



# 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 MAY 13, 2015

The Regular meeting of the Board of Cooperative Educational Services was held on May 13, 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

#### MEMBERS EXCUSED

Mr. Russell Stewart

#### 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.*

Others' present (cont.)

David Stayton  
Tiffany Piatkowski  
Dede Giffune  
Kim Sheeley  
Jamie McNery  
Jeanie Charbrone  
Jeanne Marley  
Bob Burns  
Dawn LaScala  
Tracy Allen  
Diane Lindberg  
J. Hamlin  
E. Wood

Student Recognition

Nasir Muhammad, student Utica  
Hakim Muhammad, brother  
Mr. Ian Muhammad, parent  
Ms. Grant, grandparent  
Samantha Sawdey, student Utica  
Lorraine Spencik, parent  
Shane King, parent  
Mary Lourdes Tangorra, Principal  
Vincent Tripodi, Asst. Principal  
Ann Bohling, Teacher  
Wini Lydford-Kulesa, Teacher  
Stacey Sardina, Social Worker  
Jean Baker, Social Worker

**ITEM I—CALL TO ORDER**

The meeting was called to order at 4:32 p.m. by Mr. Nelson

**ITEM II—PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ITEM III—RECOGNITION**

**Alternative Education**

Mary Lourdes Tangorra thanked the Board for having them. Ms. Tangorra then introduced Ms. Bohling, English instructor and Ms. Lydford Art Instructor who assisted the students with the Art Show and took the students to the Wellin Museum of Art at Hamilton College.

Samantha Sawdey and Nasir Muhammad, students from Utica City School District, shared a few pieces of artwork they displayed in the Art show that took place at Middle Settlement Academy. Samantha created a pencil portrait drawing of Marilyn Monroe. Her future goal is to become an Art Teacher.

Nasir shared his portrait of a basketball player and the inspiration for his portrait, which is that he aspires to become a basketball player.

All of the artwork from the art show can be seen on the Oneida-Herkimer-Madison BOCES website.

#### **ITEM IV – RECOGNITION OF VISITORS**

Mr. Jamie McNerry, parent from the New Hartford CSD and a group of parents, teachers, and community members attended the Board meeting to share their concerns. Mr. McNerry spoke to the Board about the NYS Regents Reform Agenda and the ELA/Math exams. He stated they have concerns with public education and asked the Board for help with sharing their message and listed the following as their top concerns:

- Acquire an extension to the APPR deadline
- Face to face meetings with the Board of Regents
- To be provided at the district level truthful information about testing

#### **ITEM V— COMMUNICATIONS**

##### **Communications from the Floor**

- Staff Recognition/Retirement Ceremony – May 28, 2015
- End of the year schedule – Graduation Ceremonies
- Rural Schools Conference – July 12 – 14, 2015

##### **Correspondence**

**None**

[Mrs. Falvo left at 5:10 p.m.]

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

##### **Program Components of P-TECH OHM**

Mr. Hill, Ms. Piatkowski and Mr. Stayton reviewed the backwards planning and the six year integrated scope and sequence of P-Tech OHM. Students start in 9<sup>th</sup> grade to 12<sup>th</sup> grade and then two years at MVCC.

Year 7 – first in line for the interview – entry level position  
Year 6 – split between MVCC and internships (2<sup>nd</sup> year at MVCC)  
Year 5 – MVCC, job shadowing and internships (1<sup>st</sup> year at MVCC)  
Year 4 – split between MVCC and CTE  
Year 3 – first year in CTE program and P-Tech  
Year 2 – P-Tech School – start college credit classes  
Year 1 – P-Tech

[Mr. Salerno left at 5:40 p.m.]

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

**MOTION TO APPROVE THE CONSENT AGENDA**

Motion by: Mr. Moore  
Seconded by: Mrs. Corbin

**MINUTES OF THE REGULAR MEETING OF APRIL 8, 2015**

Moved, that the minutes of the Regular Meeting of April 8, 2015, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved as presented.

**MINUTES OF THE ANNUAL MEETING OF APRIL 15, 2015**

Moved, that the minutes of the Annual Meeting of April 15, 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 REPORT OF THE TREASURER FOR MARCH 2015, AND  
APPROVE THE MARCH 2015 BUDGET ADJUSTMENTS;**

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

**Report of the Treasurer for March 2015**

Capital	391,855.34
General	16,066,915.18
School Lunch	53,550.01
Special Aid	3,048.76
Trust/Agency	25,877.56
Trust/Expand	<u>72,000.76</u>
Total	\$16,613,247.61

and the Treasurer's Report for the Extra-Curricular Fund for March 2015 showing a fund balance of \$5,470.34.

