

CORTLAND CITY SCHOOL DISTRICT
Board of Education Meeting – Tuesday, December 16, 2014
SPECIAL Meeting – 8:00 PM – Kaufman Center
Canvassing of Votes – 9:00 PM – Kaufman Center

A Special Meeting of the Board of Education was held on Tuesday, December 16, 2014 at the Kaufman Center, 1 Valley View Drive, Cortland, New York.

Present: Mr. Donald Colongeli (*arrived 8:05 p.m.*), Ms. Melissa Davis-Howard, Ms. Janet Griffin (*arrived 8:05 p.m.*), 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 Curriculum and Instruction; Mr. Robert Martin, Director of Facilities; School and Community Members; and Ms. Margaret Baccaro, Clerk

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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 – Ms. Davis Howard reported that the committee had met on December 8, to discuss moving the district’s accounts payable and receivable duties to BOCES. Deb Ayers, OCM BOCES Assistant Supt. for Administration and Anthony Morris, CBO Manager, were invited to the meeting to explain the services. *Mr. Colongeli and Ms. Griffin arrived 8:05 p.m.*
Committee members were assured that this is the most successful unit of the OCM CBO services. Because the District’s business office staff is currently in flux the committee is recommending partnering with BOCES for this support service. Members reached consensus to participate and asked Superintendent Hoose to proceed with a contract for services.
 - (2) BOE Policy Committee – Next Meeting January 7, 2015 @ 4:15 p.m. Mrs. Riley has been invited to join the next two meetings as Section 6000 pertains to Personnel and Section 7000 pertains to Students.
 - (3) BOE Facilities Committee – The December 11 Facilities meeting was cancelled. The next Meeting January 8, 2015 @ 3:30 p.m.
 - (4) NYSSBA Membership Renewal – Members reviewed the pros and cons of the NYSSBA membership taking into consideration the \$9,412 annual dues. Members reached consensus that they would not renew membership for 2015. They will revisit this annually.

3. PRESENTATIONS: None

4. CONSENT ITEMS:

- a. Minutes of December 2, 2014 Regular Meeting
- b. Minutes of December 2, 2014 Public Hearing – Capital Improvement Project
- c. CSE/CPSE (Committee on Special Education/Committee on Pre-school Special Education) Recommendations
607000501, 607001417, 610366894, 610259046, 607001740, 610364022, 610375288, 607000897, 610373462, 607001402, 607001655, 610374601, 607001366, 610385319, 610374773, 607000382, 607000473, 607000499, 607001283, 607000849, 607000130, 610330651, 610374775, 607001380, 610298182, 610358577, 610350591, 610289443, 607001112, 607000448, 607000898,

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

Moved by Mr. Natoli, seconded by Ms. Murphy.

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

5. **OLD BUSINESS:** None

6. **NEW BUSINESS:**

- a. Acceptance of \$200 Donation from Riverbank Auto Sales
RESOLVED, upon the recommendation of the Superintendent of Schools to accept a donation in the amount of \$200 from Riverbank Auto Sales for the purpose of providing Christmas gifts for children at Parker Elementary School whose families are in need.
Moved by Mr. Colongeli, seconded by Ms. Griffin. Under discussion members expressed appreciation for this generous gift.
Final Vote: Yes – 7, No – 0. Motion Carried.

7. **PERSONNEL ACTION:**

- a. Approval of Creation of (1) School Payroll Clerk
RESOLVED, upon the recommendation of the Superintendent of Schools, to create the new position of School Payroll Clerk.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Under discussion Mr. Hoose explained that we currently have account clerk vacancies in the business office. The classification of School Payroll Clerk more accurately describes the duties associated with one of the positions.
Final Vote: Yes – 7, No – 0. Motion Carried.
- b. 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 11.43.
Moved by Mr. Colongeli, seconded by Mr. Natoli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- c. 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 1133 and 1134.
Moved by Ms. Griffin, seconded by Mr. Sidebottom. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.
- d. Approval of Instructional Personnel Appointments
RESOLVED, upon the recommendation of the Superintendent of Schools, to approve the appointments for Instructional Personnel as presented on Schedule of Appointment 2328.
Moved by Mr. Sidebottom, seconded by Mr. Colongeli. Discussion: None
Final Vote: Yes – 7, No – 0. Motion Carried.

