



Oneida-Herkimer-Madison BOCES

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

Cooperative Board 2016-2017

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MINUTES OF THE REGULAR MEETING OF MAY 10, 2017

The Regular meeting of the Board of Cooperative Educational Services was held on May 10, 2017 in The Learning Center, 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. Michael J. Moore
Mr. Gary P. Nelson
Mr. John J. Salerno

MEMBERS EXCUSED

Mrs. Evon M. Ervin
Mr. Russell Stewart

OTHERS PRESENT

Mr. Howard D. Mettelman, Executive Officer
Mr. Christopher Hill
Mrs. Mary Mandel
Mr. Scott Morris
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, Shirley Burtch, Doreen Corbin, Evon M. Ervin, 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.

OTHERS PRESENT – STUDENT PRESENTERS

David Stayton, Principal
Dave Cagnetti, Assistant Principal
John Stratton, Instructor
Nina Mullin, Teaching Assistant
Stiven Carrasco, student
Kathleen Martin, student
Samuel McCloud, student

ITEM I—CALL TO ORDER

Dr. Porcelli noted that a quorum was present and the meeting was called to order at 4:35 p.m.

ITEM II—PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III—RECOGNITION

Skills USA

Mr. Stayton thanked the Cooperative Board and introduced Mr. Stratton, Skills USA instructor. Mr. Stratton shared information about Skills USA. He then introduced the students being recognized this evening.

Stiven Carrasco is a junior in Construction Trades from Utica. Stiven was recognized for his election as President of the New York State Skills USA student organization for the 2017-18 school year. He has been involved in lacrosse and ROTC at Proctor. Upon graduation, he plans to attend college to study architecture. Stiven shared the speech he read to be elected as President of the New York State Skills USA student organization. Mrs. Corbin presented Stiven with an Award of Recognition.

Kathleen Margin is a sophomore in P-TECH from Utica. Kathleen was recognized for her election as Treasurer of the New York State Skills USA student organization for the 2017-18 school year. She participates on the Proctor varsity swim team and the school's mock trial club. She is employed as a peer educator at Planned Parenthood and as a crew worker at McDonald's. Kathleen also share the speech she read to be elected Treasurer of the New York State Skills USA student organization. Mrs. Corbin presented Kathleen with an Award of Recognition.

Samuel McCloud is a senior in Construction Trades from Whitesboro. Sam was recognized for his first place finish in the category of cabinet making at the recent Skills USA statewide competition in Syracuse. Sam will now attend the national competition in Louisville, Kentucky in June. Sam works at Burger King and also performs side jobs in construction. Upon graduation, he intends to enter the U.S. Navy. Mr. Salerno presented Samuel with an Award of Recognition.

Mr. Mettelman noted that this is the first time in Oneida-Herkimer-Madison BOCES history that we have had two Skills USA State officers.

ITEM IV. – RECOGNITION OF VISITORS

Mr. Mettelman welcomed the visitors

ITEM V— COMMUNICATIONS

A. Communications from the Floor

- New badge card for Board members
- SBI Distinguished Awards – May 11th
- CTE Honor Society – May 17th
- Staff Recognition – June 1st
- June Board meeting – Oath of Office
- Dr. Porcelli presented Mr. Boucher with the Level II Status NYSSBA Board Excellence Award
- Dr. Porcello congratulated Mr. Stewart on his niece's award.

B. Correspondence

Rural Schools Conference
NYSSBA - 2017

ITEM VI A. – APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 12, 2017

Motion by: Mrs. Burtch
Seconded by: Mrs. Corbin

Moved, that the minutes of the Regular Meeting Minutes of April 12, 2017 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved with the following changes (Pg. 1 of the minutes - change the date meeting was held to April 12, 2017 and the location to The Learning Center).

Yes	No	Absent	Abstain
Dr. Gary W. Porcelli		Mrs. Elaine M. Falvo	
Steve Boucher		Evon M. Ervin	
Shirley Burtch		Russell Stewart	
Doreen Corbin			
John A. Griffin			
Charlene A. Hartman			
Michael J. Moore			
Gary P. Nelson			
John J. Salerno			

Motion carried, 9-0

ITEM VI - APPROVAL OF CONSENT AGENDA (B., C., D.)

