

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, September 9, 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, September 9, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli, 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; Mr. Robert Martin, Director of Facilities; Community Members; School 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: None
 - 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 – September 4, 2014 Meeting – Mr. Freeman reported the committee reviewed the final Questar III BOCES internal audit and risk assessment for the fiscal year 2013-14. The committee also reviewed and discussed RFPs to provide internal audit services from four firms. The committee chose D’Arcangelo & Co. as it was evident that the firm has the higher degree of professionalism, quality and detail that the district is seeking.
 - 2) BOE Policy Committee Report – September 9, 2014 Meeting – Mr. Natoli reported the committee is reviewing the Section 5000 policies.
 - 3) BOE Facilities Committee Report – Next Meeting September 11, 2014
 - 4) Proposed Resolutions and Voting Delegates Guide for NYSSBA 2014 Annual Business Meeting
Members were provided with print copies of the NYSSBA Annual Business Meeting resolutions, and asked to review 1 – 10 of the thirteen resolutions prior to the September 23 Board meeting. It was agreed that each full resolution will not be read at the meeting, rather members will come prepared to discuss and vote. Mr. Colongeli, the Board’s voting delegate, will record the positions taken by our Board and vote accordingly at the NYSSBA Annual Business Meeting.
 - 5) RSVP: Challenges & Opportunities of the Common Core State Standards – Bill Daggett September 25, 2014, 6:30 PM, Homer Junior High School – Ms. Griffin and Ms. Murphy indicated that they are planning to attend.
 - 6) NYSSBA Area 4 Board of Director Election Voting Ballot Deadline September 30, 2014 – Members reached consensus that since they were not familiar with either candidate they did not wish to cast a vote for one of the two candidates running for the NYSSBA Area 4 Board of Director position.

3. **PRESENTATIONS:**
 - a. Introduction of 2014 Staff of Excellence Award Recipients
The Board recognized and congratulated 2014 Staff of Excellence Award Recipients Mr. Neil Helms, Building Maintenance Mechanic, and Ms. Katie Swanson, Special Education Teacher Parker School.
 - b. Introduction of 2014 Tenure Recipients
Mr. Hoose named and congratulated the 2014 tenure recipients, and presented each with a certificate as a token of this significant accomplishment. Recipients were:

1) Ms. Lisa Kaup	Administration	Virgil Elementary
2) Ms. Stephanie Owens	General Special Education	Barry Elementary
3) Ms. Trina Baranski	Kindergarten Teacher	Parker Elementary
4) Mr. Matthew Kinsella	Foreign Language	Jr.-Sr. High School
5) Ms. Amber Thayer	Music	Parker School
6) Ms. Melissa Arthur	School Psychologist	Parker School
7) Mr. Thomas Colt	Social Studies	Jr.-Sr. High School
8) Ms. Caitlin Eaton	Science	Jr.-Sr. High School

9) Ms. Pamela West	Business	Jr.-Sr. High School
10) Ms. Rachel Sopchak	Remedial Reading	Barry School
11) Ms. Stacey Scott	Special Education	Smith School

At 7:10 p.m. the Board recessed to hold a brief reception in recognition of our Staff of Excellence and Tenure recipients. The Board reconvened at 7:30 p.m.

- c. Property Tax Freeze Update – Mr. Brian Freeman
The Property Tax Freeze Credit is a two-year tax relief program that reimburses qualifying NYS homeowners for increases in local property taxes on their primary residences. In order for the credit to be available to the homeowners the local taxing jurisdiction must comply with the NYS Property Tax Cap and, after the first year, must also develop an efficiency plan. Mr. Freeman reviewed the impact on Cortland and provided rebate examples.
- d. Energy Performance Contract Overview – Mr. Brian Freeman
Mr. Freeman reviewed that the Facilities Committee began discussions about an EPC in late winter. RFPs were issued on May 20, 2014 and due July 24. The committee spent August meeting and exploring the proposals and recommended C&S Companies from the proposals received. Mr. Freeman reviewed the project scope, cost breakdown, financing, and savings noting that this project will be treated like any other Capital Project. The anticipated cost cannot exceed \$6,250,000 but can come in lower. The next step will be for the Board to approve a referendum at the September 23 meeting, noting that an extra 10% of aid would be generated by a public vote. A public vote is tentatively scheduled for December 16.

4. CONSENT ITEMS:

- a. Minutes of August 19, 2014 Regular Meeting
b. Minutes of August 26, 2014 Special Meeting
c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
610339634, 610313364, 610307218, 610395066, 607001068, 607000846, 607001253, 610330366, 610270446, 610350720, 607000898
- 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 – 7, No – 0. Motion Carried.

5. OLD BUSINESS: None

6. NEW BUSINESS:

- a. Financial Reports: Treasurer’s Report, Trial Balance, Revenues, Appropriations, Warrant, and Claims Monthly Report – July 2014
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve Financial Reports dated July 2014 as presented.
Moved by Mr. Colongeli, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- b. 2nd Reading Policy 5463 (New Policy #5661) Wellness Policy on Physical Activity and Nutrition
RESOLVED, upon the recommendation of the Superintendent, and the Board of Education Policy Committee, to approve the 2nd and final reading of proposed revisions to Policy 5463 (New Policy #5661) as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- c. Approval of Snow Plowing Service Agreement with the City of Cortland for the 2014-15 Fiscal Year
RESOLVED, upon the recommendation of the Superintendent, that the Board of Education of the Cortland Enlarged City School District hereby approves the agreement for snow plowing service with the City of Cortland for the 2014-15 fiscal year as presented.
Moved by Ms. Griffin, seconded by Mr. Natoli. Discussion: Mr. Freeman noted that the agreement reflects a minor increase from last year.
Final Vote: Yes – 7, No – 0. Motion Carried.
- d. Contract Renewal for Virgil Snow Removal and Sanding for the 2014-15 School Year
RESOLVED, upon the recommendation of the Superintendent, to approve the agreement between Cortland Enlarged City School and the Town of Virgil for Snow Removal and Sanding at Virgil School for 2014-15 as presented.
Moved by Mr. Colongeli, seconded by Ms. Murphy. Discussion: None

Final Vote: Yes – 6, No – 0, Abstain – 1 (Ms. Van Donsel). Motion Carried.

