



Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413
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Cooperative Board 2017-2018

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**MINUTES OF THE REGULAR MEETING OF
NOVEMBER 8, 2017**

The Regular meeting of the Board of Cooperative Educational Services was held on November 8, 2017 in The Learning Center, Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

- Mrs. Elaine M. Falvo, President
- Mr. Steve Boucher, Vice President
- Mrs. Michelle Anderson
- Mrs. Doreen Corbin
- Mrs. Evon M. Ervin
- Mr. John A. Griffin
- Mrs. Charlene A. Hartman
- Mr. Michael J. Moore
- Mr. Gary P. Nelson
- Dr. Gary W. Porcelli
- Mr. John J. Salerno
- Mr. Russell Stewart

MEMBERS EXCUSED

OTHERS PRESENT

- Mr. Howard D. Mettelman, Executive Officer
- Mr. Charles Cowen
- Mr. Christopher Hill
- Mr. Scott Morris
- Mrs. Ann Turner
- Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

*Elaine M. Falvo, President, Steve Boucher, Vice President,
Michelle Anderson, Doreen Corbin, Evon M. Ervin, John A. Griffin, Charlene A. Hartman,
Michael J. Moore, Gary P. Nelson, Dr. Gary W. Porcelli, 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 AND STUDENT PRESENTERS

Ms. Lisa Rizzo, Coordinator
Mr. Timothy Rowland, Administrative Intern
Mr. Tom Holt, Bridges Teacher
Ms. Katrina Tickle, Bridges Teacher
Miss Emily Kinney, student
Ms. Shelley Kinney, parent

Mr. Ray Durso, Executive Director of the Genesis Group
Mr. Anthony Nicotera, Vice President of the Sauquoit Valley Central School District Board of Education and Co-Chair of the Genesis Celebration of Education

ITEM I. CALL TO ORDER

A quorum was noted and the meeting was called to order at 4:35 p.m. by Mrs. Falvo.

ITEM II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

[Mrs. Corbin arrived at 4:37 p.m.]

ITEM III. RECOGNITION

A. Bridges Program

Mrs. Lisa Rizzo, Coordinator in the Bridges program introduced the staff and Shelley Kinney, Emily's mother. Ms. Rizzo noted that Emily demonstrates outstanding perseverance. She has worked diligently throughout her school career to reach the highest level of academic, physical, social and emotional levels. She has grown in every aspect to a remarkable young adult. She also mentioned that she was her kindergarten teacher in elementary school.

Mrs. Rizzo then introduced Ms. Tickle and Mr. Holt. Mr. Holt noted that Emily attended her home school district, Clinton Elementary School prior to transforming to Oneida-Herkimer-Madison BOCES Bridges Program. She attended the program located at Sauquoit Valley Middle School then to the High School. At the school she participated in many activities including dances and office support as the mail person. Emily has also participated in several community job-sites including TJ Maxx and Windy Hill Orchard. Emily taught Sauquoit staff, students and her own teachers that perseverance can make a significant difference in your life. While at Sauquoit High School, Emily was chosen by the Sauquoit peers as the prom Queen and her date was the prom King. After graduation in June, Emily would like to attend college and is also looking into vocational opportunities in a retail setting.

ITEM IV. RECOGNITION OF VISITORS

Mr. Mettelman introduced Mr. Ray Durso, Executive Director of the Genesis Group and Mr. Anthony Nicotera, Vice President of the Sauquoit Valley Central School District Board of Education and Co-Chair of the Genesis Celebration of Education. Mr. Durso shared that the Genesis Group started the Celebration of Education 12 years ago to recognize Outstanding Educators and Programs in the Mohawk Valley region.

Mr. Durso presented Mrs. Elaine Falvo with her official letter of notification that she is being honored with a Distinguished Service Award for her over 30 years of serving the field of education.

Mr. Durso also mentioned that they will also be presenting a Distinguished Service Award to Mrs. Shirley Burtch's family for her over 60 years of serving the field of education.

Mr. Nicotera noted that planning the celebration starts about a year in advance and is comprised of volunteers from the field of education.

Mr. Mettelman also noted that Ms. Lisa Gambacorta will be honored as an educator. Ms. Gambacorta is a Teacher of Early Childhood Education at the Oneida-Herkimer-Madison BOCES.

