



Oneida-Herkimer-Madison BOCES

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

Cooperative Board 2018-2019

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MINUTES OF THE REORGANIZATIONAL/REGULAR MEETING OF JULY 12, 2018

The Reorganizational/Regular meeting of the Board of Cooperative Educational Services was held on July 12, 2018 in The Howard D. Mettelman 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
Dr. Gary W. Porcelli
Mr. John J. Salerno

MEMBERS EXCUSED

Mr. Gary P. Nelson
Mr. Russell Stewart

OTHERS PRESENT

Ms. Jacklin G. Starks, Interim District Superintendent
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.*

ITEM I. CALL TO ORDER

A quorum was noted and the meeting was called to order at 4:38 p.m. by Deborah Kimball, Clerk of the Board

ITEM II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III. RECOGNITION

none

ITEM IV. RECOGNITION OF VISITORS

None

REORGANIZATIONAL AGENDA ITEMS 1-65

1. ELECTION OF THE PRESIDENT OF THE BOARD

Deborah Kimball, Clerk of the Board, asked Mr. Moore, the Chairperson of the Nominating Committee, to present the slate for President of the Cooperative Board.

The Nominating Committee placed the name of Mrs. Elaine M. Falvo in nomination for President of the Cooperative Board for the school year 2018-19.

There were no other nominations.

Mrs. Kimball announced the results of the voting: 10 votes in favor of Mrs. Elaine M. Falvo with 2 absent and 0 abstain. Mrs. Elaine M. Falvo was elected President of the Cooperative Board for the school year 2018-19.

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

Motion carried, 10-0

2. OATH OF OFFICE—PRESIDENT

The Clerk of the Cooperative Board administered the oath of office to the newly elected President of the Cooperative Board, Mrs. Elaine M. Falvo

The Clerk turned the meeting over to Mrs. Elaine M. Falvo.

3. ELECTION OF THE VICE PRESIDENT OF THE BOARD

Mrs. Elaine M. Falvo, President of the Board, asked Mr. Moore, the Chairperson of the Nominating Committee, to present the slate for Vice President of the Cooperative Board.

The Nominating Committee placed the name of Mr. Steve Boucher in nomination for Vice President of the Cooperative Board for the school year 2018-19.

There were no other nominations.

Mrs. Falvo announced the results of the voting: 10 votes in favor of Mr. Steve Boucher with 2 absent 0 abstain. Mr. Steve Boucher was elected Vice President of the Cooperative Board for the school year 2018-19.

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

Motion carried, 10-0

4. OATH OF OFFICE — VICE PRESIDENT

The Clerk of the Cooperative Board administered the oath of office to the newly elected Vice President of the Cooperative Board, Mr. Steve Boucher.

The Clerk turned the meeting back over to the President.

5-48. REORGANIZATIONAL RESOLUTIONS

The following motion covering Resolution Items 5-48 was made by Mr. Salerno seconded by Mrs. Corbin Motion was carried unanimously.

5. **APPOINTMENT OF THE TREASURER OF THE COOPERATIVE BOARD**

That **Ms. Carla Marsala** be and hereby is appointed the Treasurer of the Cooperative Board for the 2018-19 fiscal year, with excess faithful performance blanket bond coverage for the Treasurer in the amount of \$5 million.

6. **APPOINTMENT OF THE DEPUTY TREASURER OF THE COOPERATIVE BOARD**

That **Ms. Michele North** be and hereby is appointed the Deputy Treasurer of the Cooperative Board for the 2018-19 fiscal year, with excess faithful performance blanket bond coverage for the Deputy Treasurer in the amount of \$5 million.

7. **APPOINTMENT OF THE CLERK OF THE COOPERATIVE BOARD**

That **Ms. Deborah Kimball** be and hereby is appointed Clerk of the Cooperative Board effective July 1, 2018, at an annual salary rate of \$23,635.55.

8. **APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD**

That **Mr. Donald Gerace, Esq.**, 2613 Genesee Street, Utica, be and hereby is appointed as Attorney of the Cooperative Board for the 2018-19 fiscal year at an hourly rate of \$205.00

9. **APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD**

That the firm of **Ferrara, Fiorenza, Larrison, Barrett and Reitz, P.C.**, 5010 Campuswood Drive, East Syracuse, be and hereby is appointed as Attorney of the Cooperative Board for the 2018-19 fiscal year at an hourly rate of up to \$210.00

10. **APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD**

That pursuant to an executed inter-municipal agreement between Oneida-Herkimer-Madison BOCES and Madison-Oneida BOCES, **Attorneys employed by Madison-Oneida BOCES** are appointed as Attorneys for the Cooperative Board for the 2018-19 fiscal year at an hourly rate of up to \$110.00.

11. **APPOINTMENT OF THE DIRECTOR OF SCHOOL HEALTH SERVICES FOR THE ONEIDA-HERKIMER-MADISON BOCES**

That **Dr. Christopher Alinea** be and hereby is appointed the Director of School Health Services for the Oneida-Herkimer-Madison BOCES for the 2018-19 fiscal year, and for the supervision of the nurse practitioners at **\$910 per .1 FTE**.

12. **APPOINTMENT OF THE PURCHASING AGENT OF THE ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

That the **Assistant Superintendent for Administrative Services or the Supervisor of Central Business Office** be and hereby is appointed Purchasing Agent of the Oneida-Herkimer-Madison Board of Cooperative Educational Services for the school year 2018-19.

13. **APPOINTMENT OF THE INTERNAL CLAIMS AUDITOR OF THE COOPERATIVE BOARD**

That **Ms. Diana Lenahan** be and hereby is appointed the Internal Claims Auditor of the Cooperative Board for the 2018-19 fiscal year.

14. **APPOINTMENT OF CIVIL RIGHTS COMPLIANCE OFFICER**

That **Ms. Karie Florian** be and hereby is appointed the Civil Rights Compliance Officer whose responsibility it is to ensure compliance with the various federal and state statutes and regulations prohibiting discrimination in educational programs.

15. **APPOINTMENT OF RECORDS MANAGEMENT/ACCESS OFFICER**

That **Ms. Karie Florian** be and hereby is appointed the Records Management/Access Officer to coordinate requests for access to the records consistent with law and regulation and for ensuring compliance with the Freedom of Information Laws, the Personal Privacy Protection Law, the Commissioner's Regulations and Education Law.

16. **APPOINTMENT OF RECORDS RETENTION AND DISPOSITION OFFICER**

That **Ms. Margherita Manoiero** be and hereby is appointed Records Retention and Disposition Officer to be responsible for the retention and disposition of records in accordance with state regulations.

17. **APPOINTMENT OF DESIGNATED EDUCATIONAL OFFICIAL**

That **Mr. Christopher Hill** be and hereby is appointed as Designated Educational Official to receive court notifications regarding students' sentences/adjudication in certain criminal cases and juvenile delinquency proceedings.

