



# Oneida-Herkimer-Madison BOCES

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Cooperative Board 2019-2020

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## **MINUTES OF THE REGULAR MEETING OF AUGUST 14, 2019**

The Regular meeting of the Board of Cooperative Educational Services was held on August 14, 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. Doreen Corbin  
Mrs. Charlene A. Hartman  
Mr. Michael J. Moore  
Mr. Gary P. Nelson  
Dr. Gary W. Porcelli  
Mr. Russell Stewart

### **MEMBERS EXCUSED**

Mrs. Michelle Anderson  
Mrs. Evon M. Ervin  
Mr. John A. Griffin  
Mr. John J. Salerno

### **OTHERS PRESENT**

Mr. Jack J. Boak, Jr.  
Mr. Charles Cowen  
Mr. Christopher Hill  
Mr. Scott Morris  
Mrs. Ann Turner  
Mrs. Deborah Kimball  
Ms. Karie Florian

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 4:30 p.m. by President Falvo.

**ITEM II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

[Mrs. Corbin arrived at 4:36 p.m.]

**ITEM III. RECOGNITION**

Human Resources Department Update  
Mr. Charles Cowen, Assistant Superintendent for Administrative Services  
Ms. Karie Florian, Assistant Director of Human Resources

Mrs. Falvo introduced Mr. Cowen and Ms. Florian. Mr. Cowen and Ms. Florian reviewed information regarding the recent growth of the Human Resources Department. Ms. Florian is completing her first year as the Assistant Director of the department. They are currently reviewing issues related to how the department interacts with BOCES and component staff. Following this review, Mr. Cowen will present recommendations to the Board on strategies for enhancing and improving collaboration between the Human Resources Department and their constituents.

Mrs. Falvo asked that Mr. Cowen and Ms. Florian present recommendations to the Cooperative Board in November for discussion.

**ITEM IV. RECOGNITION OF VISITORS**

None

**ITEM V. COMMUNICATIONS**

**ITEM V. A. From the Floor**

Mrs. Falvo reviewed upcoming SBI workshops and encouraged Board members to attend –

- August 21<sup>st</sup> - Superintendent Evaluation Process
- September 18<sup>th</sup> – Strategies and Partnerships to Address Mental Health Programs in our Schools and Communities.

**ITEM V. B. Correspondence**

Mr. Boak noted that Mr. Griffin received a certificate from School Boards Institute for the Recognition of Continuing Participation in School Board Professional Learning Activities – Certificate of Achievement. This certificate will be presented to Mr. Griffin at the September 11, 2019 Cooperative Board meeting.

**Mrs. Falvo asked the Board to entertain a motion to combine and approve agenda items VI A and VI B.**

**ITEM VI. A. MOTION TO APPROVE THE MINUTES OF THE REORGANIZATIONAL/REGULAR MEETING OF JULY 10, 2019 AND THE SPECIAL MEETING OF THE BOARD HELD ON JULY 29, 2019 AND ITEM VI. B. MOTION TO ACCEPT THE BOARD CLERK'S REPORT, JULY 18, 2019**

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

Moved, that, the minutes of the Reorganizational/Regular Meeting of July 10, 2019 and the Special Meeting of July 29, 2019, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved and Moved, that, the Board Clerk's report of July 18, 2019 be approved as submitted.

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

**Motion carried, 8-0**

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

**Mrs. Falvo asked that the Board entertain a separate motion on Items C., D., and E..**

**FINANCIAL REPORTS/AWARDING OF CONTRACTS**

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

Moved, that the Cooperative Board accepts the Report of the Treasurer for June 2019 and the Budget Adjustment Report for June 2019 (Item VI C-1 and C-2); all as shown below:

**ITEM VI. C. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR JUNE 2019**

**Report of the Treasurer for June 2019**

Capital	937,214.19
General	12,995,370.45
School Lunch	27,894.27
Special Aid	0.00
Trust/Agency	75,350.31
Trust/Expand	<u>78,126.63</u>
Total	\$14,113,955.85

and the Treasurer’s Report for the Extra-Curricular Fund for June 2019 showing a fund balance of \$7,334.11.

**ITEM VI. C. 2. MOTION TO ACCEPT THE 2018-2019 BUDGET ADJUSTMENT REPORT FOR JUNE 2019**

**Budget Revisions—2018-19 June 2019 Report**

2018-19 Adopted Budget	\$63,899,734
Commitment Changes	5,491,212
Net Changes	<u>+ 8,853,674</u>
Total	\$78,244,621

**ITEM VI. C. 3. 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

Broome-Delaware-Tioga BOCES	\$36,542.60	Final contract for all BOCES services for 2018-2019.
Nassau BOCES	\$27,062.60	
Capital Region BOCES	\$ 2,096.16	
Erie 2 BOCES	\$ 1,934.10	
Monroe 1 BOCES	\$ 698.82	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Broome-Delaware-Tioga BOCES, Nassau BOCES, Capital Region BOCES, Monroe 1 BOCES, Erie 2 BOCES for the 2018-2019 school year.

