



Oneida-Herkimer-Madison BOCES

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

Cooperative Board 2014-2015

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UNAPPROVED

MINUTES OF THE REGULAR MEETING OF MARCH 11, 2015

The Regular meeting of the Board of Cooperative Educational Services was held on March 11, 2015 in The Oneida Room, Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

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

MEMBERS EXCUSED

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

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

Student Recognition

David Stayton, Principal
Michele Vivacqua, Assistant Principal
David Waters, Electricity instructor
Ethan Hart, student New Hartford
Michael Hubbard, student New York Mills
William Rybka, student New York Mills

ITEM I—CALL TO ORDER

The meeting was called to order at 4:37 p.m. by Mr. Nelson

ITEM II—PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III—RECOGNITION

Career and Technical Education – Electricity

Mr. Waters, instructor explained a little about the program and what the students are doing at the job site. They have mini job site meetings to discuss what needs to be done for the day and they are using print to scale drawings to complete the work. He introduced three students in the program.

Bill Rybka, a New York Mills student shared with the board that this has been an amazing opportunity for him. He is learning how to run conduit for the electricity and set up junction boxes. He said they are way ahead of where they should be as far as learning the trade. His plans are to attend MVCC for 2 years.

Ethan Hart, a New Hartford student said he has a whole new look on the trade. The class has given him a lot of insight and he is appreciative of the opportunity. He would like to do an apprenticeship in Electricity and possibly attend MVCC.

Michael Hubbard, a New York Mills student shared that the knowledge he is gaining and the on-the-job experience has been great. He is extremely grateful to have this experience. He is undecided on what his future plans are.

ITEM IV – RECOGNITION OF VISITORS

Teale LaBarbara
Tim Madonia

ITEM V— COMMUNICATIONS

Communications from the Floor

SBI – Bill Daggert workshop – March 12, 2015

Letter from a parent

Mr. Nelson presented Mr. Michael Moore a certificate of Mastery Award from SBI

Correspondence

None

ITEM VI - CURRENT TOPICS/DISCUSSION ITEMS

Service Plans

Mr. Ken Ford reviewed with the Board four COSER's within the Information and Technology Division. He shared information regarding Model Schools – 538, how the teacher teams are formed from all 12 districts for the web-based instructional service; Media Technology – 502, resources for the teams to create the web-based service; Instructional Technology – 510, to provide the leadership in developing District Technology Plans for the SMART school initiative; and Telephone Interconnect – 610, to provide telephone service in component districts with state of the art telecommunication technologies.

Mr. Chris Hill and Ms. Anne Turner provided information as to how their divisions use the resources from the Information and Technology Division to help their services and programs to better assist teachers and students in the districts.

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

MOTION TO APPROVE THE CONSENT AGENDA

Motion by: Mrs. Falvo

Seconded by: Mrs. Burtch

MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2015

Moved, that, the minutes of the Regular Meeting Minutes of February 11, 2015, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

FINANCIAL REPORTS/AWARDING OF CONTRACTS

**MOTION TO ACCEPT REPORT OF THE TREASURER FOR JANUARY 2015, AND
APPROVE THE JANUARY 2015 BUDGET ADJUSTMENTS;**

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

Report of the Treasurer for January 2015

Capital	391,849.10
General	19,921,603.03
School Lunch	59,148.09
Special Aid	2,837.43
Trust/Agency	25,873.05
Trust/Expand	<u>71,949.62</u>
Total	\$20,473,260.32

and the Treasurer's Report for the Extra-Curricular Fund for January 2015 showing a fund balance of \$6,826.31

**Budget Revisions—2014-15
January 2015 Report**

2014-15 Adopted Budget	\$54,000,492
Commitment Changes	2,089,521
Net Changes	<u>+ 3,969,843</u>
Total	\$60,059,857

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. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	WEI WANG	TEACHER OF FOREIGN LANGUAGE	09/01/2011	06/30/2015
2.	DANYEL E. WEIDMAN	TEACHER ASSISTANT	09/01/2008	03/13/2015