18. **APPOINTMENT OF DISTRICT INTEGRITY OFFICER**

That **Mr. Christopher Hill** be and hereby is appointed as the District Integrity Officer for Oneida-Herkimer-Madison BOCES and Component districts.

19. **APPOINTMENT OF CERTIFIED LEAD EVALUATORS FOR TEACHERS**

That **District Superintendent - TBD, Mr. Christopher Hill, Ms. Ann Turner, Mr. Matthew Bashant, Ms. Angela Evans, Ms. Elizabeth Hartnett, Ms. Ellen Mahanna, Ms. Lisa Rizzo, Mr. Timothy Rowland, Ms. Erica Schoff, Ms. Jamie Sitera, Mr. Greg Smith, Mr. David Stayton, Ms. Mary Lourdes Tangorra and Mr. Vince Tripodi** be and hereby are appointed as the Certified Lead Evaluators for Teachers of the Oneida-Herkimer-Madison BOCES.

20. **APPOINTMENT OF CERTIFIED LEAD EVALUATORS FOR PRINCIPALS**

That **Interim District Superintendent Jacklin G. Starks, Mr. Jack J. Boak, Jr., Mr. Christopher Hill, Mr. Scott Morris, and Ms. Ann Turner** be and hereby are appointed as the Certified Lead Evaluators for Principals of the Oneida-Herkimer-Madison BOCES.

21. **APPOINTMENT OF DIGNITY ACT COORDINATOR**

That **Mr. David Stayton, Ms. Ellen Mahanna, and Ms. Mary Lourdes Tangorra** be and hereby are appointed as Dignity Act Coordinator(s) of the Oneida-Herkimer-Madison BOCES.

22. **APPOINTMENT OF DISTRICT AUDITOR**

That the firm of **WEST & Company**, 97 N. Main Street, P. O. Box 1219, Gloversville, be and hereby is appointed the District Auditor of the Cooperative Board for the fiscal year 2018-19 at the rate not to exceed \$17,000 to audit financial records for 2017-18.

23. **APPOINTMENT OF CENTRAL TREASURER, EXTRA-CURRICULAR ACTIVITY ACCOUNT**

That **Ms. Megan Clapp** be and hereby is appointed the Central Treasurer, Extra-curricular Activity Account, for the 2018-19 fiscal year, with faithful performance blanket bond coverage in the amount of \$25,000.

24. **APPOINTMENT OF FOOD CLERKS**

That **Ms. Cathy D'Aprix and Ms. Peggy Calogero** be and hereby are appointed as Food Clerks for the 2018-19 fiscal year, with faithful performance blanket bond coverage in the amount of \$500,000.

25. **APPOINTMENT OF BOARD CLERK PRO TEMPORE**

That **the Interim District Superintendent or her designee** be and hereby is appointed as Board Clerk Pro Tempore for the 2018-19 fiscal year in the absence of the Board Appointed Clerk whose responsibility it is to ensure compliance regarding minutes taking at the board meeting.

26. **APPOINTMENT OF MEDICAID COMPLIANCE OFFICER**

That **Ms. Karie Florian** be and hereby is appointed as Medicaid Compliance Officer for the 2018-19 fiscal year.

27. **DESIGNATION OF OFFICIAL BANK DEPOSITORIES**

That the **Bank of America, the J. P. Morgan Chase Bank, the (M & T) Manufacturers and Traders Trust Company, Citizens Bank, First Niagara Bank and the (NBT) National Bank & Trust Company of the Mohawk Valley Region** be designated as official depositories of the Cooperative Board and that in addition for investment and borrowing purposes **HSBC (Marine Midland Bank,) Key Bank, Bank of New York, and Albany Commercial Bank** be designated as official depositories for the school year 2018-19. Revenue anticipation note borrowing may result in institutions not on this list be used for borrowing purposes.

28. **DESIGNATION OF OFFICIAL NEWSPAPER**

That the **Utica Observer-Dispatch** be designated as the official newspaper of the Cooperative Board during the school year 2018-19 for the publication of all legal notices and such other data as is required to be published by law for which the same may be qualified to act.

29. **DESIGNATION OF REGULAR MONTHLY MEETING DATES**

That the regular monthly meetings of the Cooperative Board be designated for the **second Wednesday of each month at 4:30 p.m. in The Howard D. Mettelman Learning Center, Middle Settlement Road** (unless otherwise noted) with the option of changing the time of the meeting with proper advance notification. The calendar of meetings will be as follows:

*July 12, 2018 – reorg./reg.	January 9, 2019
August 8, 2018	February 13, 2019
September 12, 2018	March 13, 2019
October 10, 2018	April 3, 2019 - annual
November 14, 2018	April 10, 2019 - regular
December 12, 2018	May 8, 2019
	June 12, 2019

30. **AUTHORIZATION OF APPOINTMENT OF STAFF ON AN INTERIM BASIS**

That the **Interim District Superintendent or her designee** be and hereby is authorized to employ individuals on an interim basis until such time as the Board of Education is able to act upon a formal recommendation for appointment. Such interim appointments shall be considered temporary in nature.

31. **AUTHORIZATION FOR CERTIFICATION OF PAYROLLS**

That the **Interim District Superintendent or the Assistant Superintendent for Administrative Services** be and hereby is authorized to certify all payrolls prepared on behalf of the Cooperative Board for the 2018-19 fiscal year.

32. **AUTHORIZATION FOR DISPOSAL OF EXCESS EQUIPMENT**

That the **Interim District Superintendent or the Assistant Superintendent for Administrative Services** be and hereby is authorized to dispose of excess equipment for the 2018-19 fiscal year

33. **AUTHORIZATION FOR USAGE OF CREDIT CARD ACCOUNT**

That the **Interim District Superintendent or her designee and the Assistant Superintendent for Administrative Services** be and hereby is authorized to use for legitimate business expenditures credit card account with credit limit of \$10,000 each for the 2018-19 fiscal year.

34. **AUTHORIZATION FOR USAGE OF GASOLINE CREDIT CARDS**

That the attached list of individuals in the **District Office, Operations & Maintenance Department** and in the **Information & Technology Division** be and hereby is authorized to use the gasoline credit cards for the 2018-2019 school year.

35. **AUTHORIZATION OF PURCHASING AGENT**

That the **Assistant Superintendent for Administrative Services or the Supervisor of Central Business Office** be and hereby is authorized to purchase supplies, and equipment and enter into contracts on behalf of the Cooperative Board for services as provided in the 2018-19 budget.

36. **AUTHORIZATION OF PETTY CASH FUNDS**

That the attached list of individuals in **Administration, Career & Technical Education, Special Education, Science Center, and Information and Technology Division** be and hereby is authorized to use Petty Cash funds in the amount of \$100.00 each for the purpose of emergency purchases of items less than \$20.00 with proof of receipt.

