

CORTLAND ENLARGED CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, September 23, 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 23, 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, and Mr. Daniel Sidebottom

Also Present: Mr. Michael Hoose, Superintendent; Ms. Judi Riley, Assistant Superintendent for Pupil and Personnel Services; Mr. Brian Freeman, Director Business Services; Mr. Robert Martin, Director of Facilities; School and Community Members; Cortland Standard Representative; and Ms. Margaret Baccaro, Clerk

Absent: Ms. Alane Van Donsel

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) Worldwide NASA Contest – CJSHS OMNI IV Team
 - (a) Mrs. Stephanie Passeri-Densmore, Team Advisor
 - (b) Jon Chu, Team Co-captain
 - (c) Jack Davie, Team Co-captain
 - (d) Jon Frederick, Team Co-captainThe Board was pleased to recognize Mrs. Passeri-Densmore and three co-captains of the CJSHS OMNI IV Team who participated and won first place in the 8th grade category in the 2014 Worldwide NASA Contest. Mrs. Passeri-Densmore along with each of the co-captains provided an overview of the L4 Orbital Settlement project. Jon Chu explained that he had the opportunity to attend and present the OMNI IV project at the NSS 33rd Annual International Space Development Conference in Los Angeles, CA. He was interviewed by the Discovery Channel and will appear in a segment on the contest. Mrs. Passeri-Densmore and the team co-captains were presented the Board's Certificate of Extraordinary Achievement. Additionally, Mr. Hoose presented Mrs. Passeri-Densmore with her 20-year service pin.
 - 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 September 30, 2014
 - 2) BOE Policy Committee Report – September 23, 2014 Meeting – Mr. Natoli reported the committee continues to work through its review of policy Section 5000 Non-Instruction/Business Operations.
 - 3) BOE Facilities Committee Report – September 11, 2014 Meeting – Mr. Freeman reported that Phase 3 of the Capital Project is about 95% complete.
 - d. NYSSBA 2014 Annual Business Meeting - Discussion of Resolutions – Members discussed and voted their position on proposed resolutions 1-10 of thirteen to be voted on at the NYSSBA Annual Business Meeting. The Board will continue discussion and vote on proposed resolutions 11-13 at the next meeting. Mr. Colongeli, the Board's voting delegate, will record the positions taken by our Board and vote accordingly at the Annual Business Meeting.

3. **PRESENTATIONS:**
 - a. District Website – Ms. Denise Fox, Information Systems Administrator, provided the members with a preview of the redesign of the District website. The redesign offers an updated look with an easy to navigate, visitor friendly layout focusing on helping visitors quickly find what they are looking for. Members and audience members had an opportunity to comment and make suggestions. The Board thanked Ms. Fox for her presentation and for the work she has done on the site.

4. **CONSENT ITEMS:**
 - a. Minutes of September 9, 2014 Regular Meeting
 - b. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
610330568, 610350092, 607001458, 607001654, 610375511, 610310806, 607001086

RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the Consent Items as presented.
Moved by Mr. Natoli, seconded by Mr. Sidebottom.
Final Vote: Yes – 5, No – 1 (Colongeli). Motion Carried.

5. OLD BUSINESS: None

6. NEW BUSINESS:

a. Capital Project Resolution

RESOLVED, upon the recommendation of the Superintendent, to approve the Bond Resolution as presented, and attached to these minutes, authorizing (1) a district-wide capital energy efficiency improvement project at a total estimated cost not to exceed \$6,250,000 that includes the issuance of serial bonds or notes in anticipation thereof in the aggregate principal amount not to exceed \$6,250,000 to finance said appropriation, and the levy and collection of taxes on all the taxable real property in the District to pay the principal of said bonds or bond anticipation notes and the interest thereon as the same shall become due and payable, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source, and (2) a Special Meeting of the qualified voters of the District on December 16, 2014 for the purpose of voting on the proposition described in The Notice of Special District Meeting, as presented.

Moved by Mr. Sidebottom, seconded by Ms. Griffin. Under discussion Ms. Davis-Howard directed members to a print copy of the full resolution at each member's seat. She noted that the full resolution was also provided in the Board meeting packet to allow members an opportunity to review it in advance of the meeting. The item was put to vote on roll call which resulted as follows.

Final Vote: Yes – 5, No – 1 (Colongeli). Motion Carried.

b. Declaration of Surplus Buildings and Grounds Equipment

RESOLVED, upon the recommendation of the Superintendent of Schools, to declare Surplus Buildings and Grounds and Custodial Equipment per the Surplus Items memo dated September 8, 2014, as presented.

Moved by Mr. Colongeli, seconded by Ms. Murphy. Under discussion Mr. Freeman noted that items not sold or that remain will be scrapped or recycled.

Final Vote: Yes – 6, No – 0. Motion Carried.

c. Creation of Reserve Fund – Repair Reserve

The Board hereby establishes a Repair Reserve Fund pursuant to New York General Municipal Law §6-d. There may be paid into such fund an amount as may be provided by budgetary appropriation or such revenues as are not required by law to be paid into any other fund or account and the Board of Education hereby establishes the fund with a beginning appropriation of five hundred thousand dollars (\$500,000).

Moved by Mr. Sidebottom, seconded by Ms. Murphy. Under discussion Mr. Hoose explained that the \$500,000 will come from the annual budget process, transfers from unexpended balances of existing appropriations, and surplus moneys (above the 4% unappropriated fund balance) at the end of the year.

