

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Annual Organizational Meeting – Tuesday, July 8, 2014 at 7:00 p.m.
Kaufman Center, 1 Valley View Drive, Cortland NY

The Organizational Meeting of the Board of Education was held on Tuesday, July 8, 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, Mr. Daniel Sidebottom and 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; School Representatives; and Ms. Margaret Baccaro, Clerk

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE:** Mr. Hoose called the meeting to order at 7:00 p.m., and the Pledge of Allegiance was recited.

2. **NEW BUSINESS:**
 - a. **Election of Officers and Administration of Oath of Office:**
 - 1.) Nominations for President: Mr. Hoose called for nominations for Board President for the 2014-15 school year. Ms. Murphy nominated Ms. Davis-Howard. There were no further nominations.
RESOLVED, to elect Ms. Melissa Davis-Howard as President of the Board of Education for the 2014-15 school year.
Moved by Ms. Murphy, seconded by Ms. Griffin. Discussion: none.
Final Vote: Yes – 6, No – 0. Motion Carried.
Mr. Hoose turned the meeting over to the newly re-elected President Ms. Davis-Howard. She thanked members for their vote of confidence, and asked for nominations for Vice-President.
 - 2.) Nominations for Vice President: Mr. Natoli nominated Ms. Janet Griffin to serve as Board Vice-President for the 2014-15 school year. There were no further nominations.
RESOLVED, to elect Ms. Janet Griffin as Vice-President of the Board of Education for the 2014-15 school year.
Moved by Mr. Natoli, seconded by Ms. Van Donsel. Discussion: none.
Final Vote: Yes – 6, No – 0. Motion Carried.
 - 3.) Administration of Oath of Office to Newly Elected President and Vice President - Ms. Baccaro administered the Oath of Office to the newly re-elected Board President, Ms. Melissa Davis-Howard, and newly re-elected Vice President, Ms. Janet Griffin.

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

- b. **Appointment of Officers:**
 - 1.) Clerk of the Board – Ms. Margaret Baccaro
 - 2.) District Treasurer – Ms. Andrea Herzog-O’Hara
 - 3.) Deputy Treasurer – Ms. Anne Wingard
 - 4.) Tax Collector – Tompkins Trust Company
 - 5.) Claims Auditor – Mr. Thomas Ruane
 - 6.) Deputy Claims Auditor – Ms. Anne Wingard**RESOLVED to appoint the above officers for the 2014-15 school year as presented.**
Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none.
Final Vote: Yes – 7, No – 0. Motion Carried.

- c. **Other Appointments:**
 - 1.) Central Treasurer for Extra-Curricular Activity Funds – Ms. Sherry Timmons
 - 2.) Chief Faculty Advisor for Extra-curricular Activity Funds – Mr. Kevin Cafararo
 - 3.) Insurance Agent of Record – Mr. William Street, Eastern Shore Association Insurance (NYSIR)
 - 4.) District Independent Auditor - Raymond F. Wager, CPA
 - 5.) District Internal Auditor – TBD
 - 6.) School Attorneys – Hogan, Sarzynski, Lynch, DeWind, and Gregory LLP
 - 7.) School Physician – Dr. Robert Castellanos