37. **AUTHORIZATION FOR STAFF TRAVEL AND CONFERENCE**

That the **Interim District Superintendent or her designee** be and hereby is authorized to approve requests of staff personnel to attend conferences, workshops, meetings and seminars, and to conduct workshops, seminars, and meetings for BOCES and Supervisory District personnel within the limits of the budget or appropriations within the special grants.

38. **DESIGNATION OF AUTHORIZED SIGNATURE ON CHECKS**

That the **Treasurer and Deputy Treasurer** be and hereby are authorized to sign by electronic signature for the disbursement of all funds of the Cooperative Board from the checking accounts.

39. **AUTHORIZATION FOR APPROVAL OF BUDGET TRANSFERS**

That the **Interim District Superintendent or her designee** be and hereby is authorized to make transfers of appropriations within the budget of each program or service, and a summary document of budget transfers will be provided on a monthly basis as part of the Treasurer's report showing the reasons for the adjustments to contract and the amounts (plus or minus.)

40. **AUTHORIZATION TO INVEST FUNDS**

That the **Interim District Superintendent or the Assistant Superintendent for Administrative Services** be and hereby is authorized to invest available monies in accordance with the Education Law and any other pertinent regulations.

41. **AUTHORIZATION TO TRANSFER FUNDS BETWEEN INTEREST AND CHECKING ACCOUNTS**

That the **Assistant Superintendent for Administrative Services or the Treasurer** be and hereby is authorized to make transfers between the interest and checking accounts.

42. **AUTHORIZATION TO LOAN FUNDS**

That the **Interim District Superintendent or the Assistant Superintendent for Administrative Services** be and hereby is authorized to loan from the General Fund to the Federal funds such sums as are necessary, to be repaid to the General Fund when revenues are received from the respective funds.

43. **AUTHORIZATION FOR REVENUE ANTICIPATION NOTES**

That the **Cooperative Board** shall issue and sell Revenue Anticipation Notes, as needed, not to exceed **\$15.0 million**, in anticipation of the collection of revenues other than real estate taxes or assessments, namely, monies to be received from the State of New York, and contractual payments due from its component school districts, which are due and payable in the fiscal year July 1, 2018 to June 30, 2019.

44. **AUTHORIZATION FOR COMPONENT SCHOOL DISTRICTS TO DESIGNATE BOCES CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL FOR SERVICE TO THEIR DISTRICTS**

That the **Cooperative Board** authorizes any component school district seeking the services of the BOCES Career and Technical Education Advisory Council to receive those services based on the submission of a formal resolution from the component Board.

45. **AUTHORIZATION FOR COOPERATIVE BIDDING**

That it is the plan of a number of public school districts in Oneida, Herkimer and Madison Counties, New York, to bid jointly school supplies, equipment, food products, etc.; and the Board of Cooperative Educational Services is desirous of participating with other school districts in Oneida, Herkimer and Madison Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 103; in particular, the Cooperative Board is desirous of participating in the cooperative purchasing CO-SER's of both Madison-Oneida BOCES and Herkimer-Hamilton-Fulton-Oswego BOCES. The Board of Cooperative Educational Services also wishes to participate to the maximum extent possible in cooperative bids awarded by other Agencies, i.e. County, State or Federal as outlined in General Municipal Law, Section 103.

46. **AUTHORIZATION FOR BOCES EDUCATIONAL CONSORTIUM**

That the **Cooperative Board** authorizes the expenditure of \$4,530 for the 2018-2019 school year as the membership fee for the "BOCES Educational Consortium," an association formed by boards of cooperative educational services from throughout New York State for the promotion of BOCES through education and advocacy, oversight, and membership with the Association of Educational Service Agencies.

47. **AUTHORIZATION FOR CASUALTY AND LIABILITY INSURANCE**

That it is the plan of a number of public school districts in Oneida, Herkimer and Madison Counties, New York, to bid jointly casualty and liability insurance; and the Board of Cooperative Educational Services is desirous of participating with other school districts in Oneida, Herkimer and Madison Counties in the joint bidding of the casualty and liability insurance mentioned above; and the Board authorizes a Regional Committee of Administrators to represent it in all matters leading to the purchase of casualty and liability insurance.

48. **READOPTIOIN OF BOARD POLICIES AND BYLAWS**

That the **Cooperative Board** readopts all policies and bylaws contained in the BOCES HANDBOOK OF POLICIES AND BYLAWS.

The following motion covering Resolution Item 49 was made by Mrs. Corbin and seconded by Mrs. Ervin. Motion was carried unanimously.

49. **STATEMENT OF CONFLICT OF INTEREST**

That the **Cooperative Board** members submit a Conflict of Interest Statement.

The following motion covering Resolution Items 50-53 was made by Dr. Porcelli seconded by Mr. Salerno. Motion was carried unanimously.

50. **MEMBERSHIP IN CHAMBER OF COMMERCE**

That the Cooperative Board approves the renewal of its membership in the **Greater Utica Chamber of Commerce** for the period of January 1, 2019 to December 31, 2019 at an annual dues of \$441.00.

51. **MEMBERSHIP IN NYSSBA**

That the Cooperative Board approves the renewal of its membership in the **New York State School Boards Association** for calendar year 2019 at an annual dues of \$9,939.00.

52. **MEMBERSHIP IN NSBA**

That the Cooperative Board approves the renewal of its membership in the **National School Boards Association** for the school year 2018-19 at an annual dues in the amount of \$2,700.

53. **MEMBERSHIP IN RURAL SCHOOLS**

That the Cooperative Board approves the renewal of its membership in the **Rural Schools Association of New York State** for the period July 1, 2018 to June 30, 2019 at an annual dues of \$750.00.

The following motion with changes covering Resolution Items 54-65 was made by Mrs. Corbin seconded by Mrs. Hartman. Motion was carried unanimously.

The following motion as amended covering Resolution Items 54-65 was made by Dr. Porcelli seconded by Mrs. Corbin. Motion was carried unanimously

54. **REPRESENTATIVE TO THE BOCES CONSORTIUM OF CONTINUING EDUCATION**

That the Board selects Mr. Nelson and Mr. Salerno as representatives to the **BOCES Consortium of Continuing Education Policy Board**, with Mr. Stewart to serve as alternate.

55. **REPRESENTATIVE ON THE CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL**

That the Board selects Mrs. Corbin as representative to the **Career and Technical Education Advisory Council**, with Dr. Porcelli, Mr. Salerno and Mr. Stewart to serve as alternates.

56. **REPRESENTATIVE ON THE EXECUTIVE COMMITTEE OF THE ONEIDA-MADISON-HERKIMER COUNTIES SCHOOL BOARDS INSTITUTE**

That the Board selects Mr. Boucher as representative to the **Oneida-Madison-Herkimer Counties School Boards Institute Executive Committee**, with Dr. Porcelli to serve as alternate.

