

2023-2024



Cooperative Services Guide





COMPONENT SCHOOL DISTRICTS

- Chester Union Free
- Cornwall Central
- Florida Union Free
- Goshen Central
- Greenwood Lake Union Free
- Highland Falls-Fort Montgomery Central
- Kiryas Joel Village Union Free
- Marlboro Central
- Enlarged City School of Middletown
- Minisink Valley Central
- Monroe-Woodbury Central
- Pine Bush Central
- Port Jervis City
- Tuxedo Union Free
- Valley Central
- Warwick Valley Central
- Washingtonville Central

The Board of Cooperative Educational Services, Sole Supervisory District of Orange-Ulster Counties, operates all programs in compliance with the federal and state laws which prohibit discrimination because of race, color, religion, creed, national origin, political affiliation, sex, age, marital status, sexual orientation, pregnancy, military status, veteran status, genetic predisposition or carrier status, ancestry, disability or any other legally protected status. The Compliance Officer is Kerri B. Stroka, Deputy Superintendent & Title IX/Section 504/ADA Coordinator, (845) 291-0100 Extension 10120.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

Eugenia S. Pavsek, President
William M. Boss, Vice President
Michael Bello
Lawrence E. Berger
Martha Bogart
David Eaton
Edwin A. Estrada

BOCES LEADERSHIP

Deborah McBride Heppes
Chief Operating Officer
(845) 291-0100 Ext. 10111
deborah.heppes@ouboces.org

Kerri B. Stroka
Deputy Superintendent
(845) 291-0100 Ext. 10121
kerri.stroka@ouboces.org

Mark P. Coleman
Assistant Superintendent for Finance & Management Services
(845) 291-0100 Ext. 10161
mark.coleman@ouboces.org

Thomas M. Bongiovi
District Superintendent
(845) 291-0145
thomas.bongiovi@ouboces.org

PROGRAM DIRECTORS

Forrest M. Addor
Technology
(845) 781-4358
forrest.addor@ouboces.org

Operations
(845) 291-0100 Ext. 10150

Kathleen Smith
Career & Technical Education,
Adult Practical Nursing
(845) 291-0100 Ext. 10310
kathleen.smith@ouboces.org

Diane E. Lang, Ph.D.
Instructional Support Services
(845) 781-4363 Ext. 10701
diane.lang@ouboces.org

James Higgins
Special Education,
Alternative Programs
(845) 291-0100 Ext. 10210
james.higgins@ouboces.org

CALENDAR

The Cooperative Services Guide can be viewed on our website at ouboces.org.

Click on the "Programs and Services" tab and then click on the Cooperative Services Guide link from the drop-down menu.

OCTOBER 1, 2022:	All new service requests must be filed with the State Education Department.
FEBRUARY 2023:	BOCES initial service request forms distributed to Chief School Administrators and Business Officials.
MARCH 2023:	Service request from districts due at BOCES. (Initial Service Request).
MARCH 2023:	BOCES submits Proposed Service Requests (Co-Sers) to the State Education Department.
MARCH 10, 2023:	State Education Department approves or disapproves services. BOCES will notify local districts.
APRIL 7, 2023:	BOCES Annual Meeting and tentative Annual Budget presentation.
APRIL 20, 2023:	BOCES election and budget vote.
MAY 1, 2023:	Service commitments by local Boards upon which contracts will be based. (Final Service Request).
JUNE 1, 2023:	Contracts available to component districts.
AUGUST 1, 2023:	Final contracts with local districts to be filed with the Commissioner.

DISTRICT SUPERINTENDENT SERVICES



In addition to serving as the Chief Executive Officer of Orange-Ulster BOCES, the District Superintendent acts in three capacities:

- As a consultant to individual districts;
- As a liaison between component districts and the State Education Department; and
- Upon request, will serve as a consultant for component districts in the search process for a new superintendent of schools.