- 8.) Records Management Officer – Mr. Brian Freeman
 - 9.) Records Access Officer – Ms. Judi Riley
 - 10.) Title IX/Section 504/ADA Compliance Officer – Ms. Judi Riley
 - 11.) District Representative on Coop. Health Insurance Board of Directors – Mr. Brian Freeman
 - 12.) District Representative on Coop. Workmen’s Comp. Board of Directors – Mr. Brian Freeman
 - 13.) Attendance Officer – Ms. Judi Riley
 - 14.) Board of Education Legislative Liaison & Delegate to NYSSBA Annual Meeting, and Alternate Mr. Colongeli, Alternate: Ms. Griffin
 - 15.) Board of Education Audit Advisory Committee: Ms. Davis-Howard, Ms. Griffin, and Ms. Murphy
 - 16.) Board of Education Policy Committee: Mr. Natoli, Ms. Griffin and Mr. Colongeli
 - 17.) Board of Education Facilities Committee : Ms. Van Donsel, Ms. Davis-Howard and Mr. Sidebottom
 - 18.) CSE/CPSE Committee/Subcommittee Members as submitted
 - 19.) State Education Department Impartial Hearing Officer List as submitted with automatic addition or deletion of future recommendations from SED
 - 20.) Clerk for Impartial Hearings – Ms. Shelley Marshall
 - 21.) Designated SAVE Official, Residency Appeals Officer, Homeless Liaison, and Dignity Act Coordinator – Ms. Judi Riley
 - 22.) Designated Medicaid Compliance Officer – Mr. Brian Freeman
 - 23.) School Purchasing Agent – Mr. Brian Freeman
 - 24.) Asbestos (LEA) Designee – Mr. Robert Martin
- RESOLVED, upon the recommendation of the Superintendent, to approve the above appointments as presented.**

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

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

d. Designations:

- 1.) Official Depository for Funds

WHEREAS, it is provided that the Board of Education of Cortland Enlarged City School District shall designate by written resolution the banks or trust companies in which the collectors and treasurer shall deposit the monies coming into their hands by virtue of their office,

NOW, THEREFORE, BE IT RESOLVED, that the J.P. Morgan Chase, First Niagara Bank, First National Bank of Dryden, NBT Bank and Tompkins Trust be and they are hereby designated as depositories in which the tax collector, treasurer, and extracurricular and School Store treasurer shall deposit all monies coming into their hands by virtue of their offices.

Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: none.

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

- 2.) CAPCO Service Agreements

RESOLVED, upon the recommendation of the Superintendent, to approve the Lease and Service Agreements with Cortland County Community Action Program, Inc. to provide CAPCO Head Start the use of one (1) classroom at Smith Elementary, one (1) classroom at Parker Elementary and one (1) classroom at Randall Elementary as presented.

Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: none.

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

- 3.) Revenue Anticipation Note Resolution

RESOLVED by the Board of Education of the Cortland Enlarged City School District, County of Cortland, New York as follows:

Section 1. Pursuant to Sections 30 and 56 of the Local Finance Law, the power to authorize the issuance of and to sell revenue anticipation notes of the Cortland Enlarged City School District, Cortland County, New York, including renewals thereof is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner as may be determined by said President of the Board of Education, pursuant to the Local Finance Law.

Section 2. The authorization contained in this resolution shall be valid for a period of one year, expiring June 30, 2015. This resolution shall take effect immediately.

Moved by Mr. Natoli, seconded by Ms. Murphy. Under discussion Mr. Hoose explained that

RANs are used to raise money immediately to cover expenses such as a first payroll in September. Typically, the District has not needed this financing.

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

- 4.) Set Board Meeting Dates

RESOLVED by the Board of Education of the Cortland Enlarged City School District, County of Cortland, New York, to approve the Board meetings for the 2014-15 school year be held on the second and fourth Tuesday's of the month, September through June, at 7:00 p.m., with the following exceptions: one meeting in November (third Tuesday), December and June on the second Tuesday of the month, and the second April, 2015 meeting will be held on the fourth Monday and coincide with the BOCES Administrative Budget Vote. Summer meetings (July and August) and Special Meetings will be called and held in accordance with State Education Law.

Moved by Ms. Griffin, seconded by Ms. Murphy. Under discussion Ms. Murphy noted that the October 28 meeting falls on the last day of the NYSSBA Convention. Members will come to the next meeting prepared to decide on an alternate date.

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

- 5.) Official Newspaper

RESOLVED to appoint the Cortland Standard as the official newspaper for the District.

Moved by Mr. Sidebottom, seconded by Ms. Murphy. Discussion: none.

