



Oneida-Herkimer-Madison BOCES

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

Cooperative Board 2014-2015

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MINUTES OF THE REGULAR MEETING OF JANUARY 14, 2015

The Regular meeting of the Board of Cooperative Educational Services was held on January 14, 2015 in The Overlook Room, Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

Mr. Gary P. Nelson, President
Mr. Steve Boucher
Mrs. Shirley Burtch
Mrs. Charlene A. Hartman
Mr. Michael J. Moore
Mr. John J. Salerno
Mr. Russell Stewart

MEMBERS EXCUSED

Dr. Gary W. Porcelli, Vice President
Ms. Margaret Buckley
Mrs. Doreen Corbin
Mrs. Elaine M. Falvo
Mr. John A. Griffin

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.*

Minutes of the Regular Meeting of the Cooperative Board
Oneida BOCES
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Student Recognition

David Stayton, Principal
Michelle Vivacqua, Assistant Principal
Richard Waskiewicz, Instructor
Michael Petrie, Clinton student
Alan Petrie, parent
Shubham Sharma, Whitesboro student
Sanjeev Kumar, parent
Matthew Lee, Clinton CSD

ITEM I—CALL TO ORDER

The meeting was called to order at 4:31 p.m. by Mr. Nelson

ITEM II—PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III—RECOGNITION

Career and Technical Education – Construction Trades

Mr. Waskiewicz updated the Board regarding the PPD building and explained how the students will be involved in Phase II of the project. He introduced two students Michael Petrie and Shubham Sharma. The students then explained blueprints and how they will be involved with the construction of the interior of the building from the steel studs in the basement to building the interior walls in the existing building.

ITEM IV – RECOGNITION OF VISITORS

None

ITEM V— COMMUNICATIONS

Communications from the Floor

SBI – General Membership Meeting, “Legislative Forum”

Correspondence

None

ITEM VI - CURRENT TOPICS/DISCUSSION ITEMS

Technology – Electronic Communications

Mr. Mettelman shared several electronic communications options with the Board for them to receive the Board materials. The materials will be placed on the BOCES website through the Intranet – private section for Board members. They also have the option to have the materials placed on a thumb drive or to continue to receive paper.

The Board recessed for dinner from 5:15 p.m. to 5:50 p.m.

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

MOTION TO APPROVE THE CONSENT AGENDA

Motion by: Mr. Salerno
Seconded by: Mr. Moore

MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2014

Moved, that, the minutes of the Regular Meeting Minutes of December 10, 2014, 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 NOVEMBER 2014, AND APPROVE THE NOVEMBER 2014 BUDGET ADJUSTMENTS;

Moved, that the Cooperative Board accepts the Report of the Treasurer for November 2014 (Item VII C-1); all as shown below:

Report of the Treasurer for November 2014

Capital	391,842.54
General	5,813,554.11
School Lunch	66,765.59
Special Aid	559.56
Trust/Agency	25,873.05
Trust/Expand	<u>70,048.43</u>
Total	\$ 6,368,643.28

and the Treasurer's Report for the Extra-Curricular Fund for November 2014 showing a fund balance of \$5,702.10

**Budget Revisions—2014-15
November 2014 Report**

2014-15 Adopted Budget	\$54,000,492
Commitment Changes	2,089,521
Net Changes	<u>+ 3,349,274</u>
Total	\$59,439,288

**APPROVAL OF
2014-2015 SHARED SERVICE CONTRACTS (SELLER) WITH OTHER BOCES**

2014-2015 Shared Service Contractor (Seller) with Other BOCES

Oneida BOCES Contractor (Seller) With Other BOCES

Rockland BOCES	\$2,956.88	Model Schools
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Moved, that the Cooperative Board approves the Contract(s) between Oneida-Herkimer-Madison BOCES and Rockland BOCES for the 2014-2015 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 with the removal of Action Item D. 1 – Acceptance of Service Plans.

