Common Core.

f. CARES (Caring Advocates for a Responsible Education System)

Mr. Hoose, provided an update on a recent meeting he and Ms. Bliss had with representatives from the CARES group. They reviewed any misconceptions surrounding the Common Core, and will continue open communication with the group.

g. Onondaga-Madison SBA Annual Meeting – December 5, 2013

Members received information regarding the Onondaga-Madison SBA Annual Meeting, and were asked to complete the RSVP and return it to Ms. Baccaro after the meeting.

3. PRESENTATIONS:

a. Student Demonstrations on the Common Core Learning Standards Classroom Learning

- 1) Nicholas Kossmann, a 5th grader, with the assistance of his teacher Ms. Snyder reviewed the process he used to solve a math problem presented on an end of module math assessment.
- 2) Nicholas Sutton and Morigan Hoffman-Olcott, 3rd grade students, with the assistance of Ms. Sclafani, shared research reports they had completed. They demonstrated the process they used to prepare for the project and shared their final projects.

Members applauded the students for their demonstrations and Mrs. Snyder and Ms. Sclafani for assisting their students with the presentations.

b. Engagement Project – Parker School

Ms. Robin Cataldo, Parker School PTO President, and Principal Kevin Yard provided an overview of the Parker School Parent Engagement Project. They highlighted the Top 10 reasons how Parker School is successfully increasing parent engagement.

4. CONSENT ITEMS:

a. Minutes of October 22, 2013 Regular Meeting

b. Minutes of November 4, 2013 Special Meeting

c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education)

Recommendations

610328932, 610342472, 610317761, 610289445, 610357291, 607001270, 607000790, 610341446, 610324606, 610364513, 610256315, 607000982, 610328939, 607001198, 607000612, 607000977, 607001068, 607000846, 610389584, 607000059, 610387747, 610319179, 610350601, 607001018, 607001036, 610363538, 610309695, 607001084, 607000458, 610382248, 610352570, 607001076, 607001081, 610392705, 607000777, 607000993, 610310806, 607001086, 607000196, 610293747, 607001043, 610241757, 610357783

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

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

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

5. **OLD BUSINESS:** There was no old business to conduct.
6. **NEW BUSINESS:**
- a. Planning Approval Extended Field Trip – Varsity Ice Hockey Trip, December 13-14, 2013 to Lake Placid, NY
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the planning request for a Varsity Ice Hockey Extended Field Trip to Lake Placid, New York, , December 13-14, 2013, as presented.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: None.
Final Vote: Yes – 6, No – 0, Abstain – 1 (Colongeli). Motion Carried.
- b. Approval of 2014-15 Budget Calendar
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the 2014-15 Budget Calendar, as presented.
Moved by Ms. Davis-Howard, seconded by Ms. Griffin. Discussion: None.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.
- c. Declaration of Surplus Audiology Equipment
RESOLVED, upon the recommendation of the Superintendent of Schools, to declare two boxes of audiology equipment as surplus per the Surplus Audiology Equipment memo dated October 29, 2013, as presented.
Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.
- d. Declaration of Surplus Textbook Inventory
RESOLVED, upon the recommendation of the Superintendent of Schools, to declare excess textbook inventory as surplus per the excess Textbook Inventory memo dated November 4, 2013, as presented.
Moved by Mr. Colongeli, seconded by Ms. Davis-Howard. Discussion: Ms. Griffin urged the district to be very cognizant of the number of texts ordered in the future to avoid having to dispose of excess, outdated textbooks.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.
- e. Acceptance of \$12,300 Donation from the Barry Playground Committee
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept a donation in the amount of \$12,300 from the Barry Playground Committee for the construction of a new playground.
Moved by Ms. Davis-Howard, seconded by Mr. Colongeli. Discussion: Ms. Shauna Brug, representing the Barry Playground Committee, noted that they are close to their first phase goal, lacking a few hundred dollars and an excavator to donate services. Mr. Hoose complimented Mr. Reyes and the Barry Playground Committee as they have been very patient as the district has worked through details pertaining to the project.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.
- f. Acceptance of \$600 Donation from the Houck Scholarship Fund
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept a donation in the amount of \$600 for the establishment of the Houck Scholarship Fund.
Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.
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 1101.
Moved by Ms. Davis-Howard, seconded by Ms. Griffin. Discussion: None.
Final Vote: Yes – 7, No – 0, Abstain – 0. Motion Carried.

- c. Approval of Administrative and 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 2268 and 2269.

Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: Mr. Hoose introduced and welcomed Mr. John Zarconi who began today as the 10-12 Assistant Principal. Mr. Zarconi attended SUNY Cortland, and comes to us from Brooklyn, NY.