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

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

Oneida BOCES Contractor (Seller) With Schools

Utica CSD	\$22,142,186.30	Initial contract for all BOCES services for 2019-2020 including administration, career & technical education, handicapped services, alternative education
Whitesboro CSD	\$ 7,792,650.88	
New Hartford CSD	\$ 7,588,379.82	
Westmoreland CSD	\$ 3,708,492.30	
Waterville CSD	\$ 3,590,970.28	
Remsen CSD	\$ 1,535,395.22	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Utica City School, Whitesboro Central School, New Hartford Central School District, Westmoreland Central School, Waterville Central School, Remsen Central School for the 2019-2020 School year.

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

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

Oneida BOCES Contractor (Seller) With Other BOCES

Herkimer-Ful-Ham-Ots BOCES	\$ 2,204,936.85	Initial contract for all BOCES services for 2019-2020 including coop. music, portable planetarium, sub call, science kits, model schools, NP, sch. Physician med. Dir., distance learning, web-based Chinese, ed. comm., LOTE AV repair, micro comp repair, interconnect, EA record retention, telecommunications
Madison-Oneida BOCES	\$ 786,636.79	
Jefferson-Lewis BOCES	\$ 209,724.61	
St. Lawrence BOCES	\$ 26,540.56	
Cayuga BOCES	\$ 11,327.50	
Hamilton BOCES	\$ 8,430.48	
Oswego (Citi) BOCES	\$ 7,826.00	
Delaware BOCES	\$ 7,106.00	
Washington BOCES	\$ 5,146.56	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Herkimer-Ful-Ham-Ots BOCES, Madison-Oneida BOCES, Jefferson-Lewis BOCES, St. Lawrence BOCES, Cayuga BOCES, Hamilton BOCES, Oswego (Citi) BOCES, Delaware BOCES, Washington BOCES, for the 2019-2020 school year.

**ITEM VI. C. 6. APPROVAL OF 2019-2020 SHARED SERVICE CONTRACTS (BUYER) WITH OTHER BOCES**

**2019-2020 Shared Service Contractee (Buyer) with Other BOCES**

Oneida BOCES Contractee (Buyer) With Other BOCES

Madison BOCES	\$10,102,710.79	Initial contract for all BOCES
Herkimer BOCES	\$ 381,315.33	services for 2019-2020
Questar III BOCES	\$ 109,091.00	
Onondaga-Cort-Mad BOCES	\$ 71,794.00	
Oswego BOCES	\$ 68,348.36	
Erie I BOCES	\$ 14,794.00	
Jefferson-Lewis BOCES	\$ 8,250.00	
Clinton-Essex-War-Wash BOCES	\$ 3,950.00	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Madison BOCES, Herkimer BOCES, Questar III BOCES, Onondaga-Cort-Mad BOCES, Oswego BOCES, Erie I BOCES, Jefferson-Lewis BOCES, Clinton, Essex-War-Wash BOCES for the 2019-2020 school year.

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

**Motion to approve Agenda Items VI C 1-6 carried, 8-0**

**EXECUTIVE SESSION**

Motion by: Mr. Stewart  
Seconded by: Mr. Nelson

Moved, that the Board enter Executive Session at 4:59 p.m. to discuss matters leading to the appointment, employment, suspension, and dismissal, of particular persons.

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

**Motion carried, 8-0**

The Board returned to General Session at 5:37 p.m.

**ITEM VI. D. PERSONNEL REPORT**

Motion by: Mrs. Corbin  
Seconded by: Mrs. Hartman

**MOTION TO APPROVE CHANGES ON THE TEACHING/CERTIFIED STAFF AND  
NON-INSTRUCTIONAL/CLASSIFIED STAFF**

Moved, that pursuant to the recommendations of the Chief Operative Officer, the Board approves the following changes on the teaching/certified staff and non-instructional/classified staff.

**D. PERSONNEL REPORT**

**a. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	JACQUELYN A. CARMAN	SCHOOL SOCIAL WORKER	09/01/2016	08/17/2019
2.	EMILY A. FITZGERALD	TEACHER ASSISTANT	09/12/2016	09/01/2019
3.	XIUYAN HUO	FOREIGN LANGUAGE TEACHER	09/01/2008	08/16/2019
4.	NICOLE R. KAMINSKI	SCHOOL SOCIAL WORKER	10/16/2017	08/31/2019
5.	ADAM R. LOVECCHIO	Mathematics - Summer School	07/01/2019	07/01/2019
6.	COLLEEN M. REITZ	Elementary - Summer School	07/01/2019	07/01/2019
7.	JOHN T. SEIFTS	Social Studies - Summer School	07/01/2019	07/01/2019
8.	BARBARA L. WALLS	SEGIS Coordinator	03/16/2015	07/01/2019
9.	JUDY A. WEAKLEY	TEACHER OF FOREIGN LANGUAGE	09/01/2017	08/03/2019

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

			Hire Date	Resign Date
1.	CAROL M. BOEHLERT	FOOD SERVICE HELPER	03/19/2015	06/30/2019 (verbal)
2.	PAMELA E. DYLLIS	CLERK HOURLY	08/03/2015	07/31/2019
3.	TIMOTHY J. FOOTE-VAUGHN	CLERK	01/29/2019	08/16/2019
4.	CLAIRE A. HARDY	COMPUTER SPECIALIST (TRAINING)	04/15/2019	08/15/2019
5.	ANNAMARIA KELLY	CAREER EXPLORATION SPECIALIST	08/26/2016	08/30/2019
6.	RENEE M. SCHULTZ	FOOD SERVICE HELPER	09/05/2017	08/01/2019 (verbal)

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

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	CASSIE BURDICK	TEACHER ASSISTANT	03/21/2019	04/05/2019	Disability
2.	MAEGAN M. CASALE	TEACHER ASSISTANT	09/01/2019	06/30/2020	Child care



			Start Date	End Date	Reason
3.	ALLISON M. KOVACS	TEACHER OF SCIENCE	09/26/2019	05/01/2020	Disability
4.	ASHLEY ROBINSON	TEACHING ASSISTANT	09/01/2019	12/30/2019	Education
5.	LEO SMITH	SCHOOL PSYCHOLOGIST	09/01/2019	11/30/2019	personal reasons
6.	SARAH VABER	SCHOOL SOCIAL WORKER	09/01/2019	06/30/2020	Child Care

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

			Start Date	End Date	Reason
1.	DONALD J. CHRYSTIE	CLEANER	07/10/2019	01/08/2020	new probationary appointment

**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 **WEISHU CHANG** be appointed as a **TEACHER OF FOREIGN LANGUAGE** in the Information & Technology Division, for 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 \$44,315.00, prorated.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Bachelor's Degree in Ethnology from the National Chengchi University, Taipei, Taiwan
- \* Master's Degree in Educational Psychology from New York University
- \* Attended SUNY Rutgers for Educational Psychology

**Work Experience:**

- \* From April, 2004 through the present as a substitute chinese teacher at Oneida-Herkimer-Madison BOCES
- \* From February, 2018 through March, 2018 as an education counselor at Twinsen Inc., Anaheim, CA
- \* From October, 2016 through June, 2017 as a helping hands - one-on-one sitter-shift at Lutheran Care
- \* From September, 2012 through June, 2015 as a volunteer for K-1 at Clinton Elementary School
- \* From 2008 through 2012 as a private chinese tutor for local students in Clinton

2. Recommend that **GERALD A. DISCHIAVO JR** be appointed as a **TEACHER OF MUSIC** in the Special Education Itinerant Programs at the Sauquoit Valley Central School District and The Center, for a four year probationary appointment in the Music tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$46,007.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Bachelor's Degree in Philosophy from Utica College of Syracuse University
- \* Masters of Science in Education from Utica College

**Work Experience:**

- \* From March, 2019 through June, 2018 as a long-term substitute music teacher at Oneida-Herkimer-Madison BOCES
- \* From January, 2015 through the present as a rehabilitation community employment specialist at the Resource Center for Independent Living
- \* From 1990 through the present as a professional musician
- \* From April, 2012 through January, 2015 as a habilitation coordinator at the Resource Center for Independent Living
- \* From August, 2007 through April, 2012 as an independent living skills trainer at the Resource Center for Independent Living
- \* From June, 2002 through April, 2007 as an assistant editor at North Country Books
- \* From September, 2000 through June, 2002 as a music teacher at the Utica City School District
- \* From April, 2000 through June, 2000 as a substitute music teacher at the Utica City School District
- \* From January, 1999 through April, 1999 as a substitute music teacher at the Rome City School District

3. Recommend that **EMILY A. FITZGERALD** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Program, Perry Jr. High, 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 \$44,439.00.

**Certification:**

- \* Currently working towards certification

**Education:**

- \* Bachelor's Degree in Art from SUNY Oswego
- \* Master's Degree in Special Education from Grand Canyon University

**Work Experience:**

- \* From November, 2016 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From September, 2016 through November, 2016 as a substitute teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From December, 2003 through December, 2011 as a pend cash analyst at The Hartford Insurance Company

4. Recommend that **XIUYAN HUO** be appointed as a **COMPUTER EDUCATION COORDINATOR** in the Information and Technology Division, for a four year probationary appointment in the Computer Education Coordinator tenure area, commencing August 19, 2019 and ending August 18, 2023 at an annual salary rate of \$80,000.00, prorated.