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

2014-15 Adopted Budget	\$54,000,492
Commitment Changes	2,089,521
Net Changes	<u>+ 4,860,760</u>
Total	\$60,950,773

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**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.	VICKIE M. DAVIES	TEACHER ASSISTANT	09/01/1993	06/30/2015
2.	CONNIE PRATT	TEACHER OF ART	09/08/1997	06/30/2015

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

			Hire Date	Retire Date
1.	ANDREW EGRESITS	BUILDING MAINTENANCE WORKER	09/29/1975	06/19/2015
2.	BARBARA VAN DUSEN	FOOD SERVICE HELPER	10/21/1998	06/30/2015
3.	LUCILLE M. WHEELER employee requesting to have previous resignation revised to retirement	FOOD SERVICE HELPER	09/01/1999	06/15/2015

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	MASON H. FISHER	TEACHER OF WELDING	09/01/2013	08/01/2015

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

			Hire Date	Resign Date
1.	KATHERINE L. SHERRY	SABA SCHOOL NURSE INSTRUCTOR	09/12/2012	04/11/2015

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

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	SUSAN TETI	TEACHER ASSISTANT	06/01/2015	TBD	Disability
2.	CARRIE A. WHITHAM	TEACHER ASSISTANT	03/27/2015	TBD	Disability

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

			Start Date	End Date	Reason
1.	MICHAEL M. SHUE	COMPUTER TECHNICAL ASSISTANT	05/04/2015	TBD	new provisional appointment

**d. APPOINTMENTS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT**

1. **LEO SMITH** was previously appointed as a **SCHOOL PSYCHOLOGIST** in the Academic Itinerant Program, for a long-term substitute appointment commencing January 12, 2015 and ending April 30, 2015. It is requested to extend this appointment to June 25, 2015, at an annual salary rate of \$42,815.00, prorated.

**b. 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.

			Tenure Date
1.	EMILY B. BALIAN	Foreign Language	09/01/2015
2.	BRITTANY M. KEEFER	Cosmetology	09/01/2015
3.	JOANNA C. KEELER	Program Specialist Inst Prog Pln & Dev	09/01/2015
4.	ALICEA H. WELLS-PHILO	Home Economics	09/01/2015

**c. RECOMMENDATION FOR INCREASE IN FTE**

		Date	FTE
1.	LAUREN DUNN	04/20/15 - 5/22/15	0.9000
	TEACHER OF SPECIAL EDUCATION		

**d. RECOMMENDATION FOR TRANSFER UNDER SECTION 3014-B OF THE EDUCATION LAW**

1. Recommend that **CATHERINE R. GATES** be transferred to a 1.0 FTE Math teacher position with the Brookfield Central School District, from a TEACHER OF MATH in Itinerants Programs with the Oneida-Herkimer-Madison BOCES, pursuant to a takeover of District services under Section 3014-b of the Education Law. **CATHERINE R. GATES** shall serve in the **TEACHER OF MATH** tenure area, and shall have the same seniority and tenure status that she had at the Oneida-Herkimer-Madison BOCES. The transfer will commence July 1, 2015.

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

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

1. Recommend that **MICHAEL M. SHUE** be appointed to a provisional appointment as a **NETWORK ADMINISTRATOR I** in the Information and Technology Division, commencing May 04, 2015 at an annual salary rate of \$40,000.00, prorated.

**MICHAEL M. SHUE** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **NETWORK ADMINISTRATOR I**, until the results of the next civil service exam are known.

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

1. Recommend that **LISA M. SHAHOUD** be appointed to a probationary appointment as a **CLERK** in **OPERATIONS & MAINTENANCE**, commencing April 06, 2015 at an annual salary rate of \$24,650.00, prorated.

**LISA M. SHAHOUD** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK**. **LISA M. SHAHOUD** will be required to serve a twenty-six week probationary period.