ITEM V. COMMUNICATIONS

ITEM V. A. From the Floor

Congratulations to Mr. Boucher, newly elected Oneida County Legislature

ITEM V. B. Correspondence

SBI General Membership Workshop, "Capital Project – 101", November 9, 2017
SBI General Membership Workshop, "Fiscal Planning for 2018-19 & Advocacy Initiatives"
Genesis Group Celebration of Education, November 16, 2017, Hart's Hill Inn

ITEM VI. A. MINUTES OF THE REGULAR MEETING OF OCTOBER 11, 2017

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

Moved, that, the minutes of the Regular Meeting of October 11, 2017, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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

Motion carried, 11-0

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

**MOTION TO APPROVE THE CONSENT AGENDA – AS AMENDED
UNDER SECTION VI. C. c.f.2. AND ITEM VI. D. 4 MOVED TO ITEM XI.**

Motion by: Dr. Porcelli
Seconded by: Mrs. Ervin

FINANCIAL REPORTS/AWARDING OF CONTRACTS

ITEM VI. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR SEPTEMBER 2017

Moved, that the Cooperative Board accepts the Report of the Treasurer for September 2017 and the Budget Adjustment Report for September 2017 (Item VI B-1 and B-2); all as shown below:

Report of the Treasurer for September 2017

Capital	392,399.72
General	11,648,844.28
School Lunch	33,377.29
Special Aid	1,263.42
Trust/Agency	17,783.55
Trust/Expand	<u>70,501.99</u>
Total	\$12,164,170.25

and the Treasurer's Report for the Extra-Curricular Fund
for September 2017 showing a fund balance of \$4,151.65.

**ITEM VI. B. 2. MOTION TO ACCEPT THE BUDGET ADJUSTMENT REPORT FOR
SEPTEMBER 2017**

**Budget Revisions—2017-18
September 2017 Report**

2017-18 Adopted Budget	\$62,217,686
Commitment Changes	3,060,371
Net Changes	+ <u>1,106,770</u>
Total	\$66,384,826

ITEM VI. C. PERSONNEL REPORT

**MOTION TO APPROVE CHANGES, INCLUDING THE CHANGE ON C. c.f.2, 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.	SANDRA L. COVEY	SR OFFICE SPECIALIST I	08/24/1969	12/31/2017 (revised date)

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	LORA G. ALLEN	TEACHER OF SPECIAL EDUCATION	10/04/2017	10/06/2017
2.	GREGORY M. SMITH	INST SUPT SVCS IN CURR & DIFF INST	11/14/2016	10/15/2017
3.	JENNIFER L. VITAGLIANO	SCHOOL SOCIAL WORKER	09/16/2016	10/30/2017

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	CYNTHIA L. AMAROSA	ACCOUNT CLERK	12/07/2015	10/15/2017
2.	MICHELLE L. GOLDEN	FOOD SERVICE HELPER	09/25/2017	09/25/2017 (verbal)
3.	GEORGE A. HALLAK	COMPUTER TECHNICAL ASSISTANT	06/13/2016	10/27/2017
4.	BRYON PECORELLO	COMPUTER TECHNICAL ASSISTANT	07/21/2010	11/13/2017
5.	CHRISTOPHER D. WIGGINS	COMPUTER SERVICE TECHNICIAN	04/03/2017	10/10/2017

c. 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 **KIMBERLEE J. CORRIGAN** be appointed as a **TEACHER OF HEALTH** (.8 FTE) in the Academic Itinerant Programs, for a four year probationary appointment in the Health tenure area, commencing November 06, 2017 and ending November 05, 2021. In addition, she will also be teaching as a Home Economics Teacher (.2 FTE). Her annual salary rate will be \$46,485.00, prorated.

Certification:

- * Professional certificate in Health
- * Professional certificate in Physical Education

Education:

- * Bachelor of Science in Physical Education from SUNY Cortland
- * Master of Science in Adapted Physical Education from SUNY Cortland

Work Experience:

- * From October, 2014 through the present as an itinerant Physical Education and Health Teacher at Herkimer BOCES
- * From August, 2013 through December, 2013 as a long term substitute teacher at Remsen Elementary School

2. Recommend that **TRACINA R. COZZA** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Alternative Education Programs, for a four year probationary appointment in the Teacher of Special Education tenure area, commencing October 10, 2017 and ending October 09, 2021 at an annual salary rate of \$44,758.00, prorated.