The following are some of the responsibilities of all 37 District Superintendents in the State of New York:

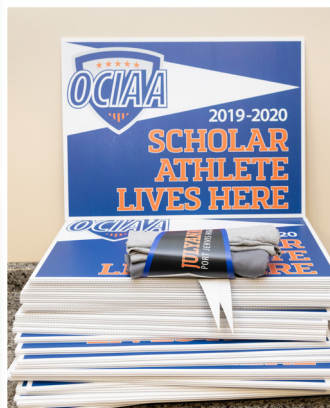
- Facilitate communication and cooperation between districts, the State Education Department, and other public and private agencies.
- Interpret and clarify Education Law, Commissioner's Regulations, and other policies affecting education in this region; and serve as the regional contact point for State initiatives, such as the new Standards, Capacity, and Assessment initiatives.
- Assist in developing educational policy while working closely with area legislators on behalf of public education.

- Report to the Commissioner and work closely with the Senior Deputy Commissioner.
- Conduct Registration reviews in New York City and within the BOCES supervisory area, as well as for those schools identified as requiring improvement.
- Assist with reorganization studies in participating districts and coordinate related efficiency grants.
- Investigate, hear, and decide upon boundary line disputes between districts. Provide advice and counsel to local Boards of Education and in-service education for local superintendents.
- Take cases on appeal and report testimony to the Commissioner, as directed.
- Provide assistance to non-public schools.
- Act on behalf of other District Superintendents.
- Approve BOCES service contracts and cross contracts.

If your district wishes to avail itself of any of these services, please contact Tom Bongiovi, District Superintendent, at (845) 291-0145 or email thomas.bongiovi@ouboces.org.

2023-2024 COOPERATIVE SERVICES GUIDE AND SERVICE REQUEST

The Orange-Ulster BOCES 2023-2024 Initial Service Request will be distributed to our component school districts via WinCapWEB. Please refer to the calendar for completion dates. The Cooperative Services Guide can be viewed on our website at ouboces.org. Click on the "Programs & Services" drop-down menu from the OU BOCES homepage and then click on the Cooperative Services Guide link.



MANAGEMENT SERVICES

Mark P. Coleman, Assistant Superintendent
for Finance & Management Services
mark.coleman@ouboces.org

The Division of Management Services provides support services for infrastructure operations of school districts within the Orange-Ulster Supervisory District. Management Services enables component school districts to pool their resources - such as equipment, staff and facilities - and receive high quality services that are cost-effective.

Management Services referenced below, together with our new Communications and Public Relations Service, provide our component school districts with cooperative alternatives so that they can target more of their valuable time towards instructional programs that directly impact their students.

Shared School Lunch Manager

318.000

Human Resource Manager

371.000

Shared Facilities Director

372.000

Shared Transportation Director

380.000

Interscholastic Athletics Coordinator

519.000 - 519.046

Attendance Officer

535.000

Grant Writer

560.000

Communications - Printing

583.000

Community School Resources

591.000

Cooperative Purchasing

604.000

GASB (Fiscal Impact Analysis)

608.000 - 608.070

Health Plan Coordination

613.000

Health and Safety/Risk Management

622.000 - 622.030

Records Management

643.000 - 643.400

Teacher Certification

644.000

Contract Analysis

650.000

Communications - Public Relations Service

651.000

Transportation - Special Education Programs

660.000

Transportation - Other Programs

662.000

Transportation - Bus Driver Staff Development and Training

663.000

Shared Facilities Service

665.000

Workers' Compensation Coordination

699.000



CAREER & TECHNICAL EDUCATION

Kathleen Smith, Director
kathleen.smith@ouboces.org

The BOCES Career and Technical Education Division has programs located on two campuses in Goshen, one on Gibson Road and the other on Harriman Drive at the Regional Education Center at Arden Hill. Eleven career academies offer high school students a variety of career and technical programs. Health Career programs are offered at the Regional Education Center at Arden Hill in state-of-the-art classrooms and labs.

