

COOPERSTOWN CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES

DATE: October 18, 2017

KIND OF MEETING: Regular

PLACE: Library, Junior/Senior High School

MEMBERS PRESENT: Marcy Birch, President, Mary Leonard, Marielle Ainsworth, Anthony Scalici, Timothy Hayes, and Gillian Spencer

MEMBERS ABSENT: Mary Bonderoff

OTHERS PRESENT: William T. Crankshaw, Superintendent of Schools
Amy B. Kukenberger, Business Administrator
Donna Lucy, Secondary Principal
Ann Meccariello, Elementary Principal
Kristin Butler, Director of Curriculum Development & Assessment

Mrs. Birch called the meeting to order at 7:00 PM. There were no public comments.

Mrs. Birch turned the meeting over to Monica Wolfe and Mike Niles, Physical Education Teachers, who presented a slide show of the 7th and 8th grade camping trips to North/South Lake. Mrs. Wolfe indicated that the student learned in class “Leave No Trace Principles” and then how the students applied these concepts to various activities during the camping trip. Several students spoke about how they personally applied one of the “leave no trace principles” on their trip. Students included Madison Hayes, Theodore Ignatovsky, Ethan Kukenberger, Henry Horvath, Danielle Seamon, Devon Guzy, Meghan Niles, and Maya Stevens. The students thanked the Board for their support of the camping trip.

Mrs. Lori Wrench and Mrs. Mary Havlik presented an overview of the Zones of Regulation Program that they have been using with Kindergarteners and first grade students. Mrs. Wrench noted that this program provides a solid foundation to building a skill set to help students keep grounded and available for learning. This program teaches students good coping and regulation strategies so they can help themselves when they become stressed, anxious or sad.

Mrs. Birch thanked tonight’s presentors for their informational presentations.

Mrs. Birch, seconded by Mrs. Leonard, moved to approve consent agenda Item A: regular meeting minutes from October 4, 2017, as presented.

Ayes 6 Noes 0 Motion carried.

Ms. Ainsworth reported the next Operations, Grounds and Audit Committee meeting is October 25 at 8:30 am.

Mr. Hayes thanked his fellow Policy Committee members for being flexible with changing the date of the recent committee meeting which allowed all members to be in the same room for the meeting.

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Mr. Hayes, seconded by Mrs. Birch. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby adopt Policy 7622: Use of Time Out Rooms, for second reading and adoption.

Ayes 6

Noes 0

Motion carried.

Mr. Hayes gave a report of the Policy Committee meeting of October 7, 2017. The next Committee meeting is November 8 at 7:30 am

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve the Personnel Memo dated October 13, 2017, as follows:

LEAVE OF ABSENCE			
Name	Position	Type of Leave	Effective
Stephanie Long	Academic Intervention Services Teacher	Paid Disability	On or about December 31, 2017 through on or about February 12, 2018
COACHING APPOINTMENTS			
Name	Position	Effective	Compensation
Rich Jantzi	Varsity Volleyball	11/6/17	Contractual Stipend
Joe Pestar	JV Volleyball	11/6/17	Contractual Stipend
John Brotherton	Modified Volleyball	10/23/17	Contractual Stipend
David Bertram	Boys Varsity Basketball	11/6/17	Contractual Stipend
John Lambert	Boys JV Basketball	11/6/17	Contractual Stipend
Jeff Snyder	Boys Modified Basketball	1/8/18	Contractual Stipend
Mike Niles	Girls Varsity Basketball	11/6/17	Contractual Stipend
Shannon Merwin	Girls JV Basketball	11/6/17	Contractual Stipend
Sherri France	Girls Modified Basketball	1/8/18	Contractual Stipend
Mike Croft	Varsity Wrestling	11/6/17	Contractual Stipend
Bud Lippitt	Modified Wrestling	10/23/17	Contractual Stipend
Cheryl Rock	Boys Varsity Swim	11/6/17	Contractual Stipend
Alena Krug	Unpaid Volleyball	11/6/17	N/A

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Matt Hazzard	Unpaid Boys Basketball	11/6/17	N/A
Glen Noto	Unpaid Girls Basketball	11/6/17	N/A
Nathaniel Leonard	Unpaid Wrestling	11/6/17	N/A

MISCELLANEOUS APPOINTMENT

Name	Position	Effective	Compensation
David Peplinski	Varsity C Club Advisor	10/16/17	Contractual Stipend
Jennifer Brown	Substitute K-12 Non-instructional positions	10/19/17	Hourly Stipend Set by Board

Ayes 6

Noes 0

Motion carried.

Ms. Ainsworth gave a report of the Personnel Committee meeting of October 12, 2017. The next Committee meeting is October 26 at 8:30 am.