**Certification:**

- \* Initial certificate in School Building Leader
- \* Professional certificate in School District Leader

**Education:**

- \* Bachelor's Degree in Chemical Engineering from Beijing Technology and Business University
- \* Master's Degree in Genetics from Clemson University

**Work Experience:**

- \* From August, 2008 through the present as a Foreign Language Teacher at Oneida-Herkimer-Madison BOCES
- \* From 1991 through 2007 as a research engineer at China Food and Fermentation Institute
- \* From 2003 through 2007 as a research analyst at Duke University
- \* From 2002 through 2007 as a research assistant at Clemson University

5. Recommend that **BRIAN D. KAVANAGH** be appointed as an **ASSISTANT PRINCIPAL - ALTERNATIVE EDUCATION** in the Alternative Education Programs, for a four year probationary appointment in the Assistant Principal Alternative Education tenure area, commencing August 15, 2019 and ending August 14, 2023 at an annual salary rate of \$79,900.00, prorated.

**Certification:**

- \* Permanent certificate in School District Administrator

**Education:**

- \* Bachelor's Degree in History and Education from LeMoyne College
- \* Master's Degree in Education from SUNY Oswego

**Work Experience:**

- \* From May, 2017 through October, 2018 as a supernumerary administrator and high school principal at Syracuse City School District
- \* From April, 2016 through May, 2017 as the executive directory education and personnel at Oswego City School District
- \* From June, 2013 through April, 2016 as an assistant superintendent for instruction at Oneida City School District
- \* From September, 2002 through May, 2013 as a middle school principal and director of pupil services at Westmoreland Central School District
- \* From January, 2001 through September, 2002 as an assistant middle school principal at Baldwinsville Central School District

6. Recommend that **KEVIN J. LEVATINO** be appointed as a **TEACHER ASSISTANT** in the Bridges Program, 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:**

- \* Graduate of Vernon-Verona High School
- \* Associates Degree in Electrical Service Technician from Mohawk Valley Community College

**Work Experience:**

- \* From May, 2019 through the present as a slot attendant at the Turning Stone Resort Casino
- \* From 2017 through 2018 as a front desk clerk at the Turning Stone Resort RV Park
- \* Summer of 2016 as a recreation assistant for the city of Sherrill

7. Recommend that **SARAH A. MILLER** be appointed as a **SCHOOL SOCIAL WORKER** in the Special Education Programs, at the Center, for a four year probationary appointment in the School Social Worker tenure area, commencing September 01, 2019 and ending August 31, 2023 at an annual salary rate of \$46,690.00.

**Certification:**

- \* Provisional certificate in School Social Worker

**Education:**

- \* Bachelor of Science in Psychology from Utica College
- \* Master of Social Work from Binghamton University

**Work Experience:**

- \* From February, 2018 through the present as a school counselor at Herkimer BOCES
- \* From December, 2017 through February, 2018 as a substitute teacher at Rome City School District
- \* From August, 2016 through May, 2017 as a master social worker intern at Broome-Tioga BOCES
- \* From August, 2015 through May, 2016 as a master social worker intern at Tioga County Department of Social Services

8. Recommend that **JOANNE M. MOYLAN** 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 \$16,624.00.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Notre Dame High School

**Work Experience:**

- \* From September, 2017 through June, 2019 as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From June, 2013 through June, 2017 as a Self-Direction Coach & Community HAB Assistant at Upstate Cerebral Palsy
- \* From May, 2011 through June, 2016 as a processor at Xerox
- \* From 2009 through May, 2011 as a payment processor/clerk at GPO Credit Union
- \* From 2008 through 2009 as a part time teller at NBT Bank



9. Recommend that **SANDRO SEHIC** be appointed as a **TEACHER OF SOCIAL STUDIES** in the Information & Technology Division, for a four year probationary appointment in the Social Studies tenure area, commencing August 15, 2019 and ending August 14, 2023 at an annual salary rate of \$45,104.00, prorated.

**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

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

1. Recommend that **JILL L. CHMIELEWSKI** be appointed as a **TEACHER OF FOREIGN LANGUAGE** in the Information and Technology Division, for a part-time (.8 FTE) appointment commencing September 03, 2019 at an annual salary rate of \$32,780.00, prorated.

**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

2. Recommend that **MARGARET R. TALLMAN** be appointed as a **TEACHER OF MUSIC** in the Special Education Itinerant Programs, Oriskany Jr/Sr High School, for a part-time (.5 FTE) appointment commencing September 01, 2019 at an annual salary rate of \$27,623.50.