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

8. LEADERSHIP REPORTS:

- a. Director of Business Operations – Mr. Brian Freeman shared that he began his first day today, and is looking forward to working in the District.
- b. Assistant Superintendent for Pupil and Personnel Services
- 1) Family Reading Partnership Annual Book Drive – Ms. Riley shared that the annual book drive, supported by the Family Reading Partnership of Cortland County and Seven Valley Reading Council, is underway. She invited members to take part in the book drive that provides low-income families with new books to give to their children for the holidays. Ms. Griffin presented Ms. Riley with a donation of books—the first of the year!
- c. Director of Curriculum and Instruction
- 1) October 25, 2013 Professional Development Day – Ms. Bliss reported that teachers were very involved in the planning for the day that included: module and module assessment planning, Common Core unit planning, Smartboard training, and special area staff attending in and out-of-district professional development sessions that were specific to their classifications. A feedback survey was conducted, and Ms. Bliss was pleased to report that the results were very positive.
- d. Superintendent
- 1) 75th Annual United Way for Cortland County Campaign – Mr. Hoose shared that the Campaign is underway with building liaisons organizing building level campaigns. Cortland students participated in the October 2 Day of Caring as volunteers picking up food collection boxes.
 - 2) Capital Project Change Orders – Mr. Hoose provided a review of two change orders relating to the Capital Project: GC-058 (a credit of \$1,500) and GC-059.
 - 3) Letter from Mr. David Brown, NYSSMA Executive Board Member - Mr. Hoose read a letter from Mr. Brown on behalf of the NYSSMA thanking the district for allowing the association use of our facilities, and complimenting Cortland's team for an incredibly well run festival last weekend.

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

10. NEXT MEETING AGENDA REVIEW: There were no requests to add to the next agenda.

11. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Van Donsel called for an Executive Session at 8:00 p.m. to discuss the medical, financial, credit, or employment history of a particular person.

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

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

The Executive Session adjourned at 9:20 p.m.

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

Final Vote: Yes – 7, 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 9:21 p.m.

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

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

CORTLAND ENLARGED CITY SCHOOL DISTRICT BOARD OF EDUCATION REQUEST FOR EXTENDED OVERNIGHT FIELD TRIP

This form applies to any trip scheduled during the school year, organized and/or supervised by a teaching staff member for students (some or all) from that teacher's school that involves two or more night's lodging.

REQUESTED BY SUPERVISING TEACHER <i>Don Armstrong - Varsity Hockey Coach Cortland</i>	SCHOOL <i>Cortland</i>	DATE <i>10/16/13</i>
DESCRIPTION OF THE TRIP <i>Overnight trip to Lake Placid to play two hockey games. Also in process of making plans to visit either Paul Smith's College or North Country Community College.</i>		

TRIP DETAILS		
DESTINATION OF TRIP <i>Lake Placid</i>	DEPARTURE DATE <i>12/13/13 - Fri</i>	DEPARTURE TIME <i>12:30</i>
ADDRESS <i>Courtyard by Marriott Rt. 73 Lake Placid, N.Y.</i>	RETURN DATE <i>12/14/13 - Sat</i>	RETURN TIME <i>11 PM</i>
TOTAL DAYS <i>2</i>	TOTAL NIGHTS <i>1</i>	
NUMBER OF STUDENTS <i>20-22</i>	NUMBER OF STAFF <i>3</i>	NUMBER OF CHAPERONES <i>12-18</i>

COSTS	
TOTAL ANTICIPATED COST OF TRIP PER PERSON <i>\$ 40.00</i>	COST INCLUDES: <i>travel, lodging and meals are met through fundraising by team. perhaps 1-2 meals will be paid for by each player.</i>
ADDITIONAL COSTS <i>\$</i>	ADDITIONAL COSTS INCLUDES: <i>No expense to school districts</i>

TRANSPORTATION MODE <i>Charter Bus</i>	TRANSPORTATION CARRIER <i>Swarthout Leaches, Inc.</i>	TRANSPORTATION COST <i>pd. by home club fund raising</i>
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LEARNING OUTCOMES OF TRIP
<i>representing schools, families and communities. see the beauty of Adirondacks, experience inter-scholastic competition with one game in Olympic facility. Planned school visit</i>

TARGET GROUP OF STUDENTS
(Class/Team/Organization)

Varsity athletes

SPECIAL REQUESTS

(Pertaining only to field trips involving exceptional students or students with special needs)

N/A

PRE-TRIP ORGANIZATION, PLANNING, MEETINGS, PREPARATION (Dates)

Have had preliminary meeting/communication w/ parents. Fund raising is now occurring

POST-TRIP FOLLOW UP/EVALUTION OF EDUCATIONAL VALUE

will report to A.D.s.

