

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, May 27, 2014 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Tuesday, May 27, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli (arrived 7:05 p.m.), Ms. Melissa Davis-Howard, Ms. Janet Griffin, Ms. Judith Murphy, Mr. John Natoli, and Mr. Daniel Sidebottom

Absent: 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

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.

Ms. Davis-Howard called for a moment of silence to recognize the passing of retiree Mrs. Jacqueline Martin, former attendance clerk at the CJSHS.

2. **COMMUNICATIONS and RECOGNITION:**

a. Kudos Korner

- 1.) Founder of CJSHS One-Act Play Festival – Mr. William Lee
The Board recognized Mr. Lee, Jr.-Sr. High School English teacher, as founder of the One-Act Play Festival. This year marked the 15th year of the festival featuring student-written one-act plays.
- 2.) New York State Master Teacher – Mrs. Carol Brafman
The Board was pleased to announce that Mrs. Brafman, Cortland Jr.-Sr. High School math teacher, had been selected as a New York State Master Teacher. Mrs. Brafman was presented the Board's Certificate of Extraordinary Achievement.
- 3.) Syracuse Stage's 2014 Young Playwrights Festival Finalist – Hannah Mekeel
Hannah Mekeel was recognized as a one of eight winners of Syracuse State's 2014 Young Playwrights Festival. Hannah, a senior, entered the competition with her play "Cafeteria Confessions: A Rapsical in One Act." Hannah was presented the Board's Certificate of Extraordinary Achievement.
- 4.) Syracuse Stage's 2014 Young Playwrights Festival Semi-Finalist – Iva Markicevic
Iva Markicevic, also a senior, was a semifinalist in the Syracuse State competition for her play "Case 823: Cell Phones on Lexon?" Iva was presented the Board's Certificate of Extraordinary Achievement.

Mr. Colongeli arrived at 7:05 p.m.

- 5.) National Awards for Original Writings – Nisarga Paul
Nisarga Paul was recognized as named a national winner in the National Council of Teachers of English Achievement in Writing competition. In addition, Nisarga received a national gold key award and a national silver key award for two different original writing in the Scholastic Writing Contest. Nisarga was presented the Board's Certificate of Extraordinary Achievement.
 - 6.) Recipient of Zonta's Ruth Schaub High School Senior Education Award – Kelli Bell
Kelli Bell, a senior, was recognized as the recipient of Zonta's Ruth Schaub High School Senior Education Award. The award is based on plans for continued education, community service, leadership qualities and academic achievement. Kelli was presented the Board's Certificate of Extraordinary Achievement.
 - 7.) Recipient of Zonta's Jean M. Coon Humanitarian Award – Kameron Tinkham
Kami Tinkham, a senior, was recognized as the recipient of Zonta's Jean M. Coon Humanitarian Award. The award recognizes outstanding community service. Kami was presented the Board's Certificate of Extraordinary Achievement.
 - 8.) Published Author *The Meeting of the Waters: From the Amazon to Harvard* – Teodora Buzea
The Board recognized Teodora Buzea, an 8th grader, who recently published her first book *The Meeting of the Waters: From the Amazon to Harvard*. Members congratulated Theodora on this accomplishment, and presented her with the Board's Certificate of Extraordinary Achievement.
- 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 – Ms. Davis-Howard reported that Questar will not have their report prepared before the scheduled June 9 meeting; therefore, the meeting will be rescheduled.
 - 2.) BOE Policy Committee – The May 27, 2014 Meeting was canceled, the next meeting is scheduled for June 10, 2014.

- 3.) BOE Facilities Committee – Meeting June 12, 2014
- 4.) CNYSBA Annual Meeting – May 29, 2014, 6:00 p.m. – Members Murphy and Colongeli are registered to attend the annual meeting.
- 5.) NYSSBA 95th Annual Convention – October 26-28, 2014 New York NY – Ms. Davis-Howard reminded members to confirm with Mrs. Baccaro, by the end of the meeting, whether or not they are attending the convention as she plans to register attendees on June 2 (the day registration opens).
- 6.) Reminder: Board Self Appraisals Due May 27, 2014 - Ms. Davis-Howard reminded members to hand in their self appraisals.