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

e. **Authorizations:**

- 1.) The Superintendent of Schools to certify payrolls
- 2.) The Superintendent of Schools, or designee, to approve attendance at all conferences, conventions, workshops, and related education activities
- 3.) The Superintendent of Schools authorized to seek external grant funds
- 4.) Establishment of petty cash funds: Establishment of ten (10) petty cash funds -- two in the amount of \$150 each under the direction of Secretary to the Business Official (District Office); four in the amount of \$100 each under the direction of Executive Secretary to the JSHS Building Principal (High School), Transportation Supervisor (Transportation Office), Executive Secretary to Principal of Barry School and Executive Secretary to Elementary Summer School; and four in the amount of \$75 each under the direction of Executive Secretary to Principal of Parker School, Executive Secretary to Principal of Randall School, Executive Secretary to Principal of Smith School, and Executive Secretary to Principal of Virgil School.
- 5.) The School District Treasurer to sign checks
- 6.) The Superintendent of Schools to approve budget transfers up to \$35,000
- 7.) The Director of Business Services to invest available funds
- 8.) Publication of annual financial report
- 9.) The Superintendent of Schools to make appointments between Board meetings
- 10.) The Superintendent is authorized to sign Memoranda of Understanding and/or Agreement following pre-discussion with the Board
- 11.) The Superintendent of Schools to appoint Board of Registration/Elections Inspectors if those approved by the Board cannot serve
- 12.) The Superintendent of Schools to appoint Impartial Hearing Officer at the maximum local rate of \$100.00 per hour
- 13.) Authorization of Deputy Treasurer to sign Checks in Absence of Treasurer
RESOLVED, upon the recommendation of the Superintendent, to approve the above authorizations as presented.

Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: none.

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

- 14.) Tax Collection Periods

WHEREAS, the Board of Education of the Cortland Enlarged City School District is empowered by New York Real Property Tax Law §1326 to authorize and receive the payment of real property taxes for the support of the school district in installments, and

WHEREAS, the adoption of a resolution permitting the payment and collection of property taxes in installments would be beneficial for the school district and the taxpayers, NOW AND THEREFORE BE IT RESOLVED, the school district taxpayers of the Cortland Enlarged City School District shall be permitted to pay the property tax due in two installments on the following dates: Installment 1 – August 1 until September 2, and Installment 2 – February 2 until February 28; if any installment of taxes is paid on or before the date when due, no interest shall be charged thereon; No installment may be paid unless all prior installments of current taxes, including interest with the following schedule: September 3-30 2%, October 3%, November 4%, December 5%, January 6%, February 7% (first installment only), shall have been paid or shall be paid at the same time, and it is further RESOLVED, the notice required to be given by the collecting officer shall state that taxes may be paid in installments as provided in the resolution.

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

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

f. Bonding of Personnel:

- 1.) District Clerk
- 2.) District Treasurer
- 3.) Deputy Treasurer
- 4.) Senior Account Clerk
- 5.) District Central Treasurer for Extra-Curricular Activity Funds
- 6.) Internal Claims Auditor
- 7.) Deputy Internal Claims Auditor
- 8.) Superintendent
- 9.) Director Business Services

RESOLVED, to approve Faithful Performance Blanket Bonding for the list as stated above.

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

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

g. Other Items:

- 1.) Re-adoption of all policies and bylaws in effect at the end of the previous year
RESOLVED, to re-adopt of all policies and bylaws in effect at the end of the previous year.
Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: none.
Final Vote: Yes – 7, No – 0. Motion Carried.
- 2.) Mileage Reimbursement Rate
RESOLVED, to adopt the published IRS Mileage Rate.
Moved by Ms. Murphy, seconded by Ms. Griffin. Discussion: none.
Final Vote: Yes – 7, No – 0. Motion Carried.
- 3.) Certification of Principal Lead Evaluators – School Year 2014-15
The Annual Professional Performance Review (APPR) regulations of the Board of Regents provides that, in order to be certified as principal evaluators, administrators must be trained in the nine elements of APPR required by NYSED.
By virtue of the fact of having participated in the Principal Evaluator Training provided by the OCM BOCES Network Team, which included the required components, the following people are considered as Certified Principal Evaluators for the 2014-2015 School Year: Michael Hoose, Superintendent of Schools, and Judi Riley, Assistant Superintendent for Pupil and Personnel Services.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. Discussion: none.
Final Vote: Yes – 7, No – 0. Motion Carried.
- 4.) Certification of Teacher Lead Evaluators – School Year 2014-15
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 the nine elements of APPR required by NYSED.