PRINCIPAL COMMENTS

SUPERVISING STAFF NAME

COVERAGE ARRANGED

Don Armstrong - coach
Cheryl Totman - assistant coach
Kevin Ager - assistant coach

APPROVALS

SIGNATURE OF SUPERVISING TEACHER

SIGNATURE OF PRINCIPAL

SIGNATURE OF DIRECTOR OF CURRICULUM AND INSTRUCTION

DATE

25 October 2013

SIGNATURE OF SUPERINTENDENT

DATE

11/4/13

From: Donald Armstrong
To: Jeff Johnson
Cc: Alana VanWinkle
Date: 11/27/2013 08:40 AM
Subject: Extended Field Trip - Ice Hockey

The trip itinerary for Varsity Hockey the weekend of Dec. 13 and 14 is as follows:

1. Leave from J.M. McDonalds Sports Complex at 12:15pm on Friday Dec. 13
2. Arrive at Lake Placid Courtyard by Marriott at 4:15
3. Leave Motel for Saranac Lake at 5pm
4. Arrive Saranac Lake Civic Center at 5:20
5. Game v. Saranac Lake High School 6:30-8:30
6. Return to Motel for late dinner at the Motel at 9:15
7. Lights out at 11pm
8. Breakfast at Motel at 9am
9. Leave for game v. Lake Placid High School at 11am
10. Game v. Lake Placid 1:00-3:00
11. Dinner at Lake Placid post game 3:30-5pm
12. Leave Lake Placid for return trip 5:15
13. Arrive Cortland at 6:15 Sat. evening Dec. 14

I have been in contact with Paul Smith's College for a tour Sat. morning but they are 35 minutes from Lake Placid and it doesn't look like we would have enough time to visit and return with the early game time of 1pm. If you need anything more please let me know, Don.



CORTLAND ENLARGED CITY SCHOOL DISTRICT

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

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

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

Date: 11/19/2013

To: Mr. Michael Hoose, Superintendent
From: Brian Freeman, Director of Business Services
Re: Additional Official Banks

In order to address recent changes in the local banking industry, it is the recommendation of the business office to add the following bank as an official depository for Cortland Enlarged City School District with a board resolution:

- 1) Tompkins Trust Company

This addition will give the district flexibility and the ability to maximize interest rates. Please let me know if you have any questions.

Thank you.

cc: Board of Education

6c



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

Memorandum

Superintendent

Michael J. Hoose

Board of Education

Alane M. Van Donsel
President

Janet S. Griffin
Vice-President

Donald A. Colongeli

Melissa Davis-Howard

Judith E. Murphy

John A. Natoli, Jr.

Daniel R. Sidebottom

To: Members of the School Board

From: Michael J. Hoose, Superintendent

Date: December 10, 2013

Re: Edward Jones – Gift of Winter Coats

Under Consent Items, there is an item to accept a donation from Edward Jones, Cortland. The staff of Edward Jones organized a downtown winter coat drive on behalf of our students. Please join me in accepting this gift and thanking the staff at Edward Jones and their clients who donated items.

mjb H:\Supt\Office\doen\BOARD\GiftEdward Jones - 2013 winter.doc

attachment

Edward Jones, Cortland NY
2013 Winter Coat Drive

Girls		
Item	Size	Color
Jacket	XS	Brown w/fur hood
Jacket	6/6x	Silver
Jacket	6/6x	Purple w/ hat & gloves
Jacket	7/8	Purple/pink heart print w/ hat & gloves
Jacket	7/8	Pink w/ hat & gloves
Jacket	7/8	Aqua
Jacket	7/8	Purple (shiny)
Jacket	7/8	Blue fur (used)
Jacket	8	Black/white print
Jacket	8	Black/white star print
Jacket	8	White leopard print
Jacket	8	Aqua
Jacket	10/12	Black/white star print
Jacket	10/12	Black/white print
Jacket	10/12	Purple (shiny)
Jacket	10/12	White leopard print
Jacket	14	Pink
Jacket	14	Pink/white star print
Jacket	14	Lavender
Jacket	14/16	Purple (shiny)
Boots	Youth 4	Pink
Boots	Youth 1	Pink / Black
Boots	Youth 1	Red / Black (used)
Boots	Child 10	Black (w/ glitter fur)
Boots	Adult 6	Black polka dot (used)
Boots	Adult 8	Navy w/ white fur (used)