MOTION TO APPROVE THE CONSENT AGENDA

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

FINANCIAL REPORTS/AWARDING OF CONTRACTS

**MOTION TO ACCEPT BALANCE OF REPORT OF TREASURER FOR MARCH, 2017,
THE REPORT OF THE TREASURER FOR MARCH 2017**

Moved, that the Cooperative Board accepts the Report of the Treasurer for March 2017 (Item VI B-1); all as shown below:

Report of the Treasurer for March 2017

Capital	392,138.19
General	13,941,968.52
School Lunch	35,722.11
Special Aid	1,181.34
Trust/Agency	20,887.61
Trust/Expand	<u>72,878.54</u>
Total	\$14,464,776.31

and the Treasurer's Report for the Extra-Curricular Fund
for March 2017 showing a fund balance of \$5,719.67.

**Budget Revisions—2016-17
March 2017 Report**

2016-17 Adopted Budget	\$58,601,826
Commitment Changes	1,793,526
Net Changes	<u>+ 6,220,500</u>
Total	\$66,615,852

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.

C. PERSONNEL REPORT

a. RETIREMENTS

1. Teaching/Certified Staff

			Hire Date	Retire Date
1.	SUSAN TETI	TEACHER ASSISTANT	02/11/2002	04/30/2017 (revised)
2.	MICHELLE M. VIVACQUA	ASSISTANT PRINCIPAL-CTE	08/22/2011	07/23/2017

2. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	GEORGE O. WILLIAMS JR	STOREKEEPER	12/16/1991	07/20/2017

b. RESIGNATIONS

1. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	TONI L. DIER	ASSISTANT COOK	09/06/2016	04/14/2017
2.	NICHOLAS S. GREEN	COMPUTER OPERATOR	04/28/2014	04/21/2017
3.	MICHAEL H. KUCHMA	COMPUTER OPERATOR	03/03/2014	05/02/2017
4.	EZIO A. POCCIA	CAREER EXPLORATION SPECIALIST	10/13/2015	04/14/2017

c. UNPAID LEAVE(S) OF ABSENCE

1. Non-Instructional/Classified Staff

			Start Date	End Date	Reason
1.	ANDREA E. RAFFERTY	ASSOCIATE GRAPHIC ARTIST	05/15/2017	07/07/2017	Child care (extended)

d. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

The expiration dates of the 4 year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

The expiration dates of the 3 year probationary appointments are tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

1. Recommend that **MICHAEL A. MAJKA** be appointed as a **TEACHER ASSISTANT** in the Alternative Education Program, for a four year probationary appointment in the Teaching Assistant tenure area, commencing April 10, 2017 and ending April 9, 2021 at an annual salary rate of \$16,288.00, prorated.

Certification:

* Level I certificate in Teaching Assistant

Education:

* Associate of Applied Science in Communications from
Herkimer County Community College

* Bachelor of Science in Business/Public Management
from SUNYIT

Work Experience:

* From May, 1991 through January, 2017 as a Customer Service
Representative at Time Warner Cable

* From December, 1988 through April, 1991 as an Inventory Clerk
at Victory Markets

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.	TANYA R. ACQUAVIVA	Prog. for Speech & Hearing Handicapped	09/01/2017
2.	RACHEL E. CRABTREE	Prog. for Speech & Hearing Handicapped	09/01/2017
3.	BRIAN F. FRANTZ	Science	09/01/2017
4.	KEVIN P. HEALY	Computer Education Coordinator	08/14/2017
5.	JING Y. HUANG	Foreign Language	09/01/2017
6.	CAROLYN M. MACTURK	Prog. for Speech & Hearing Handicapped	09/01/2017
7.	SARAH M. ORR	Prog. for Speech & Hearing Handicapped	09/01/2017

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **JUSTIN L. ROBERTELLO** be appointed to a provisional appointment as a **COMPUTER OPERATOR AIDE** in the Information & Technology Division, commencing May 08, 2017 at an annual salary rate of \$25,000.00, prorated.

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

Education:

- * Graduate of New York Mills Union Free School District
- * Attended Mohawk Valley Community College for Accounting

Work Experience:

- * From 2011 through the present as a Computer Administrator & Payroll/Bookkeeping at Robertello & Harrington CPA
- * From 2014 through 2015 as a waiter/host at Raspberries Cafe
- * From 2006 through 2010 as a stock room associate at Chanatry's Market

b. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)

1. Recommend that **ZACHARY S. PRZYBYLA** be appointed to a temporary appointment as a **MOTOR VEHICLE OPERATOR - HOURLY** in the Operations and Maintenance Department, commencing April 19, 2017 and ending October 31, 2017 at a salary rate of \$10.29 per hour (16-17 rate) and \$10.32 per hour (17-18 rate).