By virtue of the fact of having participated in the Lead Evaluator Training provided by the OCM BOCES Network Team, which included the required components, the following people are considered as Certified Teacher Lead Evaluators for the 2014-2015 School Year:

- **Kenneth Brafman, 9 Principal**
- **Kevin Cafararo, 7-8 Principal**
- **Jeff Johnson, Director Athletics/PE**
- **Lisa Kaup, Virgil Elementary Principal**
- **Cliff Kostuk, Randall Elementary Principal**
- **Joseph Mack, 10-12 Principal**
- **Peter Reyes, Barry Elementary Principal**
- **Judi Riley, Assistant Superintendent for Pupil and Personnel Service**
- **Angela Wanish, Smith Elementary Principal**
- **Kevin Yard, Parker Elementary Principal**
- **John Zarcone, 10-12 Assistant Principal**
- **Kristie Bliss, Director of Curriculum and Instruction**

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

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

OTHER BUSINESS

3. COMMUNICATIONS and RECOGNITION:

- a. Audience Participation – There were no requests to address the Board.
- b. Board Member Reports
 - 1.) BOE Audit Committee July 7, 2014 Meeting – Ms. Davis-Howard reported that Ms. Tricia Rutkowski was present at the meeting to provide the Internal Audit Report conducted by Hilary Nitka of Questar III BOCES. Ms. Nitka has since left Questar III. Ms. Rutkowski reviewed the risks identified in the fiscal year 2013-14 (many of which have been corrected), and risk areas previously identified and addressed going back to 2007. All have been subsequently corrected. Ms. Davis-Howard shared that Mr. Freeman has requested, on numerous occasions, additional information on several items with no response. The District will not be renewing a contract with Questar for the 2014-15 school year. Mr. Freeman is awaiting recommendations following an RFP (seeking a new internal auditor) posted by OCM BOCES.
 - 2.) BOE Policy Committee Report – July 8, 2014 Meeting – Mr. Natoli reported that the committee had reviewed several policies to go before the Board for a first reading at this meeting. In addition they began review of Policy Section 5000 Non-instructional / Business Operations. Mr. Freeman will be joining the committee as they review this section. Upcoming meetings are scheduled for August 5 and 19, 2:00-3:30 PM
 - 3.) BOE Facilities Committee – Next meeting July 17, 2014 Meeting
 - 4.) Reminder: Board Retreat – July 22, 2014, 5:00-9:00 PM, Kaufman Center

4. PRESENTATIONS

a. Code of Conduct Public Hearing

Ms. Riley presented a revised Code of Conduct explaining that school districts are required to annually review the code and update as necessary. She explained that the code was revised in collaboration with students, teachers, administrators, and parents. As she reviewed the changes, members followed along on a red-line copy.

Mr. Mack, 10-12 Principal and Mr. Zarcone 10-12 Assistant Principal, joined Ms. Riley to review changes to the Co-curricular Activities portion of the Code. They reviewed the extracurricular eligibility process and the penalties imposed for not meeting eligibility requirements. Mr. Natoli expressed concerns about consistent consequences from all principals when taking disciplinary action. There was discussion regarding page 26 and the addition of *For 2014-2015 and subsequent school years, marking period grades / averages will be the only determining factor for academic eligibility – not the final grades for a course or summer school results.* Some members felt summer school results should be a

determining factor. Since this would not go into effect until next year, it was decided to send this item back to the committee for the next policy review.

Ms. Riley noted the recommended changes / corrections, and will provide an updated revision prior to the August 5 meeting.

