



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 MARCH 8, 2017**

The Regular meeting of the Board of Cooperative Educational Services was held on March 8, 2017 in The Support Services Center Conference Room, 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
- Mrs. Evon M. Ervin
- Mrs. Charlene A. Hartman
- Mr. Michael J. Moore
- Mr. Gary P. Nelson
- Mr. John J. Salerno
- Mr. Russell Stewart

MEMBERS EXCUSED

- Mr. John A. Griffin

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 Cognetti, Assistant Principal
Erica Schoff, Assistant Principal
Dave Waters, Instructor
Rich Waskiewicz, Instructor
Ashley Delmonico, student
Connor Dorsino, student
Myles Felton, student
Louis Putrelo Jr., student
Michael Dorsino, parent
Jennifer Dorsino, parent
Dustin Dorsino, sibling
Steve Falchi, Principal Proctor High School
Gregory Kelahan, Superintendent Oriskany CSD
Robert Harris Jr., Facilities and Transportation

ITEM I—CALL TO ORDER

Dr. Porcelli noted that a quorum was present and the meeting was called to order at 4:32 p.m.

ITEM II—PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III—RECOGNITION

Skills USA Regional Competition at SUNY Morrisville

Mr. Stayton introduced the visitors and introduced Mr. Stratton. Mr. Stratton shared a plaque Skills USA received for the great work they did with the non-perishable food items drive – 2,734 items were donated. Mr. Stratton also mentioned that Mrs. Petronella was honored with Advisor of the Year at the Erie II Conference.

Mr. Stratton then introduced Myles Felton, from Proctor. Myles placed first in the Criminal Justice contest. Myles participated in several events such as basic arrest techniques, shoot – don't shoot, EMS situations and traffic ticket incident which led him to his first place finish. Myles would like to play professional baseball and also attend college for Criminal Justice.

Louis Putrelo attends Whitesboro High School and participates in the Construction Trades program. Louis placed second in the Masonry contest. Louis explained that he had to lay block as part of the competition. He also shared that his family owns a masonry business and outside of school he works with his family. He plans to continue to work in the field after graduation.

Connor Dorsino attends Oriskany High School and participates in the Advertising Design/Multimedia Productions program. Connor placed first in the Advertising and Design contest and share that he created a flyer from Music in the Dark world tour. Connor plans on attending MVCC in the fall.

Ashley Delmonico attends Whitesboro High School and also participates in Advertising Design/Multimedia Productions program. Ashley placed second in the Pin Design contest and her design graced the cover of the Skills USA booklet. Ashley plans to study graphic design at SUNY New Paltz.

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

ITEM IV. – RECOGNITION OF VISITORS

Mr. Mettelman welcomed the visitors

ITEM V— COMMUNICATIONS

A. Communications from the Floor

- Dr. Porcelli shared an article highlighting Mrs. Ervin from the Observer Dispatch
- Dr. Porcelli shared an article highlighting the New Century Club (Mrs. Burtch) from the Greater Utica paper
- Dr. Porcelli share the obituary for Stanley Bartoszek, past member of the Cooperative Board

B. Correspondence

- OMH-SBI General Membership Meeting titled “Herkimer BOCES Region Educational/Community Program Showcase and Regional Information Technology Options and Opportunity”
- End of the year events

ITEM VI A. - MINUTES OF THE REGULAR MEETING OF FEBRUARY 8, 2017

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

Moved, that, the minutes of the Regular Meeting Minutes of February 8, 2017, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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

Motion carried, 10 - 0

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

MOTION TO APPROVE THE CONSENT AGENDA

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

FINANCIAL REPORTS/AWARDING OF CONTRACTS

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

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

Report of the Treasurer for January 2017

Capital	392,090.08
General	21,136,609.86
School Lunch	27,778.10
Special Aid	571.58
Trust/Agency	20,929.54
Trust/Expand	<u>72,744.61</u>
Total	\$21,650,723.77

and the Treasurer's Report for the Extra-Curricular Fund
for January 2017 showing a fund balance of \$6,708.68

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

2016-17 Adopted Budget	\$58,601,826
Commitment Changes	1,793,526
Net Changes	+ 5,310,972
Total	\$65,706,324

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. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	BETTY J. GREENWOOD	FOOD SERVICE HELPER	08/25/2014	06/24/2017
2.	BARBARA J. KABOT	NURSE PRACTITIONER	10/12/2004	03/31/2017 (revised)

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	MOLLY A. MILLER	TEACHER ASSISTANT	09/16/2016	02/10/2017