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	JANE E. GOODWIN	PROJECT DIR/SAFE SCHOOLS-HEALTHY STUDENT	02/08/2010	03/11/2015
2.	KELSIE E. POTTS	CAREER EXPLORATION SPECIALIST	09/06/2011	02/16/2015

b. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	MARYELLEN HOBAICA	TEACHER ASSISTANT	03/02/2015	03/13/2015	Disability

2. Non-Instructional/Classified Staff

			Start Date	End Date	Reason
1.	JOAN M. O'KEEFE	ACCOUNT CLERK	02/04/2015	02/15/2015	Disability
2.	RYAN D. SHEDD	NETWORK ADMINISTRATOR II	02/23/2015	TBD	new probationary appointment

c. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **CHRISTINA M. WARNER** be appointed as a **GUIDANCE COUNSELOR** in the Career and Technical Education Center, for a three year probationary appointment in the Guidance tenure area, commencing April 01, 2015 and ending March 31, 2018 at an annual salary rate of \$43,538.00, prorated.

Certification:

- * Provisional certificate in School Counselor (K-12)

Education:

- * Associates Degree in General Studies
from Herkimer County Community College
- * Bachelor of Arts in Psychology from St. John
Fisher College
- * Masters of Education in School Counseling from
SUNY Oneonta
- * Certificate of Advanced Study in School Counseling
from SUNY Oneonta

Work Experience:

- * From March, 2013 through the present as a School
Counselor/CSE Chairperson at Herkimer BOCES
- * From May, 2009 through March, 2013 as a substitute
Teacher at Herkimer BOCES
- * From January, 2011 through March, 2011 as a migrant
tutor at Herkimer BOCES
- * From September, 2010 through December, 2010 as a
homeless tutor at Herkimer BOCES

2. Recommend that **KELSIE E. POTTS** be appointed as a **PLANNING ASSISTANT REGIONAL PROGRAM FOR EXCELLENCE** in the School to Work Programs, for a three year probationary appointment in the Guidance tenure area, commencing February 17, 2015 and ending February 16, 2018 at an annual salary rate of \$40,000, prorated.

Certification:

- * School Guidance Counselor (5-12), Massachusetts

Education:

- * Bachelors of Arts in English and Sociology from Colby College, Waterville, ME
- * Master of Education in School Guidance Counseling from Cambridge College, Cambridge, MA

Work Experience:

- * From September, 2011 through the present as a SABA Career Exploration Specialist at O-H-M BOCES
- * From October, 2010 through June, 2011 as a Guidance Intern at Lunenburg High School, Lunenburg, MA
- * From August, 2007 through June, 2010 as a Teaching Fellow at The Epiphany School, Dorchester, MA
- * July, 2009 as a Test Preparation Teacher at Epiphany Groton Summer Intensive School, Dorchester, MA

3. Recommend that **JOSEPH T. MULLER II** be appointed as a **SUPERVISOR OF SAFETY & CORE SERVICES** in **Administrative Services**, for a three year probationary appointment in the Program Specialist Safety Coordinator tenure area, commencing June 01, 2015 and ending May 31, 2018 at an annual salary rate of \$98,000.00, prorated.

Certification:

* School District Business Leader

Education:

- * Associates Degree in Public Health from Community College of the Air Force
- * Associates Degree in Training and Development from Wayland Baptist University, TX
- * Bachelor's Degree in Environmental Health from Wayland Baptist University, TX
- * Master's Degree in Management from Webster University, MO
- * Master's Degree in Human Resource Development from Webster University, MO

Work Experience:

- * From December, 2012 through the present as a School District Business Administrator at Oriskany Central School District
- * From June, 2008 through the present as a Codes Enforcement Official For the town of Annsville, Taberg
- * From January, 2010 through December, 2012 as a Director of District Operations and Safety at the Utica City School District
- * From June, 2001 through January, 2010 as a Safety Coordinator at O-H-M BOCES
- * From 1993 through 2000 as a Non-Commissioned Officer in Charge, Environmental Health and Safety, US Air Force, Altus, OK

b. RECOMMENDATION FOR INCREASE IN FTE

			Date	FTE
1.	DEANNE M. BALUTIS	TEACHER SPEECH/HEARING	03/02/2015	0.4

c. RECOMMENDATION FOR CURRICULUM SPECIALIST

		Title	Start Date	End Date	Salary
1.	TIFFANY A. PIATKOWSKI	CURRICULUM WORK	01/01/2015	06/30/2015	\$25.00

d. RECOMMENDATION FOR TEACHER AMBASSADORS

The Center State Teacher Center is coordinating the collaboration between the Program and Professional Development Division and the NYS Common Core Ambassadors. This support will be school, district and/or BOCES wide as these educators help with the implementation of the Common Core through formal or informal mentoring, coaching and turn-key training. Ambassadors will work to define the most appropriate professional development needed. Compensation will be \$25.00 per hour.

