

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Tuesday, March 11, 2014 at 7:00 p.m.**  
**Barry Elementary School, 20 Raymond Avenue, Cortland NY**

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A Regular Meeting of the Board of Education was held on Tuesday, March 11, 2014 at Barry Elementary School, 20 Raymond Avenue, Cortland, New York.

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

**Absent:** Mr. Donald Colongeli

**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 7:01 p.m. The Pledge of Allegiance was led by a group of Barry School kindergartners.

Ms. Davis-Howard called for a moment of silence to recognize the passing of Ms. Trudy Testa, former Jr.-Sr. High School cafeteria worker.

2. **COMMUNICATIONS and RECOGNITION:**

a. **Kudos Korner:**

- 1.) Maintenance Department Staff – The Board recognized members of the maintenance staff for volunteering to clean and prepare Virgil School to open after Winter break following an unfortunate circumstance that left the school unmanned. Ms. Davis-Howard read that this was not an isolated incident, this group is dedicated and always willing to help out, no matter what the task. Certificates of Extraordinary Achievement were awarded to: Michael Bentley, Peter Dippolito, Roberto Maniaci, Michael Van Winkle, Lenny White and Neal Helms.

b. **Audience Participation** – on items related to the Agenda – There were no requests to address the Board.

c. **Board Member Reports:**

- 1.) BOE Audit Committee – The next meeting of the committee is scheduled for April 14, 2014.
- 2.) BOE Policy Committee – Mr. Natoli provided an update on the committee's progress with policy review noting that the second and final reading of Section 2000 Internal Operations would be voted upon later in the meeting, and Section 1000 By-Laws would be coming to the Board for a first reading after the committee's next meeting.
- 3.) BOE Facilities Committee – The next meeting of the committee is scheduled for March 13, 2014.
- 4.) Feedback on 2014 NYSCOSS Annual Winter Institute and Lobby Day – Mr. Hoose reported that he had attended the Winter Institute and Lobby Day, March 2-4, in Albany. The institute featured keynote addresses by national experts in the fields of leadership, education and related areas. The institute wrapped up with the annual Lobby Day where Mr. Hoose and area Superintendents met with Senator Seward and Congresswoman Lifton to advocate for their schools and students. He reported that there is no good news to share on funding, although an on-time budget is promised. Mr. Hoose credited Commissioner King for speaking briefly on major issues confronting public education in our state, then following with an open question session for an audience of approximately 400 superintendents.
- 5.) Reminder: March 12, 2014 CNYSBA Community Forum, West Genesee High School Auditorium, Camillus NY
- 6.) OCM BOCES Annual Meeting – Members were notified of the OCM BOCES Annual Meeting scheduled for April 2, 2014 at the Henry Campus, Syracuse NY, 6:00 p.m., and asked to return RSVPs to Ms. Baccaro.

3. **PRESENTATIONS:**

Ms. Davis-Howard introduced Mr. Peter Reyes, Barry School Principal. He welcomed members of the Board, parents and community members. Mr. Reyes highlighted some of the many programs and events taking place at Barry School this year.

- a. **A Day in Kindergarten by Barry School Kindergartners**  
Ms. Crista Stark, Kindergarten Teacher, introduced students Krishna Dave, Daniel Ford, Marcella Giacco, Camarianna Inman, and Thomas Murphy who entrained the audience with a narrated PowerPoint presentation highlighting activities that take place during a typical day in their kindergarten classroom.
- b. **Aladdin and the Magic Lamp Performed by Barry School 3<sup>rd</sup> Graders**  
Ms. Theresa Quail, third Grade Teacher, introduced students Luke Rogoff, Kaedyn Murphy, William Sheets, Chloe Rocker, Kortney Slavick, Nathan Rayle, Gianna DiNardo, and Kara Kehn who entertained the audience with a performance of the play Aladdin and the Magic Lamp.
- c. **Solar Project – Lend Lease**  
Mr. Kim Hay, Lend Lease, and Ms. Michelle Carpenter, NextEra Energy Resources, provided a presentation on a prospective land-mounted solar array project. Lend Lease has partnered with NextEra, a wind and solar energy provider, to offer solar options to its customers. NextEra and Lend Lease would enter into a contract with the District where the ownership, operations and maintenance, and insurance are all the responsibility of NextEra. Ms. Carpenter explained that in turn, the district would have a 15-20 year PPA (Power Purchase Agreement) to purchase approximately 50% of its electric supply from NextEra. Mr. Garry Herbert, Lend Lease, named several viable local land sites for possible lease. Mr. Hoose asked how many rooftop acres would be required for a rooftop array. Mr. Herbert responded that a structural review would have to be conducted to determine if the district's buildings are structurally sound to support a system. In addition, there are more upfront costs to rooftop arrays, and they would also necessitate involvement from the state Education Department. As a next step, the information will be turned over to the Facilities Committee for further discussion to determine whether there is interest to proceed with a more in-depth evaluation.
- d. **Operation Recognition Diploma – Mr. David Alan Young, U.S. Army Vietnam Veteran**  
Mr. David Alan Young, U.S. Army Vietnam veteran, was awarded his High School diploma under the Operation Recognition Program. Mr. Hoose explained the Operation Recognition Program, and expressed that the District was thankful for the service Mr. Young provided to his country, community and school by serving with the U.S. Army in Vietnam. Mr. Young was unable to attend the meeting, and therefore his diploma will be mailed.
- e. **2<sup>nd</sup> Quarter Academic Report**  
Mrs. Bliss began the 2<sup>nd</sup> Quarter Academic Report by sharing data on elementary progress. She presented charts reflecting data gathered from report card grades showing percent passing, percent with mastery, and percent failing ELA, math, social studies, science and health. The slide presentation included charts tracking the benchmark progress using data collection and comparisons from the same marking period from years 2009-10 through present and comparing first quarter to second quarter. Next, Ms. Bliss reported on the academic progress for grades 7-12. She presented charts reflecting passing and mastery (85% or greater) in all core subjects, comparing data from the second quarter for the last five years as reference, and she shared passing and mastery data by course. Ms. Bliss provided an additional chart reflecting a quarterly comparison of the percent of student on Merit List or Honor Roll. The progress data are used to target students that are at-risk.

