



# Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413  
www.oneida-boces.org

Cooperative Board 2015-2016

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## MINUTES OF THE REGULAR MEETING OF SEPTEMBER 9, 2015

The Regular meeting of the Board of Cooperative Educational Services was held on September 9, 2015 in The Oneida Room, Middle Settlement Road, New Hartford, New York.

### MEMBERS PRESENT

Dr. Gary W. Porcelli, President  
Mrs. Elaine M. Falvo, Vice President  
Mr. Steve Boucher  
Mrs. Shirley Burtch  
Mrs. Doreen Corbin  
Mr. John A. Griffin  
Mrs. Charlene A. Hartman  
Mr. Gary P. Nelson  
Mr. John J. Salerno  
Mr. Russell Stewart

### MEMBERS EXCUSED

Ms. Margaret Buckley  
Mr. Michael J. Moore

### OTHERS PRESENT

Mr. Howard D. Mettelman, Executive Officer  
Mr. Thomas Dorr  
Mr. Ken Ford  
Mr. Christopher Hill  
Mrs. Ann Turner  
Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

Dr. Gary W. Porcelli, *President*, Elaine M. Falvo, *Vice President*,  
Steve Boucher, Margaret Buckley, Shirley Burtch, Doreen Corbin, John A. Griffin,  
Charlene A. Hartman, Michael J. Moore, Gary P. Nelson, John J. Salerno, Russell Stewart

*The mission of the Oneida-Herkimer-Madison BOCES is to provide innovative leadership, programs, and services  
in response to the emerging educational needs of our school districts.*

**ITEM I—CALL TO ORDER**

The meeting was called to order at 4:30 p.m. by Dr. Porcelli

**ITEM II—PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ITEM III—RECOGNITION**

School and Business Alliance

Susan Carlson introduced Kelsie Potts, Planning Assistant Regional Program of Excellence. Ms. Potts noted that there were 32 students that participated in summer internships. She introduced two students who participated in an internship; Andrew Albert and Jenna Pugliese McNamara.

New York Mills CSD student, Andrew Albert, participated in an internship at Slocum Dickson with Lev Goldiner, MD. Neurology where he learned about MRI's, MRA's and CTSCANS. He shared that he wants to become a Neuro Surgeon and help people further than medicine can. He shared that Dr. Goldiner is great mentor who told Andrew it is not about the money or the prestige, it's about helping people. Andrew's future plans are to attend either the University of Rochester, SUNY Binghamton, or SUNY Geneseo for Biochemistry. And then further his education to become a Doctor.

Jenna, a senior at Waterville CSD interned in the Neurosurgery Department at Mohawk Valley Health Services and was able to observe many surgeries including leg amputations and craniotomy surgery. She found it to all be interesting but became fascinated with Anesthesiology. Jenna is still undecided on what she would like pursue in the future.

**ITEM IV – RECOGNITION OF VISITORS**

None

**ITEM V— COMMUNICATIONS**

Flu Shot Clinics at BOCES for staff  
CTE Parents Night – September 30<sup>th</sup>  
Dr. Porcelli presented Mrs. Falvo with the NYSSBA Board Mastery Award

**Correspondence**

SBI General Membership Meeting - "Regent Bottar: SED Commissioner, Initiatives, APPR Update, Common Core Status", *Thursday, September 17, 2015*

**ITEM VI - CURRENT TOPICS/DISCUSSION ITEMS**

Safety Update: Mr. Tom Dorr and Mr. Joe Muller shared an overview of the BOCES Safety Office. Mr. Muller reviewed the different Cosers within the program and went into greater depth with the Safety Coordinator, Asbestos, Fire Inspections, In-District Safety Program, Dignity Act/Bullying Prevention and Initial Response Team Cosers. He spoke about the Staff within the Safety Department and shared an overview of the Department credentials. Mr. Muller then shared information about the Dignity for All Students Act and the DASA services the department provides to the districts.

Some of the 2014-2015 Highlights were that they provided a Dignity Act Certification Course to more than 500 candidates, generating more than \$50,000 in revenue, they actively worked with the State Police in the development of the new Building Level Emergency Response Team and they Coordinated a Request for Proposal for the NYSED mandated Building Condition Survey, resulting in competitive cost/service for our component districts.

