

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, June 24, 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, June 24, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

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

Absent: Mr. Donald Colongeli and Mr. Daniel Sidebottom

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; 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.
2. **COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Korner
 - 1.) Cortland Video Club
 - (a) Melissa Quinlan - Mrs. Quinlan, advisor to the Cortland Video Club, was recognized as an outstanding advisor and teacher. The Board thanked her for her guidance, effort and dedication to our students and school.
 - (b) CVC Members - Members of the Cortland Video Club were recognized for their hard work and dedication. CVC is at all events to record our history by producing videos to share with the community providing memories of the heart and spirit of our school. Each CVC member was presented with a Certificate of Extraordinary Achievement.
 - 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 – Next Meeting July 7, 2014 Meeting
 - 2.) BOE Policy Committee Report on June 17, 2014 Meeting – Ms. Murphy reported the committee will be prepared to present Sections 3000 and 4000 for a first read at the next meeting. Mr. Freeman is invited to attend the July 8 committee meeting to begin review of Section 5000 Non-instructional/ Business Operations.
 - 3.) BOE Facilities Committee Report on June 19, 2014 Meeting – Ms. Van Donsel reported that the committee viewed the project scope for Phase 3 which includes: (1) at the JSHS replacing sidewalks and locker room renovations, (2) at Smith School replacing sidewalks and a folding partition, (3) at Randall School new kitchen equipment, (4) at Barry School a folding partition, (5) at the Bus Garage canopies over entrances, ice melt system for roof and replacement of two lifts, (6) at the Pole Barn roof replacement, and (7) district-wide playground surfacing, countertop upgrades, stage curtain replacement, phone system upgrades and security camera upgrades. The district is looking towards a late July SED submission with construction slated to begin the summer 2015.
 - 4.) Reminder: The Board Organizational Meeting will be held July 8, 2014, 7:00 PM
 - 5.) Set Date for Board Retreat – July 22, 2014, 5:00-9:00 PM was set for the Board Retreat.
 - 6.) NYSSBA Conference: Statewide School Finance Consortium Breakfast Forum, October 27, 2014 7:15-8:45 a.m. – Mr. Hoose, Mrs. Davis-Howard, and Ms. Murphy expressed interest in attending.
3. **PRESENTATIONS:** None
4. **CONSENT ITEMS:**
 - a. Minutes of June 10, 2014 Regular Meeting
 - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
607000492, 607001386, 610317761, 610296164, 607000814, 607000784, 607000123, 610328934, 607001130, 610346089, 610395066, 607000125, 607000982, 610328939, 607001402, 607001242, 607000467, 607001368, 610374773, 607001068, 607000128, 610295640, 610327671, 607000145, 607000446, 610395100, 610323993, 607001406, 610325654, 607001412, 607000130, 607000131, 607000439, 610372054, 607001362, 607001361,

607000399, 610395647, 610323615, 607000913, 607001380, 610294413, 607000906, 610372886, 607001152, 610355575, 607001355, 607000647, 610375511, 607000433, 610381714, 607001087, 610252432, 610391558

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

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

Final Vote: Yes – 5, No – 0. Motion Carried.

5. OLD BUSINESS:

- a. Adoption of 2014-15 Non-Resident Tuition Rates

RESOLVED, upon the recommendation of the Superintendent, to approve the Adoption of 2014-15 Non-Resident Tuition Rates, as presented.

Moved by Mr. Natoli, seconded by Ms. Van Donsel. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

6. NEW BUSINESS:

- a. Approval of Grades 9-10 Career and Tech Ed Pilot with OCM BOCES

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Grades 9-10 Career and Tech Ed Pilot with OCM BOCES as presented at the June 10, 2014 Board of Education Meeting.

Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

- b. Declaration of Surplus Floor Scrubber Equipment

RESOLVED, upon the recommendation of the Superintendent of Schools, to declare surplus, floor scrubber equipment per the Surplus Items memo dated June 16, 2014, as presented.

Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

- c. Code of Conduct – 1st Reading Approval

Resolved, upon the recommendation of the Superintendent, to approve the 1st reading of proposed revisions to the Code of Conduct as presented.

Moved by Mr. Natoli to table this item, seconded by Ms. Griffin. Under discussion it was noted that the Code of Conduct Public Hearing was moved to July 8.

Final Vote: Yes – 5, 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 11.32.

Moved by Ms. Griffin, seconded by Ms. Murphy. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

- b. Approval of Non-Instructional Personnel Appointments - None

- 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 2295, 2296, and 2297.