C. PERSONNEL REPORT

a. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **GAIL F. MALOZZI** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, for a three year probationary appointment in the Teaching Assistant tenure area, commencing January 05, 2015 and ending January 04, 2018 at an annual salary rate of \$13,743.00, prorated.

Certification:

- * Continuing certificate in Teaching Assistant

Education:

- * Graduate of Proctor High School
- * Completed the Teacher Assistant Course through MVCC

Work Experience:

- * From 2004 through 2014 as a substitute Teaching Assistant at O-H-M BOCES
- * From September, 1997 through September, 2004 as a Teaching Assistant at the Utica City School District

2. Recommend that **BRIAN W. EDMONDS** be appointed as a **TEACHER OF TECHNOLOGY** in the Academic Itinerant Programs, for a two year probationary appointment in the Industrial Arts/Technology Education tenure area, commencing January 12, 2015 and ending January 11, 2017 at an annual salary rate of \$53,569.00, prorated.

Certification:

- * Professional certificate in TECHNOLOGY EDUCATION

Education:

- * Bachelors of Science Degree, in Technology Education, from SUNY Oswego
- * Masters of Science Degree, in Technology Education, from SUNY Oswego

Work Experience:

- * From the fall of 2013 to the spring of 2014, High School Technology Teacher at Auburn City School District
- * From the fall of 2008 to the spring of 2013, Middle School Technology Teacher at Moravia Central School District, Moravia, NY
- * Summers of 2010 and 2014, teacher at Career Connections Summer Camp, Cayuga Onondaga BOCES, Aurelius, NY
- * From the fall of 2007 to the spring of 2008, High School Technology Teacher, Elmira Southside High School, Elmira, NY

b. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT

1. Recommend that **LEO SMITH** be 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 at an annual salary rate of \$42,815.00, prorated.

Certification:

* Permanent certificate in School Psychologist

Education:

* Bachelor's Degree in Psychology from Utica College

* Masters of Science in School Psychology from SUNY Oswego

Work Experience:

* From March, 2014 through May, 2014 as a part-time
School Psychologist at O-H-M BOCES

* From September, 2006 through June, 2013 has been employed
in various school districts as a School Psychologist substitute

* From April, 2000 through June, 2006 as School Psychologist
at O-H-M BOCES

* From March, 1997 through April, 2000 as a School Psychologist
at Herkimer BOCES

* From March, 1973 through March, 1997 as a Community
Residence Director at Rome DDSO

2. **KAREN A. TRUNFIO** was previously appointed as a **TEACHER OF TECHNOLOGY** in the Academic Itinerant Program, for a long-term substitute appointment commencing September 01, 2014 and ending December 19, 2014. It is requested to extend this appointment to January 14, 2015 at a salary rate of \$40,942.00, prorated.

2. Non-Instructional/Classified Staff

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

1. Recommend that **JUSTIN T. GATES** be appointed to a provisional appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing January 05, 2015 at an annual salary rate of \$30,000.00, 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 OPERATOR**, until the results of the next civil service exam are known.

Education:

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

Work Experience:

- * From September, 2011 through the present 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

2. Recommend that **TERESA J. STERLING** be appointed to a provisional appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing December 15, 2014 at an annual salary rate of \$32,000.00, prorated.

TERESA J. STERLING 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:

- * Associates Degree in Data Processing
from Herkimer County Community College
- * Bachelor's Degree in Computer Information Systems
from Empire State College

Work Experience:

- * From October, 2011 through October, 2014 as an IT System Administrator at Redco Foods, Inc.
- * From August, 2008 through September, 2011 as a Network Administrator at Fort Plain CSD
- * From March, 1996 through August, 2008 as a Sr. Microcomputer Specialist at Herkimer County Information Systems
- * From November, 1994 through March, 1996 as a Distance Learning/Computer Technician at Herkimer CSD
- * From August, 1988 through August, 1993 as a Computer Lab Technician at HCCC

b. RECOMMENDATION FOR PART-TIME PROVISIONAL APPOINTMENT

1. Recommend that **CHERI L. DERDZINSKI** be appointed to a part-time provisional appointment as a **GRAPHIC DESIGN ARTIST** in the Information and Technology Division, School Communication Service, commencing January 5, 2015 at a salary rate of \$12.73 per hour.