57. **VOTING DELEGATE TO THE NYSSBA CONVENTION**

That the Board selects Mr. Moore as delegate to the **Voting Delegate to the NYSSBA Convention**.

58. **REPRESENTATIVE ON THE SCHOOL AND BUSINESS ALLIANCE DEVELOPMENT ADVISORY COMMITTEE**

That the Board selects Mrs. Falvo as representative to the **School and Business Alliance Development Advisory Committee**, with Mr. Griffin and Mr. Salerno to serve as alternates.

59. **SELECTION OF REPRESENTATIVE ON THE ALTERNATIVE EDUCATION ADVISORY COMMITTEE**

That the Board selects Mr. Boucher as representative to the **Alternative Education Advisory Committee**, with Mr. Griffin, Mr. Moore, Mr. Nelson and Mr. Stewart to serve as alternates.

60. **SELECTION OF REPRESENTATIVE ON THE AUDIT COMMITTEE**

That the Board selects Mrs. Falvo, Mrs. Hartman, Mr. Nelson and Dr. Porcelli as representatives with Mrs. Ervin as alternate to the **Audit Committee**.

61. **SELECTION OF REPRESENTATIVES ON WELLNESS COMMITTEE**

That the Board selects Mr. Nelson and Mr. Stewart as representatives to the **Wellness Committee** with Mrs. Ervin and Mrs. Hartman as alternates.

62. **CAPITAL PROJECT COMMITTEE**

That the Board selects Mrs. Corbin, Mrs. Falvo, Mr. Moore, Mr. Salerno and Mr. Stewart as representatives to the **Capital Project Committee**.

63. **NEGOTIATIONS COMMITTEE**

That the Board selects Mrs. Falvo, Mr. Griffin, Mr. Moore, Mr. Nelson and Mr. Stewart as representatives to the **Negotiations Committee**.

64. **BOARD HANDBOOK COMMITTEE**

That the Board selects Mr. Moore as representative to the **Board Handbook Committee** with Mr. Boucher as alternate.

65. **POLICY COMMITTEE**

That the Board selects Mrs. Anderson, Mr. Moore, Dr. Porcelli as representatives to the **Board Policy Committee** with Mr. Boucher as alternate.

Motion by Mrs. Corbin and seconded by Mrs. Ervin to close the Reorganizational Meeting

Motion was carried unanimously.

Mrs. Falvo called the Regular Meeting to order at 4:50 p.m.

ITEM V. COMMUNICATIONS

ITEM V. A. From the Floor

none

ITEM V. B. Correspondence

- SBI "Board of Education Leadership Development – What Board Officers Need to Know", August 20, 2018.
- Photo for Mr. Mettelman

ITEM VI. A. MINUTES OF THE REGULAR MEETING OF JUNE 13, 2018

Motion by: Mrs. Corbin
Seconded by: Mrs. Ervin

Moved, that, the minutes of the Regular Meeting of June 13, 2018, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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

Motion carried, 10-0

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

MOTION TO APPROVE THE CONSENT AGENDA

Motion by: Mrs. Anderson
Seconded by: Mrs. Corbin

FINANCIAL REPORTS/AWARDING OF CONTRACTS

Moved, that the Cooperative Board accepts the Report of the Treasurer for May 2018 and the Budget Adjustment Report for May 2018 (Item VI B-1a and B-1b); all as shown below:

ITEM VI. B. 1. a. MOTION TO ACCEPT REPORT OF TREASURER FOR MAY 2018

Report of the Treasurer for May 2018

Capital	926,148.45
General	6,885,543.86
School Lunch	44,884.09
Special Aid	3,475.95
Trust/Agency	17,775.06
Trust/Expand	<u>77,894.93</u>
Total	\$7,955,722.34

and the Treasurer's Report for the Extra-Curricular Fund for May 2018 showing a fund balance of \$6,934.96.

ITEM VI. B. 1. b. MOTION TO ACCEPT THE 2017-2018 BUDGET ADJUSTMENT REPORT FOR MAY 2018

**Budget Revisions—2017-18
 May 2018 Report**

2017-18 Adopted Budget	\$62,217,686
Commitment Changes	3,060,371
Net Changes	<u>+ 6,943,351</u>
Total	\$72,221,408

ITEM VI. B. 2. APPROVAL OF 2018-2019 SHARED SERVICE CONTRACTS (BUYER) WITH OTHER BOCES

2018-2019 Shared Service Contractee (Buyer) with Other BOCES

Oneida BOCES Contractee (Buyer) With Other BOCES

Erie I BOCES	\$14,300.00	Initial contract for all BOCES services for 2018-2019
Greater Southern Tier BOCES	\$ 2,250.00	
Oswego BOCES	\$ 8,472.20	
W-S-W-H-E BOCES	\$39,315.91	

Moved, that the Cooperative Board approve the contract between Oneida-Herkimer-Madison BOCES and Erie I BOCES, Greater Southern Tier BOCES, Oswego BOCES and W-S-W-H-E BOCES for the 2018-2019 school year.

ITEM VI. B. 3. APPROVAL OF 2018-2019 SHARED SERVICE CONTRACTS (SELLER) WITH OTHER BOCES

2018-2019 Shared Service Contractor (Seller) with Other BOCES

Oneida BOCES Contractor (Seller) With Other BOCES

Cayuga Onondaga BOCES	\$ 1,730.00	Initial contract for all BOCES services for 2018-19 including coop. music, Chinese, school food svcs., courier, science kits, model schools,
Greater Southern Tier BOCES	\$80,672.48	
Herkimer BOCES	\$1,923,619.67	
Madison-Oneida BOCES	\$853,883.64	
Questar III BOCES	\$10,612.08	

Moved, that the Cooperative Board approve the contract between Oneida-Herkimer-Madison BOCES and Cayuga Onondaga BOCES, Greater Southern Tier BOCES, Herkimer BOCES, Madison-Oneida BOCES and Questar III BOCES for the 2018-2019 school year.

ITEM VI. B. 4. APPROVAL OF 2018-2019 SHARED SERVICE CONTRACTS (SELLER) WITH OTHER SCHOOLS

2018-2019 Shared Service Contractor (Seller) with Other Schools

Oneida BOCES Contractor (Seller) With Other Schools

Oriskany	\$2,429,343.10	Initial contract for all BOCES services for 2018-19 including administration, career & technical education, handicapped services, alternative education
Westmoreland	\$3,868,457.25	

Moved, that the Cooperative Board approve the contract between Oneida-Herkimer-Madison BOCES and Oriskany Central School and Westmoreland Central School for the 2018-2019 school year.

ITEM VI. C. PERSONNEL REPORT

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.	KATHLEEN ANGIER	SUMMER SPECIAL ED TEACHER	06/18/2018	06/18/2018
2.	DAVID S. COGNETTI	ASSISTANT PRINCIPAL-CTE	09/15/1999	07/06/2018
3.	TRACINA R. COZZA	TEACHER OF SPECIAL EDUCATION	10/10/2017	07/01/2018
4.	ADAM R. LOVECCHIO	SUMMER HIGH SCHOOL TEACHER	06/25/2018	06/25/2018
5.	BRIANA M. MINER	TEACHER SPEECH/HEARING	01/11/2014	07/31/2018
6.	JOSEPH T. MULLER II	SUPERVISOR OF SAFETY & CORE SERVICES	06/01/2015	08/31/2018
7.	KYLE L. NORDSTROM	CLERK HOURLY	05/30/2017	06/13/2018

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	ANGELA AGUIAR	SCHOOL LUNCH DIRECTOR II	08/10/2015	06/30/2018 (due to elimination of position)
2.	KALEY M. BRINDISI	CLERK HOURLY	05/30/2017	06/30/2018
3.	CARLO T. RIZZO	CLERK HOURLY	06/22/2014	06/05/2018

b. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	MAEGAN M. CASALE	TEACHING ASSISTANT	09/01/2018	06/30/2019	Maternity

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 **AMANDA M. EDDY** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Special Education Programs, for a four year probationary appointment in the General Special Education Program tenure area, commencing September 01, 2018 and ending August 31, 2022 at an annual salary rate of \$44,620.00.

Certification:

- * Initial certificate in Childhood Education 1-6
- * Initial certificate in Student with Disabilities 1-6

Education:

- * Graduate of Remsen Central High School
- * Attended Elmira College for International Studies
- * Bachelor's Degree in Psychology Child Life from Utica College
- * Attended Albany University for Literacy, General Special Education
- * Attending Utica College for General Special Education

Work Experience:

- * From September, 2017 as a long-term substitute Special Education Teacher at Oneida-Herkimer-Madison BOCES
- * From October, 2016 through September, 2017 as a Clerk in the Information & Technology Division at Oneida -Herkimer-Madison BOCES
- * From September, 2012 through the present as an substitute Teacher at Remsen Central School
- * From January, 2014 through the present as a substitute teacher at Sauquoit Valley Central School
- * From September, 2014 through December, 2014 as a Social Work intern in at Sauquoit Valley Elementary School
- * From April, 2013 through May, 2013 as a teacher aide at Trade Wind Campus, Utica
- * From March, 2013 through April, 2013 as a group home aide at Trade Wind Campus, Utica

2. Recommend that **SONYA L. PIERSMA** be appointed as a **SCHOOL SOCIAL WORKER** in the Special Education Programs, for a four year probationary appointment in the School Social Worker tenure area, commencing September 01, 2018 and ending August 31, 2022 at an annual salary rate of \$47,130.00.

Certification:

- * Provisional certificate in School Social Worker

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 October, 2017 through the present as a long-term substitute School Social Worker at Oneida-Herkimer-Madison BOCES
- * From April 2017 through October, 2017 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.

b. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **THOMAS DORR** be appointed to a temporary appointment as an **ASSISTANT SUPERINTENDENT MENTOR** commencing July 01, 2018 and ending June 30, 2019 at a daily rate of \$616.00 not to exceed \$14,000.00.
2. Recommend that **JANET C. JURY** be appointed as **DIRECTOR OF CENTER STATE TEACHER CENTER**, for a temporary appointment commencing July 1, 2018 and ending June 30, 2019 at an hourly salary rate of \$40.00/hr., not to exceed 100 hours.

c. 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. | JULIE D. PACIFIC | Prog. for Speech & Hearing
Handicapped | Tenure Date
10/13/2018 |
|----|------------------|---|---------------------------|

2. Non-Instructional/Classified Staff

- a. Recommendation for the creation of 9 Audio Visual Aide positions
- aa. Recommendation for the creation of 4 Printing Aide positions

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 or twelve week probationary period.

- | | | Prob. Date |
|----|--|------------|
| 1. | KAREN M. SUPPA SENIOR ACCOUNT CLERK | 06/11/2018 |

b. RECOMMENDATION FOR PART-TIME APPOINTMENT

- 1. Recommend that **CHRISTINE M. CLARK** be appointed to a part-time substitute appointment as a **CLERK** in the Administrative Services Division, commencing July 01, 2018 through June 30, 2019 at an hourly salary rate of \$30.48.
- 2. Recommend that **SANDRA L. COVEY** be appointed to a part-time appointment as a **CLERK** in the Information and Technology Division, commencing July 01, 2018 through June 30, 2019 at an hourly salary rate of \$35.16.
- 3. Recommend that **NANCY R. USCIER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing June 11, 2018 at an hourly salary rate of \$10.40, as needed.

NANCY R. USCIER 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 GED from Franklin K. Lane, Brooklyn, NY

Work Experience:

- * From March, 2014 through the present as a reservationist at Vernon Downs Hotel and Casino
- * From May, 2005 through 2014 as a secretary / administrator at Queensborough Community College
- * From September, 1986 through May, 2005 as a secretary at York College

c. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)

1. Recommend that **KALEY M. BRINDISI** be appointed to a temporary appointment as a **MICRO-COMPUTER/AUDIO VISUAL REPAIR TECHNICIAN ASSISTANT** in the Information and Technology Division, commencing June 04, 2018 and ending September 04, 2018 at a salary rate of \$10.83 per hour (17-18) and \$11.14 per hour (18-19).

KALEY M. BRINDISI meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

* Attending Siena College for Math & Computer Science

Work Experience:

* From May, 2017 through the present as a clerk at the Oneida-Herkimer-Madison BOCES

* From November, 2015 through December, 2016 as a sales associate at Aeropostale

* From July, 2015 through March, 2016 as a Physical Therapist Assistant and receptionist at Helen Sarandrea's Physical Therapy

2. Recommend that **ANDREW S. CIRCELLI** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 21, 2018 and ending September 21, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

ANDREW S. CIRCELLI meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

* Graduate of New Hartford Central School District

Work Experience:

* From August, 2017 through March, 2018 as a sandwich artist at Subway

3. Recommend that **SHAINA M. FAUBERT** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 19, 2018 and ending September 19, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

SHAINA M. FAUBERT meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Whitesboro Central School District
- * Associate's Degree in Accounting from Mohawk Valley Community College

Work Experience:

- * From August, 2016 through June, 2018 as a sales associate at Carter's

4. Recommend that **TERESA FOBARE'S** temporary appointment as a **BUSINESS MANAGER** in the Administrative Services Division, be extended commencing July 01, 2018 and ending June 30, 2019 at a salary rate of \$300.00/day.

