

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Monday, June 22, 2015 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

A Regular Meeting of the Board of Education was held on Monday, June 22, 2015 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, 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 Curriculum and Instruction; Ms. Margaret Boice, Interim Director of Business Services, Mr. Robert Martin, Director of Facilities; School and Community Members; 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 in memory of Ms. Karen Dafoe who passed away June 4, 2015. Ms. Dafoe was a staunch advocate for the children of Cortland County.
2. **COMMUNICATIONS and RECOGNITION:**
 - a. Kudos Korner - *At 7:02 p.m. the Board recessed to hold a brief reception in recognition of Ms. Boice's departure after serving as interim Director of Business Services and Ms. Baccaro's retirement as District Clerk. The Board reconvened at 7:11 p.m.*
 - b. Audience Participation – There were no requests to address the Board on items related to the Agenda.
 - c. Board Member Reports:
 - 1.) BOE Policy Committee – Next Meeting June 25, 2015, 10:00 a.m.
 - 2.) BOE Facilities Committee – Report on June 11, 2015 meeting – Ms. Van Donsel reported that the committee had discussed Phase 3, chose Tetra Tech to conduct the 2015 Building Condition Survey, and reviewed modifications to the playground at Barry School.
 - 3.) BOE Audit Committee – Next Meeting June 29, 2015, 3:30 p.m.
 - 4.) Set Date for Board Retreat – Members set July 30, 4-8:00 p.m. for a Board retreat. Mr. Hoose will contact David Little, Rural Schools Association Executive Director, regarding his availability to facilitate. Members were asked to forward topics to Ms. Davis-Howard.
3. **PRESENTATIONS:**
 - a. Grades 9-10 CTE (Career and Tech Education) Program – Mr. Kenneth Brafman
Mr. Brafman provided a brief overview of the 9-10 CTE Program. The pilot program began this year with six students, with two transferring out of the district. Mr. Brafman shared that all four students (three auto tech and one culinary arts) passed their respective BOCES course of study along with receiving a credit for science. He read a letter from a CTE student who wrote of his positive experience in the program. Cortland has seven perspective students for year two of the pilot program. These students will be visiting BOCES to review programs in auto technology, culinary arts, construction, child care and graphics. Mr. Brafman thanked the Board and administration for their unwavering support of this positive, life-changing program.
4. **CONSENT ITEMS:**
 - a. Minutes of June 9, 2015 Regular Meeting
 - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations 2014-15
607001420, 610342472, 610296164, 610377005, 610313364, 607001504, 607000503, 610395066, 607001011, 610373462, 607001569, 607000982, 607000091, 607001402, 610374601, 607000977, 610310917, 607001517, 607001828, 610374773, 610364967, 610352501, 607000630, 610305697, 610349951, 607000074, 607000938, 607001615, 610344557, 607001665, 607001287, 607001531, 607001371, 610375511, 607000065, 607000433, 607001510, 607000993, 610382604, 610386637, 607001474, 607001588, 607000448, 607001499, 607000132
 - c. CSE/CPSE (Committee on Pre-school Special Education) Recommendations 2015-16
607001854, 607001846, 607001758, 607001667, 607001517, 607001728, 607001527, 607001843, 607001733, 607000959, 607001680

RESOLVED, upon the recommendation of the Superintendent of Schools, 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. 2nd Reading Policy Revision to Section 7000 Students – Policy 7420 Sports and Athletic Program
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the second reading of proposed changes to Policy #7420, as recommended by the District's Athletic Director and the Board of Education Policy Committee, as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- b. 1st Reading Policy Revision to Section 7000 Students – Policy 7421 Athletic Participation in Mixed Competition
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the first reading of proposed changes to Policy #7421, as recommended by the District's Athletic Director and the Board of Education Policy Committee, as presented.
Moved by Ms. Van Donsel, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- c. Approve Use of Employee Benefits Accrued Liability Reserve Fund (EBALR) for Retirement Incentives per Cortland United Teacher's Contract
RESOLVED, upon the recommendation of the Superintendent of Schools, to appropriate \$253,020.50 from the Employee Benefit Accrued Liability Reserve fund to reimburse the district approved tax deferred annuity account per the memo dated June 16, 2015, as presented.
Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Authorize Dissolution of Reserve for Liability
RESOLVED, upon the recommendation of the Superintendent of Schools, that the Board of Education hereby authorizes a \$500,000 reduction in the Reserve for Liability account and said monies be returned to the General Fund of the District per memo dated June 18, 2015 as presented.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Under discussion, Mr. Hoose shared that a reduction in the Reserve for Liability account was recommended in response to the report of examination prepared by the Office of the State Comptroller.
Final Vote: Yes – 6, No – 0. Motion Carried.
- e. Approve Health and Welfare Services Agreement – Ithaca City School District
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Health and Welfare Services Agreement with Ithaca City School District as presented.
Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- f. Adopt 2015-16 Non-Resident Tuition Rates
RESOLVED, upon the recommendation of the Superintendent, to approve the Adoption of 2015-16 Non-Resident Tuition Rates, as presented.
Moved by Mr. Sidebottom, seconded by Ms. Griffin. 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 11.54.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. 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 1146.
Moved by Ms. Griffin, seconded by Ms. Murphy. -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 2352, 2353, and 2354.
 Moved by Mr. Natoli, seconded by Ms. Griffin. -Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Creation of One (1) School Monitor Position
RESOLVED, upon the recommendation of the Superintendent of Schools, to create one (1) School Monitor position per memo dated June 17, 2015, as presented.
 Moved by Ms. Griffin, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations
- 1.) Summer Jobs Lottery – Ms. Boice announced that the District has two openings, with four applicants for the Summer Jobs Lottery. Ms. Boice conducted the drawing as follows: (1) Joseph Guido, (2) Charisse Farley, (3) Gabrille Toussaint, and (4) Christopher Dovi.
 - 2.) Ms. Boice thanked the Board for providing her the opportunity to serve as Interim Director of Business.
- b. Assistant Superintendent for Pupil and Personnel Services
- 1.) Barry Principal – Ms. Riley reported that the Barry interview team had completed the first round of interviews and has scheduled an open forum for June 29, 6:00 p.m., at Barry School.
- c. Director of Curriculum and Instruction
- 1.) Student Enrollment Update – Ms. Bliss provided a three-year summary of K-12 student enrollment. She shared that there is a downward trend with the exception of a couple of grade levels where there is a slight uptick.
- d. Superintendent
- 1.) The Willowbrook Golf Club – Mr. Hoose provided a copy of the 2015 Golf Team Play and Range Agreement. Willowbrook Golf Club and Walden Oaks alternate providing free use of their courses to the golf team. Mr. Hoose thanked both courses for their generosity.
 - 2.) Pending Legislation – Mr. Hoose provided information on pending legislation now in the final stages of negotiation and agreement to make into law. Members were encouraged to write and make phone calls in support these bills.

9. **BOARD MEMBER ACTIVITIES** - Members reported on various activities they had attended throughout the district.

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

11. **NEXT MEETING AGENDA REVIEW** – There were no additions to the agenda.

12. EXECUTIVE SESSION

In accordance with Public Officer's Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:02 p.m. to discuss the medical, financial, credit or employment history of a particular person.

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

The Executive Session adjourned at 9:02 p.m.

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

13. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 9:03 p.m.

Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 6, No – 0. Motion Carried.