8. **LEADERSHIP REPORTS:**

- a. Director of Business Operations - None
- b. Assistant Superintendent for Pupil and Personnel Service
- 1) Update on the Director of Business Services Search – Ms. Riley reported that on Thursday and Monday, Mike, Margaret, and she conducted site visits for two finalists. Final interviews, scheduled for December 18, will consist of two parts. Candidates will first meet with Business Office staff and then follow with an interview with superintendent Hoose and Board President Davis-Howard. Ms. Davis-Howard explained that she was not involved in the initial interviews because although she had received a schedule with the interview dates and times she was omitted, in error, from the calendar invitation. When asked if she was comfortable with this, Ms. Davis-Howard responded yes as she will be involved in the final interviews.
 - 2) Update on Family Reading Partnership – Ms. Riley was pleased to share that 1,405 books were collected for the holiday book drive at three sites (Cortland Schools, St. Mary’s School and SUNY Cortland.) Books were delivered to the Salvation Army, Catholic Charities, and Loaves and Fishes.

- 3) Vision and Hearing Partnerships – Ms. Riley acknowledged an expanded partnership with SUNY Cortland Speech and Hearing Clinic. Last year Barry School participated in a pilot program for hearing screenings with SUNY. This year SUNY is expanding the program to include all of our schools. The Lions Club of McGraw has contacted the District as well regarding providing vision screenings. They will begin screenings with UPK-grade 1, and gradually expand. In addition they have offered to provide eye glasses to children in need. Mrs. Griffin suggested that the District investigate obtaining the eye glass recycling boxes and have them available in designated areas throughout the district.
- c. Director of Curriculum and Instruction - None
- d. Superintendent
 - 1) Capital Project Change Order – Mr. Hoose reviewed Change Order # HC-007 , a \$2,085.60 credit.
 - 2) Update on Special Education Report – Mr. Hoose informed the Board that he had not received the report. Dr. Michael Neiman, Futures Education, has been unsuccessful in forwarding the report in a document format that we are able to open electronically. He worked with our IT Department today to try to solve the issue. A print copy has been requested.

9. BOARD MEMBER ACTIVITIES

Members provided compliments on the Holiday Concerts and commented on the excellent communication and organization regarding rescheduled concerts due to weather conditions.

10. AUDIENCE PARTICIPATION:

Mr. Martin wanted to thank the Board and commented that today was his one-year anniversary.

11. NEXT MEETING AGENDA REVIEW

- Report on Special Education Study

12. EXECUTIVE SESSION

In accordance with Public Officer’s Law Section 96, Subdivision 1, Ms. Davis-Howard called for an Executive Session at 8:43 p.m. to discuss proposed, pending or current litigation and the medical, financial, credit or employment history of a particular person.

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

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

The Executive Session adjourned at 9:25 p.m..

Moved by Mr. Colongeli, seconded by Ms. Van Donsel. Discussion: None

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

13. RECALL TO ORDER

Ms. Davis-Howard recalled the special meeting to order at 9:31 p.m.

14. CANVASSING OF VOTES

- a. Capital Project Referendum Results:
Proposition: **Yes=150 No=56**

Shall the Board of Education of the Cortland Enlarged City School District be authorized to undertake a capital improvement project consisting of certain energy efficiency improvements to the District’s Cortland Junior Senior High School, A. B. Parker Elementary School, Randall Elementary School, F. E. Smith Elementary School, F. S. Barry Elementary School, Virgil Elementary School and Kaufman Center, including related renovations, reconstruction, demolition, site improvements, original furnishings, equipment, machinery and apparatus required for such purposes, architectural fees, and all other necessary costs incidental to such work, at an

estimated cost not to exceed \$6,250,000 including necessary furnishings, fixtures and equipment and all other costs incidental thereto, and to expend a total sum not to exceed \$6,250,000, which is estimated to be the total maximum cost hereof, and levy a tax which is hereby voted for the foregoing in the amount of \$6,250,000, subject to applicable amounts of state assistance available or to any revenues available for such purpose from any other source, which shall be levied and collected in annual installments in such years and in such amounts as may be determined by the Board of Education and in anticipation of the collection of such tax, bonds, notes and installment purchase contracts of the District are hereby authorized to be issued or executed at one time, or from time to time, in the principal amount not to exceed \$6,250,000, and a tax voted to pay the interest on said obligations when due? Such obligations of the District may be issued in excess of the constitutional debt limitation of the District.

RESOLVED, that the Board of Education of the Cortland City School District accept the preliminary results of the Capital Project Referendum as presented above, and per the Tabulation Sheet, dated December 16, 2014 to be attached to these minutes.

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

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

15. ADJOURNMENT

As there was no further business to discuss, Ms. Davis-Howard asked for a motion to adjourn the Regular meeting at 9:32 p.m.

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

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

Ms. Margaret Baccaro, Clerk