5. Recommend that **CONNOR J. FRANK** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 14, 2018 and ending September 14, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

CONNOR J. FRANK meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Clinton Central School District

Work Experience:

- * From 2016 through 2017 summers as a short order cook at Michael T's Restaurant

6. Recommend that **BRANDON D. GEORGE** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 14, 2018 and ending September 14, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

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

Education:

* Graduate of Sauquoit Valley Central School District

7. Recommend that **ABIGAIL R. HALL** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 14, 2018 and ending September 14, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

ABIGAIL R. HALL meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

* Graduate of New Hartford Central School District

8. Recommend that **CLAIRE A. HARDY** be appointed to a temporary appointment as a **MICRO-COMPUTER/AUDIO VISUAL REPAIR TECHNICIAN ASSISTANT** in the Information and Technology Division, commencing June 01, 2018 and ending September 01, 2018 at a revised salary rate of \$11.11, per hour (17-18) and \$11.42 per hour (18-19).

9. Recommend that **PATRICK E. HARTNETT** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 06, 2018 and ending June 30, 2019 at a salary rate of \$10.40 per hour.

PATRICK E. HARTNETT meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

* Graduate of Holland Patent Central School District

* Currently attending Mohawk Valley Community College for Mechanical Engineering

Work Experience:

* From 2012 through 2017 doing odd jobs for a private residence

10. Recommend that **SHELBY K. LAGRAY-MASTERS** temporary appointment as a **GRAPHIC DESIGN ARTIST** in the Information and Technology Division be extended to August 24, 2018 at a salary rate of \$13.88 per hour.

11. Recommend that **CODY J. MOON-PERKINS** be appointed to a temporary appointment as a **PRINTING AIDE** in the Information and Technology Division, commencing July 01, 2018 and ending October 14, 2018 at a salary rate of \$13.20 per hour.

12. Recommend that **KYLE L. NORDSTROM** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 14, 2018 and ending September 14, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

KYLE L. NORDSTROM meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of New Hartford Central School District
- * Attending Mohawk Valley Community College for Computer Science

Work Experience:

- * From May, 2017 through the present as a clerk at the Oneida-Herkimer-Madison BOCES
- * From 2013 through 2017 as a student assistant to the Network Administrator

13. Recommend that **DOMINIC R. PASCUCCI** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 06, 2018 and ending June 30, 2019 at a salary rate of \$10.40 per hour.

DOMINIC R. PASCUCCI meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Clinton Central High School
- * Currently attending Lehigh University for Chemical Engineering

Work Experience:

- * From August, 2015 through the present as a camp counselor at Central Association for the Blind and Visually Impaired
- * From July, 2015 through the present as an office assistant at Towpath Vision Care

14. Recommend that **EVERETT M. PILBEAM** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 06, 2018 and ending June 30, 2019 at a salary rate of \$10.40 per hour.

EVERETT M. PILBEAM meets the civil service requirements for the title and has been pre-approved by civil service.

Education:
* Homeschooled - Stittville, NY

Work Experience:
* From June, 2015 through the present as a farm hand

15. Recommend that **TYLER A. RICHMOND** be appointed to a temporary appointment as an **AUDIO VISUAL AIDE** in the Information and Technology Division, commencing June 21, 2018 and ending September 21, 2018 at a salary rate of \$10.83 per hour (17-18) and \$10.86 per hour (18-19).

TYLER A. RICHMOND meets the civil service requirements for the title and has been pre-approved by civil service.

Education:
* Graduate of Waterville Central School District
* Currently attending Clarkson University for Chemical Engineering

Work Experience:
* From June, 2016 through August, 2016 as an assisted IT in updating computers at Oneida County summer program.

16. Recommend that **CARLO T. RIZZO** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 6, 2018 and ending June 30, 2019 at a salary rate of \$10.84 per hour (17-18) and \$11.82 per hour (18-19).

CARLO T. RIZZO meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Clinton Central School District
- * Associates Degree in GIS Engineering from Mohawk Valley Community College
- * Attending Mohawk Valley Community College for Unmanned Aerial Systems (UAS)

Work Experience:

- * From December, 2017 through the present as a clerk at Oneida-Herkimer-Madison BOCES
- * From June, 2015 through June, 2016 as a Laborer at Oneida-Herkimer-Madison BOCES
- * August 2014 placement at March Associates through the Regional Program of Excellence working with CAD programs

17. Recommend that **KATE E. RUNNINGER** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 06, 2018 and ending June 30, 2019 at a salary rate of \$10.40 per hour.

KATE E. RUNNINGER meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Remsen Central School District

Work Experience:

- * From 2011 through the present as a babysitter for local families
- * From May, 2017 through the present as a substitute teacher at Holland Patent Central School District
- * From July, 2017 through August, 2017 as a director of summer recreation program for the town of Remsen
- * From July, 2013 through August, 2016 as an assistant for summer recreation program for the town of Remsen
- * From September, 2016 through December, 2017 as a peer tutor for Math at Ravine Parkway, Oneonta

18. Recommend that **PATRICIA A. SERVICE'S** temporary appointment as a **SCHOOL BUSINESS ADMINISTRATOR** in the Administrative Services Division, be extended, commencing July 01, 2018 and ending June 30, 2019 at a salary rate of \$400.00/day.

19. Recommend that **WENDY S. STILLMAN** be appointed to a temporary appointment as a **BUSINESS MANAGER** in the Administrative Services Division, commencing July 01, 2018 and ending June 30, 2019 at a salary rate of \$50.00 per hour.

20. Recommend that **MIKAYLA A. WRIGHT** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing June 19, 2018 and ending June 30, 2019 at a salary rate of \$10.40 per hour.

MIKAYLA A. WRIGHT meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

* Currently attending Holland Patent High School

Work Experience:

* From 2015 through the present as a child care provider for a private residence

d. RECOMMENDATION FOR NON-INSTRUCTIONAL TEMPORARY APPOINTMENTS

		Title	Start Date	End Date	Salary
1.	DIEGO C. ROJO	LABORER	07/01/2018	06/30/2019	\$10.48/hr.
2.	ROBERT C. WENNER	CLERK HOURLY	07/01/2018	06/30/2019	\$11.14/hr.

d. SUMMER SCHOOL

1. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED

a. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - CAREER AND TECHNICAL EDUCATION
 Daily rate is 1/200th of salary or hourly.

		Title	Start Date	End Date	Max Days	Salary
1.	NOEL K. AMES	Police Science	06/25/2018	06/28/2018	Instructor, Summer Camp	\$24.87/hr.
2.	TERRY R. BARR	Food Service	06/25/2018	06/28/2018	Instructor, Summer Camp	\$24.87/hr.

		Title	Start Date	End Date	Max Days	Salary
3.	COLIN J. DOUGLASS	Computer Repair Technician	06/25/2018	06/28/2018	Instructor, Summer Camp	\$24.87/hr.
4.	BRITTANY M. KEEFER	Cosmetology	06/25/2018	06/28/2018	Instructor, Summer Camp	\$24.87/hr.

b. RECOMMENDATION FOR SPECIAL EDUCATION SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED
Daily rate is 1/200th of salary.