Through an integrated academic curriculum in each classroom, CTE students are able to earn English, math and science credit (depending on the program), while participating in one of 29 specialized career and technical programs. All of the career academies meet U.S. Department of Education and NYSED career clusters and feature leading-edge technology, as well as instructors with the latest trade experience. Work-based learning opportunities in local businesses help to develop students' skills beyond classroom experiences. Our students have access to college credits and career opportunities upon successfully completing their program.

Career & Technical Academies

- Appearance Careers Academy
- Construction Careers Academy
- Culinary Careers Academy
- Education Careers Academy
- Emergency Services Academy
- Environmental Careers Academy
- Health Careers Academy
- STEM Careers Academy
- Transitional Academy
- Transportation Careers Academy
- Visual Arts Careers Academy

Career and Technical Education Programs

101.000

Basic Occupational Education

102.000



SPECIAL EDUCATION & ALTERNATIVE EDUCATION

James Higgins, Ed.D., Director
james.higgins@ouboces.org

The Emanuel Axelrod Education Center on the BOCES main campus is comprised of five special education programs including the John A. Flannery Middle and High Schools, the Raymond C. Cramer program, the Liberty Elementary Program and STRIVE. In addition, the Elementary Intensive Day Treatment Program is housed at the main campus. These "schools" are located in an expansive facility that features a therapeutic pool, large auditorium, two gymnasiums, and is surrounded by several playgrounds and athletic fields.

Classes for Students with Disabilities

Students with Severe Development Disabilities

201.000

Students with Severe Emotional and/or Developmental Disabilities

205.000 and 206.000

Students with Autistic Spectrum Disorders

208.000

Summer School for Students with Disabilities

903.000

Related and Support Services

Speech Therapy

710

Counseling

711

Physical Therapy

712

Occupational Therapy

713

Interpreter for the Deaf and Hard of Hearing

714

1:1 Para Educator

715

The Marguerite A. Flood and Academy at Arden Hill middle and high schools, along with Restart and middle and high school Intensive Day Treatment programs, are operated out of the Regional Education Center at Arden Hill. Standalone elementary special education programs are located at the Middlehope Elementary School in the Marlboro school district and the Pine Island Elementary School in Warwick Valley. Middlehope is also home to an elementary SPARC class while an elementary Newcomer program calls Pine Island home.

The Including Communities program, with an emphasis on the development of work readiness skills, is embedded in a community-based location at 129 Main Street in Goshen. Satellite programs are located in school buildings in the Chester, Cornwall, Goshen, and Minisink Valley and school districts. The satellite at Goshen Main Street hosts the secondary Newcomer program.

Shared Pupil Services

Visually Impaired

304.000

Health Education/Nurse Practitioner

306.000

Hearing Impaired

308.000

English Language Learner

313.000

Diagnostic and Prescriptive Services

316.000

Alternative Education

Intensive Day Treatment for Psychiatric Crisis (IDT)

424.000

Intensive Day Treatment for Substance Abuse (RESTART)

424.010

Newcomer Program

426.000

Supplemental Program for At Risk Children (SPARC)

475.000



INSTRUCTIONAL SUPPORT SERVICES

Diane E. Lang, Ph.D., Director
diane.lang@ouboces.org

The Division of Instructional Support Services provides cutting-edge instructional support for teachers, librarians and administrators as they prepare students to successfully meet the New York State Learning Standards. BOCES provides a strong foundation and opportunity for educators to support the latest national and statewide initiatives. A variety of programs are offered to school districts to promote curricular enrichment for students of all grade levels. The Model Schools

Program provides comprehensive district-wide technology planning and instructional technology integration. A rich collection of books, e-media databases and artifacts are available through Library Services. Distance learning is used to teach Chinese and other subjects. All phases of instruction are supported by the division including: curriculum planning, instruction, assessment, and environment. Professional learning courses and instructional coaching are also offered.