Mr. Muller also shared some 2015-2016 initiatives for the department. They have created four newsletters – Dignity Dispatch (monthly), Safety on the Go (monthly), Heads up on Safety (monthly) and The “Principals” of Safety (quarterly). Inspection Services – Fire Extinguisher and Backflow Prevention Inspections.

**ITEM VII—APPROVAL OF CONSENT AGENDA (A., B., C., D.)**

**MOTION TO APPROVE THE CONSENT AGENDA**

Motion by: Mr. Salerno  
Seconded by: Mrs. Burtch

**MINUTES OF THE REGULAR MEETING OF AUGUST 12, 2015**

Moved, that the minutes of the Regular Meeting of August 12, 2015, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved as presented.

**FINANCIAL REPORTS/AWARDING OF CONTRACTS**

**MOTION TO ACCEPT THE BALANCE OF REPORT OF THE TREASUER FOR JUNE 2015;  
REPORT OF THE TREASURER FOR JULY 2015, AND  
APPROVE THE JULY 2015 BUDGET ADJUSTMENTS;**

Moved, that the Cooperative Board accepts the Report of the Treasurer for July 2015 (Item VII C-1);  
all as shown below:

**Report of the Treasurer for July 2015**

|              |                  |
|--------------|------------------|
| Capital      | 391,868.24       |
| General      | 10,540,826.17    |
| School Lunch | 17,938.26        |
| Special Aid  | 722.30           |
| Trust/Agency | 16,906.24        |
| Trust/Expand | <u>77,953.21</u> |
| Total        | \$11,046,214.42  |

and the Treasurer's Report for the Extra-Curricular Fund  
for July 2015 showing a fund balance of \$6,560.78.

**Budget Revisions—2015-16  
July 2015 Report**

|                        |              |
|------------------------|--------------|
| 2015-16 Adopted Budget | \$54,642,366 |
| Commitment Changes     | 554,114      |
| Net Changes            | <u>+ -</u>   |
| Total                  | \$55,196,480 |

**APPROVAL OF CONTRACTS**

**2014-2015 Shared Service Contractee (Buyer) with Other BOCES - Final**

Oneida BOCES Contractee (Buyer) With Other BOCES - Final

|                                   |                |                          |
|-----------------------------------|----------------|--------------------------|
| Delaware-Chenango BOCES           | \$ 53,066.72   | Staff Dev., Printing     |
| Erie 1 BOCES                      | \$ 4,400.00    | DE contact, instruct bid |
| Erie 2 BOCES                      | \$ 6,360.50    | Audio tape dupl          |
| Franklin-Essex BOCES              | \$ 1,404.00    | Workshops                |
| Madison BOCES                     | \$9,129,579.73 | Speech therapy, OT, PT   |
| Monroe 1 BOCES                    | \$ 52,500.00   | Today's students         |
| Oswego BOCES                      | \$ 5,553.99    | Itinerant audiologist    |
| Otsego-Northern BOCES             | \$ 6,336.00    | Visually Impaired        |
| Putnam Northern-Westchester BOCES | \$ 48,680.00   | Re. Recruit. Base        |
| St. Lawrence BOCES                | \$ 3,920.00    | Expl. Enrich. Plnng.     |
| Eastern Suffolk BOCES             | \$ 72,746.94   | Election Mgt.            |

Moved, that the Cooperative Board approves the Contract(s) between Oneida-Herkimer-Madison BOCES and Delaware-Chenango BOCES, Erie 1 BOCES, Erie 2 BOCES, Franklin-Essex BOCES, Madison BOCES, Monroe 1 BOCES, Oswego BOCES, Otsego-Northern BOCES, Putnam-Northern Westchester BOCES, St. Lawrence BOCES and Eastern Suffolk BOCES for the 2014-2015 school year.