Moved by Ms. Murphy, seconded by Ms. Van Donsel. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations

1.) NYSASBO Education Summit and Expo – Mr. Freeman reported on the sessions he had attended at the NYSASBO conference including panel discussions on: (1) Transportation efficiencies and cost savings including propane buses, privatization, and other measures that school districts have implemented to improve efficiencies and achieve cost savings. (2) Shared services and how districts and municipalities are saving money by sharing services in areas such as: transportation, school lunch, and maintenance. (3) Changes to the Child Nutrition Administrative Review process, nutritional standards, and regulations which may have operational or fiscal implications for school districts, and (4) Districts who opt out of the child nutrition program.

- 2.) NYS Property Tax Freeze – Mr. Freeman provided a PowerPoint presentation on the Governor’s plan to cut property taxes. The new property tax freeze is a refundable tax credit against personal income tax to provide tax relief based on the homeowner’s ability to pay. Mr. Freeman explained that if the taxing jurisdiction stays within the tax cap for one year, the taxpayers may receive a credit for the amount of the tax increase. Homeowners will receive credit by check in the Fall of 2014. Districts must have a freeze compliant or cap compliant budget and must certify this to the Comptroller by July 21, 2014. Mr. Freeman noted that Cortland has met both requirements.
- b. Assistant Superintendent for Pupil and Personnel Services
 - 1.) Code of Conduct – Ms. Riley provided print copies of the Code with changes/updates noted in red. The Public Hearing was moved to the July 8 Board meeting to allow members an opportunity to review the changes. The proposed Code will be posted to the district website to make it available to the public for comment.
 - 2.) Recruitment Update – Ms. Riley reported that, including tonight’s appointees, the district has filled thirteen of twenty vacancies. She noted that the quality of candidates has been exceptional with many candidates having multiple certifications. The remaining positions are in the interview stage of the recruitment process.
- c. Director of Curriculum and Instruction
 - 1.) SUNY Cortland Grant Partnership – Ms. Bliss reviewed three grant partnerships between SUNY Cortland and the District: Teacher Leader Quality Partnership (TLQP), Liberty Partnership Program (LPP) and Bringing Theory to Practice (BTop). She reviewed the purpose of each, participants involved and what each is providing the District.
 - 2.) FOCUS School Update – Ms. Bliss explained that Focus Districts must participate annually in a diagnostic review. Each year, an Integrated Intervention Team (IIT) conducts on-site district and school reviews. This year the state conducted a district review and one school review and a debriefing session. The reviews are carried out by an IIT composed of NYSED staff; an Outside Educational Expert; and a district representative. The reviews focus on collecting and assessing data to evaluate school and district practices based on the following six tenets: District Leadership and Capacity, School Leader Practices and Decisions, Curriculum Development and Support, Teacher Practices and Decisions, Student Social and Emotional Developmental Health, and Family and Community Engagement. Mr. Hoose complimented Mrs. Bliss on the work she has done with this project.
- d. Superintendent
 - 1.) Update on Special Education Review RFPs – Mr. Hoose reported that he had received an RFP from Western NY Educational Service Council and one from Ann Monroe-Baillargeon, Educational Consultant. Members received copies of the RFPs for review. Discussion centered on seeking additional RFPs by extending the deadline to August 1, and broadening advertising by publishing a legal ad and advertising through a BOCES suggested website.
 - 2.) Update on Capital Project Phase 3 – Covered under Board reports
 - 3.) 2015 Senior Class Trip Proposal – Mr. Hoose shared a proposal from senior class advisors, Ms. Megan Bottle and Ms. Kelly Chapman, seeking permission for a three-day senior class trip to Cedar Point in Sandusky, Ohio. Members agreed to have Ms. Bobble and Ms. Chapman present their proposal at an upcoming meeting.
 - 4.) Weather Bug Weather Station – Mr. Hoose informed the Board that Cortland had a pending agreement for Cortland Jr.-Sr. High to become a Weather Bug host site. Mr. Darrow is excited to participate, and with the Board’s approval Mr. Hoose will sign and submit the agreement--members approved.
 - 5.) Business First – Mr. Hoose provided the spending rates across NYS (published by *Business First*). Of 676 school districts across NYS, Cortland is 45th—the lowest in Cortland County.

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

10. **NEXT MEETING AGENDA REVIEW**

- Code of Conduct Public Hearing Presentation
- Code of Conduct – 1st Reading
- Policy Sections 3000 and 4000 – 1st Reading

11. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:30 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

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

Final Vote: Yes – 5, No – 0. Motion Carried.

The Executive Session adjourned at 10:49 p.m..

Moved by Ms. Griffin, seconded by Ms. Murphy. Discussion: None

Final Vote: Yes – 5, 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 10:50 p.m.

Moved by Mr. Natoli, seconded by Ms. Van Donsel. Discussion: None

Final Vote: Yes – 5, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk