



# Oneida-Herkimer-Madison BOCES

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Cooperative Board 2018-2019

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## MINUTES OF THE REGULAR MEETING OF SEPTEMBER 11, 2019

The Regular meeting of the Board of Cooperative Educational Services was held on September 11, 2019 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  
Mr. Gary P. Nelson  
Dr. Gary W. Porcelli  
Mr. John J. Salerno  
Mr. Russell Stewart

### MEMBERS EXCUSED

### OTHERS PRESENT

Mr. Jack J. Boak, Jr.  
Mr. Charles Cowen  
Mr. Christopher Hill  
Mr. Scott Morris  
Mrs. Ann Turner  
Mrs. Deborah Kimball  
Dr. Patricia Kilburn

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 - STUDENT PRESENTERS**

Susan Carlson, Director, Regional Program for Excellence  
Shannon Vescera, Regional Program for Excellence Program Coordinator  
Emily DePietro, student  
Griffin Eychner, student  
Michael DePietro, parent  
Tammy DePietro, parent

**PUBLIC HEARING FOR THE BOCES DISTRICT WIDE SCHOOL SAFETY PLAN**

Mrs. Falvo noted that the Public Hearing for the BOCES District Wide Safety Plan was held at 4:15 p.m. on September 11, 2019 in the Oneida Room. Mrs. Elaine Falvo, Mr. Steve Boucher, Mrs. Michelle Anderson, Mrs. Doreen Corbin, Mrs. Evon Ervin, Mr. John Griffin, Mrs. Charlene Hartman, Mr. Michael Moore, Dr. Gary W. Porcelli, Mr. John Salerno, Mr. Russell Stewart, Mr. Jack Boak, Mrs. Deborah Kimball, Mr. Charles Cowen, Mr. Christopher Hill, Mr. Scott Morris and Mrs. Ann Turner were present at the Public Hearing.

The Public Hearing was called to order by President Falvo at 4:15 p.m. and adjourned at 4:30 p.m.

**ITEM I. CALL TO ORDER**

A quorum was noted and the meeting was called to order at 4:30 p.m. by President Falvo. Mrs. Falvo asked that we observe a moment of silence in recognition of the 9/11 anniversary ceremony held at the World Trade Center for victims' families.

**ITEM II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ITEM III. RECOGNITION**

Mrs. Falvo introduced Dr. Patricia Kilburn. Dr. Kilburn's appointment as District Superintendent will commence effective September 30, 2019.

Mr. Boak shared some background information regarding Regional Program of Excellence and then introduced Mr. Hill. Mr. Hill then introduced Ms. Susan Carlson, Director Regional Program of Excellence. Ms. Carlson noted that there were 33 students at the recent awards ceremony.

Mrs. Carlson introduced two students who participated in summer internships.

Emily DePietro, a student from Whitesboro Central School District. Ms. DePietro shared her internship experience in chiropractic care. Ms. DePietro, stated that she has "always strived to open up [her] options for after high school by participating in a wide scope of programs," and she embraced her RPE internship to the fullest extent.

During her time at Climb Chiropractic Sports Health, Ms. DePietro observed multiple styles of chiropractic care in difference settings. She was given a glowing evaluation by her mentor, encouraging her to come back and observe anytime. As a result of this internship, Ms. DePietro plans to pursue chiropractic care as her future career.

Griffin Eychner a student from Rome Free Academy. Mr. Eychner's shared his internship experience in computer science and he has worked hard to get as much experience as possible in this field. From participating in two Project Lead the Way courses, a computer science elective, and now Regional Program for Excellence, he has taken advantage of as many opportunities that have come his way, and excelled in each one.

During his time at Northrop Grumman Corporation, Mr. Eychner was given the task to build a computer and create a program that could identify whether a photo included a dog or a cat, essentially a demonstration of artificial intelligence. He made such a good impression on his mentor that they reached out to the Regional Program office to request an intern for the school year, as they see the merit of having such dedicated students. Mr. Eychner called his time at Northrop Grumman Corporation "an unbelievable experience," and has plans to major in computer science in college.

[Mr. Nelson arrived at 4:44 p.m.]

#### **ITEM IV. RECOGNITION OF VISITORS**

#### **ITEM V. COMMUNICATIONS**

##### **ITEM V. A. FROM THE FLOOR**

None

##### **ITEM V. B. CORRESPONDENCE**

-Mrs. Falvo presented Mr. John Griffin the School Boards Institute Recognition of Continuing Participation in School Board Professional Learning Activities – Certificate of Achievement

-SBI General Membership Meeting "Implementing SED Mandated Mental Health Initiatives and Delivery Options, September 19, 2019

-NSBA Convention – registration

-Mr. Boak noted that there is a correction on page 139 of the Personnel Report. Jennifer LaClair resigned from her Teacher Assistant position (not teaching), effective 8/31/2019 to accept a Teacher of Science position. He also noted an addition to page 139 – C. Personnel Report b. new number 6 – resignation of Michael Ferris, Teacher of Social Studies effective 1/4/2020.

-Appointment of Voting Delegate NYSSBA Convention, October 24 – 26, 2019.

Mr. Michael Moore, NYSSBA Voting Delegate for Oneida-Herkimer-Madison BOCES indicated that he is not able to attend the NYSSBA Convention, October 24 – 26, 2019, therefore the appointment of a new Voting Delegate is in order. Mrs. Falvo asked if any of the members attending the conference would like to serve as the Oneida-Herkimer-Madison BOCES Voting Delegate and Mrs. Evon Ervin accepted.

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

Moved, that the Cooperative Board approve Mrs. Evon M. Ervin as the Voting Delegate for the 2019 NYSSBA Convention October 24 – 26, 2019.

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			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

**Motion carried, 12-0**

#### **ITEM VI. A. MINUTES OF THE REGULAR MEETING OF AUGUST 14, 2019**

##### **MOTION TO APPROVE THE MINUTES**

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

Moved, that, the minutes of the Regular Meeting of August 14, 2019 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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 P. Nelson			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

**Motion carried, 12-0**

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

**MOTION TO APPROVE THE CONSENT AGENDA**

**(with the correction to item C. b. 1. 5. – Jennifer LaClair - Resignation from Teacher Assistant position effective 8/31/2019 and addition of item C. b. 1. 6. Resignation – Michael Ferris, Teacher of Social Studies effective 1/4/2020)**

Motion by: Mrs. Anderson

Seconded by: Mr. Nelson

Moved, that the Cooperative Board approves the Consent Agenda Items B-D.

**FINANCIAL REPORTS/AWARDING OF CONTRACTS**

**ITEM VI – B. FINANCIAL REPORTS/AWARDING OF CONTRACTS**

**ITEM VI. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR JULY 2019**

**Report of the Treasurer for July 2019**

Capital	938,208.99
General	15,253,009.30
School Lunch	21,367.71
Special Aid	0.00
Trust/Agency	75,644.91
Trust/Expand	<u>78,209.56</u>
Total	\$16,366,440.47

And the Treasurer’s Report for the Extra-Curricular Fund  
for July 2019 showing a fund balance of \$7,534.11.

**ITEM VI. B. 2. MOTION TO ACCEPT THE BUDGET ADJUSTMENT REPORT, JULY, 2019**

Moved, that the Cooperative Board accepts the Budget Adjustment Report for July 2019; all as shown below:

**Budget Revisions—2019-20  
July 2019 Report**

2019-20 Adopted Budget	\$65,252,103
Commitment Changes	7,738,263
Net Changes	-
Total	<u>\$72,990,365</u>

**ITEM VI. C. 3. APPROVAL OF 2018-2019 SHARED SERVICE CONTRACTS FINAL (BUYER) WITH OTHER BOCES**

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

Oneida BOCES Contractee (Buyer) With Other BOCES

Oswego BOCES	\$72,564.87	Final contract for all BOCES services for 2018-2019.
Sullivan County BOCES	\$57,885.00	
Delaware-Chenango BOCES	\$19,081.00	
Erie 1 BOCES	\$14,300.00	
Otsego-Northern-Catskills BOCES	\$ 8,800.00	
Monroe 2 – Orleans BOCES	\$ 3,655.70	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Oswego BOCES, Sullivan County BOCES, Delaware-Chenango BOCES, Erie 1 BOCES, Otsego-Northern-Catskills BOCES, Monroe 2-Orleans BOCES for the 2018-2019 school year.

**ITEM VI. C. 4. APPROVAL OF 2019-2020 SHARED SERVICE CONTRACTS FINAL (SELLER) WITH SCHOOLS**

**2019-2020 Shared Service Contractor (Seller) with Schools**

Oneida BOCES Contractor (Seller) With Schools

Brookfield CSD	\$1,472,682.79	Initial contract for all BOCES services for 2019-2020 including administration, career & technical education, handicapped services, alternative education
Clinton CSD	\$3,794,497.70	
Holland Patent CSD	\$4,647,477.19	
New York Mills CSD	\$3,055,914.92	
Oriskany CSD	\$2,720,682.61	
Sauquoit Valley CSD	\$4,711,517.12	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Brookfield Central School, Clinton Central School, Holland Patent Central School District, New York Mills Union Free School, Oriskany Central School, Sauquoit Valley Central School for the 2019-2020 school year.

**ITEM VI. C. 5. APPROVAL OF 2019-2020 SHARED SERVICE CONTRACTS FINAL (SELLER) WITH OTHER BOCES**

**2019-2020 Shared Service Contractor (Seller) with Other BOCES**

Oneida BOCES Contractor (Seller) With Other BOCES

Questar III BOCES	\$10,824.32	Initial contract for all BOCES services for 2019-20 including administration,
Greater Southern Tier BOCES	\$10,824.32	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Brookfield Central School, Clinton Central School, Holland Patent Central School District, New York Mills Union Free School, Oriskany Central School, Sauquoit Valley Central School for the 2019-2020 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. RETIREMENTS**

**1. Teaching/Certified Staff**

			Hire Date	Retire Date
1.	PHYLLIS DIGIORGIO	TEACHING ASSISTANT	04/23/1990	08/31/2019
2.	JOANNE F. SZCYGIEL	TEACHER ASSISTANT	04/25/2005	08/31/2019

**2. Non-Instructional/Classified Staff**

			Hire Date	Retire Date
1.	CATHY J. D'APRIX	ACCOUNT CLERK TYPIST	08/01/1991	09/20/2019
2.	NANCY L. OSSONT	MICROFILM OPERATOR	10/22/1990	12/31/2019

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	NICOLE M. MASTRO	TEACHER ASSISTANT	10/24/2016	08/07/2019
2.	JACOB A. POHL	TEACHER OF SOCIAL STUDIES	09/01/2018	09/27/2019
3.	LILLIAN T. WOODS	TEACHER ASSISTANT	09/17/2018	08/28/2019
4.	SAMUEL A. HEALY	TEACHER ASSISTANT	04/11/2019	08/31/2019
5.	JENNIFER A. LACLAIR	TEACHER ASSISTANT	09/01/2002	08/31/2019
6.	MICHAEL A. FERRIS	TEACHER OF SOCIAL STUDIES	07/05/2011	01/04/2020

**2. Non-Instructional / Classified Staff**

			Hire Date	Resign Date
1.	BETTY A. ABRAMS	FOOD SERVICE HELPER	10/26/2018	08/01/2019 (verbal)
2.	RUTH A. BARRETT	FOOD SERVICE HELPER	09/06/2018	08/01/2019 (verbal)
3.	CHERIE L. BOTTONE	FOOD SERVICE HELPER	09/20/2018	08/01/2019 (verbal)
4.	DEBORAH A. DAVIS	FOOD SERVICE HELPER	09/01/2015	08/01/2019 (verbal)
5.	LAURIE L. FERRIS	FOOD SERVICE HELPER	12/04/2018	08/13/2019 (verbal)
6.	COLLEEN M. GEORGE	FOOD SERVICE HELPER	09/04/2018	08/28/2019
7.	MAUREEN A. HANDZEL	FOOD SERVICE HELPER	09/05/2017	08/01/2019 (verbal)



			Hire Date	Resign Date
8.	CLAIRE A. HARDY	COMPUTER OPERATOR	08/16/2019	09/02/2019
9.	KELLY M. KULPA	FOOD SERVICE HELPER	09/27/2018	08/01/2019 (verbal)
10.	AMBER M. LAMICA	CLERK	03/20/2017	07/15/2019
11.	GAIL G. LEBUIS	FOOD SERVICE HELPER	09/07/2016	08/01/2019 (verbal)
12.	JOHN J. NOONE	FOOD SERVICE HELPER	08/29/2017	08/01/2019 (verbal)
13.	NANCY L. PALMITER	FOOD SERVICE HELPER	11/18/2015	07/23/2019
14.	LACEY J. PLOWS	FOOD SERVICE HELPER	03/25/2013	08/01/2019 (verbal)
15.	DOLORES SMITH	FOOD SERVICE HELPER	10/05/2005	08/01/2019 (verbal)
16.	TYLER G. STEWART	FOOD SERVICE HELPER	01/26/2018	06/30/2019 (verbal)
17.	PRISCILLA L. TORCHIA	FOOD SERVICE HELPER	09/10/2018	08/12/2019 (verbal)
18.	FIORINDA B. WILSON	FOOD SERVICE HELPER	10/22/2018	08/01/2019 (verbal)

**c. UNPAID LEAVE(S) OF ABSENCE**

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	KYLE T. LEVATINO	TEACHING ASSISTANT	09/01/2019	06/30/2020	work as long term substitute teacher

**2. Non-Instructional/Classified Staff**

			Start Date	End Date	Reason
1.	JASON M. DOUGLASS	NETWORK ADMINISTRATOR II	09/11/2019	TBD	work provisionally in different title
2.	JEFFREY C. MORGAN	COMPUTER TECHNICAL ASSISTANT	09/11/2019	TBD	new probationary appointment

**d. APPOINTMENTS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)**

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

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

1. Recommend that **MELISSA L. BALANEAN** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at the Center, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$18,726.00.

**Certification:**

\* Level III certificate in Teaching Assistant

**Education:**

\* Graduate of Utica City School District

\* Associates Degree in Human Services from Mohawk Valley  
Community College

\* Associates Degree in Chemical Dependency from Mohawk Valley  
Community College

**Work Experience:**

\* From September, 2012 through the present as a teaching  
assistant at Utica City School District

2. Recommend that **JILL L. CHMIELEWSKI's** appointment as a **TEACHER OF FOREIGN LANGUAGE** in Information & Technology, at Whitesboro Central School District, be revised to a four year probationary appointment in the Foreign Language tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$40,975.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Vernon-Verona-Sherrill High School
- \* Associates Degree in Human Services from Mohawk Valley Community College

**Work Experience:**

- \* From January, 2016 through the present as a freelance interpreter at Interpreting and Translation Services (ITS)
- \* From January, 2016 through the present as a freelance interpreter at Multilingual Interpretation Services (MIS)
- \* From June, 2009 through the present as a freelance interpreter at Empire Interpreting Service
- \* From June, 2009 through January, 2011 as a rehabilitation specialist at ARC Oneida-Lewis Chapter

3. Recommend that **TRACY L. CLOOS** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Programs, at Westmoreland Elementary School, for a four year probationary appointment in the Teacher of Special Education tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$50,192.00.

**Certification:**

- \* Professional certificate in Early Childhood Education B-2
- \* Professional certificate in Childhood Education 1-6
- \* Professional certificate in SWD 106

**Education:**

- \* Bachelor's Degree in English from University at Buffalo
- \* Master's Degree in Childhood Education from Utica College

**Work Experience:**

- \* From October, 2016 through the present as a special education teacher at Upstate Cerebral Palsy - Tradewinds Education Center
- \* From August, 2014 through September, 2016 as a teacher at Morganton Road Elementary School, Fayetteville, NC
- \* From August, 2013 through June, 2014 as a teacher at Alderman Road Elementary School, Fayetteville, NC
- \* From August, 2012 through August, 2013 as a teacher at St. Pauls Elementary School, St. Pauls, NC
- \* From September, 2011 through June, 2012 as a substitute teacher at Utica City School District
- \* From November, 2010 through June, 2011 as a teacher assistant at Hugh R. Jones Elementary School

4. Recommend that **MAIAH L. DEGIRONIMO** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at the Center, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$16,973.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Associates Degree in Advertising/Photography from Mohawk Valley Community College

**Work Experience:**

- \* From 2019 through the present as a photograph retoucher at Fraternal Composite
- \* 2018 as a portrait photography intern at Ralph DeNicola Photography
- \* From 2017 through 2018 as a cashier/server at the Ice Cream Factory
- \* From 2015 through 2017 as a photographer at New York Sash
- \* 2016 as a seasonal photographer at Enchanted Forest Water Safari
- \* 2015 as a seasonal photographer at Noerr Programs

5. Recommend that **QIAJA S. EVANS** be appointed as a **TEACHER ASSISTANT** in the Alternative Education Programs, at Middle Settlement Academy, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$16,073.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Notre Dame Junior Senior High School
- \* Bachelor's Degree in Sociology from Utica College

**Work Experience:**

- \* From August, 2014 through the present as a teacher assistant at the Thea Bowman House

6. Recommend that **LAURA M. EYSAMAN** be appointed as a **GUIDANCE COUNSELOR** in the Itinerant Services Program, at New Hartford Elementary, Holland Patent Elementary and Oriskany Elementary, for a four year probationary appointment in the Guidance tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$50,936.00.

**Certification:**

- \* Permanent certificate in School Counselor

**Education:**

- \* Associates Degree in Liberal Arts/Psychology from Herkimer County Community College
- \* Bachelor of Science in Psychology Child-Life from Utica College
- \* Master of Science in Guidance & Counseling from Sage Graduate School

**Work Experience:**

- \* From August, 2007 through the present as a school counselor/ social worker at Dolgeville Central School District
- \* From June, 2006 through August, 2007 as a family counselor at Herkimer County Family Services PINS Diversion Program
- \* From August, 2005 through December, 2005 as a school counselor intern at Fonda-Fultonville High School
- \* From August, 2003 through December, 2003 as a school counselor intern at Little Falls Middle School

7. Recommend that **STEPHANIE FERNANDEZ** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at the Center, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$16,073.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Received GED through BOCES

**Work Experience:**

- \* From June, 2008 through August, 2019 as store manager at the Salvation Army
- \* From March, 2004 through June, 2008 as an administrative assistant at Seymour Deli and Grocery

8. Recommend that **MEGAN A. FOLEY** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Programs, at Waterville Elementary School, for a four year probationary appointment in the Teacher of Special Education tenure area, commencing September 12, 2019 and ending September 11, 2023 at an annual salary rate of \$46,383.00, prorated.

**Certification:**

- \* Initial certificate in Childhood Education (1-6)
- \* Initial certificate in Students with Disabilities (1-6)

**Education:**

- \* Associates Degree in Liberal Arts from Mohawk Valley Community College
- \* Bachelor of Science in Childhood Education Grades 1-6 from SUNY Oneonta
- \* Master of Science in Special Education/Childhood Education Grades 1-6 from Touro College

**Work Experience:**

- \* From May 2018 through the present as a substitute teacher at New Hartford Central School District and Utica City School District
- \* From July, 2006 through June, 2007 as a family literacy educator at Madison-Oneida-Herkimer BOCES
- \* From September, 2005 through June, 2006 as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From October, 2004 through June, 2005 as a long term substitute at Utica City School District

9. Recommend that **ANDREA L. GAGNON** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at Perry Jr. High School, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$17,246.00.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Graduate of West Canada Valley Central School District
- \* Associates Degree in Travel and Tourism from Herkimer County Community College