Certification:

- * Initial certificate in SWD 1-6

Education:

- * Associates Degree in Childhood Education from Mohawk Valley Community College
- * Bachelor's Degree in Liberal Arts and Childhood Education 1-6 from SUNY Oneonta
- * Master's Degree in Special Education K-12 from Grand Canyon University

Work Experience:

- * From 2010 through the present as an Art Director at Treehouse after school program, Whitesboro
- * From October, 2014 through June, 2016 as a traveling Special Education Teacher, Butner, NC
- * September, 2014 as a long term substitute Teacher at the Utica City School District
- * From June, 2014 through August, 2014 as a special needs camp counselor at the Kelberman Center, Utica
- * From December, 2013 through June, 2014 as a Resource Teacher, Florence, South Carolina
- * From October, 2012 through November, 2013 as a substitute teacher at Utica City School District

3. Recommend that **MIQUEL L. GRIMM** be appointed as a **TEACHER OF HOME ECONOMICS** in Academic Itinerant Programs, for a four year probationary appointment in the Home Economics tenure area, commencing November 13, 2017 and ending November 12, 2021 at an annual salary rate of \$47,043.00, prorated.

Certification:

- * Permanent certificate in Physical Education

Education:

- * Bachelor of Science in Physical Education from SUNY Brockport
- * Master of Science in Physical Education from SUNY Brockport

Work Experience:

- * From November, 2015 through the present as a part time Teacher of Home Economics at the Oneida-Herkimer-Madison BOCES
- * From September, 2014 through November, 2015 as a substitute teacher K-12 at Clinton Central School District
- * From September, 2014 through the present as an Aquatic Instructor at the Wellness Center, Hamilton College
- * June 2014 as a MXT Instructor/AEA Certified Water Aerobics Instructor of Midtown Athletic Club, Rochester
- * From fall of 2013 through 2014 as a Pool Supervisor / Certified WSI Swim Instructor, Webster
- * Spring 2013 as an Aquatics Instructor of Lansing Central School District
- * Fall 2013 as a substitute teacher at RC Buckley Elementary, Lansing
- * Fall 2012 as a long term substitute Special Education Teacher K-12 at Lansing Central School District
- * From 2010 through 2013 as a substitute teacher K-12 at Lansing Central School District

4. Recommend that **DEBORAH K. GUTOWSKI** be appointed as a **TEACHER OF MUSIC** in the Academic Itinerant Programs, for a four year probationary appointment in the Music tenure area, commencing September 01, 2017 and ending August 31, 2021 at an annual salary rate of \$47,684.00.

Certification:

- * Initial certificate in Music

Education:

- * Bachelor's Degree in Public School Teaching from
College of Wooster, Wooster, Ohio

Work Experience:

- * From September, 2015 through the present as a Music
Teacher at Oneida-Herkimer-Madison BOCES
- * From September, 2014 through September, 2015 as a Choir
Director at New Hartford High School
- * From September, 2010 through September, 2014 as a
substitute teacher at New Hartford Central School District
- * From August, 1999 through June, 2013 as a General Music
Teacher at Diocese of Cleveland Schools, Ohio
- * From August, 2007 through June, 2010 as a Drama Teacher
at St. Joan of Arc School.

5. Recommend that **LISA A. HUTCHINSON** be appointed as a **TEACHER ASSISTANT** in Alternative Education Programs, for a four year probationary appointment in the Teaching Assistant tenure area, commencing October 23, 2017 and ending October 22, 2021 at an annual salary rate of \$16,934.00, prorated.

Certification:

- * certificate in Level III Teaching Assistant

Education:

- * Medical Coding and Billing certificate from Mohawk Valley Community College
- * Associates Degree in Human Services from Mohawk Valley Community College

Work Experience:

- * From September, 2017 through the present as a substitute Teaching Assistant at Oneida-Herkimer-Madison BOCES
- * From May, 2010 through September, 2017 as a Teacher Assistant at the Utica City School District
- * From May, 2011 through July, 2011 as a sales associate at The Children's Place
- * From December, 2010 through February, 2011 as a sales associate at Matthews Hallmark

6. Recommend that **GREGORY M. SMITH** be appointed as a **COMPUTER EDUCATION COORDINATOR** in the Information and Technology Division, for a four year probationary appointment in the Computer Education Coordinator tenure area, commencing October 16, 2017 and ending October 15, 2021 at an annual salary rate of \$82,000.00, prorated.