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve the request to purchase The Book Thief, Markus Zusak, 2005 edition.

Ayes 6

Noes 0

Motion carried.

Mrs. Spencer gave a report of the Curriculum and Instruction Committee meeting of October 13, 2017. She stated the next Committee meeting is November 8, 2017 at 8:30 am. Starting December 8, 2017, all Committee meetings will begin at 8:00 am.

Mrs. Leonard reported the next Public Relations Committee meeting is October 27 at 8:30 am.

Under Principal's reports, Ms. Lucy first thanked the Board for granting her leave of absence during the summer months. She reported on NWEA for 7th and 8th grades, field trip to see "The Color Purple," Quiz Team tryouts, 2017 SANYS Conference, Fall Sports teams, upcoming High School Musical "Little Women," 5-week progress reports sent out, attendance meetings with students, reviewing summer curriculum work, Battle of the Books (BOB), junior high cyber bullying assemblies, and homecoming was a great day thanks to Mrs. Merwin and the Student Council. Mrs. Roberts has arranged a series of assemblies next week to address substance (Opioids) abuse for students in grades 7-12, as well as a community session November 26 at 6:30 pm. Ms. Lucy also reported that 46 students are registered to go on the Prague trip, National Honor Society induction next week, several members of the Senior class visit the Thanksgiving Home on a regular basis to spend time with the residents, and she acknowledged her staff who are all working really hard.

Mrs. Meccariello reported on District Programs that promote student responsibility and citizenship: Crayola Marker project, Sixth graders as announcers each morning, CCS Elementary Daily Pledge, and Character Education trait of the month – Respect. Community Involvement: CGP interns are meeting with grade levels this week. Project plans are in the works, Bassett Healthcare Walk to School Day – volunteers read to 1st and 2nd graders, and Fire Prevention Month – First and second grade walked to the fire hall. Firemen visited kindergarten and 1-3rd grade. Emotional Learning: IST Teams have been formed. First

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meeting November 1st and 2nd and Mrs. Meccariello is meeting with each grade level twice a month – once to discuss student concerns. PD opportunities/Effective Staff: Assistive Technology and Interim Assessment training – October 10, October 16 and October 20. Resources: Gradebook training – Mark LaValley, South Kortright visited us last week – inquiring about our RTI program. Communication: Parent/teacher conferences beginning November 1st – all teachers will meet with parents during the month of November.

Dr. Crankshaw reported he was approached with a concern of students walking to Clark Sports Center. He reported that STEAM discussions have started with a brainstorming session, planning for “Building Quality Assessments” as theme of this Friday’s Superintendent’s Conference Day, a Budget Calendar will be presented at the next Operations, Grounds, and Audit Committee meeting, he presented a Chain of Command “Calling Guide” that will be on the website, in the process of staff searches for a Director of Facilities, Literacy/Reading Teacher, and a Teacher Aide. Under facilities and transportation, some tasks given back to the architects for completion, Wayfinding efforts working with the Village, working with Sports Booster Club on small improvements. He expressed his appreciation for the efforts of the Sports Booster Club. Dr. Crankshaw noted that he will be talking with them about their vision for Phase II. He also reported that he is continuing to have discussion with extra-curricular advisers around value and relevance of activities/clubs. He shared that he is actively participating in Rural Schools Association and Chamber of Commerce service industry focus group. He expressed kudos to the Board of Education in advance of National School Board Member week.

Mrs. Birch, seconded by Mrs. Leonard, moved to adopt the 2017-18 Board of Education Operating Committee objectives, as presented:

CURRICULUM COMMITTEE OBJECTIVES

TENET #1: DISTRICT LEADERSHIP and CAPACITY.

The District examines school systems and makes intentional decisions to identify and provide critical expectations, supports and structures in all areas of need so that schools are able to respond to their community and ensure that all students are successful.

District Goal #1: *Continually improve measurable student achievement, K-12, within a pervasive data-informed culture, using highly effective instructional systems.*

- Support an inclusive environment for all students, academically and socially
- Monitor the effectiveness of assessment as an integral part of instruction (creation, administration, analysis, action)
- Evaluate the relevance and viability of current co-curricular and extra-curricular activities

District Goal #2: *Students sustain high levels of learning – expected and attained – throughout District programs that promote and support responsibility and accountability.*

- Systematically review planning documents of the District’s Comprehensive Instructional Plan*

*Introduction and Guaranteed & Viable Curriculum, K-12; Multi-Tiered System of Supports; Special Education Plan; Other affiliated plans; District handbooks

District Goal #6: *Meet the relevant learning needs of students with intent to the future by developing, procuring, maintaining and improving resources.*

- Review, evaluate and support the implementation of current strategies, methodologies and tools used to provide access to Free and Appropriate Public Education (FAPE) for all students
- Evaluate research on STEAM, review recommendations for STEAM education, and support steps to implement STEAM education throughout the District.
- Review effectiveness and evolution of STEAM initiatives

District Goal #8: *Effective communication with our various community groups and individuals with improve external and internal District relations.*

- Support community outreach on District curriculum initiatives, systems and practices

OPERATIONS, GROUNDS, & AUDIT COMMITTEE OBJECTIVES

TENET #1: DISTRICT LEADERSHIP and CAPACITY.