**Work Experience:**

- \* From January, 2019 through the present as a long-term substitute teacher assistant at Frankfort-Schuler Central School District
- \* From April, 2017 through December, 2018 as a travel agent at Adams Travel Bureau, LLC
- \* From April, 2007 through March, 2017 as a OFAC compliance specialist at BNY Mellon



10. Recommend that **SAMUEL A. HEALY** be appointed as a **TEACHER OF SCIENCE** in the Alternative Education Programs, at Middle Settlement Academy, for a three year probationary appointment in the Science tenure area, commencing September 01, 2019 and ending August 31, 2022 at an annual salary rate of \$45,726.00.  
**(See minutes from October 9, 2019 meeting for correction)**

**Certification:**

- \* Professional certificate in Mathematics 7-12
- \* Professional certificate in Mathematics 5-9

**Education:**

- \* Associate in Science Liberal Arts-General Studies from Monroe Community College
- \* Bachelor of Science in Mathematics from SUNY Fredonia University
- \* Masters of Science in Education from Capella University
- \* Masters in Mathematics from SUNNY Cortland University

**Work Experience:**

- \* From April, 2019 through the present as a teacher assistant at Oneida-Herkimer-Madison BOCES
- \* From September, 2018 through April, 2019 as a substitute teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From July, 2018 through August, 2018 as a summer school mathematics teacher at Oneida-Herkimer-Madison BOCES
- \* From 2014 through 2018 as a teacher assistant at the House of the Good Shepherd
- \* From 2005 through 2014 as a math teacher at Rome City School District

11. Recommend that **JOANNA T. HUSS** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at Waterville Elementary School, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$17,473.00.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Graduate of Clinton Central School District
- \* Bachelor's Degree in Cultural Anthropology from Syracuse University

**Work Experience:**

- \* From July, 2019 through the present as a substitute teaching assistant at Oneida-Herkimer-Madison BOCES Bridges Program
- \* From May, 2015 through the present as a cleaner at J.T.'s Homecare
- \* From March, 2019 through June, 2019 as a substitute teaching assistant at Clinton Central School District
- \* From May, 2016 through October, 2019 as a waitress/kitchen staff at Duffy's at the Glenmore and Bay Cafe & Market in Eagle Bay

12. Recommend that **KAYLA A. JACQUES** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at Waterville Elementary, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$16,346.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Lancaster High School

**Work Experience:**

- \* From September, 2018 through the present as a teacher aide at Madison-Oneida BOCES
- \* From June, 2017 through September, 2018 as an assistant director at Three Bears Childcare

13. Recommend that **MICHAEL P. KAIN** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at Westmoreland Upper Elementary Building, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$17,473.00.

**Certification:**

- \* Level 1 certificate in Teaching Assistant

**Education:**

- \* Associates Degree in Media Marketing from Mohawk Valley Community College
- \* Bachelor's Degree in Mass Communication from SUNY Plattsburgh

**Work Experience:**

- \* From October, 2018 through the present as a substitute teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From August, 2017 through October, 2018 as a medicaid service coordinator at the Family Advocacy Center
- \* From December, 2007 through March, 2017 as a medicaid service coordinator at the Arc Oneida Lewis Chapter

14. Recommend that **MICHELE KOBIELSKI** be appointed as a **TEACHER ASSISTANT** in the Career & Technical Education Programs, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$18,909.00.

**Certification:**

- \* Level 1 certificate in Teaching Assistant

**Education:**

- \* Bachelor of Science in Business Administration & Psychology from Nazareth College
- \* Attended LeMoyne College for Business Administration

**Work Experience:**

- \* From May, 2018 through the present as a director at St. John's the Evangelist Afternoon Adventures
- \* From September, 2004 through the present as a director / teacher at St. John's the Evangelist Nursery School
- \* From March, 2000 through November, 2003 as an independent contractor at Pampered Chef
- \* From February, 1999 through June, 2000 as a career exploration specialist at Oneida-Herkimer-Madison BOCES
- \* From June, 1994 through February, 1999 as a residence director at Charles T. Sitrin Health Care Center
- \* From May, 1990 through June, 1992 (summer) as a substitute teacher at Oppenheim Ephratah Central School

15. Recommend that **JENNIFER A. LACLAIR** be appointed as a **TEACHER OF SCIENCE** in the Alternative Education Programs, at Middle Settlement Academy, for a three year probationary appointment in the Science tenure area, commencing September 01, 2019 and ending August 31, 2022 at an annual salary rate of \$50,529.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of North High School, Valley Stream, NY
- \* Bachelor of Arts in Biology from SUNY Empire
- \* Master of Arts in Teaching from SUNY Empire

**Work Experience:**

- \* From September, 2002 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From August, 1995 through July, 2000 as an administrative assistant and customer service representative at Agway Energy Products

16. Recommend that **AMBER M. LAMICA** be appointed as a **TEACHER ASSISTANT** in the Alternative Education Programs, at Middle Settlement Academy, for a three year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2022 at an annual salary rate of \$17,826.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Ilion High School

**Work Experience:**

- \* From February, 2016 through the present as a clerk at Oneida-Herkimer-Madison BOCES
- \* From February, 2009 through February, 2016 as a Teaching Assistant at Oneida-Herkimer-Madison BOCES
- \* From June, 2007 through January, 2009 self-employed day care provider
- \* From December, 2005 through May, 2007 as an Institutional Aide at Middleville Rest Home

17. Recommend that **AMY M. LOCKE** be appointed as a **SCHOOL SOCIAL WORKER** in the Itinerant Services Programs, at New Hartford Elementary School and Middle Settlement Academy, for a three year probationary appointment in the School Social Worker tenure area, commencing September 30, 2019 and ending September 29, 2022 at an annual salary rate of \$60,075.00, prorated.

**Certification:**

- \* Permanent certificate in School Social Worker

**Education:**

- \* Bachelor of Science in Social Worker from SUNY Brockport
- \* Master of Social Work from Syracuse University

**Work Experience:**

- \* From September, 2016 through the present as a school social worker at West Canada Valley Central School
- \* From September, 2011 through August, 2016 as a school social worker at Madison Oneida BOCES
- \* From November, 2009 through June, 2011 as a social worker at Utica City School District
- \* From 2006 through 2011 as a per diem social worker at Grassroots Family Assistance and D.R.N. Counseling Services
- \* From 2006 through November, 2009 as a per diem social worker at KIDS Oneida Program
- \* From 1998 through 2006 as a social worker at the House of the Good Shepherd

18. Recommend that **GINA M. MATTERESE** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at the Center, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$21,957.00.