	Title	Start Date	End Date	Salary
1.	JARROD M. WILLIAMS AMBASSADOR/PRE- PRESENT	01/01/2015	06/30/2015	\$25.00

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **REGINA M. PAUL** be appointed to a provisional appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing February 23, 2015 at an annual salary rate of \$26,500.00, prorated.

REGINA M. PAUL has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER OPERATOR**, until the results of the next civil service exam are known.

Education:

* Bachelor of Science in Mathematics/Computer Science
from SUNY Oneonta

Work Experience:

- * From September, 2012 as a Computer TA at Roscoe Conkling Elementary School, Utica
- * From May, 2009 through September, 2012 as a Substitute Teacher at Thomas Jefferson Elementary School, Utica

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **JANE E. GOODWIN** be appointed to a probationary appointment as a **PBIS Coordinator** in **Administrative Services**, commencing March 12, 2015 at an annual salary rate of \$87,913.14 prorated.

JANE E. GOODWIN has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **PBIS Coordinator**. **JANE E. GOODWIN** will be required to serve a twenty-six week probationary period.

Education:

- * Bachelor of Science Degree in Psychology from SUNYIT
- * Master of Science Degree in Counseling from SUNY Oneonta

Work Experience:

- * From February, 2010 through the present as Project Director Safe Schools/Healthy Students at O-H-M BOCES
- * From 2007 through 2009 as a Clinical Supervisor at Kids Oneida, Inc.
- * From 2002 through 2007 as a Director of Children's Services at Oneida County Department of Mental Health
- * From 1997 through 2007 as a Family Services Coordinator at Kids Oneida, Inc.
- * From 1999 through 2002 as a Family Therapist at Samaritan Counseling Center

2. Recommend that **SHANNON E. VESCERA** be appointed to a probationary appointment as a **CAREER EXPLORATION SPECIALIST** in the School and Business Alliance program, commencing March 12, 2015 at an annual salary rate of \$30,850.00, prorated.

SHANNON E. VESCERA has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CAREER EXPLORATION SPECIALIST**. **SHANNON E. VESCERA** will be required to serve a twenty-six week probationary period.

Education:

- * Bachelor's Degree in History/Education from Utica College
- * Master's Degree in Literacy Education from Walden University

Work Experience:

- * From December, 2014 through the present as a CPS Caseworker at Oneida County DSS
- * From July, 2012 through December, 2014 as a Daycare Registrar at The Neighborhood Center
- * From September, 2010 through June, 2012 as a substitute teacher at Herkimer City School District
- * From January, 2010 through June, 2012 as a substitute teacher at Utica City School District

c. RECOMMENDATION FOR PROBATIONARY APPOINTMENT FROM CIVIL SERVICE LISTING

The below named individual(s) recently took and successfully completed the required civil service exam for the title. The below named individual(s) will be required to serve a twenty-six week probationary period.

			Prob. Date
1.	RYAN D. SHEDD	NETWORK ADMINISTRATOR I	02/23/2015

d. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)

1. Recommend that **GERALD K. GREENE** be appointed to a temporary appointment as an **EMPLOYMENT SPECIALIST** in the SABA Program, commencing February 10, 2015 and ending June 30, 2015 at a rate of \$16.43, per hour.