**2015-2016 Shared Service Contractee (Buyer) with Other BOCES**

Oneida BOCES Contractee (Buyer) With Other BOCES

|                     |                |   |
|---------------------|----------------|---|
| Clinton-Essex BOCES | \$ 2,400.00    | Initial contract for all BOCES services for 2015-16 |
| Erie 1 BOCES        | \$ 4,400.00    |   |
| Madison BOCES       | \$8,142,047.93 |   |
| Monroe #1 BOCES     | \$ 53,100.00   |   |

Moved, that the Cooperative Board approves the Contract(s) between Oneida-Herkimer-Madison BOCES and Clinton-Essex BOCES, Erie 1 BOCES, Madison BOCES, and Monroe #1 BOCES for the 2015-2016 school year.

**2015-2016 Shared Service Contractor (Seller) with Schools**

Oneida BOCES Contractor (Seller) With Schools

|                 |                 |  |
|-----------------|-----------------|--|
| Brookfield      | \$1,053,201.86  | Initial contract for all BOCES services for 2015-2016 including administration career & technical education, handicapped services, alternative education |
| Clinton         | \$2,847,529.29  |  |
| Holland Patent  | \$3,638,264.70  |  |
| New Hartford    | \$5,628,223.44  |  |
| New York Mills  | \$2,337,615.55  |  |
| Oriskany        | \$2,478,783.98  |  |
| Remsen          | \$1,292,424.15  |  |
| Sauquoit Valley | \$2,785,672.70  |  |
| Utica           | \$17,231,292.00 |  |
| Waterville      | \$2,818,679.93  |  |
| Westmoreland    | \$2,679,762.89  |  |
| Whitesboro      | \$7,299,572.35  |  |

Moved, that the Cooperative Board approves the Contract(s) between Oneida-Herkimer-Madison BOCES and Brookfield Central School, Clinton Central School, Holland Patent Central School, New Hartford Central School, New York Mills Union Free School, Oriskany Central School, Remsen Central School, Sauquoit Valley Central School, Utica City School, Waterville Central School, Westmoreland Central School and Whitesboro Central School for the 2015-2016 school year.

**PERSONNEL**

**MOTION TO APPROVE CHANGES ON THE TEACHING/CERTIFIED STAFF AND  
NON-INSTRUCTIONAL/CLASSIFIED STAFF**

Moved, that pursuant to the recommendations of the District Superintendent, the Board approves, the following changes on the teaching/certified staff and non-instructional/classified staff as presented.

**C. PERSONNEL REPORT**

**a. RETIREMENTS**

**1. Teaching/Certified Staff**

|    |                        |                           | Hire Date  | Retire Date |
|----|------------------------|---------------------------|------------|-------------|
| 1. | PATRICIA A. HAPANOWICZ | TEACHER<br>SPEECH/HEARING | 02/25/1985 | 08/26/2015  |

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

|    |                    |                              | Hire Date  | Resign Date |
|----|--------------------|------------------------------|------------|-------------|
| 1. | GINA M. MALIN      | TEACHER OF HOME<br>ECONOMICS | 01/12/2015 | 09/30/2015  |
| 2. | ARIEL C. TRANCHELL | TEACHER ASSISTANT            | 10/15/2010 | 08/14/2015  |

**2. Non-Instructional / Classified Staff**

|    |                 |                                  | Hire Date  | Resign Date |
|----|-----------------|----------------------------------|------------|-------------|
| 1. | LAUREN COFFIN   | CAREER EXPLORATION<br>SPECIALIST | 12/03/2009 | 08/25/2015  |
| 2. | JUSTIN T. GATES | COMPUTER OPERATOR                | 01/05/2015 | 08/31/2015  |

**c. UNPAID LEAVE(S) OF ABSENCE**

**1. Teaching/Certified Staff**

|    |                   |                   | Start Date | End Date   | Reason     |
|----|-------------------|-------------------|------------|------------|------------|
| 1. | CARRIE A. WHITHAM | TEACHER ASSISTANT | 09/01/2015 | 06/30/2016 | Child care |

**d. APPOINTMENTS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)**

1. Recommend that **DIANA L. DEFOE** be appointed as a **TEACHER OF VISUALLY HANDICAPPED** in the Academic Itinerant Programs, for a four year probationary appointment in the Blind/Visually Handicapped tenure area, commencing September 01, 2015 and ending August 31, 2019 at an annual salary rate of \$43,509.00.