**Certification:**

- \* Permanent certificate in Teacher N-6

**Education:**

- \* Associates Degree in Human Services from Mohawk Valley Community College
- \* Bachelor of Science in Elementary Education from SUNY Cortland
- \* Master of Science in Elementary Education from SUNY Cortland

**Work Experience:**

- \* From September, 2010 through June, 2017 as a teacher at Saratoga County EOC, Inc.
- \* From September, 2002 through June, 2010 as an early childhood education teacher at Saratoga County EOC, Inc.
- \* From September, 2000 through June, 2002 as a substitute elementary teacher at Washington-Saratoga-Warren-Hamilton-Essex BOCES

19. Recommend that **JESENIA I. RENAUD** be appointed as a **SCHOOL SOCIAL WORKER** in Special Education Itinerant Programs, for a four year probationary appointment in the School Social Worker tenure area, commencing September 30, 2019 and ending August 31, 2023 at an annual salary rate of \$46,650.00, prorated.  
**(See minutes from October 9, 2019 meeting for correction)**

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Bachelor of Science in Criminal Justice from Utica College
- \* Master of Science in Social Administration from Case Western University, Cleveland

**Work Experience:**

- \* From January 2017 through the present as a family service coordinator at Kids Oneida
- \* From December, 2015 through December, 2016 as a medicaid service coordinator at NYSARC
- \* From October, 2014 through December 2015 as a career instructor at NYSARC
- \* From May, 2011 through October, 2014 as a direct support professional at Upstate Cerebral Palsy



20. Recommend that **ANNETTE ROCK** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at the Center, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 18, 2019 and ending September 17, 2023 at an annual salary rate of \$21,457.00, prorated.  
**(See minutes from October 9, 2019 meeting for correction)**

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Graduate of Proctor High School
- \* Associates Degree in Arts and Science from Herkimer County Community College

**Work Experience:**

- \* From December, 2017 through the present as a teacher assistant at the House of the Good Shepherd
- \* From December, 2016 through December, 2017 as a domestic/sexual violence advocate at the YWCA/Utica Police Department
- \* From November, 2016 through December, 2016 as a recovery specialist/counselor at Liberty Resources Recovery Center
- \* From September, 2010 through February, 2015 as a prevention/chemical dependency counselor at the Insight House

21. Recommend that **SANDRO SEHIC's** probationary appointed as a **TEACHER OF SOCIAL STUDIES** in the Information & Technology Division, be revised for a four year probationary appointment in the Social Studies tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$45,104.00.

**Certification:**

- \* Initial certificate in Social Studies 7-12

**Education:**

- \* Associate of Arts in Humanities and Social Science from Mohawk Valley Community College
- \* Bachelor of Arts in Political Science from Utica College
- \* Master of Science in Education from Utica College
- \* Doctor of Philosophy in Education (Curriculum and Teaching) from Northcentral University, Prescott Valley, AZ

**Work Experience:**

- \* From September, 2017 as a part-time distance learning teacher of social studies at Oneida-Herkimer-Madison BOCES
- \* From 2016 through September, 2017 as a Program Specialist and Adjunct ESL Instructor at Mohawk Valley Community College
- \* From 2006 through the present as a substitute Teacher at the Utica City School District
- \* From January, 2017 through May, 2017 as an Adjunct Teacher at Utica College
- \* From December, 2008 through February, 2017 as a Customer Service Representative at ALORICA

22. Recommend that **ALICIA F. SNOW** be appointed as a **TEACHER OF ELECTRONIC TRADES** in the Career & Technical Education Programs, for a four year probationary appointment in the Construction Trades (Electricity) tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$42,380.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Waterville Central School District
- \* IBEW Local 43 Apprenticeship in Electrical - Journey worker

**Work Experience:**

- \* From 2016 through the present as a union contractor at Patricia Electric
- \* From 2013 through the present as an electrician at Patricia Electric
- \* From 2013 through 2015 as a union contractor at Engler Electric
- \* From 2009 through 2014 as a waitress/cashier at Roc-Start Ice Cream

23. Recommend that **ROBERT A. WEGRZYN** be appointed as a **TEACHER ASSISTANT** in Special Education Programs, at Perry Jr. High, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$17,806.00.

**Certification:**

\* Level I certificate in Teaching Assistant

**Education:**

\* Associates Degree in General Studies from Mohawk Valley  
Community College

**Work Experience:**

\* From May, 2014 through the present as a full time personal  
caregiver

\* From October, 2009 through July, 2014 as a workshop supervisor  
at ARC Oneida Lewis Chapter

24. Recommend that **KRISTINA L. WILCZAK** be appointed as a **TEACHER ASSISTANT** in the Alternative Education Programs, at Middle Settlement Academy, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$17,806.00.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Graduate of Vernon-Verona Central School District
- \* Associates Degree in Early Childhood Development from Kaplan University

**Work Experience:**

- \* From March, 2015 through the present as a receptionist at Yag's Auto
- \* From February, 2019 through June, 2019 as a personal care aide at CNY Helpers, LLC
- \* From December, 2016 through April, 2018 as a teacher aide at Upstate Cerebral Palsy/Daniel Sprock Learning Center
- \* From November, 2013 through February, 2015 as a community support staff assistant at the Resource Center for Independent Living
- \* From November, 2012 through August, 2013 as an office assistant at A Better Cab Company
- \* From November, 2010 through June, 2012 as a teacher's aide at Madison-Oneida BOCES

**b. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)**

1. Recommend that **DAVID A. ALONGI** be appointed as a **SCHOOL PSYCHOLOGIST** in the Itinerant Services Programs, at the Center, for a part-time (.4 FTE) appointment commencing October 01, 2019 at an annual salary rate of \$18,916.40, prorated.

**Certification:**

\* Permanent certificate in School Psychologist

**Education:**

- \* Bachelor of Science in Psychology from SUNY Oswego
- \* Master of Science in School Psychology from SUNY Oswego
- \* Certificate of Advanced Study in School Psychology from SUNY Oswego

**Work Experience:**

- \* From April, 2019 through June, 2019 as a part-time temporary school psychologist at Oneida-Herkimer-Madison BOCES
- \* From January, 2019 through March 2019 as a long term substitute school psychologist at Whitesboro Central School District
- \* From October, 2017 through April, 2018 as a long term substitute school psychologist at Rome City School District
- \* From September, 1980 through June, 2017 as a school psychologist at Vernon-Verona-Sherrill School District

2. Recommend that **CHRISTA P. NIGRO** be appointed as a **GUIDANCE COUNSELOR** in the Itinerant Services Programs, at Holland Patent Elementary, for a part-time (.2 FTE) appointment commencing September 01, 2019 at an annual salary rate of \$9,956.00, prorated.