#### 4. **CONSENT ITEMS:**

- a. Minutes of February 25, 2014 Regular Meeting
- b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations  
610322291, 610307328, 607001311, 610380835, 610366729, 610307161, 607000899, 610351030, 610356999, 610334090, 610288582, 610284957, 610333950, 607001330, 610281270, 607000798, 607000128, 610351339, 610339694, 610305697, 607000145, 610349951, 607001022, 607000935, 610308396, 610394618, 607000439, 610385846, 610364130, 610355575, 610352570, 610375456, 607001271, 610314521, 610281203, 610274582, 610346296, 610288132, 607000260
- c. 2013-14 Tax Collection Report  
**RESOLVED, upon the recommendation of the Superintendent, to approve the Consent Items as presented.**  
**Moved by Mr. Natoli, seconded by Ms. Griffin.**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

#### 5. **OLD BUSINESS:** None

**6. NEW BUSINESS:**

- a. Financial Reports: Treasurer’s Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – January 2014  
**RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated January, 2014 as presented.**  
**Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: none**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- b. 2<sup>nd</sup> Reading Erie I BOCES Policy Revisions to Section 2000 Internal Operations  
**RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 2<sup>nd</sup> and final Reading of proposed changes to Section 2000 Internal Operations for the following policies, as recommended by Erie I BOCES, and the Board of Education Policy Committee:**
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|-----|---|------|
| 1.1 | Orienting and Training New Board Members .....                              | 2110 |
| 2.1 | Committees of the Board .....   | 2210 |
| 3.1 | Membership in Associations .....  | 2310 |
| 3.2 | Attendance by Board Members at Conferences, Conventions and Workshops ..... | 2320 |
| 3.3 | Compensation and Expenses .....   | 2330 |
| 3.4 | Board Self-Evaluation .....   | 2340 |
- Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- c. Approval of Universal Pre-K Contracts  
**RESOLVED, upon the recommendation of the Superintendent, to approve the 2014-15 Universal Pre-Kindergarten Contracts as presented.**  
**Moved by Ms. Murphy, seconded by Mr. Natoli. Discussion: none**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- d. Declaration of Surplus Equipment  
**RESOLVED, upon the recommendation of the Superintendent of Schools, to declare Surplus Technology Equipment per the Surplus Items memo dated February 28, 2014, as presented.**  
**Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: none**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**
- e. Approval of Bus Resolution and Notice of Annual Meeting defining Public Budget Hearing, Polling Locations, Voter Registration Day, and Publication of Notice of Annual Meeting  
**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby approves the Bus Resolution and Notice of Annual Meeting, defining the Budget Public Hearing Date, Polling Locations, Voter Registration Day, and Publication of Notice of Annual Meeting, as presented.**  
**Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: none**  
**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 11.26.**  
**Moved by Ms. Griffin, seconded by Mr. Sidebottom.** Under discussion members acknowledged retirees Bill Lee (30 years), Vicki Darrow (29 years), Susan Connelly (25 years), Maria DeRado (25 years), and Patricia Barlow (25 years) for their years of service and accepted their retirements with 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 Schedule of Appointment 1110.**  
**Moved by Mr. Sidebottom, seconded by Mr. Natoli. Discussion: none**  
**Final Vote: Yes – 6, No – 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 2282 and 2283.**

**Moved by Ms. Griffin, seconded by Ms. Murphy. Discussion: none**  
**Final Vote: Yes – 6, No – 0. Motion Carried.**

**8. LEADERSHIP REPORTS:**

- a. Director of Business Operations – Mr. Freeman shared that the tax levy limit had been uploaded to the Office of the State Comptroller and accepted.
- b. Assistant Superintendent for Pupil and Personnel Services – Ms. Riley thanked the Board for approving the Universal Pre-K contracts, and reminded everyone that all action taken regarding UPK is pending receipt of state funding. Beginning March 14, UPK applications will be available throughout the district and community.
- c. Director of Curriculum and Instruction – None
- d. Superintendent
  - 1.) Capital Project Change Orders – Mr. Hoose reviewed two credit change orders from the Phase 2 roofing projects: #CO RC-001 for \$24,414 credit and #CO RC2-001 for \$49,320 credit.
  - 2.) Energy Performance Contract – ECG Engineering has prepared a preliminary report and will present the energy efficiency project to the Facilities Committee on April 10.

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

**10. NEXT MEETING AGENDA REVIEW:** No additional items were added 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 9:01 p.m. to discuss to discuss the medical, financial, credit or employment history of particular persons, and collective negotiations pursuant to Article 14 of the Civil Service Law and the employment history of particular persons. There will be no action to follow.**

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

**Final Vote: Yes – 6, No – 0. Motion Carried.**

**The Executive Session adjourned at 9:31 p.m.**

**Moved by Mr. Natoli, seconded by Ms. Murphy. Discussion: none**

**Final Vote: Yes – 6, 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 9:32 p.m.**

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

**Final Vote: Yes – 6, No – 0. Motion Carried.**

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Ms. Margaret Baccaro, Clerk