Certification:

- * Professional certificate in School Building Leader (pending)
- * Professional certificate in School District Leader (pending)
- * Professional certificate in Social Studies 7-12

Education:

- * Bachelor's Degree in History/Secondary Education from SUNY Potsdam
- * Master's Degree in Literacy K-12 from Touro College
- * Certificate of Advanced Study in Educational Leadership from SUNY Cortland

Work Experience:

- * From November, 2016 through the present as Instructional Support Services in Curriculum & Differentiated Instruction at the Oneida-Herkimer-Madison BOCES
- * From January, 2006 through November, 2016 as a History Teacher at the Whitesboro Central School District
- * From June, 2013 through the present as a curriculum worker at Oneida-Herkimer-Madison BOCES
- * From June, 2008 through August, 2012 as an adjunct professor at Utica College
- * From September, 2005 through December, 2005 as an Alternative Education Teacher at Madison-Oneida BOCES

7. Recommend that **ETHAN J. WOJCIK** be appointed as a **TEACHER OF MUSIC** in the Academic Itinerant Programs, for a four year probationary appointment in the Music tenure area, commencing October 10, 2017 and ending October 09, 2021 at an annual salary rate of \$39,488.00, prorated.

Certification:

- * Initial certificate in Music

Education:

- * Associate of Applied Science in Music from Onondaga Community College
- * Bachelor of Music in Music Education from SUNY Fredonia

Work Experience:

- * From September, 2014 through the present as a substitute teacher at varying districts in Syracuse
- * From April, 2016 through June, 2016 as an Instrumental Music Teacher at LaFayette Junior/Senior High School
- * From February, 2016 through April, 2016 as an Instrumental Music Teacher at Onondaga Central School District

b. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)

1. Recommend that **REGINA M. BEVIVINO** be appointed as a **TEACHER OF ENGLISH** in the Academic Itinerant Programs, for a part-time (.2 FTE) appointment commencing October 16, 2017 at an annual salary rate of \$12,441.20, prorated.

Certification:

- * Permanent certificate in English 7-12

Education:

- * Bachelor's Degree in English Education from Utica College
- * Master's Degree in Reading Education from SUNY Cortland

Work Experience:

- * From July, 1989 through the present as an English Teacher at Westmoreland Central School District
- * From September, 2006 through July, 2017 as a Teacher Center Board Member at Oneida-Herkimer-Madison BOCES
- * July, 2008; July, 2009 and July, 2012 on-line curriculum development at Madison-Oneida BOCES

c. RECOMMENDATION FOR SHORT-TERM SUBSTITUTE APPOINTMENT

1. **CAITLYN M. SCHRADER** was previously appointed as a **TEACHER OF ESL** in the Academic Itinerant Program, for a short-term substitute (.2 FTE) appointment commencing September 20, 2017 and ending October 27, 2017. It is requested to extend this appointment to November 30, 2017 at an annual salary rate of \$44,651.00, prorated.

2. Recommend that **JENNIFER M. SMITH** be appointed as a **TEACHER OF PHYSICAL EDUCATION** in the Special Education Programs, for a short-term substitute appointment commencing October 10, 2017 and ending October 31, 2017 at an annual salary rate of \$40,151.00, prorated.

Certification:

- * Initial certificate in Physical Education

Education:

- * Associate of Science in Liberal Arts and General Studies
- * Associate of Science in Liberal Arts and Physical Education
- * Bachelor of Science in Physical Education Teacher Certification

Work Experience:

- * From September, 2016 through June, 2017 as a Physical Education/Health Instructor at Mount Markham Central School District
- * From November through February, 2013 - 2017 as a Volleyball Coach at Central Valley Central School District
- * From February, 2016 through May, 2016 as a Physical Education Instructor at Sauquoit Valley School District
- * August 2015 as a Varsity Girls Tennis Coach at Central Valley School District

d. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT

1. Recommend that **SONYA L. PIERSMA** be appointed as a **SCHOOL SOCIAL WORKER** in the Special Education Programs, for a long-term substitute appointment commencing October 30, 2017 and ending January 31, 2018 at an annual salary rate of \$43,921.00, prorated.