- e. Acceptance of Energy Performance Contractor
RESOLVED, upon the recommendation of the Superintendent and the Board of Education Facilities Committee that the Board of Education of the Cortland Enlarged City School District accepts the proposal of C&S Companies of Syracuse, New York to perform the work of the energy performance contract described in a request for proposals dated May 20, 2014.
 Moved by Mr. Sidebottom, seconded by Ms. Murphy. Discussion: None
Final Vote: Yes – 6, No – 0, Abstain – 1 (Mr. Colongeli). Motion Carried.
- f. Approval of Field Placement Agreement between Cortland Enlarged City School District and Ithaca College, School of Health Sciences and Human Performance
RESOLVED, upon the recommendation of the Superintendent, to approve the five-year Field Placement Agreement between Cortland Enlarged City School District and Ithaca College, School of Health Sciences and Human Performance, September 1, 2014 – June 30, 2019, as presented.
 Moved by Ms. Griffin, seconded by Ms. Murphy. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- g. Approval of Field Placement Agreement between Cortland Enlarged City School District and State University of New York College at Cortland, School of Education
RESOLVED, upon the recommendation of the Superintendent, to approve the five-year Field Placement Agreement between Cortland Enlarged City School District and State University of New York College at Cortland, School of Education, September 1, 2014 – June 30, 2019, as presented.
 Moved by Mr. Sidebottom, seconded by Ms. Van Donsel. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- h. Approval of Field Placement Agreement between Cortland Enlarged City School District and State University of New York College at Cortland, Department of Communication Disorders
RESOLVED, upon the recommendation of the Superintendent, to approve the five-year Field Placement Agreement between Cortland Enlarged City School District and State University of New York College at Cortland, Department of Communication Disorders, September 1, 2014 – June 30, 2019, as presented.
 Moved by Mr. Colongeli, seconded by Ms. Griffin. Under discussion Ms. Griffin thanked SUNY Cortland for offering remuneration for hosting student teachers
Final Vote: Yes – 7, No – 0. Motion Carried.
- i. Acceptance of Internal Audit with Corrective Action Plan Fiscal Year 2013-14
RESOLVED, upon the recommendation of the Audit Committee, to accept the Independent Audit from Questar III BOCES for the fiscal year 2013-2014, as presented.
 Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, 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 11.37.
 Moved by Mr. Colongeli, seconded by Ms. Murphy. 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 1122 and 1123.
 Moved by Ms. Murphy, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- c. Approval of 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 2312, 2313 and 2314.
 Moved by Ms. Griffin, seconded by Ms. Murphy. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations
 - 1) State Aid – Mr. Freeman reported that all state aid forms are done and submitted.
 - 2) External Audit – The audit is done and the draft report will be presented to the Audit Committee on September 30.
 - 3) NYS STVP (School Technology Voucher Program) – Mr. Freeman reported that the program is a result of an \$87 million legal settlement between Microsoft and NYS. The STVP fund aims to assist eligible schools in improving their readiness for computer-based testing and supporting a technology-rich learning environment.. Based on free and reduced lunch figures, three Cortland schools (Parker, Randall and Smith) are eligible for the program, each receiving approximately \$22,000 (50% for computers and 50% for software).
- b. Assistant Superintendent for Pupil and Personnel Service – None
- c. Director of Curriculum and Instruction – Ms. Bliss read a letter from Ms. Caitie Sidebottom , SUNY Cortland Field Placement/PDS Coordinator, thanking Cortland’s elementary administrators and elementary staff for supporting SUNY Cortland School of Education teacher candidates.
- d. Superintendent
 - 1) Opening Day Report – Mr. Hoose was pleased to report that the staff opening day started the school year on a very energetic note. The Renaissance Committee did a great job of helping to coordinate the event. The day is carrying over with a lot of positive energy and enthusiasm moving forward with the NYU project and special education study. Mr. Sidebottom commented on the welcoming environment (administrators and teachers outside greeting students) he witnessed outside the Jr.-Sr. High School on the first day of school for students. Ms. Griffin added that by far this year Opening Day for staff was absolutely phenomenal!
 - 2) Mark’s Pizzeria Positive Choices Program – Mr. Hoose offered a shout-out to our local Mark's Pizzeria. They have again donated 520 coupons for K-12 students to receive free pizzas for making positive choices. The program encourage students to do the right thing and think positively. Each building will receive a supply of free pizza coupons to award to students who are witnessed making positive choices.
 - 3) Mr. Hoose offered his appreciation to all of the teachers and administrators for all the work that was accomplished over the summer.

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

10. NEXT MEETING AGENDA REVIEW

- Recital and Proposition for Board approval of December 16, 2014 Capital Project Vote
- Website Update

11. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:22 p.m. to discuss to discuss the medical, financial, credit or employment history of particular persons.

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

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

The Executive Session adjourned at 9:15 p.m..

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

Final Vote: Yes – 7, 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 9:16 p.m.

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

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