		Title	Start Date	End Date	Max Days	Salary
1.	BARBARA C. BOWEN	School Psychologist	07/02/2018	08/31/2018	10	\$89,485
2.	LINDSAY A. GUIDO	School Social Worker	07/05/2018	08/17/2018	3	\$58,475
3.	DAWN E. HARVEY	School Psychologist	07/02/2018	08/31/2018	10	\$59,200
4.	ROCHELLE L. HULL	Prog. for Speech & Hearing Handicapped	07/05/2018	08/15/2018	24	\$55,631
5.	STEPHANIE A. MC LAUGHLIN	School Psychologist	07/02/2018	08/31/2018	7	\$51,588
6.	SCOTT PHELPS	School Psychologist	07/02/2018	08/31/2018	12	\$65,222
7.	ANDREW RUBINO	School Psychologist	07/02/2018	08/31/2018	12	\$59,487

c. RECOMMENDATION FOR ACADEMIC REGIONAL SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED

The following people are being recommended to teach in the Regional Summer School Program for 2018, for the period indicated. The actual need for any individual will not be determined until July 1, 2018. The decisions will be based upon enrollments at that time. Assignments may be for one period (\$1496.50) or two periods (\$2993) or not at all, based on enrollment. The Driver Education Instructors will be paid (\$5986) for a full class load.

		Title	Start Date	End Date	Salary
1.	SHERELYN M. AMBORD	School Nurse	07/05/2018	08/17/2018	\$19.31/hr
2.	KAREN A. BARNES	Administrative Intern	07/05/2018	08/17/2018	Unpaid
3.	JENNA L. BRAGAS	English	07/05/2018	08/17/2018	\$2,993
4.	GARRICK J. BROWN	English	07/05/2018	08/17/2018	\$2,993
5.	MEGAN M. CROWLEY	Elementary	07/09/2018	08/02/2018	\$1,496.50
6.	DENIS A. DERIDER	Special Education	07/05/2018	08/17/2018	\$2,993

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		Title	Start Date	End Date	Salary
7.	EVA M. FURCINITO	Librarian	07/05/2018	08/17/2018	\$2,993
8.	JAMIE A. GREEN	Elementary	07/09/2018	08/02/2018	\$1,496.50
9.	SAMUEL A. HEALY	Mathematics	07/05/2018	08/17/2018	\$2,993
10.	SUSAN A. HUMPHREYS	Elementary	07/09/2018	08/02/2018	\$1,496.50
11.	JENNIFER A. LACLAIR	Teaching Assistant	07/05/2018	08/17/2018	\$13.24/hr
12.	ANN L. LIEB	Teaching Assistant	07/05/2018	08/17/2018	\$13.24/hr
13.	LAURA R. MALAGESE	Teaching Assistant	07/05/2018	08/17/2018	\$13.24/hr
14.	SARA L. MUNIO	Mathematics	07/05/2018	08/17/2018	\$2,993
15.	ALEXIS L. PARTYKA	School Counselor	07/05/2018	08/17/2018	\$2,993
16.	TARA L. RAUX	Health	07/05/2018	08/17/2018	\$2,993
17.	ALLISON P. ROWLANDS	Teaching Assistant	07/09/2018	08/02/2018	\$13.24/hr
18.	KEVIN T. SCHULTZ	Mathematics	07/05/2018	08/17/2018	\$2,993
19.	JOHN T. SEIFTS	Social Studies	07/05/2018	08/17/2018	\$2,993
20.	CHRISTINA L. SNYDER	Social Studies	07/05/2018	08/17/2018	\$2,993
21.	ALAN C. STEELE	Driver Education	07/05/2018	08/17/2018	\$5,986
22.	RYAN A. WATSON	Elementary	07/09/2018	08/02/2018	\$1,496.50
23.	ERICA A. WILCZYNSKI	Special Education	07/05/2018	08/17/2018	\$2,993
24.	GINA R. WILLIAMS	Teaching Assistant	07/09/2018	08/02/2018	\$13.24/hr
25.	AUDREY K. ZUIS	Teaching Assistant	07/05/2018	08/17/2018	\$13.24/hr

d. 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.	JENNA L. BRAGAS	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
2.	GARRICK J. BROWN	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67

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		Title	Start Date	End Date	Salary
3.	MEGAN M. CROWLEY	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
4.	JULIE A. DALEY	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
5.	DENIS A. DERIDER	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
6.	EVA M. FURCINITO	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
7.	JAMIE A. GREEN	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
8.	JUNE M. HARRIS- FORRESTER	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
9.	SAMUEL A. HEALY	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
10.	SUSAN A. HUMPHREYS	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
11.	MARY L. ILES	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
12.	ANN L. LIEB	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
13.	SARA L. MUNIO	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
14.	ALEXIS L. PARTYKA	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
15.	TARA L. RAUX	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
16.	ALLISON P. ROWLANDS	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
17.	KEVIN T. SCHULTZ	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67

		Title	Start Date	End Date	Salary
18.	JOHN T. SEIFTS	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
19.	CHRISTINA L. SNYDER	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
20.	RYAN A. WATSON	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67
21.	ERICA A. WILCZYNSKI	SUMMER - PROCTOR/RATING FOR EXAMS	08/16/2018	08/17/2018	\$21.67

e. RECOMMENDATION FOR SUMMER SCHOOL APPOINTMENTS - ADMINISTRATION

		Title	Start Date	End Date	Salary
1.	ANDREW L. KIERPIEC	Assistant Principal	07/05/2018	08/17/2018	\$4,489.50
2.	MARTIN E. NEMECEK	Assistant Principal	07/05/2018	08/17/2018	\$4,489.50
3.	JAMIE M. WILLIAMS	Principal	07/09/2018	08/02/2018	\$4,489.50

f. RECOMMENDATION FOR SUMMER YOUTH EMPLOYMENT PROGRAM

		Title	Start Date	End Date	Salary
1.	CYNTHIA P. GALLAGHER	Agriculture	07/23/2018	08/03/2018	\$24.87 for 60 Hours = \$1,492.20

2. RECOMMENDATIONS FOR SUMMER SCHOOL - NON-INSTRUCTIONAL

a. RECOMMENDATION FOR SPECIAL EDUCATION SUMMER SCHOOL APPOINTMENTS - NON-INSTRUCTIONAL
Daily rate is 1/200th of salary

		Title	Start Date	End Date	Max Days	Salary
1.	JULIE SHANKMAN	NURSE PRACTITIONER	07/02/2018	08/31/2018	2.5	\$77,692

**b. RECOMMENDATION FOR ACADEMIC REGIONAL SUMMER SCHOOL APPOINTMENTS -
NON-INSTRUCTIONAL**

The following people are being recommended for clerical or nursing positions in the Regional Summer School Program for 2018. All people listed are potential hires. The actual need for any individual will not be determined until July 1, 2018. The decisions will be based on enrollments at that time and the actual need for clerical or nursing help.