Certification:

- * Currently working toward certification

Education:

- * Associates in Applied Science from Mohawk Valley Community College
- * Bachelors of Art in Human Services from Empire College
- * Master's in Social Welfare from the University at Albany School of Social Welfare

Work Experience:

- * From April 2017 through the present as a Kids Oneida Service Provider - Therapist at M & P Community Services (Owner)
- * From November, 2008 through the present as a team leader/family support specialist, health care integrator and supervisor at The House of the Good Shepherd
- * From October, 2006 through April, 2011 as a behavior manager/mentor/parent guide at Community Support Services, Inc.

- e. **RECOMMENDATION FOR PART-TIME TEMPORARY APPOINTMENT**

1. Recommend that **LEO SMITH** be appointed as a **SCHOOL PSYCHOLOGIST** in the Special Education Itinerant Program, for a part-time temporary appointment (.5 FTE) commencing September 18, 2017 and ending November 30, 2017 at a daily salary rate of \$217.88.

Certification:

* Permanent certificate in School Psychologist

Education:

* Bachelor's Degree in Psychology from Utica College

* Masters of Science in School Psychologist from SUNY Oswego

Work Experience:

* From September, 2015 through December 2015 as a part-time temporary School Psychologist at Oneida-Herkimer-Madison BOCES

* From January, 2015 through June, 2015 as a long term substitute School Psychologist at Oneida-Herkimer-Madison 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

f. 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.	GAIL F. LEWIS-MALOZZI	Teaching Assistant	01/05/2018 (revised date)
2.	KELSIE E. POTTS	Guidance	02/17/2018

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **JAMES A. CRANDALL** be appointed to a probationary appointment as an **ASSISTANT COOK** in the School Lunch Program, commencing October 03, 2017 at an hourly rate of \$13.54.

JAMES A. CRANDALL has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **ASSISTANT COOK**. **JAMES A. CRANDALL** will be required to serve a twenty-six week probationary period.

Education:

* Graduate of Waterville Central School District

Work Experience:

- * From 2015 through the present as a prep cook at Lutheran Cares
- * From 2009 through 2014 as a barn manager at Spring Farm Cares
- * From 1999 through 2009 as a kitchen manager at River City Tavern and Grill
- * From 1997 through 1999 as a cook at Hamilton College

2. Recommend that **RANDY J. MILLER** be appointed to a probationary appointment as a **COMPUTER OPERATOR AIDE** in the Information and Technology Division, commencing November 13, 2017 at an annual salary rate of \$32,000.00, prorated.

RANDY J. MILLER has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER OPERATOR AIDE**. **RANDY J. MILLER** will be required to serve a twenty-six week probationary period.

Education:

- * Graduate of Rome Free Academy
- * Associates Degree in Computer Information Systems from Mohawk Valley Community College

Work Experience:

- * From September, 2016 through the present as a technical assistant at Mohawk Valley Community College
- * From September, 2013 through the present as a product service associate at Lowes
- * From August, 2015 through March, 2016 as a computer technician at CCNY Tech
- * From January, 2013 through September, 2013 as an electrical product service associate at Lowes

b. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **DEBRA R. ALLEN** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 18, 2017 at an hourly salary rate of \$9.70.

DEBRA R. ALLEN 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 Unatego Central School District
- * Nursing Degree from Otsego Area School of Nursing

Work Experience:

- * From August, 2016 through May, 2017 as an LPN at Eastern Star
- * From January, 2013 through June, 2015 as an LPN at Sitrin Health Care Center
- * From December, 2010 through January, 2013 as an LPN Rehabilitation Nurse at St. Luke's Nursing Home
- * From April, 2010 through December, 2010 as an LPN Rehabilitation Nurse Supervisor at Betsy Ross Rehabilitation Center

2. Recommend that **DIANA L. BAILEY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program commencing October 01, 2017 at an hourly salary rate of \$9.70.

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

Education:

- * High School Equivalency Diploma from Herkimer BOCES

Work Experience:

- * From October, 2015 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES
- * From April, 1999 through April, 2017 as a game operator at Funtastic Entertainment

3. Recommend that **FLORENCE BURTON** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 10, 2017 at an hourly salary rate of \$9.70.

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

Education:

- * Received high school equivalency diploma through Mohawk Valley Community College

Work Experience:

- * From 2003 through 2010 as a dealer at the Turning Stone Casino
- * From 2000 through 2003 as a food service supervisor at Rome Hospital
- * From 1998 through 2000 as a food service supervisor at Bethany Nursing Home

4. Recommend that **VANESSA A. FALCONE** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

VANESSA A. FALCONE 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 Clinton Central School District

Work Experience:

- * From December, 2016 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES
- * December, 2015 as a delivery assistant at UPS

5. Recommend that **JADE M. FREUND** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 02, 2017 at an hourly salary rate of \$9.70.