**Certification:**

- \* Professional certificate in Music

**Education:**

- \* Bachelor's Degree in Music Education from Boston University
- \* Master's Degree in Music Education from Boston University

**Work Experience:**

- \* From 2018 through the present as a kindermusik educator at The Piano Lab, Chadwicks
- \* From 2005 through the present as a private voice teacher
- \* From 2006 through 2017 as a vocal music teacher at the Utica City School District
- \* From 2006 through 2017 as a substitute teacher at Whitesboro Central School
- \* 2005 as a secondary and elementary practicum teacher in London, England

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

1. Recommend that **TIFFANY M. LERCH's** long-term substitute appointment as a **TEACHER ASSISTANT** in the Career and Technical Education Programs, be extended commencing September 01, 2019 and ending June 30, 2020 at an annual salary rate of \$17,746.00.

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

1. Recommend that **DEBORAH S. FLACK's** temporary appointment as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing September 01, 2019 and ending June 30, 2020 at a daily rate of \$300.00.
2. Recommend that **KENNETH M. FORD** be appointed as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, for a temporary appointment commencing July 01, 2019 and ending June 30, 2020 at a salary rate of \$300.00/day.
3. Recommend that **KATHY HOUGHTON's** temporary appointment as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing September 01, 2019 and ending June 30, 2020 at a daily rate of \$300.00.
4. Recommend that **ANTHONY J. NICOTERA's** temporary appointment as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing September 01, 2019 and ending June 30, 2020 at a daily rate of \$450.00.
5. Recommend that **JOANN OTTMAN's** temporary appointment as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing September 01, 2019 and ending June 30, 2020 at a daily rate of \$300.00.
6. Recommend that **SUSAN D. SYNAKOWSKI's** temporary appointment as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing September 01, 2019 and ending June 30, 2020 at a daily rate of \$300.00.
7. Recommend that **JAMES VANWORMER's** temporary appointed as a **CURRICULUM SPECIALIST** in the Program and Professional Development Division, be extended commencing July 01, 2019 and ending June 30, 2020 at a 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.	KRISTYN E. HAMMOND	Prog. for Speech & Hearing Handicapped	11/23/2019
2.	KIMBERLY L. LINDSAY	Teaching Assistant	12/01/2019

**f. RECOMMENDATION FOR INCREASE IN FTE**

		Date	FTE
1.	CELENE J. ROGERS TEACHER OF ESL	09/01/2019	1.0

**g. RECOMMENDATION FOR DECREASE IN FTE**

		Date	FTE
1.	NICOLE C. ROBERTS TEACHER OF ESL	09/01/2019	0.8

**h. RECOMMENDATION FOR MENTORING**

	Name	Title	Start Date	End Date	Salary
1.	MARGARET BECK	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
2.	JACK J. BOAK JR.	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
3.	MARY A. DANELLA	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
4.	DAVID LANGONE	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
5.	MARK R. DUNN	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
6.	KENNETH M. FORD	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
7.	KATHY HOUGHTON	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
8.	JAMES G. KRAMER	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.
9.	SUSAN D. SYNAKOWSKI	LEADERSHIP COACH/MENTOR	09/01/2019	06/30/2020	\$40.00/hr.

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

- a. Recommendation for the creation of (1) Assistant Safety Coordinator part-time position

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

1. Recommend that **CLAIRE A. HARDY** be appointed to a provisional appointment as a **COMPUTER OPERATOR** in the Information and Technology Division, commencing August 16, 2019 at an annual salary rate of \$29,000.00, prorated.

**CLAIRE A. HARDY** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER OPERATOR**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Whitesboro High School
- \* Bachelor of Arts in Mathematics & English Literature from Nazareth College

**Work Experience:**

- \* From April, 2019 through the present as a computer specialist (training) at Oneida-Herkimer-Madison BOCES
- \* From September, 2018 through April, 2019 as a temporary appointment through Staff Works at Oneida-Herkimer-Madison BOCES
- \* From July, 2016 through September, 2018 as a clerk in the Information and Technology Division at Oneida-Herkimer-Madison BOCES
- \* From September, 2016 through May, 2018 as an grader/tutor at Nazareth College

2. Recommend that **SARA E. TOTARO** be appointed to a part-time (.6 FTE) provisional appointment as an **OCCUPATIONAL THERAPIST** in the Special Education Itinerant Programs at Bridges and Middle Settlement Academy, commencing September 01, 2019 at an annual salary rate of \$22,862.40.

**SARA E. TOTARO** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OCCUPATIONAL THERAPIST**, until the results of the next civil service exam are known.