**Certification:**

- \* Working towards certification

**Education:**

- \* Associates Degree in Liberal Arts, General Education from Fulton-Montgomery Community College, Johnstown, NY
- \* Bachelor's Degree in Health Information Management from SUNYIT
- \* Master's Degree in Health Care Administration from Utica College

**Work Experience:**

- \* From January, 2015 through the present as a part-time Teacher of Visually Handicapped at Oneida-Herkimer-Madison BOCES
- \* From May, 2014 through January, 2015 as an Instructor at Bryant & Stratton, Albany
- \* From May, 2013 through April, 2014 as a Program Coordinator HIT Program at MVCC
- \* From April, 2011 through December, 2012 as an EPIC Principal Trainer at Bassett Healthcare Network



2. Recommend that **JAMIE L. FRENCH** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2015 and ending August 30, 2019 at an annual salary rate of \$14,508.00.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Currently working on Associates Degree Science from MVCC

**Work Experience:**

- \* From February, 2015 through June, 2015 as a long term substitute at Oneida-Herkimer-Madison BOCES
- \* From November, 2014 through February, 2015 as a substitute Teacher at the Sitrin Childcare Program
- \* From September, 2014 through the present as a Customer Service Associate at Twin Maple Storage and U-Haul
- \* From November, 2012 through August, 2014 as a Program Assistant at The House of the Good Shepherd
- \* From August, 2011 through November, 2012 as an Office Representative at Sister Rose Vincent Family Medicine Center

3. Recommend that **LISA M. HUGHES** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2015 and ending August 30, 2019 at an annual salary rate of \$15,667.00.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Associates of Applied Science in Criminal Justice from Herkimer County Community College
- \* Attending Utica College for Psychology

**Work Experience:**

- \* From October, 2014 through the present as a Teacher Assistant at the Utica City School District
- \* From June, 2008 through December, 2011 as a Case Specialist at Metropolitan Life Insurance Company
- \* From October, 1999 through December, 2004 as a Human Resources Generalist at Goldman Sachs and Co.

4. Recommend that **BRANDIE F. LACEY** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2015 and ending August 30, 2019 at an annual salary rate of \$15,408.00.

**Certification:**

- \* Working towards certification

**Education:**

- \* Associates in Applied Science in Early Childhood Education from Herkimer County Community College

**Work Experience:**

- \* From November, 2012 through April, 2015 as an Assistant Teacher, Family Support Specialist and a Teacher at Mohawk Valley Community Action

5. Recommend that **JULIE D. PACIFIC** be appointed as a **TEACHER SPEECH/HEARING** in Academic Itinerant Programs, for a four year probationary appointment in the Program for Speech & Hearing Handicapped tenure area, commencing October 14, 2015 and ending October 13, 2019 at an annual salary rate of \$50,492.00, prorated.

**Certification:**

- \* Professional certificate in Speech and Language Disabilities
- \* Certified Speech-Language Pathologist

**Education:**

- \* Bachelor of Science in Communication Sciences and Disorders from Nazareth College
- \* Master of Science in Speech-Language Pathology from Nazareth College

**Work Experience:**

- \* From July, 2013 through the present as a substitute Speech-Language Pathologist at Masonic Care Community
- \* From February, 2012 through the present as a Speech-Language Pathologist at Utica City School District
- \* From July, 2008 through February, 2012 as a Speech-Language Pathologist at Upstate Cerebral Palsy

**b. RECOMMENDATION TO AMEND PROBATIONARY APPOINTMENT**

1. Recommend that **ALLISON LIVERMORE** be appointed as a **SCHOOL LIBRARY MEDIA SPECIALIST** in **Information & Technology**, for a four year probationary appointment in the School Library Media Specialist tenure area, with revised dates of the probationary appointment commencing October 13, 2015 and ending October 12, 2019 at an annual salary rate of \$45,136, prorated.

**Certification:**

- \* Initial certificate in Library Media Specialist

**Education:**

- \* Associates of Science in Liberal Arts from SUNY Morrisville
- \* Bachelors of Science in Theatre from SUNY Oswego
- \* Masters of Science in Library Media from Syracuse University
- \* Masters of Science in Instructional Design from Syracuse University
- \* Masters of Science in Telecommunications from Syracuse University

**Work Experience:**

- \* From 2011 through the present as a Substitute Librarian at Cazenovia School District
- \* From 1996 through the present as a Manager at Verizon

**c. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)**

1. Recommend that **DANIEL J. FABBIO** be appointed as a **TEACHER OF MUSIC** in the Academic Itinerant Programs, for a part-time appointment (.4 FTE) commencing September 01, 2015 at an annual salary rate of \$16,268.80.