3. PRESENTATIONS: None

4. CONSENT ITEMS:

- a. Minutes of May 13, 2014 Regular Meeting
- b. Minutes of May 20, 2014 Budget Vote / Election
- c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
607001356, 610366894, 607001311, 607000685, 607001041, 610375503, 610261569, 610366938, 610284957, 607000896, 607000897, 610310917, 610342286, 610305697, 610384726, 607000849, 607001276, 610330651, 607001018, 607000913, 607000194, 610321530, 610327888, 610358544, 607001037, 610294223, 607001390, 610392013, 607000993, 607000146, 610270446, 610386637, 607001058, 610350592, 610295915, 610326113
- d. Annual Cooperative Bidding Resolution
- e. Reasonable Assurance of Continued Employment
- f. Approval of BOCES Agreements and Resolution:
 - 1.) Equivalent of Attendance Program
 - 2.) Employment Preparation Education Program
 - 3.) Adult Continuing Education Resolution

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

Moved by Mr. Natoli, seconded by Mr. Colongeli.

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

5. OLD BUSINESS: None

6. NEW BUSINESS:

- a. Acceptance of Final Budget Vote and Election Results
Proposition 1 Budget Results: YES - 332 NO – 178
Proposition 2 Vehicle Lease/Purchase Results: YES - 367 NO - 134
RESOLVED, that the Board of Education of the Cortland City School District accept the final budget vote and vehicle lease/purchase results as stated above and as presented on the tabulation sheet dated May 20,2014, to be attached to these minutes.
Moved by Mr. Sidebottom, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
RESOLVED, by the Board of Education of the City School District of the City of Cortland, New York, that John A. Natoli and Janet S. Griffin are hereby declared elected to three-year terms as members of the Board of Education of said School District, commencing July 1, 2014, per the tabulation sheet dated May 20, 2014, to be attached to these minutes.
Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- b. Approval of Summer Food Service Program Agreement
RESOLVED, upon the recommendation of the Superintendent, to approve the Summer Food Service Program Agreement, as presented.
Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- c. Acceptance of \$5,000 Donation from the Lowe’s Charitable and Education Foundation
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept a donation in the amount of \$5,000 from the Lowe’s Charitable and Education Foundation awarded to Randall School under the Lowe’s Toolbox for Education grant program.
Moved by Mr. Colongeli, seconded by Ms. Griffin. Under discussion Mr. Hoose shared that the grant was written by Ms. Nataliya Parker, Randall School Remedial/AIS teacher and current administrative intern with the District.

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

- d. 1st Reading Erie I BOCES Policy Revisions to Section 1000
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 1st Reading of proposed changes to Section 1000 By-Laws for the following policies, as recommended by Erie I BOCES, and the Board of Education Policy Committee:

- 1.1 School District and Board of Education Legal Status and Authority..... 1110
- 1.2 Board of Education: Qualifications, Numbers and Terms of Office 1120
- 2.1 Board of Education Members: Nomination and Election..... 1210
- 2.2 Reporting of Expenditures and Contributions 1220
- 2.3 Resignation and Dismissal 1230
- 3.1 School District and Board of Education Legal Status and Authority..... 1310
- 3.2 Nomination and Election of Board Officers and Duties of the President and Vice President..... 1320
- 3.3 Appointments and Designations by the Board of Education..... 1330
 - 3.3.1 Duties of the District Clerk..... 1331
 - 3.3.2 Duties of the School District Treasurer 1332
 - 3.3.3 Duties of the Tax Collector 1333
 - 3.3.4 Duties of the External (Independent) Auditor 1334
 - 3.3.5 Appointment and Duties of the Claims Auditor 1335
 - 3.3.6 Duties of the Extraclassroom Activity Fund Central Treasurer and Faculty Auditor 1336
 - 3.3.7 Duties of the School Attorney 1337
 - 3.3.8 Duties of the School Physician/Nurse Practitioner 1338
 - 3.3.9 Duties of the Internal Auditor 1339
- 4.1 Policy and Administrative Regulations 1410
- 5.1 Regular Board Meetings and Rules (Quorum and Parliamentary Procedure) 1510
- 5.2 Special Meetings of the Board of Education 1520
 - 5.2.3 Meeting Conduct 1523
 - 5.2.4 Order of Business 1524
- 5.3 Minutes 1530
- 5.4 Executive Sessions 1540
- 6.1 Annual District Meeting and Election/Budget Vote..... 1610
 - 6.1.1 Business of the Annual District Election 1611
- 6.2 Annual Organizational Meeting..... 1620
- 6.3 Legal Qualifications of Voters at School District Meetings 1630
- 6.4 Absentee Ballots..... 1640
- 6.5 Submission of Questions and Propositions at Annual Elections and Special District Meetings 1650

Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

- e. 1st Reading Policy 7222 Diploma and/or Credential Options for students with Disabilities
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 1st Reading of proposed changes to Section 7000 Students for the following policy, as recommended by Board of Education Policy Committee:

- 2.2.2 Credential Options for Students with Disabilities7222

Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

- f. Certification of Teacher Evaluator Training
The Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as lead evaluators, administrators must be trained in nine elements. By virtue of the fact of having participated in the Lead Evaluator Training provided by the TST BOCES Network Team, which included the required components, Mr. John Zarcone, Assistant Principal is considered as Certified Teacher Lead Evaluators for the 2013-2014 School Year.

Moved by Ms. Griffin, seconded by Mr. Colongeli. 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 11.30.
Moved by Mr. Natoli, seconded by Mr. Colongeli. Discussion: None
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 1113.
Moved by Mr. Natoli, seconded by Ms. Griffin. 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 Schedule of Appointment 2289.
Moved by Ms. Griffin, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Approval of Tenure Recommendations
RESOLVED, upon the recommendation of the Superintendent, to approve the appointments for Tenure as presented on Schedule of Appointment 2288.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: Thirteen staff members were granted tenure.
Final Vote: Yes – 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations
 - 1.) Barry Playground Proposal – Mr. Freeman provided an overview of the first stage of expenditures for the Barry Playground.
- b. Assistant Superintendent for Pupil and Personnel Services – Mrs. Riley provided an update on recruitment. She reported that the Jr.-Sr. High School has been heavily engaged in interviews to fill positions open due to retirements in special education, English, math and social worker. Final interviews for those positions will be taking place this week. The first round of interviews for elementary vacancies will begin next.
- c. Director of Curriculum and Instruction
- d. Superintendent
 - 1.) Capital Project Change Order Review – Mr. Hoose provided a review of change order CO EC-047 relating to the Capital Project.
 - 2.) NYSASCSD (NYS Association of Small City School Districts) Membership – Mr. Hoose shared the membership renewal notice for \$6,800. He reminded members that the District belongs to the Rural Schools Association of NYS as well as NYSASCSD. Mr. Hoose asked the Board to consider whether or not the membership is worthwhile with its steep membership fee. He noted that NYSASCSD was responsible for filing the Maisto vs. State of NY lawsuit over insufficient aid; however, non-members would also benefit from a favorable ruling in this case. Members agreed to discontinue the membership.

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

10. NEXT MEETING AGENDA REVIEW - None

11. EXECUTIVE SESSION - None

12. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 7:31 p.m.

Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

TABULATION SHEET - FINAL
CORTLAND ENLARGED CITY SCHOOL DISTRICT

ANNUAL SCHOOL BOARD ELECTION - May 20, 2014

Vote		DIST. 1 CITY (A-K)	DIST. 1 CITY (L-Z)	DIST. 9 CVLE	DIST. 10 VIRGIL	Absentee	Challenge	TOTAL
Prop. #1: Budget	YES	92	103	40	43	50	4	332
	NO	44	52	25	23	33	1	178
Prop. #2: Bus	YES	99	108	45	44	66	5	367
	NO	34	42	20	22	16	0	134
Board of Education		DIST. 1 CITY (A-K)	DIST. 1 CITY (L-Z)	DIST. 9 CVLE	DIST. 10 VIRGIL	Absentee		TOTAL
1A John A. Natoli		118	131	49	49	72	5	424
1B Janet S. Griffin		110	120	53	51	70	5	409
Write-in: Kathleen Hennessy		1						1
Write-in: JoAnn T Lamey						1		1
Write-in:								0
Write-in:								0
Write-in:								0
Total Voters		136	157	65	67	85	5	515