



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 APRIL 8, 2015

The Regular meeting of the Board of Cooperative Educational Services was held on April 8, 2015 in The Oneida Room, Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

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

Mr. Gary P. Nelson, President

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.*

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Student Recognition

Russell Franklin, Whitesboro CSD
Ellen Mahanna, Principal Bridges
Lisa Rizzo, Bridges

ITEM I—CALL TO ORDER

The meeting was called to order at 4:32 p.m. by Dr. Porcelli

ITEM II—PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III—RECOGNITION

[Mrs. Corbin arrived at 4:40 p.m.]

Bridges:

Ellen Mahanna thanked the Board for the invitation to present and introduced Lisa Rizzo, Coordinator of Special Education. Lisa also thanked the Board for the invitation to share the success story of one of their students Russell Franklin. Ellen and Lisa are very proud Russell and his accomplishments and shared some background about him. Russell started with the program when he was in 8th grade, has had a lot of personal struggles along the way and has since graduated and is attending MVCC. Lisa introduced Russell and he shared his story with the Board. He is attending MVCC in the Human Services Program and is currently doing an internship in the Bridges program here at the BOCES. Russell is very thankful for the family he has at BOCES and says he could have never made it to where he is in his life without the support he was given. He would now like to give back and in the future would like to work here as a Special Education Teacher.

Dr. Porcelli presented Mr. John Griffin a certificate of Mastery Award from NYSSBA

ITEM IV – RECOGNITION OF VISITORS

none

ITEM V— COMMUNICATIONS

Communications from the Floor

none

Correspondence

Regional Program of Excellence invitations for the recognition ceremony – April 29th
BOCES End of Year Events schedule

ITEM VI - CURRENT TOPICS/DISCUSSION ITEMS

Service Plans – Administrative Services

Mr. Tom Dorr reviewed with the Board four COSER's within the Administrative Services Division. He shared information regarding the Health Insurance Consortium - COSER 618, how many districts are currently involved and another joining, and the cost effectiveness of the Consortium; OHM BOCES CORE – COSER 620, Aligning community resources and getting local businesses on board; Food Services – COSER 626, USDA SmartSnacks; and Facilities Plan – COSER 701, Capital Facilities plan - PTECH and the STEM wing.

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

MOTION TO APPROVE THE CONSENT AGENDA

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

MINUTES OF THE REGULAR MEETING OF MARCH 11, 2015

Moved, that, the minutes of the Regular Meeting Minutes of March 11, 2015, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved with the following change – Mr. Dorr and Mr. Griffin were absent.

FINANCIAL REPORTS/AWARDING OF CONTRACTS

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

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

Report of the Treasurer for February 2015

Capital	391,852.06
General	18,919,596.35
School Lunch	37,660.67
Special Aid	1,044.93
Trust/Agency	25,855.58
Trust/Expand	<u>71,950.16</u>
Total	\$19,447,959.75

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

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

2014-15 Adopted Budget	\$54,000,492
Commitment Changes	2,089,521
Net Changes	<u>+ 4,532,297</u>
Total	\$60,622,311

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.	DENISE D. CAREY	TEACHER ASSISTANT	01/04/1988	07/01/2015

2. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	BARBARA M. MC SWEENEY	FOOD SERVICE HELPER	09/01/1991	06/30/2015
2.	SUSAN A. PALMIERI	CLERK	10/21/1991	06/19/2015
3.	SHEILA M. RYAN	CLEANER	12/11/1978	06/23/2015

b. RESIGNATIONS

1. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	SHELLY L. SEIFRIED	ASSISTANT COOK	09/01/2004	03/01/2015 (verbal)
2.	LUCILLE M. WHEELER	FOOD SERVICE HELPER	09/01/1999	06/15/2015

c. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR INCREASE IN FTE

			Date	FTE
1.	LAUREN DUNN	TEACHER OF SPECIAL EDUCATION	03/18/2015 - 4/17/15	0.9000

2. Non-Instructional/Classified Staff

* Elimination of position - Project Director, Safe Schools/Healthy Students, effective April 9, 2015

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **DEBRA A. NELLENBACH** be appointed to a provisional appointment as an **ASSISTANT PRINTING SUPERVISOR** in the Information and Technology Division, commencing 3/30/2015 at an annual salary rate of \$41,000.00, prorated.