**Certification:**

\* Permanent certificate in School Counselor

**Education:**

- \* Bachelor's Degree in Psychology from Union College
- \* Master of Education in Counseling from Boston University

**Work Experience:**

- \* From July, 2016 through the present as a career and employer relations specialist at Mohawk Valley Community College
- \* From August, 2006 through October, 2007 as a school counselor at New Hartford Central School District
- \* From July, 2005 through August, 2006 as a director of counseling at Bishop Ludden Jr. Sr. High School
- \* From July, 2004 through July, 2005 as a school counselor at Bishop Ludden Jr. Sr. High School
- \* From August, 2002 through July, 2004 as a director of counseling at DeSales High School

3. Recommend that **CHRISTOPHER D. SUNDERLIN** be appointed as a **TEACHER OF ESL** in the Itinerant Services Programs, at Whitesboro Middle School, New Hartford Elementary School and Oriskany Elementary School, for a part-time (.7 FTE) appointment commencing September 01, 2019 at an annual salary rate of \$32,993.10, prorated.

**Certification:**

- \* Professional certificate in English to Speakers of Other Languages

**Education:**

- \* Bachelor of Arts in French and Secondary Education from Lemoyne College
- \* Master's Degree in Curriculum Development & Instructional Technologies from SUNY Albany

**Work Experience:**

- \* From October, 2016 through August, 2017 as a ESL teacher at Oneida-Herkimer-Madison BOCES
- \* From September, 2015 through October, 2016 as an English to Speakers of Other Languages Teacher at Notre Dame High School
- \* From July, 2008 through September, 2015 as an ESL Teacher in the Adult Education program at the Utica City School District

**c. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT**

1. Recommend that **COREY E. DUBACH** be appointed as a **TEACHER OF SCIENCE** in the Career and Technical Education Programs for a long-term substitute appointment commencing September 26, 2019 and ending May 1, 2020 at an annual salary rate of \$41,409.00, prorated.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Bachelor of Science in Dental Health from the University of Bridgeport
- \* Currently attending Utica College for a Master of Education

**Work Experience:**

- \* From October, 2018 through May, 2019 as a substitute teacher at Utica City School District
- \* From September, 2007 through October, 2018 as a dental hygienist at Whitestown Dental
- \* From 2010 through 2013 as a dental assisting instructor at Madison-Oneida BOCES

2. Recommend that **KYLE T. LEVATINO** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Programs, at the Center, for a long-term substitute appointment commencing September 01, 2019 and ending June 30, 2020 at an annual salary rate of \$40,975.00.

**Certification:**

- \* Initial certificate in Students with Disabilities 7-12
- \* Level I certificate in Teaching Assistant

**Education:**

- \* Bachelor's Degree in Psychology from SUNY Oswego
- \* Currently attending SUNY Oswego for a Master of Science in Special Education

**Work Experience:**

- \* From September, 2017 through the present as a teaching assistant in Special Education at Oneida-Herkimer-Madison BOCES
- \* From June, 2016 through July, 2017 as a sales associate at John G. Huller & Sons
- \* From May, 2014 through August, 2015 as a front desk clerk at Villages RV Park at the Turning Stone Casino
- \* From May, 2011 through June, 2013 as a sales associate at Olympia Sports

3. Recommend that **KALIANA L. SOBOLEWSKI** be appointed as a **TEACHER ASSISTANT** in the Bridges Programs, at Perry Jr. High School, for a long-term substitute appointment commencing September 01, 2019 and ending June 30, 2020 at an annual salary rate of \$16,073.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of New York Mills Union Free School District

**Work Experience:**

- \* From January, 2019 through the present as a substitute teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From July, 2018 through March, 2019 as a laborer at Oneida-Herkimer-Madison BOCES

- d. **RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)**



1. Recommend that **CYNTHIA A. LANGONE** be appointed as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, for a temporary appointment commencing September 12, 2019 and ending June 30, 2020 at an daily salary rate of \$400.00.

**e. 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.	RYAN SCARLINO	Teaching Assistant	12/07/2019

**f. RECOMMENDATION FOR INCREASE IN FTE**

			Date	FTE
1.	MICHELLE SAUNDERS	TEACHER OF VISUALLY HANDICAPPED	09/01/2019	0.6
2.	MARY ELLEN WARD	NURSE PRACTITIONER	09/01/2019	0.6

**g. RECOMMENDATION FOR RETURN FROM PREFERRED ELIGIBILITY LIST (PEL)**

			Ret from PEL	FTE	Salary
1.	MIQUEL L. GRIMM	TEACHER OF HOME ECONOMICS	09/01/2019	1.0000	\$50,880.00, prorated
2.	JONNA L. DOWLING	TEACHER OF ESL	09/01/2019	1.0000	\$51,190.00, prorated

**h. RECOMMENDATION FOR MENTORING**

		Title	Start Date	End Date	Salary
1.	DAVID LANGONE	COACH/MENTOR	07/01/2019 (revised)	06/30/2020	\$40.00
2.	STEPHEN G. SALO	COACH/MENTOR	09/01/2019	09/30/2019	\$73.47/hr.

**2. Non-Instructional/Classified Staff**

**a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE**

1. Recommend that **JASON M. DOUGLASS** be appointed to a provisional appointment as a **TELECOMMUNICATIONS SPECIALIST I** in the Information and Technology Division, commencing September 12, 2019 at an annual salary rate of \$71,000.00, prorated.

**JASON M. DOUGLASS** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **TELECOMMUNICATIONS SPECIALIST I**, until the results of the next civil service exam are known.

**Education:**

- \* Associates Degree in Computer Network Technician from Herkimer County Community College
- \* Bachelor of Science Degree in Network Computer Security from SUNYIT

**Work Experience:**

- \* From October, 2016 through the present as a network administrator II at Oneida-Herkimer-Madison BOCES
- \* From April, 2016 through October, 2016 as a computer technical assistant at Oneida-Herkimer-Madison BOCES
- \* From January, 2015 through April, 2016 as a computer operator at Oneida-Herkimer-Madison BOCES
- \* From July, 2013 through January, 2015 as a computer technician at DCMO BOCES
- \* From August, 2010 through July, 2013 in maintenance at the Housing Corporation, Oneida Indian Nation

**b. RECOMMENDATION FOR A SECOND PROVISIONAL APPOINTMENT**

1. **MICHAEL J. ARMITAGE** was previously appointed to a provisional appointment as a **STOREKEEPER** in the Information and Technology Division, commencing October 15, 2018. **MICHAEL J. ARMITAGE** is being recommended to a 2nd provisional appointment by his immediate supervisor. **MICHAEL J. ARMITAGE** recently took the civil service exam, but did not receive a passing score. After canvassing individuals on the list, it has been deemed non-mandatory (less than 3 names) and it is now possible for **MICHAEL J. ARMITAGE** to receive a 2nd provisional appointment, with the understanding that the next civil service exam for this title will need to be taken and passed.

