

**CORTLAND ENLARGED CITY SCHOOL DISTRICT**  
**Board of Education Meeting – Tuesday, October 08, 2013 at 7:00 p.m.**  
**Virgil Elementary School, 1208 Church Street, Cortland NY**

---

A Regular Meeting of the Board of Education was held on Tuesday, October 08, 2013 at the Virgil Elementary School, 1208 Church Street, Cortland, New York.

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

**Absent:** Ms. Margaret Baccaro, Clerk

**Also Present:** Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Ms. Kristie Bliss, Director of Curriculum and Instruction; Mr. Stephen Littlefield, Interim Director Business Services; Cortland Standard Representative; School and Community Representatives; and Ms. Cindy Dann, Clerk Pro tem

**1. CALL TO ORDER and PLEDGE OF ALLEGIANCE:**

Ms. Van Donsel called the meeting to order at 7:05 p.m., and the Pledge of Allegiance was recited.

Ms. Van Donsel welcomed the Virgil School PTO and staff and thanked them for providing refreshments.

Ms. Van Donsel introduced Mr. Stephen Littlefield, who will be serving as Interim Business Official for the District.

Ms. Van Donsel asked Ms. Lisa Kaup, Virgil Elementary School Principal, to introduce a group of Virgil students that presented a Constitution Play.

Ms. Kaup thanked the Virgil PTO and parents including Hollenbeck's for providing the refreshments for the evening. Ms. Kaup provided a handout and a brief overview of how important Constitution Day is at Virgil Elementary School. Ms. Kaup introduced Mr. Nathan MacLean, teacher at Virgil Elementary School. Mr. MacLean explained how the play evolved and then eight students, Cordelia Bair, Jadan Barber, Cailea Goodfellow, Daniel Lemon, Hunter Sherman, Madeline Tenkate, Jordan Vail and Alexandra Zacek from Grade 5 presented a Constitution Play which drew a standing ovation.

**2. COMMUNICATIONS and RECOGNITION:**

a. Kudos Korner: None

b. Audience Participation – on items related to the Agenda (speakers are asked to limit their comments to two minutes).

Kristy Alberry, Grade 3 teacher Smith Elementary School, thanked the Board for the new texts that have been provided. She then addressed the Board regarding the new modules. Ms. Alberry touched on her specific areas of concern, among them: To what extent is a teacher required to follow state-supplied modules? How much room is there for teaching students with different learning needs? A 60-minute lesson easily turns into a 90-minute lesson and reduces the amount of time available for science and social studies. Ms. Alberry extended an invitation to the Board to visit her classroom and observe a module lesson plan in action. By a show of hands, the majority of the Board indicated that they would visit. Board members commented on their own concerns with Common Core implementation.

*Ms. Van Donsel skipped to the presentations 3a and 3b.*

c. Board Member Reports

1) BOE Policy Committee Meeting of October 8, 2013 – *Tabled.*

2) BOE Audit Committee Report of September 19, 2013 – *Tabled.*

d. NYSSBA 2013 Annual Business Meeting - Discussion of Resolutions

Members discussed and voted their position on proposed resolutions 11-20 to be voted on at the NYSSBA Annual Business Meeting. Ms. Van Donsel, the Board's voting delegate, will record the positions taken by our Board and vote accordingly at the Annual Business Meeting on October 26, 2013.

**3. PRESENTATIONS:**

a. Positive Choices Program – Mr. Jason Gooley, Owner of Mark's Pizzeria along with the manager from the local store provided a brief overview of the Positive Choices program. Mark's Pizzeria, for a second year, has donated coupons for students to receive free pizzas for making positive choices. Each building received enough coupons to recognize one student per grade level per month. As a business owner, this is a \$5,000 donation each year for the Homer and Cortland School Districts.

b. Transition to Common Core Learning Standards – Ms. Kristie Bliss, Director Curriculum and Instruction, provided an overview of the District's transition to the CCLS (Common Core Learning Standards). Board members and audience members asked several questions. Mr. Hoose voiced his appreciation for how hard the teachers have worked to implement the CCLS.

Ms. Van Donsel returned to items 2c and 2d

**4. CONSENT ITEMS:**

- a. Minutes of September 24, 2013 Regular Meeting - *Tabled*
- b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations

610261366, 607001049, 607000422, 610307161, 610308397, 607001053, 607001011, 607000393, 610374601, 607000896, 607000897, 610273493, 607001076, 610310806, 607001058, 607001043, 610252432, 610391558

**RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Consent Item b as presented.**

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

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

**5. OLD BUSINESS:** There was no old business to conduct this evening.

**6. NEW BUSINESS:**

- a. Financial Reports: Treasurer’s Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report - July 2013

**RESOLUTION: *Tabled.***

**Moved by Ms. Davis-Howard, seconded by Mr. Natoli. Discussion: None.**

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

- b. Approval of Surplus Auction Bid Awards

**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby accept the bid of \$6,200.00 for a 2004 Freightliner/Thomas 65 Passenger Bus #11 VIN 4UZAAXCS14CL82305. The high bidder was Mr. Omar Valles of San Diego, CA through his bid on the Auctions International website.**