DEBRA A. NELLENBACH has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **ASSISTANT PRINTING SUPERVISOR**, until the results of the next civil service exam are known.

Education:

- * Graduate of New Hartford Central School
- * Attended Utica School of Commerce for Computer Applications

Work Experience:

- * From 1999 through the present as a Senior Systems Copier Specialist at Utica National Insurance Company
- * From 1988 through 1999 as a Senior Printing Aide at Oneida-Herkimer-Madison BOCES

b. 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. | ERIC J. SARNER | INFORMATION TECHNOLOGY
PROJECT MANAGER | 04/09/2015 |

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. | MICHELE S. GRIDER | PBIS COORDINATOR | 10/15/2014 |
| 2. | MARK ZALOGA | PBIS COORDINATOR | 10/14/2014 |

ACTION ITEMS

APPROVAL OF NEW MEMBERS – CONSULTANT COMMITTEE (CRIMINAL JUSTICE)

Moved, that the Cooperative Board recommends the approval of one new member, Thomas Larkin to the Criminal Justice Consultant Committee for the term of 3/31/15 to 3/31/17.

Motion carried unanimously.

The Board recessed for dinner from 6:10 to 6:50 p.m.

[Mrs. Falvo left at 6:15 p.m.]

[Mr. Stewart left at 6:20 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. Budget – Legislative Meetings
2. Annual Meeting
3. March 12 SBI – Bill Daggett
4. P-TECH Update
5. IRS Audit
6. Civil Rights Audit
7. DCMO
8. Betty Hurd passing – former BOCES Board member for 12 years.

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NEW YORK STATE SCHOOL BOARDS – THE CAPITAL CONFERENCE
(Gary Nelson, Russell Stewart)

Mr. Mettelman shared information in his report.

NATIONAL SCHOOL BOARDS ASSOCIATION – ANNUAL CONFERENCE
(Elaine Falvo, John Griffin, Michael Moore, Gary Nelson, Russell Stewart)

Mr. Mettelman asked the Board members who were present and attended the Conference to report out.

Mr. Moore shared information about some of the workshops he attended including Collective Bargaining, Ten Years of Violence, and the presentation from the outgoing NSBA President.

Mr. Griffin attended the Student Data Privacy in the Digital Age workshop – spoke about policy. He mentioned that the General Speakers were good and also heard Ms. Anne Burn the outgoing NSBA President speak. He said overall he felt the conference was well done.

Mr. Mettelman attended a workshop regarding Noncognitive Skills for Kids and Harvard Data Collection. He also mentioned that Evon Ervin brought back information regarding Charter Schools.

ITEM X - EXECUTIVE SESSION

Motion by: Ms. Buckley
Seconded by: Mr. Boucher

Moved, that the Board enter Executive Session at 7:30 p.m. to discuss personnel/negotiations update.

Motion carried unanimously.

The Board returned to General Session at 7:40 p.m.

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

Approval of Contract(s)

Confidential Settlement Agreement

Motion by: Ms. Buckley
Seconded by: Mr. Salerno

Moved, that the agreement with John Janes dated April 2, 2015, is hereby approved.

Motion carried unanimously.

Addendum to: C. PERSONNEL REPORT

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

C. PERSONNEL REPORT

b. RESIGNATIONS

1. Non-Instructional / Classified Staff

		Hire Date	Resign Date
3. JOHN R. JANES	SAFETY COORDINATOR	03/01/2002	12/31/2015

Motion carried unanimously.

ITEM XI – BOARD DISCUSSION TOPIC

Board Officer Elections:

The following Board members have expressed interest in serving on the Board Officer Nomination Committee.

Steve Boucher
Michael Moore
John Griffin

MOTION TO ADJOURN

Motion by: Mr. Boucher
Seconded by: Ms. Buckley

Moved, there being no further business to come before the meeting, the meeting adjourned at 7:47 p.m.



Deborah Kimball
Clerk of the Board
April 8, 2015