		Title	Start Date	End Date	Salary
1.	MARYBETH ABBADESSA	Clerk	07/05/2018	08/17/2018	\$13.24/hr. by timesheet
2.	PAULA J. CUSHMAN	Clerical	07/05/2018	08/17/2018	\$13.24/hr. by timesheet

ITEM VI. D. ACTION ITEMS

**ITEM VI. D. 1. APPROVAL OF POLICY 0015 EQUAL OPPORTUNITY AND NON-DISTRIMINATION; 0016 INSTRUCTION AND EMPLOYMENT OF HIV-INFECTED INDIVIDUALS; 1005 CODE OF CONDUCT; 2201 ANNUAL MEETING AND NOMINATION AND ELECTION OF BOARD; 5302 USE OF SURVEILLANCE CAMERAS IN THE ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE EDUCATIONAL SERVICES; 5500 FLAG DISPLAY; 6202 DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS AND OTHER SAFETY-SENSITIVE EMPLOYEES; 6203 FINGERPRINTING AND CRIMINAL HISTORY RECORD CHECKS FOR PROSPECTIVE EMPLOYEES; 6300 HEALTH INSURANCE; 6304 “DO NOT RESUSITATE” (DNR) ORDERS; 6500 LEAVES OF ABSENCE FOR SERIOUS HEALTH CONDITIONS OR FAMILY
(SECOND READING)**

Moved, that the Cooperative Board approves the following Policies in order to provide a comprehensive written listing of the Cooperative Board’s current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES.

Section 0000 General Commitments

- 0015 EQUAL OPPORTUNITY AND NONDISCRIMINATION
- 0016 INSTRUCTION AND EMPLOYMENT OF HIV-INFECTED INDIVIDUALS

Section 1000 Community Relations

- 1005 CODE OF CONDUCT

Section 2000 SCHOOL BOARD OPERATIONS

- 2201 ANNUAL MEETING AND NOMINATION AND ELECTION OF BOARD

Section 5000 SUPPORT OPERATIONS

- 5302 USE OF SURVEILLANCE CAMERAS IN THE ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE EDUCATIONAL SERVICES
- 5500 FLAG DISPLAY

Section 6000 PERSONNEL

- 6202 DRUG AND ALCOHOL TESTING FOR SCHOOL BUS DRIVERS AND OTHER SAFETY-SENSITIVE EMPLOYEES
- 6203 FINGERPRINTING AND CRIMINAL HISTORY RECORD CHECKS FOR PROSPECTIVE EMPLOYEES
- 6300 HEALTH INSURANCE
- 6304 “DO NOT RESUSCITATE” (DNR) ORDERS
- 6500 LEAVES OF ABSENCE FOR SERIOUS HEALTH CONDITIONS OR FAMILY

ITEM VI. D. 2. APPROVAL TO ENTER INTO ARTICLE 5G, INTERMUNICIPAL COOPERATIVE AGREEMENT

That the Oneida-Herkimer-Madison BOCES Cooperative Board enter into an Article 5G, Intermunicipal Cooperative Agreement with Madison-Oneida BOCES for the purpose of providing legal services to the Oneida-Herkimer-Madison BOCES effective July 1, 2018.

ITEM VI. D. 3. APPROVAL OF CONSULTANT COMMITTEE NEW MEMBERSHIP

Moved, that the Cooperative Board recommends the approval of three members, Deanna Polera, Amy Buckley and Siosianna Merz to the Early Childhood Education Consultant Committee and one member, Kevin Crawford to the Electricity Consultant Committee, and one member Patricia Kuhn to the Health Occupations Consultant Committee for the term of 7/30/18 to 7/30/21.

ITEM VI. D. 4. APPROVAL OF CONTRACT FOR SERVICES WITH UTICA SAFE SCHOOLS, INC.

Moved, that the Cooperative Board approves the contract between Oneida-Herkimer-Madison BOCES and Utica Safe Schools Healthy Students Partnerships, Inc. for the 2018-2019 school year.

ITEM VI. D. 5. APPROVAL OF COOPERATIVE BOARD HANDBOOK

Moved, that the Cooperative Board approves the current and most updated version of the Cooperative Board Member Handbook dated July 12, 2018.

ITEM VI. D. 6. A. APPROVAL OF ALIGNMENT LIFT BID

Moved, that the Cooperative Board accept the bid from Lights Auto Parts, Inc. in the amount of \$18,205.36 for the alignment lift.

ITEM VI. D. 6. B. APPROVAL OF RESISTANT SPOT WELDER BID

Moved, that the Cooperative Board accept the bid from Genesee Paint Co., in the amount of \$27,206.65 for the welder.

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

Motion carried, 10-0

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

A. 2018 RURAL SCHOOLS CONFERENCE OVERVIEW: JULY 8 – 10, 2018

Mrs. Anderson, Mr. Boucher, Mrs. Corbin, Mrs. Hartman and Mr. Morris shared information about the workshops they attended.

B. COOPERATIVE BOARD RETREAT, OCTOBER 5-6, 2018

Mrs. Falvo reviewed the arrangements for the Cooperative Board Retreat and noted that more information will be shared at a later time.

**C. NEW YORK STATE SCHOOL BOARDS ASSOCIATION CONFERENCE (NYSSBA),
OCTOBER 25-27, 2018**

Mrs. Falvo reviewed the list of those Cooperative Board Members who will be attending.

Mr. Hill shared information with the Cooperative Board regarding the summer school numbers – 18,089 students and 235 staff.

ITEM VIII. OLD BUSINESS

none

ITEM IX. REPORTS

C. INTERIM DISTRICT SUPERINTENDENT’S REPORT AND LEGISLATIVE UPDATE

- Shared bills that pertain specifically to BOCES that have passed in both Houses
 - o District Superintendent Salary Cap
 - o BOCES Capital
 - o Small Group Health Insurance
- Distributed updated Legislative Action in the final session documented by the Hinman Straub Newsletter.
- Janus Decision – agency fees
- Future Dedication of The Howard D. Mettelman Learning Center

ITEM X. EXECUTIVE SESSION

Motion by: Mrs. Corbin
Seconded by: Mrs. Ervin

Moved, that the Board enter Executive Session at 5:20 p.m. to discuss matters leading to the appointment, employment, suspension, and dismissal, of particular persons.

Motion carried 10-0

The Board returned to General Session at 5:35 p.m.

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

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

Be it resolved that the Board of Education hereby approves the agreement with Michael Zarnock dated June 28, 2018.

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

Motion carried, 10-0

Ms. Starks reported out regarding the status of the District Superintendent Search.

MOTION TO ADJOURN

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 5:37 p.m.



Deborah Kimball
Clerk of the Board
July 12, 2018