**Certification:**

- \* Initial certification in Music

**Education:**

- \* Bachelor of Music in Music Education from Nazareth College of Rochester
- \* Masters of Music in Music Education from Kent State University

**Work Experience:**

- \* From October, 2013 through the present as a Jazz Band Director at Waterville Junior/Senior High School
- \* From September, 2013 through the present as a private Saxophone Instructor
- \* From June, 2013 through the present as a summer woodwind, brass, and percussion lesson Instructor at New Hartford Central School District
- \* From September, 2013 through October, 2013 as a long-term substitute Instrumental Music Teacher at Waterville Central School District

2. Recommend that **DEBORAH K. GUTOWSKI** be appointed as a **TEACHER OF MUSIC** in the Academic Itinerant Programs, for a part-time appointment (.5 FTE) commencing September 01, 2015 at an annual salary rate of \$21,994.50.

**Certification:**

- \* Initial certificate in Music

**Education:**

- \* Bachelor's Degree in Public School Teaching from College of Wooster, Wooster, Ohio

**Work Experience:**

- \* From September, 2014 through the present as a Choir Director at New Hartford JS High School
- \* From September, 2010 through September, 2014 as a substitute Teacher at New Hartford Central School District
- \* From August, 1999 through June, 2013 as a General Music Teacher at Diocese of Cleveland Schools, Ohio
- \* From August, 2007 through June, 2010 as a Drama Teacher at St. Joan of Arc School.

**d. RECOMMENDATION FOR SHORT-TERM SUBSTITUTE APPOINTMENT**

1. Recommend that **MICHELLE SAUNDERS** be appointed as a **TEACHER OF VISUALLY HANDICAPPED** in the Academic Itinerants Program, for a short-term substitute appointment commencing September 10, 2015 and ending October 23, 2015 at an annual salary rate of \$49,356.00, prorated.

**Certification:**

- \* Permanent certificate in Blind and Partially Sighted

**Education:**

- \* Bachelors of Science in Physical Education and Recreational Therapy from University of Massachusetts
- \* Master of Arts in Special Education and Rehabilitation for the Blind from Boston College
- \* Master of Education in Education with an Emphasis on Blind and Visually Impaired Learners from Columbia University

**Work Experience:**

- \* From July, 1991 through the present as a Teacher for the Blind and Partially Sighted at Utica City School District
- \* From 2010 through the present as a contractor to provide Orientation & Mobility at the NYS Commission for the Blind and Visually Impaired
- \* From 2003 through 2010 as an Instructor/Supervisor at the Teachers College, Columbia University
- \* From September, 1990 through July, 1991 as a Teacher for the Blind and Partially Sighted at Cayuga Onondaga BOCES

**e. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)**

1. Recommend that **JAMES A. TINKER** be appointed as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, for a temporary appointment commencing September 10, 2015 and ending June 30, 2016 at a daily rate of \$250.00.

**Certification:**

- \* Permanent Certification in Nursery, Kindergarten & Grades 1-6
- \* Permanent Certification in Mathematics 7-12

**Education:**

- \* Associates Degree in Liberal Arts from Cayuga County Community College
- \* Bachelor's Degree in Education from SUNY Cortland

**Work Experience:**

- \* From 1983 through 2015 as an Elementary Teacher at Remsen Central School District
- \* From 1975 through 1983 as an Elementary Teacher at Herkimer Elementary School
- \* From 1974 through 1975 as a Math Teacher at Cazenovia Central School District

**f. RECOMMENDATION FOR TENURE APPOINTMENT(S)**

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s), who have satisfactorily completed their individual probationary periods and are being recommended for tenure by their immediate supervisors.

|    |               |                    |                           |
|----|---------------|--------------------|---------------------------|
| 1. | TERI L. DEVAN | Teaching Assistant | Tenure Date<br>12/02/2015 |
|----|---------------|--------------------|---------------------------|