Boys		
Item	Size	Color
Jacket	4/5	Navy w/ hat & gloves
Jacket	4/5	Red w/ hat & gloves
Jacket	4/5	Black
Jacket	4/6	Black w/ hat & gloves
Jacket	4/6	Black
Jacket	8	Black
Jacket	8	Black
Jacket	14/16	Black w/ hat & gloves
Jacket	14/16	Black
Jacket	18	Black
Snow pants	8	Black
Jacket	Men's L/XL	Denim Carhartt / felt lined (used)

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cc: Elementary Principals and school nurses
Board of Education 12/10/2013

7a-c

SCHEDULE OF RESIGNATIONS AND LEAVES

ADMINISTRATORS, INSTRUCTIONAL AND NON-INSTRUCTIONAL STAFF

School Year 2013-14

Schedule Number: 11.21

Board Meeting Date: December 10, 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

INSTRUCTIONAL/NON-INSTRUCTIONAL PERSONNEL:

LEAVE OF ABSENCE	POSITION	ORIGINAL APPOINTMENT	LEAVE DATES	REASON
Bottle, Megan	English Teacher	10/14/2008	02/03/2014 - 03/16/2014 (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.
Horbak, Kathleen	Special Education	09/01/2008	05/25/2014 - 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.
Cowan, Jennifer	Elementary Teacher	09/01/2005	03/04/2014 - 05/09/2014 (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.
Maney, Katherine	Guidance Counselor	09/01/2010	12/04/2013 - 01/02/2014 (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.
Smith, Cara	Psychologist	09/01/2007	02/19/2014 - 05/ 05/2014 (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.

SCHEDULE OF APPOINTMENTS

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

Schedule Number: 1102
Board Meeting Date: December 10, 2013
Color: White

NAME	JOB TITLE	SERVICE AREA	EFFECTIVE DATE	APPOINTMENT TYPE	REMARKS	SALARY/ HOURLY RATE
Morse, Ahren	.5 FTE Keyboard Specialist	Smith	11/20/2013	Probationary	Ahren will fill the .5 FTE Keyboard Specialist position due to resignation retroactive to 11/20/2013.	\$11.60
Martin, Robert	Director of Facilities III	District	12/16/2013	Provisional	Robert will fill the Director of Facilities III position due to retirement and changes in Civil Service procedures.	\$80,000.00*
Gesin, Elizabeth	Teacher Aide	JSHS	12/11/2013	Probationary	Elizabeth will fill the Teacher Aide position.	\$9.60

*To be pro-rated for the remainder of the year.

SCHEDULE OF APPOINTMENTS
TENURE APPOINTMENTS – ADMINISTRATORS AND INSTRUCTIONAL STAFF

Schedule Number: 2270
 Board Meeting Date: December 10, 2013
 Color: Purple

TENURE RECOMMENDATIONS

NAME	TITLE/SCHOOL	TENURE EFFECTIVE DATE	TENURE AREA	DEGREE	GRADUATE HOURS	CERTIFICATION STATUS/AREA	SALARY
Krol, Stephanie	Special Education/Barry	02/01/2014	General Special Education	MS	42	Students With Disabilities Grades 1-6	\$750*

*To be pro-rated

SCHEDULE OF APPOINTMENTS

ELEMENTARY & SECONDARY SUBSTITUTE TEACHERS/TUTORS 2013-14

Schedule Number: 2271

Board Meeting Date: December 10, 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
Brennan, Chelsea	Substitute Teacher	A	\$87.00	Retroactive to 11/19/2013
Montez, Regina	Substitute Teacher	A	\$87.00	Retroactive to 12/02/2013
Harrington, Brooke	Substitute Teacher	A	\$87.00	Retroactive to 12/06/2013
Bailey, Laura	Substitute Teacher	A	\$87.00	

*** 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 2013-14

Schedule Number: **2272**

Board Meeting Date: **December 10, 2013**

Color: **Blue**

NAME	TITLE	VARSITY/JV JUNIOR HIGH	SPORT	BOYS/ GIRLS	AMOUNT
Adam Collister	Head. Coach	Varsity	Track	Boys	\$ 4,960.00

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

Schedule Number: **2273**

Board Meeting Date: **December 10, 2013**

Color: **Green**

TITLE	APPOINTMENT	YR	AMOUNT	
<i>Co-Advisor Drug Abatement</i>	Christine Andrews	5	\$	<i>320.50</i>
Co-Advisor Drug Abatement	Amy Johnson	5	\$	320.50
Assistant - Elementary Select Band	Jason Juliano	1	\$	620.00

*Revisions in italics