2. Recommend that **KEVIN H. WRIGHT** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing March 09, 2015 and ending June 30, 2015 at a salary rate of \$10.54, per hour.

e. RECOMMENDATION FOR PERMANENT APPOINTMENTS FROM CIVIL SERVICE LISTING

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 individual twelve week or twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	GREGORY AUFFREY	SAFETY ASST COORDINATOR	09/11/2014
2.	JEFFREY C. MORGAN	COMPUTER TECHNICAL ASSISTANT	09/15/2014
3.	GARRETT C. QUAYLE	COMPUTER TECHNICAL ASSISTANT	09/15/2014
4.	SCOTT A. WILLIAMS	COMPUTER TECHNICAL ASSISTANT	09/15/2014

f. 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).

1.	JANET DESENS	REGISTERED	Perm. Date 09/01/2014
		PROFESSIONAL NURSE	

d. TERMINATIONS

1. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR TERMINATION OF PROBATIONARY APPOINTMENT

1. It is recommended that the employment of **CARA G. BAS**, a probationary **CLERK**, is terminated effective 02/06/2015. The District Superintendent shall notify **CARA G. BAS** of this decision forthwith.

ACTION ITEMS

**APPROVAL OF NEW MEMBERS – CONSULTANT COMMITTEE
(EMERGING TECHNOLOGIES)**

Moved, that the Cooperative Board recommends the approval of three new members, Joseph Giordano, Jake Mihevc and Warren Tabolt to the Emerging Technologies Consultant Committee for the term of 2/28/15 to 2/28/17.

APPROVAL OF BID AWARD FOR PRINTING UCSD CALENDAR

Moved, that the Cooperative Board award the bid to the T.C. Peters Printing Company, Inc. for \$9,695 for 32 pages plus cover // \$1,275.00 for each additional 4 pages for 12,000 copies.

APPROVAL OF NYS DISTANCE LEARNING CONTRACT CONSORTIUM 2015 - 2016

Moved, that the Cooperative Board approves Oneida-Herkimer-Madison BOCES' participation in the Distance Learning Statewide Licensing Agreement for 2015-2016.

APPROVAL OF NYS INSTRUCTIONAL CONTRACT CONSORTIUM 2015 - 2016

Moved, that the Cooperative Board approves Oneida-Herkimer-Madison BOCES' participation in the Statewide Licensing Agreement for 2015-2016.

**APPROVAL OF NYSITCC 2014-15 STATE WIDE LICENSING AGREEMENT
ADD-ON #1**

Moved, that the Cooperative Board approves Oneida-Herkimer-Madison BOCES' participation in the new NYSITCC Statewide Licensing Contract Agreement.

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Modular Robotics, Interactive Media, Bloomboard, Educational Vistas, SchoolBinder, Randa, Edgenuity, FAST, IXL, Shmoop, Triumph Learning, Mastery Connect and,

WHEREAS, The Oneida-Herkimer-Madison BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Oneida-Herkimer-Madison Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison Board of Education agrees to assume its equitable share of the costs associated with Erie I BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison Board of Education agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

CERTIFICATION

It is hereby certified that the above motion was approved by the Oneida-Herkimer-Madison Board of Education at its meeting, duly noticed, held on March 11, 2015.

Motion carried unanimously.

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. NYSCOSS – Legislative Meetings
2. Culinary Arts and the Utica OD Article
3. March 12 SBI – Bill Daggett
4. BOCES Rentals and Ancillary Costs
5. Alignment Training – 3-11-15 and 3-12-15
6. Emergency Management Planning Workshop – 3-11-15
7. April 8 BOE and April 15th Annual Meeting

ITEM X - EXECUTIVE SESSION

Motion by: Ms. Buckley
Seconded by: Mrs. Corbin

Moved, that the Board enter Executive Session at 6:20 p.m. to discuss personnel/negotiations update.

Motion carried unanimously

The Board returned to General Session at 6:58 p.m.

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

None

ITEM XI – BOARD DISCUSSION TOPIC

New York State School Boards Association: The Capital Conference
Attending: Gary Nelson, Russell Stewart

National School Boards Association: Annual Conference
Attending: Evon Ervin, Elaine Falvo, John Griffin, Michael Moore, Gary Nelson,
John Salerno, Russell Stewart

MOTION TO ADJOURN

Moved, there being no further business to come before the meeting, Mr. Nelson adjourned the meeting at 6:50 p.m. to attend the CTE 2015 Open House.



Deborah Kimball
Clerk of the Board
March 11, 2015