**g. RECOMMENDATION FOR INCREASE IN FTE**

|    |                           |                                  | Date                     | FTE |
|----|---------------------------|----------------------------------|--------------------------|-----|
| 1. | DEANNE M. BALUTIS         | TEACHER<br>SPEECH/HEARING        | 09/8/2015 -<br>10/9/2015 | 1.0 |
| 2. | LAUREN E. HEIMAN          | TEACHER OF<br>PHYSICAL EDUCATION | 09/01/2015               | 0.6 |
| 3. | ALICEA H. WELLS-<br>PHILO | TEACHER OF HOME<br>ECONOMICS     | 09/01/2015               | 1.0 |

**2. Non-Instructional/Classified Staff**

- \* Recommendation for the creation of two (2) Computer Technical Assistant positions.

**a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE**

1. Recommend that **KATRINA E. BAKER** be appointed to a provisional appointment as a **COMPUTER TECHNICAL ASSISTANT** in the Information & Technology Division, commencing August 24, 2015 at an annual salary rate of \$29,000.00, prorated.

**KATRINA E. BAKER** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER TECHNICAL ASSISTANT**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Notre Dame Junior Senior High School
- \* Associates Degree in Computer Information Systems from Mohawk Valley Community College
- \* Bachelor's Degree in IT: End-User Support from Morrisville State College

**Work Experience:**

- \* From April, 2015 through the present as a MetLife/HP Contractor at Insight Global.
- \* From July, 2014 through August, 2014, internship in the IT Department at St. Elizabeth's Medical Center
- \* From May, 2014 through July, 2014, paid internship in the IT Department at Adjusters International

2. Recommend that **ASHLEY L. MANCINI** be appointed to a provisional appointment as a **COMPUTER TECHNICAL ASSISTANT** in the Information & Technology Division, commencing August 24, 2015 at an annual salary rate of \$35,000.00, prorated.

**ASHLEY L. MANCINI** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER TECHNICAL ASSISTANT**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Whitesboro Senior High School
- \* Bachelor's Degree in Network Administration

**Work Experience:**

- \* From April, 2014 through July, 2015 as an IT Manager at Mohawk Limited
- \* From April, 2011 through February, 2012 as a Computer Technician at ACS
- \* From October, 2011 through April, 2013 as an IT Analyst at Vernon Downs
- \* From May, 2008 through August, 2009 as a Computer Technician at Stickley

**b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)**

1. Recommend that **JUSTIN T. GATES** be appointed to a probationary appointment as a **COMPUTER TECHNICAL ASSISTANT** in the Information & Technology Division, commencing August 31, 2015 at an annual salary rate of \$31,050.00, prorated.

**JUSTIN T. GATES** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER TECHNICAL ASSISTANT**. **JUSTIN T. GATES** will be required to serve a twenty-six week probationary period.

**Education:**

- \* Bachelor's Degree in Applied Networking and Systems Administration from Rochester Institute of Technology

**Work Experience:**

- \* From January, 2015 through the present as a Computer Operator at Oneida-Herkimer-Madison BOCES
- \* From September, 2011 through January, 2015 as a Kitchen Department Manager at McDonald's, Herkimer
- \* From November, 2010 through February, 2011 as a Help Desk Intern at Monroe 2 - Orleans BOCES
- \* From July, 2010 through October, 2010 as a Tier I Tech Support Agent at Sungard Higher Education, Rochester
- \* From March, 2008 through May, 2008 as an Assistant Systems Engineer at Kriterium LLC, Rochester

**c. RECOMMENDATION FOR PERMANENT APPOINTMENT - (NON-COMPETITIVE CIVIL SERVICE TITLE)**

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

- |    |                                    | Perm. Date |
|----|------------------------------------|------------|
| 1. | JULIO C. ABBRUZZESE ASSISTANT COOK | 07/01/2015 |

**d. RECOMMENDATION FOR NON-INSTRUCTIONAL TEMPORARY SUMMER APPOINTMENTS**

- |    | Title                            | Start Date | End Date   | Salary      |
|----|----------------------------------|------------|------------|-------------|
| 1. | KIRA L. ISENBERG<br>CLERK HOURLY | 07/01/2015 | 06/30/2016 | \$11.25/hr. |

