



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 JANUARY 11, 2017

The Regular meeting of the Board of Cooperative Educational Services was held on January 11, 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
Mr. John A. Griffin
Mrs. Charlene A. Hartman
Mr. Gary P. Nelson
Mr. John J. Salerno
Mr. Russell Stewart

MEMBERS EXCUSED

Mrs. Doreen Corbin
Mrs. Evon M. Ervin
Mr. Michael J. Moore

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

Mary Lourdes Tangorra, Principal, MSA
Vince Tripodi, Assistant Principal, MSA
Angela Evans, Supervisor, Special Education
Alicea Wells-Philo, Family & Consumer Science Teacher
Jean Knaul, Teaching Assistant
Ken Szczesniak, Proctor High School
Alexus Watson, student
Derrick Darden, parent
Diamonique Brown, student
Jennifer Brown, parent
Sharifa Sharif, student
Joanne Laucello-Luscomb, mentor

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

Middle Settlement Academy

Mary Lourdes Tangorra thanked Mr. Mettelman and the Board for the opportunity to attend the meeting and also for their support. She then introduced her team. Alicea Wells-Philo, Family & Consumer Science Teacher, explained the new Culinary Arts program at Middle Settlement Academy. She shared that the students participated in the Thanksgiving and Christmas feast by preparing the food and assisting in the set up and clean-up. She is pleased to say that every day she sees growth and improvement by the students. Ms. Wells-Philo introduced three students in the program who are seniors from the Utica City School District.

Diamonique Brown, introduced her mom and her son and shared her experience in the program. Diamonique's future plans are to become a substance abuse counselor. Mr. Nelson presented her with an Award of Recognition.

Sharifa Sharif, shared that she enjoys making food from scratch. She plans to attend Herkimer County Community College for 2 years for nursing and then attend Morrisville College for an additional 2 years. Mrs. Hartman presented her with an Award of Recognition.

Alexus Watson introduced her dad and then went on to share her experience in the program. She has learned a lot about writing checks, writing resumes and really thinks this aspect of the program will help better prepare her for her future. Alexis would like to become a Gynecologist. Mrs. Burtch presented her with an Award of Recognition.

The students handed out scones that they made, from scratch, to the Board members.

ITEM IV. – RECOGNITION OF VISITORS

Mr. Mettelman welcomed the visitors

ITEM V— COMMUNICATIONS

A. Communications from the Floor

none

B. Correspondence

New menu
OMH-SBI General Membership Meeting “Legislative Forum”, January 26th
CTE Showcase – Saturday, February 4th
Capital Conference – February 12-13, 2017

ITEM VI A. - MINUTES OF THE REGULAR MEETING OF DECEMBER 14, 2016

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

Moved, that, the minutes of the Regular Meeting Minutes of December 14, 2016, 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		Doreen Corbin	
Steve Boucher		Evon M. Ervin	
Shirley Burtch		Michael J. Moore	
Elaine M. Falvo			
John A. Griffin			
Charlene A. Hartman			
Gary P. Nelson			
John J. Salerno			
Russell Stewart			

Motion carried, 9 - 0

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

MOTION TO APPROVE THE CONSENT AGENDA

Motion by: Mrs. Falvo
Seconded by: Mr. Nelson

FINANCIAL REPORTS/AWARDING OF CONTRACTS

**MOTION TO ACCEPT BALANCE OF REPORT OF TREASURER FOR NOVEMBER, 2016,
THE REPORT OF THE TREASURER FOR NOVEMBER 2016**

Moved, that the Cooperative Board accepts the Report of the Treasurer for November 2016 (Item VI B-1); all as shown below:

Report of the Treasurer for November 2016

Capital	392,057.02
General	2,842,115.18
School Lunch	156,281.96
Special Aid	571.58
Trust/Agency	20,777.10
Trust/Expand	<u>74,588.42</u>
Total	\$ 3,486,391.26

and the Treasurer's Report for the Extra-Curricular Fund for November 2016 showing a fund balance of \$5,917.35

**Budget Revisions—2016-17
November 2016 Report**

2016-17 Adopted Budget	\$58,601,826
Commitment Changes	1,793,526
Net Changes	+ 5,012,722
Total	\$65,408,073

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. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	CHRISTEN A. SMITH	TEACHER OF SPECIAL EDUCATION	09/01/2004	01/03/2017

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	SUSANNE K. MIZGALA	ASSISTANT COOK	09/01/2004	12/21/2016

b. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)

1. Recommend that **YU XIAO** be appointed as a **TEACHER OF FOREIGN LANGUAGE** in the Information and Technology Division, for a part-time (.6 FTE) appointment commencing January 03, 2017 at an annual salary rate of \$22,848.00, prorated.

Certification:

* Currently working toward certification

Education:

* Graduate of Yangzhou High School of Jiangsu Province

* Bachelor of Literature in Chinese Language and Literature from Central China Normal University, China

* Currently attending Clarkson University for a Master of Arts Degree in Secondary Education and Teaching

Work Experience:

* From October, 2015 through December, 2015 as an intern at the UNESCO International Bureau of Education

* From July, 2015 through August, 2015 as an intern at Magna Education Mandarin Centre, London

* From September, 2012 through June, 2013 as a Volunteer Oral Chinese Teacher at the College of International Cultural Exchange, Central China Normal University, China

b. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **KENNETH M. FORD** be appointed as a **CURRICULUM SPECIALIST** in Program and Professional Development, for a temporary appointment commencing January 12, 2017 and ending June 30, 2017 at a daily salary rate of \$300.00.

c. RECOMMENDATION FOR INTERNSHIP APPOINTMENT

1. Recommend that **TRICIA M. NORTON** be appointed as an **ADMINISTRATIVE INTERN** in Alternative Education, for an internship appointment, commencing January 30, 2017 and ending March 24, 2017.