Final Vote: Yes – 5, No – 1 (Colongeli). Motion Carried.

d. Approval of Field Placement Agreement between Cortland Enlarged City School District and Ithaca College, Humanities and Sciences

RESOLVED, upon the recommendation of the Superintendent, to approve the three-year Field Placement Agreement between Cortland Enlarged City School District and Ithaca College, Humanities and Sciences, September 1, 2014 – June 30, 2017, as presented.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

e. Appointment of District Internal Auditor – D’Arcangelo & Co., LLP

RESOLVED, upon the recommendation of the Board of Education Audit Committee and the Superintendent of Schools, to approve the appointment of D’Arcangelo & Co., LLP as District Internal Auditor as presented.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

f. Approval of Contract for Superintendent

RESOLVED, to approve the Contract Agreement between Cortland Enlarged City School District and Superintendent Mr. Michael J. Hoose, as presented.

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

Final Vote: Yes – 5, No – 0, Abstain – 1 (Colongeli). Motion Carried.

g. Planning Approval Extended Field Trip - Class of 2015 Senior Trip to Cedar Point Ohio

RESOLVED, upon the recommendation of the Superintendent, to approve the planning for the Class of 2015 Senior Trip to Cedar Point Ohio June 5-6, 2015, as presented, with the understanding that the final plans will be brought before the Board 60 days in advance of departure for final approval.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

- h. Establishment of Petty Cash Fund for Athletic Department
RESOLVED, upon the recommendation of the Superintendent of Schools, to authorize the Establishment of a Petty Cash Fund for the Athletic Department in the amount of \$400 as presented.
Moved by Mr. Colongeli, seconded by Ms. Griffin. Under discussion Mr. Freeman explained that this account is being created to fund the cash drawer for athletic events.
Final Vote: Yes – 6, No – 0. Motion Carried.
- i. Ratification of CSEA (Civil Service Employee Association) Contract
RESOLVED, upon the recommendation of the Superintendent, to ratify the contract between the Cortland Enlarged City School District and CSEA, effective July 1, 2014 to June 30, 2018, as presented.
Moved by Mr. Natoli, seconded by Mr. Sidebottom. 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 11.38.
Moved by Ms. Griffin, seconded by Mr. Natoli. Under discussion members accepted Mr. Freeman's resignation with deep regret noting that he had done an outstanding job serving our district.
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 Schedules of Appointment 1124 and 1125.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: none
Final Vote: Yes – 6, 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 2315 and 2316 revised.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: none
Final Vote: Yes – 6, No – 0. Motion Carried.
- d. Approval of Amendment to Employment Agreement for Assistant Superintendent for Pupil and Personnel Services
RESOLVED, upon the recommendation of the Superintendent, to approve the Amendment to Employment Agreement for Assistant Superintendent for Pupil and Personnel Services for 2014-15 as presented.
Moved by Mr. Natoli, seconded by Ms. Murphy. Discussion: none
Final Vote: Yes – 6, No – 0. Motion Carried.

8. LEADERSHIP REPORTS:

- a. Director of Business Operations – Mr. Freeman reported that the District has joined with the OCM BOCES network to work together to develop a uniform process and formula to use to determine eligibility for Governor Cuomo's Property Tax Freeze Credit. The Property Tax Freeze Credit is the new two-year tax relief program that reimburses qualifying NYS homeowners for increases in local property taxes on their primary residences. It appears we will easily supersede the amount to comply with the NYS Property Tax Cap in order to qualify for the Property Tax Freeze Credit.
- b. Assistant Superintendent for Pupil and Personnel Service – Ms. Riley reported that the final interviews for the elementary music position are scheduled.
- c. Director of Curriculum and Instruction – Ms. Bliss was excused from the meeting as she was attending FOCUS School training in Albany.
- d. Superintendent
- 1) Board Correspondence – Mr. Hoose shared a letter he had received from a community member regarding National Grandparents Day. The letter contained good suggestions that will be passed on to the principals. Ms. Davis-Howard shared that she had received a note from a St. Mary's parent thanking the Board for resolving to offer OT / PT services at St. Mary's School for 2014-15.
 - 2) Capital Project Change Orders – Mr. Hoose reviewed credit change orders EC-048 and EC-049.
 - 3) NYSCOSS Fall Leadership Conference – Mr. Hoose shared that this year's conference offered keynote addresses by national experts, opportunities for members to share best practices with colleagues through educational sessions, and an interactive discussion with Commissioner John B. King, Jr. Important information was shared regarding providing the NYS Police with building safety plans. This request will bring schools in compliance with FEMA and state requirements. A webinar is planned, and a guidance template will be provided by the state.

9. BOARD MEMBER ACTIVITIES

Ms. Davis-Howard explained that this is a new agenda item. The purpose is for members to share highlights from the visits they are making to their partner schools.

- Ms. Davis-Howard reported on her visit to Virgil School’s Open House.
- Mr. Natoli reported on his visit to Randall School’s Meet the Staff Night and a PTO meeting which he found to be very informative.
- Ms. Murphy reported on her visit to Barry School’s Meet the Teacher Night.
- Ms. Griffin reported that she had been unable to attend Parker School’s recent Open House/Meet the Staff nights; however, she was impressed that they held two events (K -2 and Grades 3-6) making it easier for families with several children. Mr. Yard will keep her posted on other events.

Members reported that they had enjoyed their visits and were very appreciative of the opportunity to meet and interact with parents and staff at their partner schools.

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

11. NEXT MEETING AGENDA REVIEW

- Special Education Study Update

12. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:27 p.m. to discuss collective negotiations pursuant to Article 14 of the Civil Service Law.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

The Executive Session adjourned at 9:36 p.m..

Moved by Ms. Griffin, seconded by Mr. Natoli. 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 9:37 p.m.

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

Final Vote: Yes – 6, No – 0. Motion Carried.

Ms. Margaret Baccaro, Clerk