**e. STIPENDS**

1. **Teaching/Certified Staff**



**a. RECOMMENDATION FOR ADDITIONAL STIPENDS**

|    |                  |                             | Date       | Stipend              |
|----|------------------|-----------------------------|------------|----------------------|
| 1. | XIUYAN HUO       | TEACHER OF FOREIGN LANGUAGE | 09/01/2015 | \$1,200.00 mentoring |
| 2. | JOHN T. STRATTON | TEACHER OF AUTO MECHANICS   | 09/01/2015 | \$1,200.00 mentoring |

**f. TERMINATIONS**

**1. Non-Instructional/Classified Staff**

**a. TERMINATION OF STAFF MEMBER**

1. As a provisional employee, **SUSAN E. COOPER** was required to take, pass and be reachable on the **CHILDREN AND FAMILY SPECIALIST** exam in order to continue her employment with the Oneida BOCES. **SUSAN E. COOPER** was not reachable on the civil service list, thereby terminating her services effective 09/15/2015.

**g. ABOLISHMENT OF POSITIONS**

**1. Teaching/Certified Staff**

- a. RECOMMENDATION FOR THE ABOLISHMENT OF POSITIONS UNDER EDUCATION LAW 2510.3 AND RECOMMENDATION FOR INVOLUNTARY REDUCTIONS IN SERVICES**

**WHEREAS** the Oneida BOCES Board of Cooperative Educational Services in preparing the budget for the 2015-2016 school year, has determined that for reasons of economy and efficiency it is necessary to abolish certain positions; and

**WHEREAS** Part 30.13 of the Rules of the Board of Regents require that any actions taken to abolish professional education positions be taken in accordance with the provisions therein; and

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

Section 1. Position in the following tenure area be and hereby is abolished effective 12:01 a.m. September 18, 2015:

|     |                 |
|-----|-----------------|
| Art | (.3 position)   |
| ESL | (1.1 positions) |

Section 2. It is hereby determined that the following person is the person with the least seniority in the respective tenure area.

**RECOMMENDATION FOR REDUCTIONS IN STAFF FOR THE 2015-2016 SCHOOL YEAR**

The following reduction in staff is effective September 18, 2015 and will be placed on preferred eligible list:

| <u>Name</u>    | <u>From FTE</u> | <u>To FTE</u> | <u>Tenure Area</u> |
|----------------|-----------------|---------------|--------------------|
| Arifa Velletto | 1.0             | .7            | Art                |
| Jonna Dowling  | 1.0             | 0             | ESL                |
| Sara Peters    | 1.0             | .9            | ESL                |

Section 3. The person named in Section 2. above shall be, and hereby is, pursuant to Education Law 2510.3, placed upon a Preferred Eligible list for any vacancies in the same or similar positions to the position which she held prior to the abolition of such position pursuant to this resolution.

Section 4. The Superintendent of Schools is hereby directed to notify, in writing, all persons of the information set forth in this resolution, including his/her placement on the Preferred Eligible list for re-employment when a vacancy arises.

**h. SUMMER SCHOOL**

**1. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED**

**a. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - CAREER AND TECHNICAL EDUCATION**  
**Daily rate is 1/200th of salary or hourly.**

|    |                       | Title                      | Start Date | End Date   | Max Days           | Salary       |
|----|-----------------------|----------------------------|------------|------------|--------------------|--------------|
| 1. | TIFFANY A. PIATKOWSKI | Multi-Occupational (Trade) | 08/01/2015 | 08/21/2015 | Instructor, P-Tech | \$259.50/day |

**b. RECOMMENDATION FOR ACADEMIC SUMMER SCHOOL - PROCTOR/RATER**

Hourly rate - paid by timesheet for proctor/rater and/or tutorial assignment.