JADE M. FREUND 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 Clinton Central School District
- * Attended Utica College for Biology, Nursing and Nutrition

Work Experience:

- * From October, 2009 through the present as self employed
- * From November, 2015 through May, 2017 as a relationship banker I at M & T Bank

6. Recommend that **JULIE M. HARRIS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

JULIE M. HARRIS 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 Utica City School District

Work Experience:

- * From October 2011 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES
- * From February, 2008 through August, 2010 as a daycare worker at MVNH, Ilion
- * From 2004 through 2005 as an aid/substitute at Herkimer BOCES

7. Recommend that **KIMBERLY L. HUTCHINGS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 10, 2017 at an hourly salary rate of \$9.70.

KIMBERLY L. HUTCHINGS 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 Waterville Central School District

Work Experience:

* From 2010 through 2017 as a hairdresser at A Serene Touch

* From 2000 through 2004 as a hairdresser at Precision Cuts

8. Recommend that **LAURIE A. KITTLEMAN** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

LAURIE A. KITTLEMAN 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 Clinton Central School District

Work Experience:

* From April, 2014 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES

* From September, 2013 through the present as an on call substitute aide at Westmoreland Elementary School

* From September, 2007 through January, 1992 as a group claims examiner at MetLife Insurance Company

9. Recommend that **JUSTIN LOOMIS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

JUSTIN LOOMIS 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 Sauquoit Valley High School
- * Attended Mohawk Valley Community College for Accounting

Work Experience:

- * From February, 2009 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES
- * From September, 2013 through September, 2017 as a banquet captain at the Turning Stone Resort Casino

10. Recommend that **COTY A. MUGFORD** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program commencing October 01, 2017 at an hourly salary rate of \$9.70.

COTY A. MUGFORD 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 Oriskany Central School District
- * Associates Degree in Psychology from Mohawk Valley Community College
- * Currently attended SUNY Polytechnic for Psychology

Work Experience:

- * From August, 2011 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES
- * From May, 2016 through the present as a banquet houseman at the Turning Stone Casino

11. Recommend that **JANICE M. MULLINS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

JANICE M. MULLINS 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 Central School District
- * Attended Utica School of Commerce for Business

Work Experience:

- * From September, 2016 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES

12. Recommend that **CINDY L. NASH** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

CINDY L. NASH 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 Penn Foster High School, Scranton, PA

Work Experience:

- * From January, 2017 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES
- * From January, 2001 through February, 2005 as a cashier at Price Chopper

13. Recommend that **BARBARA M. PIACENTI** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 24, 2017 at an hourly salary rate of \$9.70.

BARBARA M. PIACENTI 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 Proctor High School

Work Experience:

- * From January, 2016 through May, 2016 as a crew member at McDonald's
- * From 2000 through 2002 as a bus aide at Utica City School District

14. Recommend that **LACEY J. PLOWS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 17, 2017 at an hourly salary rate of \$9.70.

LACEY J. PLOWS 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 Mount Markham Central School District

Work Experience:

* From March, 2013 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES

15. Recommend that **CHARLES L. REDMOND** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

CHARLES L. REDMOND 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 Clinton Central School District

Work Experience:

* From September, 2013 through the present started as a substitute Food Service Helper at Oneida-Herkimer-Madison BOCES

* From 2014 through the present as a porter at the Turning Stone Casino

* From 1997 through 2014 as a dish washer and line cook at the Compass Group

16. Recommend that **TAMMY L. SEAMON** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

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

Work Experience:

* From January, 2012 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES

* From 1999 through the present as a bus driver at Mount Markham Central School District

17. Recommend that **LAUREN A. SMITH** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing October 01, 2017 at an hourly salary rate of \$9.70.

LAUREN A. SMITH 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 Hubbard High School, Hubbard, OH
- * Attended Youngstown State University for General Studies
- * Attended Carteret Community College for General Studies
- * Attended Technical College of the Lowcountry for Nursing
- * Currently attending Penn Foster online for Vet Technician

Work Experience:

- * From December, 2016 through the present started as a substitute Food Service Helper at the Oneida-Herkimer-Madison BOCES
- * From 2012 through 2013 as a house cleaner at White Glove Cleaning, S.C.
- * From 2010 through 2012 as a child care provider at Lauren's Lil' Giants, S.C.
- * From 2005 through 2007 as a F/A - 18 Mechanic with the United States Marine Corps.