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

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

**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby accept the bid of \$6,900.00 for a 2004 Freightliner/Thomas 65 Passenger Bus #13. VIN 4UZAAXCS64CM70251. The high bidder was Mr. Charles Dipasquale of Mount Morris, NY through his bid on the Auctions International website.**

**Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: None**

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

**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby accept the bid of \$6,500.00 for a 2004 Freightliner/Thomas 65 Passenger Bus #15 VIN 4UZAAXCSX4CM70253. The high bidder was Mr. Omar Valles of San Diego, CA through his bid on the Auctions International website.**

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

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

**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby accept the bid of \$7,500.00 for a 2005 Freightliner/Thomas 65 Passenger Bus #17 VIN 4UZAAXCS15CN77466. The high bidder was Mr. Omar Valles of San Diego, CA through his bid on the Auctions International website.**

**Moved by Ms. Davis-Howard, seconded by Mr. Natoli. Discussion: None**

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

**RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education for the Cortland Enlarged City School District hereby accept the bid of \$1,075.00 for a 1997 Ford Pick Up Plow Truck #627 VIN 1FTHF26H8VEB69168 . The high bidder was Mr. Frank Ilacqua of Syracuse, NY through his bid on the Auctions International website.**

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

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

- c. Approval of Field Placement Agreement between Cortland Enlarged City School District and SUNY College at Cortland Department of Communication Disorders and Sciences, through June 30, 2014

**RESOLVED, upon the recommendation of the Superintendent, to approve the Field Placement Agreement between Cortland Enlarged City School District and SUNY College at Cortland Department of Communication Disorders and Sciences, through June 30, 2014, as presented.**

Moved by Ms. Davis-Howard, seconded by Mr. Sidebottom. Discussion: None

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

- d. Approval of Transportation Agreement between Cortland Enlarged City School and Homer Central School District

**RESOLVED, upon the recommendation of the Superintendent, to approve the Transportation Agreement between Cortland Enlarged City School and Homer Central School District for sharing Director of Transportation Services as presented.**

Moved by Ms. Griffin, 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

**RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Resignations and Leaves as presented on Resignations and Leaves Schedule 11.19.**

Moved by Ms. Davis-Howard, seconded by Mr. Natoli. Discussion: None.

Final Vote: Yes – 7, No – 0, Abstain – 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 1099.**

Moved by Ms. Davis-Howard, seconded by Ms. Murphy. Discussion: Mr. Colongeli asked for an explanation/differences of the titles Teacher Aide, Teaching Assistant and Substitute Teacher. Mr. Hoose provided a brief descriptor of each.

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 2262, 2263 and 2264.**

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

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

## 8. LEADERSHIP REPORTS:

- a. Director of Business Operations

1) Focus on State Aid Submission – Mr. Littlefield reported that attendance, building and transportation reports have been submitted and have received initial review by SED, and final financial reports are due to be submitted by the end of the week.

- b. Assistant Superintendent for Pupil and Personnel Services

1) DASA (Dignity for All Students Act) Overview which is part of the Code of Conduct. Ms. Riley provided a handout (district form) and explained that each building handout is updated with their own building information.

2) Recruitment Update – Ms. Riley acknowledged that with the personnel appointments this evening, this year's recruitment is closed out. She expressed her thanks for all involved in the hiring process that began in April, and announced that we officially have our full team!

- c. Director of Curriculum and Instruction - None

- d. Superintendent

1) Capital Project Change Order Summary - Mr. Hoose provided a brief explanation of Change Orders PC-031, PC-032, EC-04, EC-044, and EC-045, and mentioned that we are nearing the end of the project.

2) NYSSBA - Mr. Hoose shared that there are several NYSSBA Invitations to consider:

(a) October 24 – TetraTech

(b) October 25 – LaBella Associates, SEI Design Group, King and King

Mr. Sidebottom asked if there were ethical issues and Mr. Hoose explained that there is not.

*Mr. Hoose welcomed Mr. Brian Freeman, Director of Business Services.*

**9. AUDIENCE PARTICIPATION: (Individuals are requested to keep their comments to two-minutes per speaker).**

Mr. Michael Buchalla, parent, described his daughter’s frustration in the classroom and explained his displeasure with the speed with which NYS is implementing changes. He asked how many board members were planning to visit Ms. Alberry’s classroom. Mr. Natoli, former math teacher, is interested to see the modules in action. Mr. Hoose added that parents may obtain more information by viewing the EngageNY website.

**10. NEXT MEETING AGENDA REVIEW**

- Two tabled items – 4a and 6a
- Mr. Hoose announced that the budget process will be starting soon. Beginning November 12, there will be a one hour budget workshop prior to Board meetings. All are welcome to attend.
- Ms. Murphy would like to make sure that all building principals are aware that Kudos Korner exists as there are so many good things happening in our buildings. Mr. Hoose will remind administrators at the next Leadership Council meeting.

**11. EXECUTIVE SESSION**

**In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Van Donsel called for an Executive Session at 8:48 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 9:40 p.m.**

**Moved by Ms. Van Donsel, seconded by Mr. Natoli 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 9:40 p.m.**

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

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

---

Ms. Cindy Dann, Clerk Pro tem