CHERI L. DERDZINSKI has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **GRAPHIC DESIGN ARTIST**, until the results of the next civil service exam are known.

Education:

- * Associate's Degree in Graphic Design from MVCC
- * Bachelor's Degree in Communications and Information Design from SUNYIT

Work Experience:

- * From March, 2013 through August, 2014 as a Receptionist/ Office Assistant at Orange Motor Company, Albany
- * From June, 2012 through January, 2014 as a Promotions Assistant/Remote Coordinator at Albany Broadcasting, Latham
- * From October, 2011 through May, 2012 as an Administrative Assistant/Graphic Designer at Equinox Broadcasting, Johnson City
- * From July, 2007 through May, 2011 as a Cashier/Customer Service Representative at Hollister Company, New Hartford
- * From June, 2009 through September, 2009 as a School Communications Graphic Designer at O-H-M BOCES

c. RECOMMENDATION FOR TEMPORARY APPOINTMENT - NON-COMPETITIVE CIVIL SERVICE

1. Recommend that **STEVE D. CARDWELL** be appointed to a temporary appointment as a **PRINTING AIDE** in the Information and Technology Division, commencing December 08, 2014 and ending June 30, 2015 at a salary rate of \$12.73, per hour.

STEVE D. CARDWELL meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Rome Free Academy
- * Attended SUNY Delhi for Business

Work Experience:

- * From August, 2014 through the present as a Lens Technician at U.S. Optical, Syracuse
- * From 2012 through 2013 as a Pressman at East Wood Litho, Syracuse
- * From 2009 through 2010 as an Assembler at Toshiba International, Houston, Texas
- * From 2007 through 2010 as a Lead Pressman at Mabboos Print Shop, Houston, Texas
- * From 2006 through 2007 as an A/C Technician Assistant at Advantage Mechanical, Houston, Texas

d. 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.	MICHAEL P. CARNEY	NETWORK ADMINISTRATOR I	07/14/2014
2.	MICHAEL M. SHUE	COMPUTER TECHNICAL ASSISTANT	07/14/2014

b. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	DOREEN P. GRIFFIN	TEACHER OF DRAFTING	11/03/2014	\$1,200.00 prorated

ACTION ITEMS

ACCEPTANCE OF 2015-2016 SERVICE PLANS

(Note – item not voted on - will be moved to the February Board Meeting)

Moved, that the Cooperative Board accepts the Service Plans for 2015 – 2016 school year.

APPROVAL OF MEMBERSHIP IN THE MOHAWK VALLEY CHAMBER OF COMMERCE

Moved, that the Cooperative Board approve membership in the Mohawk Valley Chamber of Commerce for calendar year 2015 at annual dues of \$441.00.

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. Rising to the Challenge – 1-15-15
2. P-TECH Update and the Utica OD Article
3. Governor State of the State and Budget – 1-21-15
4. SBI meeting with Legislators - 1-22-15
5. Alignment Training – 1-29-15
6. Upcoming Planning meeting with Griffiss Institute and SUNYPI for STEM Hub initiatives and MV EDGE/ WIB for Grant initiatives
7. Initial requests for Services from Districts reviewed in February and discussions with the Board to follow

ITEM X - EXECUTIVE SESSION – (The Board did not go into Executive Session)

Motion by: _____
Seconded by: _____

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

Motion carried _____.

The Board returned to General Session at _____ p.m.

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

ITEM XI – BOARD DISCUSSION TOPIC

Board – District Superintendent Dialogue – *(this will be moved to the February Board meeting).*

MOTION TO ADJOURN

Motion by: Mr. Salerno
Seconded by: Mr. Moore

Moved, there being no further business to come before the meeting, the meeting adjourned at 6:40 p.m.

Motion carried unanimously.



Deborah Kimball
Clerk of the Board
January 14, 2015