|    |                     | Title                             | Start Date | End Date   | Salary  |
|----|---------------------|-----------------------------------|------------|------------|---------|
| 1. | DEVIN C. BUSH       | SUMMER - PROCTOR/RATING FOR EXAMS | 07/27/2015 | 08/13/2015 | \$21.67 |
| 2. | DARLENE M. KEMP     | SUMMER - PROCTOR/RATING FOR EXAMS | 07/07/2015 | 08/13/2015 | \$21.67 |
| 3. | JENNIFER A. LACLAIR | SUMMER - PROCTOR/RATING FOR EXAMS | 08/12/2015 | 08/13/2015 | \$13.05 |
| 4. | AMBER M. LAMICA     | SUMMER - PROCTOR/RATING FOR EXAMS | 08/12/2015 | 08/13/2015 | \$13.05 |
| 5. | RICHARD A. MARRAZZO | SUMMER - PROCTOR/RATING FOR EXAMS | 07/27/2015 | 08/13/2015 | \$21.67 |
| 6. | KATHLEEN K. MORAN   | SUMMER - PROCTOR/RATING FOR EXAMS | 08/12/2015 | 08/13/2015 | \$21.67 |
| 7. | MARK PERRIN         | SUMMER - PROCTOR/RATING FOR EXAMS | 07/29/2015 | 08/13/2015 | \$21.67 |
| 8. | ROBERT T. SPENCER   | SUMMER - PROCTOR/RATING FOR EXAMS | 08/12/2015 | 08/13/2015 | \$13.05 |

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|     |                  | Title                                   | Start Date | End Date   | Salary  |
|-----|------------------|---|------------|------------|---------|
| 9.  | MICHAEL J. STONE | SUMMER -<br>PROCTOR/RATING FOR<br>EXAMS | 08/12/2015 | 08/13/2015 | \$13.05 |
| 10. | MICHAEL F. WENZ  | SUMMER -<br>PROCTOR/RATING FOR<br>EXAMS | 07/27/2015 | 08/13/2015 | \$21.67 |

## **ACTION ITEMS**

### **APPROVAL OF MEMBERSHIP IN THE NATIONAL SCHOOL BOARDS ASSOCIATION**

Moved, that the Cooperative Board approve membership in the National School Boards Association for the school year 2015-16 and approves payment of dues in the amount of \$2,700.

### **APPROVAL OF CONTRACT(S)**

None

**Motion carried unanimously.**

The Board recessed for dinner from 6:15 p.m. to 7:00 p.m.

### **ITEM VIII—OLD BUSINESS**

none

### **ITEM IX—REPORTS**

#### **REPORT OF THE DISTRICT SUPERINTENDENT AND LEGISLATIVE UPDATE**

Mr. Mettelman discussed the following topics in his report:

1. Opening Day
2. Capital Project Update
  - Site work underway for ramp, sidewalk, and grading
  - HVAC and Plumbing Mobilizing, furnaces set in the next two weeks
  - Electrical 80% roughed in
  - Sheet Rock starting shortly after the rough in of the other trades
  - All is on schedule – and contractors are looking forward to have students observe the work phases
3. SABA – Manufacturing Day 10-16-15, Construction Career Day 10-22-15, Planning for MVCC – Genesis – BOCES - Oneida County – Wide Career Fair
4. Audits – Audit Committee Meeting on September 30<sup>th</sup>.
5. Committee Meetings Calendar-
6. MV 500 Agriculture Education Summit Sept 29 at 6:00
7. NYSSBA Resolutions

**ITEM X - EXECUTIVE SESSION**

Motion by: Mrs. Falvo  
Seconded by: Mrs. Corbin

Moved, that the Board enter Executive Session at 7:12 p.m. to discuss personnel/negotiations update.

**Motion carried unanimously.**

The Board returned to General Session at 7:22 p.m.

**Action Item(s) for Approval (*continuation of VII.*)**

**ITEM XI – BOARD DISCUSSION TOPIC**

**Cooperative Board Retreat**

**Cooperative Board Self-Assessment**

**Committee Meetings:**

The Board further discussed the Committee meetings. Mr. Stewart requested that the Board members be invited to the initial Committee meetings in order to be part of the discussion regarding the goals that committees set for the year.

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**MOTION TO ADJOURN**

Motion by: Mrs. Corbin  
Seconded by: Mrs. Hartman

Moved, there being no further business to come before the meeting, the meeting adjourned at 7:24 p.m.



Deborah Kimball  
Clerk of the Board  
September 9, 2015