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.	MARC P. ARAUJO	TELE- COMMUNICATIONS SPECIALIST I	09/01/2017

d. RECOMMENDATION FOR CHANGE IN FTE

			Date	FTE
1.	RACHAEL M. SMITH	OCCUPATIONAL THERAPIST	10/16/2017	1.0
2.	MARY ELLEN WARD	NURSE PRACTITIONER	11/06/2017 - 11/10/2017 (extend)	0.6

e. RECOMMENDATION FOR ADDITIONAL ASSIGNMENT(S)

1. Recommend that **ROBERT F. HARRIS JR** be appointed to an additional assignment as a **CLERK OF THE WORKS** in Administrative Services, commencing July 1, 2017 and ending June 30, 2018 at a salary rate of \$5,000.00.

d. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	JANET DESENS	REGISTERED PROFESSIONAL NURSE	09/01/2017	\$1,200.00 (mentor)
2.	LINDA Y. YU	TEACHER OF FOREIGN LANGUAGE	10/24/2017 - 06/30/2018	\$1,200.00 (mentor)

e. SUMMER SCHOOL

1. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED

a. RECOMMENDATION FOR ACADEMIC SUMMER SCHOOL - PROCTOR/RATER

Hourly rate - paid by timesheet for proctor/rater and/or tutorial assignment.

		Title	Start Date	End Date	Salary
1.	ELLEN J. MOON	PROCTOR/RATER	08/16/2017	08/17/2017	\$21.67

ITEM VI. D. ACTION ITEMS

ITEM VI. D. 1. APPROVAL TO PARTICIPATE IN NYSMEC BID

**RESOLUTION AUTHORIZING PARTICIPATION IN
COOPERATIVE ENERGY PURCHASING SERVICE
(NYSMEC) FOR NATURAL GAS**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Oneida-Herkimer-Madison BOCES (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May, 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Oneida-Herkimer-Madison BOCES to participate in the NYSMEC, and authorizes and directs Howard D. Mettelman to sign the Agreement/and or the Billing Schedule and Agreement for natural gas on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of natural gas delivered to the city gate of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity natural gas not to exceed \$1.134 (dollars) per therm for a term of at least one year and no more than three years commencing May 1, 2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

**RESOLUTION AUTHORIZING PARTICIPATION IN
COOPERATIVE ENERGY PURCHASING SERVICE
(NYSMEC) FOR ELECTRICITY**

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, Section 119-n of the General Municipal Law defines the term "municipal corporation" for the purposes of Article 5-G as a county outside the city of New York, a city, a town, a village, a board of cooperative educational services, a fire district or a school district; and

WHEREAS, Oneida-Herkimer-Madison BOCES (hereinafter sometimes referred to as "Participant") is a "municipal corporation" as defined above; and

WHEREAS, this Board wishes for this municipal corporation to become or remain a Participant pursuant to the Municipal Cooperation Agreement For Energy Purchasing Services dated the 1st day of May 2005 (the "Agreement"), among municipal corporations collectively identified as the New York School and Municipal Energy Consortium ("NYSMEC") upon the terms of the Agreement and further wishes to authorize participation as an energy consumer as specified below.

NOW THEREFORE, BE IT RESOLVED, that this Board hereby determines that it is in the interests of the Oneida-Herkimer-Madison BOCES to participate in the NYSMEC, and authorizes and directs Howard D. Mettelman to sign the Agreement/and or the Billing Schedule and Agreement for electricity on its behalf; and

BE IT FURTHER RESOLVED, that this Board authorizes the Administrative Participant (as defined in the Agreement) to prepare, advertise, disseminate and open bids pursuant to the General Municipal Law and to award, execute and deliver binding contracts on behalf of this Board for the purchase of electricity delivered to the delivery point of the local utility distribution company for the Participant's facility or facilities, on a firm basis, for this Participant to the lowest responsible bidder as is determined by the Administrative Participant at a price for such commodity electricity not to exceed \$.1048 (dollars) per kWh for a term of at least one year and no more than three years commencing May 1,2018, and other terms and conditions, all as may be determined by the Administrative Participant, or to reject any or all such bids; and

BE IT FURTHER RESOLVED, that this Participant agrees to advertise said bid as may be directed by the Administrative Participant; and

BE IT FURTHER RESOLVED, that the officers and employees of this Participant are authorized to execute such other confirming agreements, certificates and other documents and take such other actions as may be necessary or appropriate to carry out the intent of this resolution.