The District examines school systems and makes intentional decisions to identify and provide critical expectations, supports and structures in all areas of need so that schools are able to respond to their community and ensure that all students are successful.

District Goal #2: *Students sustain high levels of learning - expected and attained - throughout District programs that promote and support responsibility and accountability.*

- Increase student participation in EC3s through objectives that hold expectations for active student ownership, responsibility and leadership.

District Goal #6: *Meet the relevant learning needs of students with intent to the future by a) developing, procuring resources, b) maintaining and improving resources.*

- Build systems for staff recruitment, development and retention - specifically a Director of Facilities and including substitutes - that are supported through the general budget and appropriate advertisement (a)
- Ensure proficient utilization and procurement plan for materials & supplies (a)
- Reconcile relationship between Extra-Curricular Clubs, Activities, and Athletics and demonstrated effectiveness and impact on the student experience; Align EC3s with curriculum and District goals (a)
- Design a three-year fiscal management plan which includes maintenance and improvements to curriculum, instruction, facilities and transportation (b)
- Review past Capital Project efforts; continue current plans for use of Smart Schools Bond Act allocations; build a long-range plan for ____/____ Capital Project utilizing the Building Condition Survey; study relevance and usefulness of Capital Outlay Projects (beginning with 2018-2019 budget); explore benefits of an Energy Performance Contract for CCSD (b)

District Goal #7: *Address the needs of students and the concerns of taxpayers by a) exploring alternative funding sources and developing a fiscally sound and responsible budget.*

- Actively pursue use of Arts in Education and affiliated organization funding processes for high quality, relevant field trips, speakers, and other educational opportunities
- Improve financial transparency and strengthen communication with the CCSD community

POLICY COMMITTEE OBJECTIVES

TENET #1: DISTRICT LEADERSHIP and CAPACITY.

The District examines school systems and makes intentional decisions to identify and provide critical expectations, supports and structures in all areas of need so that schools are able to respond to their community and ensure that all students are successful.

District Goal #1: *Continually improve measurable student achievement, k-12, within a pervasive data-informed culture, using highly effective instructional systems.*

- Review effectiveness of both required and non-required Board of Education policies and regulations regularly. Required policies require annual review; non-required policies require review at measured frequency.
- Develop and recommend policies, both mandated and non-mandated.
- Improve accessibility to Board Policies online by the Public and for efficient administrative use.

District Goal #8: *Effective communication with our various community groups and individuals will improve external and internal District relations.*

- Ensure the communication of necessary and appropriate policies pertinent to stakeholder groups.

PUBLIC RELATIONS COMMITTEE OBJECTIVES

TENET #1: DISTRICT LEADERSHIP and CAPACITY.

The District examines school systems and makes intentional decisions to identify and provide critical expectations, supports and structures in all areas of need so that schools are able to respond to their community and ensure that all students are successful.

District Goal #7: *Address the needs of students and the concerns of taxpayers by a) exploring alternative funding sources and developing a fiscally sound and responsible budget.*

- Improve financial transparency and strengthen communication with the CCSD community through scheduled and purposeful contact and improved access to information

District Goal #8: *Effective communication with our various community groups and individuals will improve external and internal District relations.*

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- Strengthen pervasiveness and consistency of District branding through wayfinding, campus appearance and communication tools
- Create platform that encourages community leaders, agencies, organizations, businesses, and other key stakeholders to have a voice in strategic planning for the future of the Cooperstown Central School District
- Encourage community leadership to communicate through regular dialogue to build a strong and supportive community

Ayes 6 Noes 0 Motion carried.

Mr. Hayes noted that Goal 3 and Goal 4 are not represented on any Committee. Dr. Crankshaw said he will address this next week with the scheduled Committee meetings.

Mrs. Birch, seconded by Mr. Scalici. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of Amy Kukenberger, School Business Administrator, does hereby award the Bus Lease Financing Bid to Leonard Bus Sales, Inc. (Santander Leasing, LLC). The cost of the annual lease payment for one (1) 2018 sixty-three (63) Passenger IE/CE bus is sixteen thousand nine hundred six dollars and no cents (\$16,906.00); AND BE IT FURTHER RESOLVED the cost of the annual lease payment for two (2) 2017 fourteen (14) passenger Trans Tech buses is fifteen thousand three hundred sixty-eight dollars and no cents (\$15,368.00). Each lease is a five-year term commencing on November 20, 2017, pending legal review and possible modification thereof.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Mrs. Leonard. RESOLVED, that the Board of Education of the Cooperstown Central School District, upon the recommendation of the Superintendent of Schools, does hereby approve the recommendations of the Committee on Special Education as listed in the minutes of the meetings on September 28, 29, 2017 and October 2, 4, 5, 6, 2017.

Ayes 6 Noes 0 Motion carried.

There were no public comments.

Mrs. Birch announced the Board of Education meeting scheduled for November 15th is moving to November 29th. Upcoming events are: October 20 - No School, Superintendent's Conference Day, October 23 - Modified Wrestling & Volleyball Begins, October 27 - Junior High Community Meeting, 3:00 PM, Junior/Senior High School Auditorium, November 1 - Regular Board of Education Meeting, 7:00 PM, Library, Junior/Senior High School, November 2 - Winter Sports Parents' Night, 7:00 PM, Junior/Senior High School, November 6 - Junior High Spelling Bee, 8:44 AM, Junior/Senior High School Auditorium, November 6 - JV and Varsity Winter Sports Begin, November 9 through 12 - High School Musical "Little Women", Junior/Senior High School Auditorium, November 10 - No School, Veterans Day Observed, November 16 - Senior Citizen Turkey Dinner, 5:00 PM, Junior/Senior High School Cafeteria, FREE TO DISTRICT SENIOR CITIZENS (60+ year), November 17 & 18 - NYSSMA Area All-State, SUNY Oneonta, November 22, 23, 24 - No School, Thanksgiving Recess, and November 29 - Regular Board of Education Meeting, 7:00 PM, Library, Junior/Senior High School. Affiliated Organization Meetings: Friends Of Music & Art (FOMA) - November 2 at 7:00 pm in Room 311 (Staff Lounge) Junior/Senior High School, Parent Teacher Association (PTA) - November 14 at 7:00 pm in Elementary School Library, Sports Booster Club - November 20 at 6:30 pm in Room 311 (Staff Lounge) Junior/Senior High School, and Cooperstown Foundation for Excellence in Education (CFEE) - November 21 at 5:00 pm in Library Junior/Senior High School.

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Under Board President's comments, Mrs. Birch on behalf of the Board, expressed appreciation for our wonderful faculty, staff, and administrators as they all helped to coordinate and participate in webinars, Professional Development, and are always such good sports during Spirit Week. The Board's liaison team met with Dr. Crankshaw and members of the Faculty Association last week to discuss successes and concerns. Mrs. Birch spoke of some recent and upcoming meetings that included the Community Design for Economic, Environmental, and Public Health featuring Mark Fenton- a national expert in community health design ideas and a Legislative Round Table hosted by ONC BOCES. Mrs. Birch shared that ONC BOCES Mechatronics/Robotic initiative was just awarded priority status as a MVRED proposal. That gives it 20 extra points in the process, and reaches regional and state-wide goals to support STEM related career fields. The glitch is that our OAOC BOCES would need a significant building addition- which will not happen in a timely way. Both Astrocom and Oneonta High School are offering to house the program- if it is selected for funding- in one of their buildings. Mrs. Birch also announced upcoming regional School Board trainings – all of which happen at the Morris Conference Center at SUCO- include the following: October 19 - Catskill Area School Board Association will lead Board Member Training, November 16- Regent Susan Milltler and ESSA, December 2- Legislative Breakfast, and January 25- a round table of school board topics of interest.

Mrs. Birch, seconded by Mr. Scalici moved to recess to executive session for the purpose of discussing the employment history of a particular person at 8:13 PM.

Ayes 6 Noes 0 Motion carried.

Mr. Scalici, seconded by Mrs. Spencer, moved to return to the business of the regular meeting at 10:03 PM.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth. RESOLVED, move to approve the agreement Between the Superintendent of Schools of the Cooperstown Central School Board of Education and Mr. James Brophy in the role of Extracurricular and Athletics Director, effective October 19, 2017 through June 30, 2018; BE IT FURTHER RESOLVED, the Board adopts the job description for said position.

Ayes 6 Noes 0 Motion carried.

Mrs. Birch, seconded by Ms. Ainsworth, moved to adjourn the meeting at 10:10 PM.

Ayes 6 Noes 0 Motion carried.

Clerk