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	MICHELE S. GRIDER	PBIS COORDINATOR	10/15/2014	03/12/2017
2.	JOSHUA E. LUCZAK	COMPUTER TECHNICAL ASSISTANT	09/06/2016	02/24/2017

c. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	JESSICA R. DONLEY	TEACHER ASSISTANT	05/04/2017	TBD	Disability
2.	ELIZABETH A. HARTNETT	COORDINATOR SCHOOL LIBRARY SYSTEM	05/27/2017	TBD	Disability
3.	MELINDA E. SUITS	TEACHER ASSISTANT	03/03/2017	TBD	Disability
4.	JENNIFER E. ZALE	TEACHER ASSISTANT	02/07/2017	TBD	Disability

2. Non-Instructional/Classified Staff

			Start Date	End Date	Reason
1.	OLEG HUHKO	COMPUTER TECHNICAL ASSISTANT	03/08/2017	TBD	new probationary appointment
2.	ANDREA E. RAFFERTY	ASSOCIATE GRAPHIC ARTIST	02/23/2017	05/14/2017	Disability

d. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **KENNETH M. FORD** be appointed as a **COACH/MENTOR** in the Program and Professional Development Division, for a temporary appointment commencing March 09, 2017 and ending June 30, 2017 at a salary rate of \$40.00/hour.

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.

- | | | | |
|----|---------------------|--|---------------------------|
| 1. | CHRISTOPHER M. HILL | Assistant Superintendent for Instruction | Tenure Date
07/01/2017 |
|----|---------------------|--|---------------------------|

2. Non-Instructional/Classified Staff

- aaa. Recommendation to reclassify one (1) Account Clerk Typist position to one (1) Account Clerk position, as civil service no longer using Account Clerk Typist title.
- aa. Recommendation to reclassify seven (7) Word Processing Equipment Operator positions to seven (7) Office Specialist I positions, as civil service no longer using Word Processing Equipment Operator title.

a. 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.

- | | | | |
|----|--------------------------|------------------------------|--------------------------|
| 1. | OLEG HUHKO | NETWORK ADMINISTRATOR II | Prob. Date
03/09/2017 |
| 2. | GABRIEL A.
RICHARDSON | COMPUTER OPERATOR | 03/09/2017 |
| 3. | REBECCA L. THOMAS | COMPUTER TECHNICAL ASSISTANT | 02/09/2017 |

b. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **DENISE CALENZO** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing February 10, 2017 at an hourly rate of \$9.70.

DENISE CALENZO has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of New Hartford High School
- * Attended M.V.C.C. for Nursing

Work Experience:

- * From January, 1997 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES
- * From July, 2005 through June, 2015 as a cook at the House of the Good Shepard

ACTION ITEMS

Approval of Student School Calendar 2017-2018

Moved, that the Cooperative Board adopts the Oneida-Herkimer-Madison BOCES student school calendar for 2017 – 2018.

Approval of Contract(s)

none

Yes

Dr. Gary W. Porcelli
Mrs. Elaine M. Falvo
Steve Boucher
Shirley Burtch
Doreen Corbin
Evon M. Ervin
Michael J. Moore
Gary P. Nelson
John J. Salerno
Russell Stewart

No

Absent

John A. Griffin
Charlene A. Hartman

Abstain

Motion carried, 10 - 0

[Mrs. Hartman arrived at 5:00 p.m.]

ITEM VII – BOARD DISCUSSION TOPIC

Support Services Center Overview and Dinner

Mr. Mettelman thanked the Board and the Capital Project Committee for their support of the Capital Project. He then asked Mr. Harris, Mr. Waters and Mr. Waskiewicz to take the Board around the Support Services building and explain the student work and timeline that took place for the remodeling project.

National School Boards Association Conference

Mr. Mettelman reviewed the arrangements for the NSBA Conference.

Mr. Mettelman thanked those who registered for the Capital Conference – the conference was cancelled due to inclement weather.

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. March Open House after BOARD MEETING-
2. Annual Meeting – April 5th 2017
3. Computer Based Testing
4. ESSA - March 15th, 2017
5. End of Year Schedule
6. Legislative meetings

ITEM X - EXECUTIVE SESSION

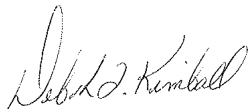
None

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

None

MOTION TO ADJOURN

Without further objection, there being no further business to come before the meeting, Dr. Porcelli adjourned the meeting at 6:40 p.m. to attend the Open House.



Deborah Kimball
Clerk of the Board
March 8, 2017