**c. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)**

1. Recommend that **TONYA M. BAILEY** be appointed to a probationary appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.36.

**TONYA M. BAILEY** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**. **TONYA M. BAILEY** will be required to serve a twenty-six week probationary period.

**Education:**

\* Graduate of Holland Patent Central School District

**Work Experience:**

- \* From August, 2019 through the present as a part-time food service helper at Oneida-Herkimer-Madison BOCES
- \* From January, 2018 through August, 2019 as a substitute school monitor at General William Floyd and Holland Patent Central School Districts
- \* From December, 2017 through June, 2018 as a sales associate at the Children's Place
- \* From 2007 through 2018 as a Sunday school teacher at the Stittville United Methodist Church
- \* From July, 2011 through July, 2014 as a self-employed child care provider

2. Recommend that **DONNA P. BENOIT** be appointed to a probationary appointment as an **ASSISTANT COOK** in the School Lunch Program, commencing August 29, 2019 at a salary rate of \$15.36 per hour.

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

**Education:**

\* Graduate of New Hartford Central School District

**Work Experience:**

- \* From March, 2007 through the present as an office assistant at IBTBM, Inc.
- \* From January, 2005 through February, 2007 as a cafe manager at Peter's Cornucopia
- \* From 2004 through 2005 as assistant manager at Panera Bread
- \* From 1997 through 2004 as service manager at Ground Round
- \* From 1995 through 1997 as service manager at Buffalo Head

3. Recommend that **COLLEEN M. GEORGE** be appointed to a probationary appointment as an **ASSISTANT COOK** in the School Lunch Program, commencing August 29, 2019 at an hourly salary rate of \$15.36.

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

**Education:**

\* Graduate of Proctor High School

**Work Experience:**

\* From September, 2018 through the present as a food service helper at Oneida-Herkimer-Madison BOCES

\* From May, 2001 through March, 2018 as a veterinary assistant at Burrstone Animal Hospital

**d. RECOMMENDATION FOR PROBATIONARY APPOINTMENT FROM CIVIL SERVICE LISTING**

The below named individual(s) recently took and successfully completed the required civil service exam for the title. The below named individual(s) will be required to serve a twenty-six week probationary period.

- |    |   | Prob. Date |
|----|---|------------|
| 1. | JEFFREY C. MORGAN NETWORK ADMINISTRATOR I | 09/12/2019 |

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

1. Recommend that **MARY C. PARKER** be appointed to a part-time (.5 FTE) appointment as a **CLERK HOURLY** in the Bridges Program, commencing August 29, 2019 at an hourly salary rate of \$19.60.

**MARY C. PARKER** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK HOURLY**.

**Education:**

- \* Graduate of Oneida High School
- \* Attended Daytona State College for Liberal Arts
- \* Attended Herkimer Community College for Travel/Tourism

**Work Experience:**

- \* From July, 2011 through the present as a real estate sales agent at Morris Williams Realty, Florida
- \* From August, 2001 through June, 2014 as a guidance secretary/ data entry at Lake County Schools, Florida
- \* From February, 1998 through September, 2000 as an executive assistant/HR benefits manager at CAiCE Software Corporation
- \* From August, 1996 through November, 1997 as owner/president of Next Day Valet
- \* From February, 1992 through July, 1996 as an administrative assistant/ executive secretary at Lykes Bros., Inc.

2. Recommend that **FRANCES E. BELLINGER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 29, 2019 at an hourly salary rate of \$12.36.

**FRANCES E. BELLINGER** 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 Mohawk Central School District

**Work Experience:**

- \* From August, 2015 through the present providing home health care at a personal residence

3. Recommend that **LORRAINE C. DUNN** be appointed to a part-time appointment as a **CLEANER (HOURLY)** in the Operations and Maintenance Department, commencing July 29, 2019 at a salary rate of \$13.01 per hour, as needed.

**LORRAINE C. DUNN** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLEANER (HOURLY)**.

**Education:**

\* Graduate of Solvay High School, Solvay, NY

**Work Experience:**

\* From February, 2004 through the present, substitute food service helper at Oneida-Herkimer-Madison BOCES

\* From September, 2001 through September, 2002, daycare worker at Catholic Charities, Ilion, NY

4. Recommend that **JUDY K. GOULD** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program commencing August 29, 2019 at an hourly rate of \$12.36, as needed.

**JUDY K. GOULD** 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 School District

**Work Experience:**

\* From May, 2014 through the present as a crew worker at Dunkin Donuts

\* From October, 2000 through May, 2014 as a shift manager at McDonald's

5. Recommend that **NANCY E. JOY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 29, 2019 at an hourly salary rate of \$12.00, prorated.

**NANCY E. JOY** 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 2015 through the present as a cleaner for the village of Waterville

\* From 2010 through 2014 as a food service helper at Brookdale Senior Living

6. Recommend that **DONALD E. LOCKWOOD** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 26, 2019 at an hourly salary rate of \$12.00.

**DONALD E. LOCKWOOD** 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 Mt. Markham Central School District

**Work Experience:**

\* From January, 1992 through February, 2005 as a receiver at Pacemaker

7. Recommend that **TINA M. SANDERS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 29, 2019 at an hourly salary rate of \$12.00, as needed.

**TINA M. SANDERS** 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 Brookfield Central School District

**Work Experience:**

\* From July, 2018 through the present as an independent consultant at Thirty-One Gifts

8. Recommend that **PATRICIA A. WAMPFLER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 29, 2019 at an hourly rate of \$12.36, as needed.

**PATRICIA A. WAMPFLER** 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 Westmoreland Central School District

**Work Experience:**

- \* From September, 2011 through September, 2019 as an office specialist II at Waterville Central School District
- \* From April, 2010 through September, 2011 as a clerk at Oneida County WIC
- \* From June, 2007 through April, 2010 as a clerk / supervisor at Mohawk Valley Water Authority
- \* From April, 2006 through June, 2007 as a WMS coordinator at Family Dollar Distribution Center
- \* From August, 2002 through April, 2006 as a department manager at Walmart Supercenter
- \* From 1999 through August, 2002 as a residence counselor at Upstate Cerebral Palsy

9. Recommend that **BECKY A. ZIOBRO** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 29, 2019 at an hourly salary rate of \$12.00.

**BECKY A. ZIOBRO** 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 Free Academy
- \* Attended Utica School of Commerce for Small Business Management

**Work Experience:**

- \* From 2007 through 2019 as a store manager at Star Bakery
- \* From 1998 through 2002 as a prep cook at Walmart Warehouse Kitchen
- \* From 1981 through 1992 as a deli assistant manager at Price Chopper

- f. **RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)**



1. Recommend that **SHELBY K. LAGRAY-MASTERS** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing August 29, 2019 and ending June 30, 2020 at a salary rate of \$14.30 per hour.