**Education:**

- \* Graduate of Mount Markham Central School
- \* Associates Degree in Liberal Arts from Mohawk Valley Community College

**Work Experience:**

- \* From September, 2009 through the present as a Teacher Aide at New Hartford Central School District
- \* From October, 2008 through June, 2009 as a Substitute at New Hartford Central School District
- \* From September, 2006 through June, 2009 as a volunteer Secretary at New Hartford Central School District
- \* From April, 1996 through January, 2003 as an Office Clerk in Operations at ConMed Corporation
- \* From September, 1995 through April, 1996 as a Sample Control Clerk at Oneida Research Services

**c. 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.	JOANNE CANFIELD	CLERK HOURLY	11/11/2014
2.	ADAM P. JONES	MOTOR VEHICLE OPERATOR	11/17/2014
3.	JOSEPH A. PALADINO	COMPUTER TECHNICAL ASSISTANT	11/10/2014



## **ACTION ITEMS**

### **APPROVAL OF NEW MEMBERS - CONSULTANT COMMITTEE (HEALTH OCCUPATIONS)**

Moved, that the Cooperative Board recommends the approval of one new member, Cristin Kirkland to the Health Occupations Consultant Committee for the term of 5/30/15 to 5/30/17.

### **APPROVAL OF NYSITCC STATE WIDE LICENSING AGREEMENT**

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

### **RESOLUTION OF BOARD OF EDUCATION**

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for 3<sup>rd</sup> L Corp, Achieve3000, Adobe, American Reading Company, Amplify, Blackboard, Inc., Bloomboard, Bridges Transitions, Cambium Learning, Carnegie Learning, Centris, Certica, ClassLink, Collaborative Learning, College Board, Compass Learning, Curriculum Associates, Defined Learning, Desire 2 Learn, Discovery, eDoctrina, Edgenuity, Edmentum, Educational Vistas, Edvation, FableVision, FastBridge Learning, Global Scholar, Hobsons, Hot Math, Houghton Mifflin, Imagine Learning, Instructure, Interactive Media, iSafe, iStation, It's Learning, IXL, Knovation, Laureate Learning, Learner First, Learning Sciences International, Learning.com, Let's Go Learn, LinkIt, Mastery Connect, McGraw-Hill, Mind Research Institute, Modular Robotics, Montage, MyLearning Plan, NWEA, Pearson Digital Learning, Randa, Renaissance Learning, Right Reason Technologies, Rosetta Stone, Rubicon West, Inc., Scholastic, Inc., School Improvement Network, School Specialty, SchoolBinder, Schoology, Scientific Learning, Service Infinity, Shmoop, SMART Technologies, ST4 Learning, SunGard, Teachscape, The Reading Solution, Think Through Math, Triumph Learning, Virtuoso Chester Technical Services, Waterford, 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 BOCES 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 BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison BOCES 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.

**APPROVAL OF NYS DISTANCE LEARNING STATE WIDE LICENSING AGREEMENTS  
2015-2016**

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

***RESOLUTION OF BOARD OF EDUCATION***

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2015-2016 fiscal year for Apex, Blackboard, Canvas, Connection Education, Desire 2 Learn, Edgenuity, Edmentum, Florida Virtual School, Fuel Education, It's Learning, Montage, Pearson and Schoology and,

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

BE IT RESOLVED, That the Oneida-Herkimer-Madison BOCES 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 courses, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison BOCES 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.

**APPROVAL OF CONTRACT(S)**

None

**Motion carried unanimously.**

[Ms. Buckley left at 6:00 p.m.]

The Board recessed for dinner from 6:00 p.m. to 6:40 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. IRS Audit – Rec. To Audit Committee
2. Rural Schools 7/12-14/15
3. Joint Advisory Committee 4-16-15
4. Final Job Meeting 4-12-15
5. Apple Program
6. NYSSBA On-Board and change in Senate
7. SBI - 5-14-15 Honoring Margaret Buckley and Lauren Leitz

**NYSED LEARNING SUMMIT, MAY 7, 2015**  
(Gary Nelson)

Mr. Nelson moved his report to the beginning of the meeting to speak to the concerns of the visitors. Mr. Nelson attended the NYSED Learning Summit which was by invitation only. Some of the concerns that each of the interest groups were as follows: They would like separate APPR's; delay implementation of the APPR; allow lesson plans to be part of the evaluation; liked the rubrics – working as far as observation, but if used for tests, make it a small part.

**ITEM X - EXECUTIVE SESSION**

None

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

none

**ITEM XI – BOARD DISCUSSION TOPIC**

**Cooperative Board Calendar 2015-2016**

The Board reviewed the Board calendar for 2015-2016. This item will be on the June Board agenda for approval.

**MOTION TO ADJOURN**

Motion by: Mrs. Corbin  
Seconded by: Mr. Griffin

Moved, there being no further business to come before the meeting, the meeting adjourned at 7:00 p.m.



Deborah Kimball  
Clerk of the Board  
May 13, 2015