**Education:**

- \* Bachelor of Arts Degree in History from Nazareth College
- \* Masters of Occupational Therapy from Utica College

**Work Experience:**

- \* From September, 2016 through the present as a behavior specialist assistant at the Kelberman Center
- \* From December, 2017 through April, 2019 clinical experiences at Lutheran Care, Faxton Outpatient and Oneida-Herkimer-Madison BOCES
- \* From October, 2015 through September, 2016 as a community habilitation mentor at the Kelberman Center

3. Recommend that **CHARLENE T. WALTHERT** be appointed to a part-time provisional appointment as an **ASSISTANT SAFETY COORDINATOR** in the Safety Office, commencing August 12, 2019 at a salary rate of \$20.00, per hour.

**CHARLENE T. WALTHERT** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **ASSISTANT SAFETY COORDINATOR**, until the results of the next civil service exam are known.

**Education:**

- \* Bachelor of Science in Biology from Clarkson University

**Work Experience:**

- \* From August, 2018 through the present as a safety officer at CiTi BOCES
- \* From February, 2011 through the present as a farmer at the Platte Farm Dairy-Walthert Farms
- \* From September, 2014 through July, 2018 as a building manager/EHS at SUNY Oswego
- \* From September, 2013 through September, 2014 as a chemical operator at Novelis
- \* From November, 2012 through May, 2013 as a wait staff at Farmer's Daughter Cafe
- \* From July, 2012 through November, 2012 as an operator at Ebert's Harvesting

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

1. Recommend that **DONALD J. CHRYSTIE** be appointed to a probationary appointment as a **SENIOR GROUNDWORKER** in the Operations and Maintenance Department, commencing July 10, 2019 at an annual salary rate of \$39,000.00, prorated.

**DONALD J. CHRYSTIE** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SENIOR GROUNDWORKER**. **DONALD J. CHRYSTIE** will be required to serve a twenty-six week probationary period.

**Education:**

\* Graduate of T.R. Proctor High School

**Work Experience:**

\* From March, 2001 through June, 2019 as a cleaner at the Oneida-Herkimer-Madison BOCES

\* From April, 1997 through March, 2000 as a buncher strander operator at Rome Cable Corporation

\* From September, 1990 through April, 1997 as a shipping and receiving supervisor at Interstate Brands Corporation

2. Recommend that **PAMELA E. DYLLIS** be appointed to a probationary appointment as a **CLERK** in the Career and Technical Education Program, commencing August 01, 2019 at an annual salary rate of \$26,779.00, prorated.

**PAMELA E. DYLLIS** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK**. **PAMELA E. DYLLIS** will be required to serve a twenty-six week probationary period.

**Education:**

\* Certificate in PC Fundamentals from MVCC

\* Associate's Degree in Culinary Arts from MVCC

\* Certificate in Chef Training/Hotel Technology from MVCC

**Work Experience:**

\* From August, 2015 though the present as a part-time clerk at Oneida-Herkimer-Madison BOCES Career & Technical Education

\* From 2002 through 2010 as a Secretary at the School of Radiography, St. Elizabeth Medical Center

**c. 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.	CHERYL A. FAUBERT	COMPUTER SPECIALIST (TRAINING)	08/15/2019
2.	GREGORY M. WICKMAN	STOREKEEPER	08/15/2019
3.	ANDREW D. ZOGBY	STOREKEEPER	08/15/2019

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

1. Recommend that **TONYA M. BAILEY** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing August 30, 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**.

**Education:**

- \* Graduate of Holland Patent Central School District

**Work Experience:**

- \* From January, 2018 through the present 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 **DEBRA L. CARNEY** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

**DEBRA L. CARNEY** 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

**Work Experience:**

\* From September, 2018 through the present as a food service helper at Brookfield Central School

\* From September, 2013 through June, 2018 as a substitute food service helper at Brookfield Central School

\* From October, 2007 through September, 2008 as a short order cook at Joan's Diner, Deansboro

3. Recommend that **CALEB M. MARTIN** be appointed to a part-time appointment as a **CLEANER (HOURLY)**, as needed in the Operations and Maintenance Department, commencing July 15, 2019 at an hourly rate of \$13.01.

**CALEB M. MARTIN** 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 Holland Patent High School

4. Recommend that **JULIET A. PINKOS** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

**JULIET A. PINKOS** 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

\* Attended Utica College for Psychology

**Work Experience:**

\* From September, 2018 through the present as a bus aide at Brookfield Central School District

\* From October, 2017 through January, 2018 as a sales associate at Home Goods

5. Recommend that **KRISTA A. SMITH** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

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

**Education:**

\* Graduate of Brookfield Central School District

**Work Experience:**

\* From April, 2017 through the present as a teacher's aide at Brookfield Central School

6. Recommend that **ANNE M. SQUIRES** be appointed to a part-time appointment as a **CLERK** in the Administrative Services Division, commencing August 19, 2019 at an hourly salary rate of \$20.88.