5. CONSENT

a. Minutes of June 24, 2014 Regular Meeting

b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education)

Recommendations

607001420, 607000468, 607000889, 607000388, 607000859, 607000882, 607000768, 607000768, 610383022, 607001365, 607001365, 607000900, 610377005, 607000899, 607000457, 607000393, 607000126, 607000091, 607001296, 607001273, 610374601, 607001330, 607001173, 607001366, 607001424, 607000919, 607001421, 607001004, 607001297, 607001022, 607001283, 607001020, 607000525, 610365023, 607000450, 607000439, 607001281, 607001018, 607001164, 607001036, 607000390, 607001294, 607001364, 607001024, 610365032, 607001371, 607000983, 607000213, 607001081, 607001014, 607001112, 607001272, 607000395, 607001307, 607001086, 607001113, 610252432, 610391558, 607001200, 607000898

c. Four Winds Saratoga Annual Contract

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

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

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

6. OLD BUSINESS - None

7. OTHER NEW BUSINESS

a. Financial Reports: Treasurer's Report, Trial Balance, Revenues, Intrafund Transfers, Appropriations, Warrant, Claims Monthly Report – May 2014

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated May, 2014 as presented.

Moved by Mr. Sidebottom, seconded by Ms. Griffin. Discussion: none.

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

b. Tax Warrant Adoption

RESOLVED, upon the recommendation of the Superintendent, to adopt the 2014-15 tax warrant as presented.

Moved by Mr. Sidebottom, seconded by Mr. Natoli. Under discussion Mr. Freeman shared that the County notified him that Lapeer is tentatively going from 92% to 100%; therefore, the levy will have to be readjusted again next year. Mr. Freeman circulated a copy of the tax warrant asking all members to sign. It will be kept on file with the clerk.

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

c. 1st Reading Code of Conduct

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

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

Final Vote: Yes – 6, No – 1 (Mr. Natoli). Motion Carried.

d. 1st Reading Policy Revisions to 8260 Title I Parent Involvement

RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to approve the 1st reading of proposed revisions to Policy 8260 as presented.

Moved by Ms. Griffin, seconded by Ms. Murphy. Under discussion, Mr. Hoose complimented and thanked Ms. Bliss for the work she had done on this policy.

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

e. 1st Reading New Policy 8261 Equivalence in Instructional Staff and Materials

RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to approve the 1st reading of proposed new Policy 8261 as presented.

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

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

- f. 1st Reading Erie I BOCES Policy Revisions to Section 3000
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 1st Reading of proposed changes to Section 3000 School Community Relations for the following policies, as recommended by Erie I BOCES, and the Board of Education Policy Committee:

1.1	Media/Municipal Governments/Senior Citizens	3110
1.2	School District Standards and Guidelines for Web Page Publishing.....	3120
1.4	Flag Display	3140
1.5	School Volunteers	3150
1.6	Charter Schools	3160
2.1	Visitors to the School	3210
2.3	Public Complaints	3230
2.4	Student Participation	3240
2.5	Parent-Teacher Association.....	3250
2.7	Solicitations	
	2.7.1 Solicitation of Charitable Donations	3271
	2.7.2 Advertising in the Schools.....	3272
2.8	Use of School Facilities, Materials and Equipment.....	3280
2.9	Operation of Motor-Driven Vehicles on District Property	3290
3.1	Public Access to Records	3310
3.2	Confidentiality of Computerized Information	3320
4.1	Code of Conduct on School Property	3410
	4.1.1 Unlawful Possession of a Weapon Upon School Grounds	3411
	4.1.2 Threats of Violence in School	3412
4.2	Non-Discrimination and Anti-Harassment in the School District	3420
4.3	Uniform Violent and Disruptive Incident Reporting System (VADIR)	3430
5.1	Emergency School Closings.....	3510

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

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

- g. 1st Reading Erie I BOCES Policy Revisions to Section 4000
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept the 1st Reading of proposed changes to Section 4000 Administrations for the following policies, as recommended by Erie I BOCES, and the Board of Education Policy Committee:

1.1	Administrative Personnel	4110
2.1	Administrative Organization and Operation.....	4210
	2.1.1 Organizational Chart	4211
2.2	Administrative Authority.....	4220
2.3	District Committees.....	4230
2.4	Evaluation of the Superintendent and Other Administrative Staff	4240
3.1	Superintendent of Schools	4310
3.2	Superintendent-Board of Education Relations	4320
4.1	Professional Development Opportunities	4410
4.2	Compensation and Related Benefits.....	4420

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

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

- h. Approval of User Fees for Cortland Jr.-Sr. High School Athletic Facilities
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the revised stadium facilities rental fees as presented:

Moved by Ms. Griffin, seconded by Ms. Murphy. Under discussion Ms. Van Donsel asked if a decision had been made regarding public use of the stadium. Mr. Hoose will take another look at this request and report back to the Board.