Certification:

- * Professional certificate in Early Childhood Education (B-2)
- * Professional certificate in Childhood Education (1-6)

Education:

- * Bachelor of Science in Early Childhood/Childhood Education (B-6) from SUNY Oneonta
- * Master of Science in Literacy (B-6) from SUNY Albany
- * Certificate of Advanced Studies in School Building/School District Leadership from SUNY Cortland

Work Experience:

- * From August, 2015 through the present as a Teacher at Utica City School District
- * From July, 2007 through August, 2014 as a summer school Teacher at Oneida-Herkimer-Madison BOCES
- * From November, 2009 through June, 2014 as a Teacher at Utica City School District
- * From August, 2008 through June, 2009 as a Teacher at Mohawk Valley Christian Academy
- * From June, 2007 through May, 2008 as a literacy tutor at Sylvan Learning Center

2. Non-Instructional/Classified Staff

- aa. 1. Creation of three (3) new Computer Service Technician positions.

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **GABRIEL A. RICHARDSON** be appointed to a provisional appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing January 09, 2017 at an annual salary rate of \$28,000.00, prorated.

GABRIEL A. RICHARDSON 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 Applied Sciences and Technologies from MVCC
- * Information Technology certification from San Joaquin Valley College

Work Experience:

- * From January, 2016 through the present as help desk support staff at Progressive Egert Consulting, Inc.
- * From March, 2015 through January, 2016 as a teller at Access Federal Credit Union
- * From October, 2014 through February, 2015 as a teller at First Source Federal Credit Union
- * From May, 2014 through July, 2014 as a teller at Berkshire Bank
- * From January, 2008 through May, 2014 as a busboy/dishwasher at Symeon's Restaurant

b. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **PATRICIA H. REILING** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing December 15, 2016 at an hourly salary rate of \$9.00.

PATRICIA H. REILING 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 Remsen Central School District

Work Experience:

- * From 2007 through 2010 as a care coordinator at Senior Network Health, LLC

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.	JORDAN S. EZMAN	COMPUTER TECHNICAL ASSISTANT	08/01/2016
2.	GEORGE A. HALLAK	COMPUTER TECHNICAL ASSISTANT	08/01/2016

d. RECOMMENDATION FOR NON-INSTRUCTIONAL TEMPORARY APPOINTMENTS

		Title	Start Date	End Date	Salary
1.	KIRA L. ISENBERG	CLERK HOURLY	12/14/2016	06/30/2017	\$11.66/hr.

ACTION ITEMS

Acceptance of 2017 – 2018 Service Plans

Moved, that the Cooperative Board accepts the Service Plans for the 2017 – 2018 school year.

Approval of Contract(s)

none

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

Motion carried, 9 - 0

ITEM VII – BOARD DISCUSSION TOPIC

MSA Advisory Overview

Mr. Hill, Mrs. Tangorra, Mr. Tripodi, Ms. Evans and Ms. Wells-Filo shared an overview of Middle Settlement Academy using a powerpoint presentation. They reviewed the Board Goals and the alignment of the program with those goals. Mr. Hill also reviewed the “WHY” and the Dynamic Objectives 1.1 and 2.1.

Mary Lourdes Tangorra reviewed “Who We Are” and shared information about the programs housed within Middle Settlement Academy. These programs include: Alternative Education, 6:1:2 program, Alternative to Suspension, TASC, and Regional Summer School.

Angela Evans, Supervisor, Special Education shared more in-depth information about the 6:1:2 program. The Regional Special Education Technical Assistance Support Center, Katie Ferguson, LaDonna Richardson and Barbara Walls have been a tremendous assistance to the program. We are fortunate to have them housed at Oneida-Herkimer-Madison BOCES. Ms. Evans also shared the projects that the students have been involved in such as fire prevention, a pumpkin patch, Thanksgiving and Christmas feasts.

Alicea Wells-Philo, Family & Consumer Science Teacher shared information regarding the new Culinary Arts program. Students receive the work based learning skills required to take the regents. At the end of the course, students will have a portfolio to take with them which will include resumes and cover letters. Ms. Wells-Philo is working with SABA to have businesses come speak with the students. She is also working with the ARC Oneida-Lewis to bring mentoring programs to the students enrolled in the Culinary Arts Program at MSA.

Vince Tipodi, Assistant Principal, shared information about the Initial Response Team (IRT) and Insight House.

Mary Lourdes Tangorra ended the program with comments on the status of PLATO – an Online Learning Platform, Lions Quest, Alternative to Suspension and the Regional Summer School Program.

[Mr. Griffin left at 6:15 P.M.]
[Mr. Salerno left at 6:15 p.m.]

The Board recessed for dinner from 6:15 p.m. to 7:10 p.m.

ITEM VIII—OLD BUSINESS

None

ITEM IX—REPORTS

BOCES CONSORTIUM OF CONTINUING EDUCATION (BCCE) POLICY BOARD MEETING MINUTES, MAY 31, 2016

Minutes of the meeting are in the Board book

REPORT OF THE DISTRICT SUPERINTENDENT AND LEGISLATIVE UPDATE

Mr. Mettelman discussed the following topics in his report:

1. Economic Development Update
2. Governor State of the State
3. Capital Project Update and Staff Locations
4. WNBC Request
5. NYSSBA Capital Conference
6. February 4, 2017 CTE Showcase
7. Meeting with Assemblyman Miller

ITEM X - EXECUTIVE SESSION

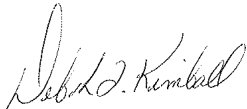
None

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, the meeting adjourned at 7:23 p.m.



Deborah Kimball
Clerk of the Board
January 11, 2017