Education:

* Graduate of Whitesboro High School

Work Experience:

* From February, 2013 through February, 2017 as an Infantry Rifleman in the United States Marine Corps.

e. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	KRISTEN A. TILLSON	TEACHER ASSISTANT	04/10/2017- 06/30/2017	\$3,500.00 prorated
2.	CATHY A. WRIGHT	TEACHER OF SPECIAL EDUCATION	03/27/2017- 06/30/2017	\$1,200.00 prorated

ACTION ITEMS

Approval of New Membership – Consultant Committee

Moved, that the Cooperative Board recommends the approval of two members, James Paravati and Richard Holmes to the Criminal Justice Consultant Committee for the term of 4/30/17 to 4/30/20.

Approval of Price Increase for Full-Paid Lunch and Full-Paid Breakfast

Moved, that the Oneida-Herkimer-Madison Cooperative Board set the price for a full-paid lunch at \$2.50 with the full-paid breakfast price at \$1.25 for 2017-18.

Approval of Contract(s)

none

Yes

No

Absent

Abstain

Dr. Gary W. Porcelli
Steve Boucher
Shirley Burtch
Doreen Corbin
John A. Griffin
Charlene A. Hartman
Michael J. Moore
Gary P. Nelson
John J. Salerno

Mrs. Elaine M. Falvo
Evon M. Ervin
Russell Stewart

Motion carried, 9-0

ITEM VII – BOARD TOPIC(S)/DISCUSSION ITEM(S)

Cooperative Board Calendar 2017-2018/draft

Mr. Mettelman reviewed the draft Cooperative Board meeting dates and the draft calendar. These items will be back on the Agenda for June for vote.

[Mrs. Falvo arrived at 5:30 p.m.]

Shared Staffing – Our BOCES’ Vision

Mr. Mettelman and the Senior Council shared a powerpoint to explain why shared services is important. It provides Districts a competitive edge in recruiting and retaining professionals, provides Districts with the expertise they may not have “in house”, reduces the need to “overhire”, responds to the Emerging Educational needs of the Districts that they would not be able to fill themselves and also provides Districts the opportunity to reallocate resources allowing them to focus on their core mission. The team shared a graphic of the region showing where the shared staff currently are in the Districts. Each of the Senior Council team members then shared what services are currently being utilized in the Districts.

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

[Mr. Salerno left at 6:10 p.m.]

ITEM VIII—OLD BUSINESS

March 17, 2017, PowerPoint: Program & Professional Development “A Regional Vision for Professional Learning”

Mr. Mettelman noted that the powerpoint documents from last month’s presentation are in the board meeting materials for this month.

ITEM IX—REPORTS

**AUDIT COMMITTEE MEETING MINUTES, AUDIT COMMITTEE MEETING, APRIL 25, 2017
(E. Falvo, C. Hartman, G. Nelson, G. Porcelli)**

Mrs. Falvo reviewed the minutes from the meeting, which are in the Board book.

**WELLNESS AND SHARED DECISION MAKING COMMITTEE, APRIL 27, 2017
(G. Nelson, R. Stewart)**

Mr. Nelson reviewed the minutes from the meeting, which are in the Board book.

REPORT OF THE DISTRICT SUPERINTENDENT AND LEGISLATIVE UPDATE

Mr. Mettelman discussed the following topics in his report:

1. Fab-Lab Makers Space
mcSquares - system
2. Phone System
3. SBI-DSA 5-11-17
4. Middle School regulation changes
5. Negotiations June 21st

ITEM X - EXECUTIVE SESSION

None

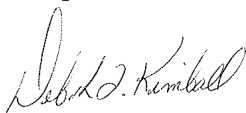
ITEM XI. – ACTION ITEM(S) FOR APPROVAL (CONTINUATION OF VI.)

None

MOTION TO ADJOURN

Motion by: Mrs. Corbin
Seconded by: Mrs. Burtch

Moved, there being no further business to come before the meeting, the meeting adjourned at 7:40 p.m.



Deborah Kimball
Clerk of the Board
May 10, 2017