Senior Enrichment/Exploratory Enrichment K-12

428.000 and 428.005

Outdoor Education and Environmental Studies

470.000

Professional Learning Workshops/Courses

470.001, 570.020, 578.010

Instructional Coaching

470.002, 508.002, 578.110, 578.130, and 578.140

In-District Custom Workshops

470.003, 570.001, 578.111, 578.131, and 578.141

Engineering STEM and STEAM

470.004, 470.005, 470.006, 470.007

e-Learning Experience

471.000 and 471.010

Virtual High School

471.001

Chinese Language K-12

471.020

e-Media Library

504.000

Media and Equipment Delivery

504.020 and 504.021

Library Automation (Destiny I & II, OPALS)

505.010, 505.015 and 505.030

Professional Reference Library

508.000, 508.001

Over Drive

508.011 and 508.012

ebooks/ebook loading

508.020 and 508.021

Science Kits

517.000

Digital Starlab K-12

517.010

Model Schools

570.000

Shared Technology Integration Specialist

570.002

On-line Technology Integration Courses

570.030

Gradpoint

570.450

Distance and Blended Learning

471.000 and 471.010

Technology Implementation Plan

570.453

Discovery Education

571.437

Odyssey of the Mind

577.000 and 577.001

Mock Trials

577.010

Youth-in-Government

577.020

School Improvement

578.000

Grant Writer

578.015

Science Initiative and Social Studies Inquiry Initiative

578.015

Assessment Support Service

578.050

Critical Incident Stress Management (CISM)

578.030

Data Analysis

578.070

Alternate Assessment Coordination and Scoring

578.090 and 578.092

Translation

578.094

School Library System

F958 and F960

Title III - ENL Supports

F980

McKinney Vento Supports

F919

Diversity, Equity & Inclusion

578.015

TECHNICAL SERVICES

Forrest M. Addor, Director
forrest.addor@ouboces.org

The Technical Services Division provides leadership for school districts to plan, implement, upgrade and maintain technology in the schools. This includes technical assistance with budget planning, hardware and software procurement as well as staff development and training. Consortium purchasing for school districts includes internet/network connections, computers, networking hardware, software, audio/video products, instructional aids such as interactive white boards, etc.

Orange-Ulster BOCES Technical Services is dedicated to providing the latest technology to its component districts. The state-of-the-art, secure data center strategically located at Regional Education Center at Arden Hill continues to evolve to meet the growing data security and access demands of our component school districts.

- All power into the data center is fully redundant, including backup generator power.
- Cutting-edge technologies allow fail-over to a backup connection quickly in the event of a fiber cut, minimizing service interruption.
- On-site personnel are trained and available to provide immediate support if the need arises.
- Safety features, including a comprehensive fire control system are in place.
- Facility has been designed to support state-of-the-art infrastructure.
- Component school districts are provided continuous operation, continuous support, security and flexibility.

Instructional Technology Services

571.000 - 571.600

Edgenuity

571.030

Internet Filtering

571.040

Disaster Recovery

571.050

Distributed Denial of Service (DDoS) Protection

571.060

GoGuardian

571.070

Internet Access

571.080

Network Equipment Maintenance

571.090

Shared Technicians/Specialists

571.160 - 571.173

Naviance

571.433

Renaissance Learning & STAR Assessments

571.434

NWEA Measures of Academic Progress

571.435

Professional Growth & Evaluation

571.436

Castle Learning

571.439

Telecommunications

630.000 - 630.070

Facilities Management Services

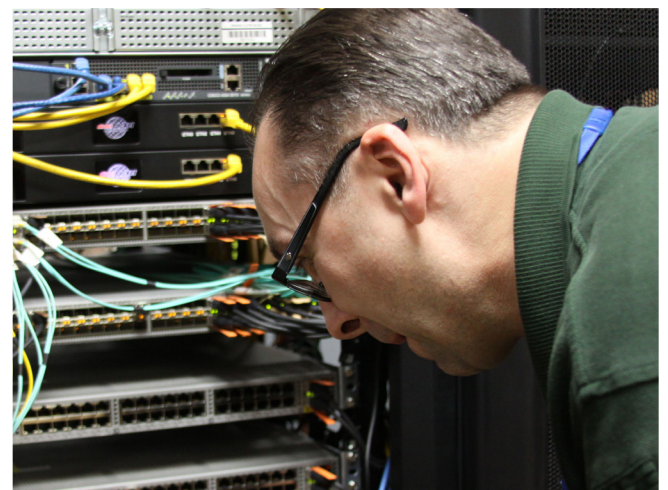
635.000 - 635.004

Voice Firewall/Swatting & Telephone Denial of Service (TDOS)