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

- i. Approval of Rental/Ancillary Agreements with OCM BOCES
RESOLVED, upon the recommendation of the Superintendent, to approve the Rental/Ancillary Agreement with OCM BOCES for the use of a classroom at the Cortland Jr./Sr. High School for Special Education from September 1, 2014 through June 30, 2015.

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

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

- j. Acceptance of \$1,067.09 Donation from the Victor Kalilec Memorial Fund
RESOLVED, upon the recommendation of the Superintendent of Schools, to accept a donation in the amount of \$1,067.09 from the Victor Kalilec Memorial Fund for the science department as presented.
 Moved by Mr. Natoli, seconded by Ms. Van Donsel. Discussion: none.
 Final Vote: Yes – 7, No – 0. Motion Carried.
- k. Approval of OT/Speech Summer Therapy Service Agreement with Cortland Regional Medical Center
RESOLVED, upon the recommendation of the Superintendent, to approve the agreement between Cortland Enlarged City School District and Cortland Regional Medical Center, Inc. for OT and Speech Summer Therapy Service as presented.
 Moved by Ms. Van Donsel, seconded by Mr. Sidebottom. Discussion: none.
 Final Vote: Yes – 7, No – 0. Motion Carried.

8. 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 11.33.
 Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: none.
 Final Vote: Yes – 7, 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 Schedules of Appointment 1114, 1115 and 1116.
 Moved by Mr. Sidebottom, seconded by Ms. Murphy. Discussion: none.
 Final Vote: Yes – 7, 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 2298, 2299, 2300 and 2301.
 Moved by Mr. Sidebottom, seconded by Ms. Murphy. Discussion: none.
 Final Vote: Yes – 7, No – 0. Motion Carried.
- d. Approval of Inter-Scholastic (Athletics) Appointments
RESOLVED, upon the recommendation of the Superintendent, to approve the appointments for Inter-Scholastic (Athletic) Personnel as presented on Schedule of Appointment 2302.
 Moved by Ms. Murphy, seconded by Mr. Natoli. Discussion: none.
 Final Vote: Yes – 7, No – 0. Motion Carried.
- e. Approval of Substitute Rates for Teachers, Teaching Assistants and Nurses for 2014-15
RESOLVED, upon the recommendation of the Superintendent, to approve Substitute Rates for Teachers, Teaching Assistants and Nurses for 2014-15.
 Moved by Ms. Murphy, seconded by Ms. Griffin. Discussion: none.
 Final Vote: Yes – 7, No – 0. Motion Carried.

9. LEADERSHIP REPORTS:

- a. Director of Business Operations - None
- b. Assistant Superintendent for Pupil and Personnel Service - None
- c. Director of Curriculum and Instruction – Ms. Bliss offered kudos to the staff members involved in summer curriculum writing. She has been very pleased with the high quality of work the groups are producing.
- d. Superintendent – Mr. Hoose thanked the Cortland Professional Firefighters Association for donating funds to support the National Honor Society’s purchase of picnic tables for students and staff at the JSHS.

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 9:35 p.m. to discuss the medical, financial, credit, or employment history of a particular person, and to discuss potential litigation, and collective negotiations pursuant to Article 14 of the Civil Service Law.

**Moved by Mr. Natoli, seconded by Ms. Griffin. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.**

The Executive Session adjourned at 10:09 p.m..

**Moved by Mr. Natoli, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 7, 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 10:10 p.m.

**Moved by Mr. Natoli, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.**

Ms. Margaret Baccaro, Clerk