**ANNE M. SQUIRES** 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 Liverpool Central School District

\* Bachelor's Degree in Political Science/History from SUNY Plattsburgh

\* Master's Degree in Public Administration from Syracuse University

**Work Experience:**

\* From April, 2015 through March, 2019 as an administrative secretary at Mohawk Valley Health Systems Foundation

\* From September, 2006 through May, 2007 as an event coordinator at Syracuse University

\* From September, 2001 through October, 2005 as a recruitment coordinator at Syracuse University

7. Recommend that **KATRINA M. TOWNSEND** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

**KATRINA M. TOWNSEND** 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 Hamilton Central School District
- \* Associates Degree in Nursing from SUNY Morrisville
- \* Bachelor's Degree in Health Science from SUNY Cortland

**Work Experience:**

- \* From 2008 through the present as a substitute nurse at Brookfield Central School District
- \* From 1997 through the present as a registered nurse at St. Elizabeth's Medical Center

8. Recommend that **DIANE M. WENDT** be appointed to a part-time appointment as a **CLERK HOURLY** in the Career and Technical Education Center, commencing August 15, 2019 through June 30, 2020 at an hourly salary rate of \$28.97.

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

9. Recommend that **ANGELA M. WHITE** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

**ANGELA M. WHITE** 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 Cincinnatus Central School District
- \* Attended Tompkins Cortland Community College for Advertising/Art

**Work Experience:**

- \* From September, 2012 through the present as a bus monitor, substitute teaching assistant and cafeteria monitor at Brookfield Central School District
- \* From 2004 through 2007 as a waitress/hostess at the Hartford Queen
- \* From 1998 through 2003 as a volunteer for the Pre-K program at Head Start Program

10. Recommend that **MARJORIE L. WILCOX** be appointed to a part-time, as needed, appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 03, 2019 at an hourly salary rate of \$12.00.

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

**Education:**

- \* Graduate of New Hartford High School
- \* Bachelor's Degree in Science/Chemistry from SUNYIT Poly Tech

**Work Experience:**

- \* From 2018 through 2019 as a hospital lab technician at Hamilton Hospital
- \* From 2002 through 2018 as a chemical/medical technician at Mohawk Valley Health Services

- e. **RECOMMENDATION FOR TEMPORARY APPOINTMENT - NON-COMPETITIVE CIVIL SERVICE**
  1. Recommend that **DAVID P. SIMMONS** be appointed to a temporary appointment as a **MOTOR VEHICLE OPERATOR - HOURLY** in Operations and Maintenance Department, commencing July 09, 2019 and ending June 30, 2020 at an hourly salary rate of \$25.00.  
  
**DAVID P. SIMMONS** meets the civil service requirements for the title and has been pre-approved by civil service.
- f. **RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)**

1. Recommend that **FRITZ J. GALE** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing July 08, 2019 and ending June 30, 2020 at a salary rate of \$11.10 per hour and \$11.80 per hour (eff: 12/31/2019).

**FRITZ J. GALE** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduate of Clinton High School
- \* Currently attending Marist College

**Work Experience:**

- \* From June, 2019 through the present as an Aid at Clinton Historical Society
- \* From June, 2015 through the present as a lifeguard at Skenandoa Golf Club
- \* From May, 2017 through August, 2018 as a waiter/server at A Moveable Feast
- \* From May, 2016 through May, 2017 as a dishwasher at Alteri's Restaurant

2. Recommend that **STEPHEN M. MCGAHEY** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing July 08, 2019 and ending June 30, 2020 at a salary rate of \$11.10 per hour and \$11.80 per hour (eff: 12/31/2019).

**STEPHEN M. MCGAHEY** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduate of Holland Patent High School
- \* Associate's Degree in Sport and Event Management from North Country Community College
- \* Bachelor's Degree in Sport Management from University of Massachusetts

**Work Experience:**

- \* From January, 2019 through May, 2019 as a compliance intern at SUNY Albany Office of Athletic Compliance Services
- \* From June, 2018 through August, 2018 as an office administrator at Ocuto Paving
- \* From May, 2012 through August, 2014 as summer recreation program supervisor at the Town of Trenton

3. Recommend that **MATTHEW A. RYCRAFT** be appointed to a temporary appointment as a **LABORER** in Information and Technology Division, commencing July 15, 2019 and ending June 30, 2020 at a salary rate of \$11.10 per hour and \$11.80 per hour (eff: 12/31/2019).