635.002

Frontline Absence Management (AESOP)

680.000



ADULT CAREER/TECHNICAL & CONTINUING EDUCATION

Lori Yakawiak, Coordinator
lori.yakawiak@ouboces.org

BOCES' Adult Education Programs provide career, technical, business and industry training, as well as literacy education, to the adult population in the Mid-Hudson region. The comprehensive career and technical education classes are geared to adults who want to upgrade their work skills, acquire new entry-level training for a career change or to enhance their personal capabilities. A broad spectrum of occupational and technical training programs, including a wide variety of health careers programs, reflect the job opportunities in the surrounding region.

Along with our robust lineup of vocational classes, literacy classes are also offered day and night in many locations throughout Orange County and include High School

Equivalency (HSE) and English as a Second Language (ESL) instruction. The Division of Adult Education helps adult learners earn a New York State High School Equivalency (HSE) diploma by teaching students the content and skills needed to successfully pass the Test Assessing Secondary Completion (TASC™). English as a Second Language (ESL) classes are designed for all levels of English language learners from non-English speakers to those with some English fluency who are looking to improve their overall reading, writing, and speaking. These programs run continuously, are flexible and can be tailored to fit into anyone's busy schedule. Furthermore, these HSE and ESL classes offered by Orange-Ulster BOCES are free of charge for all participants.

Adult & Continuing Education

106.000

High School Equivalency Diploma (HSE) Preparation

900.000

Orange County Correctional Facility Educational Program

416.000

Adult Basic Education/General Education Development

900.010

English as a Second Language

900.020

Youth Adult Basic Education (ABE) and High School Equivalency (HSE) Programs

916.00



GRANT FUNDED PROGRAMS

School Library System

F958 & F960

The School Library System is a non-charge service funded by the New York State Education Department. All school libraries, public and non-public, may be members. The School Library System (SLS) provides services to member schools through each district's library media specialist. Workshops related to library and information skills as well as literacy are coordinated through the School Library System.



CROSS-CONTRACTS

The thirty-seven BOCES located around New York State offer a variety of programs, some of which are not directly available through the Orange-Ulster BOCES. A local school district may receive the services of another BOCES through a cross-contract.

The following list includes those services that are currently available as cross-contracts through Orange-Ulster BOCES. Other services may be provided upon district request.

Examples of Cross-Contract Services offered by other BOCES are:

Arts in Education

Sullivan (scboces.org)

E-Rate Consortium

Dutchess (dcboces.org)

Native Language Assessment

Ulster (ulsterboces.org)

Planning Services

Erie 1 (e1b.org)

- Board
- Administration
- Policy

Principals' Center

Ulster (ulsterboces.org)

Regional Teacher Recruitment

Putnam-Northern Westchester (pnwboces.org)

State Aid Planning

Questar (questar.org)

Completion of the Request for Cross-Contract Form and District Superintendent approval are required prior to initiation of any cross-contract. Districts interested in purchasing a cross-contract should contact Sharleen Depew at (845) 291-0100 extension 10111. Charges for the services are determined by the BOCES offering the service.



**MID-HUDSON REGIONAL
INFORMATION CENTER at ULSTER BOCES**
mhrhc.org



OUR MISSION STATEMENT

The mission of the Orange-Ulster BOCES is to serve our component districts an community in the development of continuous learners who will be successful in meeting the challenges of living in ou society today and in the future. We will accomplish this mission in a cost-effective manner with a dedicated, skilled, caring staff providing quality educational services in a safe, nurturing and accessible environment.



Cover design by Lianna Vargas,
a Chester Academy student,
who attends the Orange-Ulster BOCES
Career & Technical Education
Digital Design & Advertising Program.