**SHELBY K. LAGRAY-MASTERS** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduated from Thomas R. Proctor High School
- \* Associates Degree in Graphic Design and Graphic Art Technology from Mohawk Valley Community College
- \* Bachelor's Degree in Graphic Design from SUNY Oswego

**Work Experience:**

- \* From August, 2015 to the present as a Floor Associate at Kohl's Department Store
- \* From May, 2019 through August, 2019 as a Graphic Design Artist in the Information and Technology division at Oneida-Herkimer-Madison
- \* From December, 2018 through February, 2019 as a Graphic Design Artist in the Information and Technology division at Oneida-Herkimer-Madison
- \* From May, 2018 through August, 2018 as a Graphic Design Artist in the Information and Technology division at Oneida-Herkimer-Madison
- \* From December, 2017 through January, 2018 as a Graphic Design Artist in the Information and Technology division at Oneida-Herkimer-Madison BOCES
- \* From June, 2016 through August, 2017 as a Graphic Design Artist in the Information and Technology division at Oneida-Herkimer-Madison BOCES
- \* From June, 2015 through June, 2016 as a summer clerk in the Information and Technology division at Oneida-Herkimer-Madison BOCES
- \* From June, 2012 through June, 2015 as a summer laborer in the Information and Technology division at Oneida-Herkimer-Madison BOCES

**e. STIPENDS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR ADDITIONAL STIPENDS**

			Date	Stipend
1.	BRIAN W. EDMONDS	TEACHER OF TECHNOLOGY	09/01/2019	\$4,097.50

**f. TERMINATIONS**

**1. Non-Instructional/Classified Staff**

**a. Recommendation for Termination**

			Hire Date	Resign Date
1.	NICHOLAS A. DELLERBA	FOOD SERVICE HELPER	03/27/2019	08/01/2019
2.	SANDRA M. OSTROSKY	FOOD SERVICE HELPER	10/31/2018	08/01/2019

**g. SUMMER SCHOOL**

**1. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED**

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

The following people are being recommended to teach in the Regional Summer School Program for 2019, for the period indicated. The actual need for any individual will not be determined until July 1, 2019. 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.	VALERIE L. STARCZEWSKI	Teaching Assistant	08/15/2019	08/30/2019	\$13.30/hr
2.	ALEX W. PRUE	Math	07/01/2019	08/14/2019	\$2,993
3.	DOMINICK A. TRIPEPI	Teaching Assistant	07/22/2019	08/14/2019	\$13.30/hr.

**b. 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.	SARA M. ENGELL	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67
2.	CHRISTY A. BATTINELLI	SUMMER - TUTORIAL - PROCTOR/RATING FOR EXAMS	07/25/2019	08/14/2019	\$21.67
3.	ALEX W. PRUE	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67

**ITEM VI. D. ACTION ITEMS**

**ITEM VI. D. 1. APPROVAL OF POLICIES – 0017 DEFENSE AND INDEMNIFICATION OF BOARD MEMBERS AND EMPLOYEES, 1006 USE OF METAL DETECTORS IN OHM BOCES, SCHOOLS, PROGRAMS AND FACILITIES, 2201 ANNUAL MEETING AND NOMINATION AND ELECTION OF BOARD MEMBERS, 2202 REGULAR MEETINGS OF THE BOARD OF COOPERATIVE EDUCATIONAL SERVICES, 2203 EXECUTIVE SESSIONS, 2204 QUORUM, 2205 MINUTES, 2206 SPECIAL MEETINGS, 2207 PARTICIPATION BY THE PUBLIC AT BOARD OF COOPERATIVE EDUCATIONAL SERVICES MEETINGS, 2300 BOARD OF COOPERATIVE EDUCATIONAL SERVICES COMMITTEES, 2301 ADVISORY COMMITTEE AND COUNCILS, 2400 FORMULATION, ADOPTION AND DISSEMINATION OF POLICY, 4404 PERSONAL PROPERTY ACQUISITIONS AND 6204 ALCOHOL, DRUGS AND OTHER SUBSTANCES (PERSONNEL).**

**(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.

- 0017 – Defense and Indemnification of Board Members and Employees
- 1006 – Use of Metal Detectors in OHM BOCES, Schools, Programs and Facilities
- 2201 – Annual Meeting and Nomination and election of Board Members
- 2202 – Regular Meetings of the Board of Cooperative Educational Services
- 2203 – Executive Sessions
- 2204 – Quorum
- 2205 – Minutes
- 2206 – Special Meetings
- 2207 – Participation by the Public at Board of Cooperative Educational Services Meetings
- 2300 – Board of Cooperative educational Services Committees
- 2301 – Advisory Committee and Councils
- 2400 – Formulation, Adoption and Dissemination of Policy
- 4404 – Personal Property Acquisitions
- 6204 – Alcohol, Drugs and Other Substances (Personnel)

**ITEM VI. D. 2. APPROVAL OF MATERIALS MANAGEMENT COORDINATOR POSITION**

Moved, that the Cooperative Board approves the creation of a *Materials Management Coordinator* position for the Oneida-Herkimer-Madison BOCES.

**ITEM VI. D. 3. APPROVAL OF AWARD OF ELEMENTARY SCIENCE KIT SUPPLY BID**

Moved, that the Cooperative Board approves the award of the Elementary Science Kit Supply Bid as per the attached listing representing the lowest qualified bidders meeting specifications, for a total award of \$45,013.75.

**ITEM VI. D. 4. APPROVAL OF LEAD EVALUATOR OF TEACHERS**

Moved, that the Cooperative Board recommends Brian Kavanagh be appointed as a Lead Evaluator of Teachers available to observe the teachers of Oneida-Herkimer-Madison BOCES.

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

NONE

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  
Dr. Gary W. Porcelli  
John J. Salerno  
Russell Stewart

**Motion carried, 12-0**

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

**A.**

**ITEM VIII. OLD BUSINESS**

None

**ITEM IX. REPORTS**

**A. CHIEF OPERATING OFFICER’S REPORT AND LEGISLATIVE UPDATE**

- Transition of District Superintendent, Dr. Patricia Kilburn

Mrs. Falvo thanked Mr. Boak for his assistance with continuing to move BOCES in the right direction during the District Superintendent search process.

**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 Cooperative Board, Mrs. Falvo adjourned the meeting at 5:09 p.m.

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
- Dr. Gary W. Porcelli
- John J. Salerno
- Russell Stewart

**Motion carried, 12-0**



Deborah Kimball  
Clerk of the Board  
September 11, 2019