This Resolution shall take effect immediately.

ITEM VI. D. 2. APPROVAL OF NEW MEMBERSHIP IN THE P-TECH CONSULTANT COMMITTEE

Moved, that the Cooperative Board recommends the approval of one member, Timothy Thomas to the P-Tech Consultant Committee for the term of 10/30/17 to 10/30/20.

ITEM VI. D. 3. APPROVAL OF RECOMMENDATION FOR AREA 5 DIRECTOR NOMINATION

Moved, that the Cooperative Board approves the nomination of Russell Stewart for Area 5 Director of NYSSBA.

ITEM VI. D. 5 APPROVAL OF CONTRACT(S)

None

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

Motion carried, 11-0

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

[Mr. Moore arrived at 5:15 p.m.]

ITEM VII. A. REPORT OUT ON THE NEW YORK STATE SCHOOL BOARDS ASSOCIATION ANNUAL CONVENTION, LAKE PLACID, NY, OCTOBER 12-14, 2017

(Elaine Falvo, Steve Boucher, John Griffin, Russell Stewart, Dr. Gary Porcelli, Evon Ervin, Michael Moore)

Mr. Mettelman and the Board members who attended the Convention reported out and shared information regarding the workshop sessions they attended.

The Board recessed for dinner from 6:10 p.m. to 6:55 p.m.

ITEM VIII. OLD BUSINESS

None

ITEM IX. REPORTS

IX. A. CTE ADVISORY COMMITTEE MEETING SUMMARY, OCTOBER 17, 2017

Mrs. Falvo noted that the minutes of the meeting are in the board meeting book for review.

IX. B. REPORT OF THE DISTRICT SUPERINTENDENT AND LEGISLATIVE UPDATE

Mr. Mettelman discussed the following topics in his report

1. School to Careers Update

- Manufacturing Day - 830 Students were in attendance
- Construction Career Day - 285 students attended from Oneida-Herkimer-Madison BOCES, and a total of 500 students were in attendance
- 7 Grade Construction Career Day at Oneida-Herkimer-Madison BOCES, May 11, 2018
- SABA Breakfast December 1, 2017, 250 Students along with members of Business and industry will be in attendance
- MVCC Career day for 9th graders, April 12, 2018
- Proctor Career day October 31, 2017 - 800 Students participated in this event
- 8th grade tours in CTE have begun

2. ESSA – November 1, 2017 L.R.I. focused on Chronic Absenteeism

3. Initial review of the lease with Brodock Press

4. Erin Gruwell presentation at Westmoreland Central School District

5. Thanks to the Utica City School District for their support

Mr. Stewart thanked Kate Dorr and Oneida-Herkimer-Madison BOCES for their support of New York Food Day, October 26, 2017.

Mr. Stewart thanked Mr. Mettelman for his support of the Titan Homes initiative.

Mr. Stewart also thanked the Cooperative Board for their support and passing the resolution for his nomination of Area 5 Director.

ITEM X. EXECUTIVE SESSION

None

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

ITEM VI. D. 4. APPROVAL OF MASTER AGREEMENT FOR ENERGY CONSERVATION AND MANAGEMENT SERVICES

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

Moved, that the Cooperative Board approves the OHM BOCES lighting Project and authorizes the Board President or her designee to enter into the Master Agreement for Energy Conservation and Management Services between the Oneida-Herkimer-Madison BOCES and Niagara Mohawk Power Corporation.

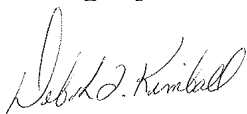
Yes	No	Absent	Abstain
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Michelle Anderson			
Steve Boucher			
Doreen Corbin			
Evon M. Ervin			
Elaine M. Falvo			
John A. Griffin			
Charlene A. Hartman			
Michael J. Moore			
Gary P. Nelson			
Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

Motion carried, 12-0

MOTION TO ADJOURN

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 7:51 p.m.



Deborah Kimball
Clerk of the Board
November 8, 2017