**MATTHEW A. RYCRAFT** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

\* Currently attending T.R. Proctor High School

**g. RECOMMENDATION FOR PERMANENT APPOINTMENTS FROM CIVIL SERVICE LISTING**

The Human Resources Office, and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their individual twelve week or twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	MICHAEL A. AGOSTO	COMPUTER OPERATOR	02/06/2019
2.	ROBERT J. BARTHOLOMEW	COMPUTER OPERATOR	02/06/2019
3.	CHRISTOPHER M. BROEDEL	COMPUTER OPERATOR	02/06/2019

**h. RECOMMENDATION FOR CHANGE IN SALARY**

1. Recommend that **PEGGY CALOGERO** continue her appointed as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing July 1, 2019 at a new hourly salary rate of \$22.50.

This is due to the retirement of Cathy D'Aprix.

**d. STIPENDS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR ADDITIONAL STIPENDS**

			Date	Stipend
1.	LINDA Y. YU	TEACHER OF FOREIGN LANGUAGE	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)

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			Date	Stipend
2.	KATHLEEN ANGIER	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
3.	WENDY J. BOLOS	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
4.	LYNNE J. BURR	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
5.	JOHN G. CASTELLO	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
6.	ANTHONY CURTACCI	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
7.	JOANNE DALEY	FFA ADVISOR	09/01/2019 - 06/30/2020	\$1,250.00
8.	OSCAR J. GRIMES	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
9.	HENRY W. HAAS, JR	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
10.	LISA A. HUTCHINSON	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
11.	TERRY L. JONES	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
12.	PHILIP A. LACELLE JR	FFA ADVISOR	09/01/2019 - 06/30/2020	\$1,250.00
13.	KRISTEN A. LUBECK	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
14.	KRISTEN A. LUBECK	TEACHER ASSISTANT	07/08/2019 - 08/16/2019	\$3,500.00
15.	CHAD M. LUSBY	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
16.	SARAH R. MEAD	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
17.	SARAH R. MEAD	TEACHER ASSISTANT	07/08/2019 - 08/16/2019	\$3,500.00
18.	JENNIFER L. MESNARD	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
19.	ERIN L. MURRAY	AMERICAN SIGN LANGUAGE	09/01/2019 - 6/30/2020	\$1,200.00 (mentor)
20.	KIMBERLY E. PETRONELLA	SKILLS USA ADVISOR	09/01/2019 - 06/30/2020	\$1,250.00
21.	BRANDIE F. REID	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00

			Date	Stipend
22.	STEPHANIE A. SMITH	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
23.	VALERIE L. STARCZEWSKI	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
24.	KIMBERLY A. STEATES	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
25.	MICHAEL J. STONE	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
26.	JOHN T. STRATTON	SKILLS USA ADVISOR	09/01/2019 - 06/30/2020	\$1,250.00
27.	ROXANN TESTAMARK	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
28.	KRISTEN A. TILLSON	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
29.	KRISTEN A. TILLSON	TEACHER ASSISTANT	07/15/2019 - 08/16/2019	\$3,500.00
30.	CHRISTINA M. WARNER	PTECH ADVISOR	09/01/2019 - 06/30/2020	\$1,250.00
31.	SARAH WHITE	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
32.	FRANCIS G. WILLIAMS	TEACHER ASSISTANT	09/01/2019 - 06/30/2020	\$3,500.00
33.	FRANCIS G. WILLIAMS	TEACHER ASSISTANT	07/08/2019 - 08/16/2019	\$3,500.00

**e. 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.	TIFFANY A. PIATKOWSKI	P-TECH	07/01/2018	08/31/2019	Instructor, summer camp	\$33.32/hr



**b. 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.	DOUGLAS S. BLANCHARD-MARSHALL	Math	07/01/2019	08/14/2019	\$2,993
2.	MICHAEL J. BOCCARDO	Teaching Assistant	07/08/2019	08/01/2019	\$13.30/hr
3.	EVELYN T. BURDICK	Teaching Assistant	07/08/2019	08/14/2019	\$13.30/hr
4.	EDITH M. BURKE	Special Education	07/01/2019	07/26/2019	\$2,993
5.	CARINA A. DESIMONE	Elementary	07/08/2019	08/01/2019	\$1,496.50
6.	ADAM R. LOVECCHIO	Mathematics	07/15/2019	08/14/2019	\$2,187.19 (prorated)
7.	HEATHER L. MAURO	Teaching Assistant	07/01/2019	08/14/2019	\$13.30/hr
8.	STEVEN P. NAPOLITANO	Teaching Assistant	07/08/2019	08/14/2019	\$13.30/hr
9.	GRETCHEN S. NICHOLS	Math	07/01/2019	08/14/2019	\$2,993
10.	JOHN A. NICOTERA	Health	07/18/2019	08/16/2019	\$49,572
11.	STEPHEN G. SALO	Mentor	06/26/2019	08/30/2019	\$73.47/hr
12.	JEFFREY R. SERGOTT	Teacher	07/18/2019	08/16/2019	\$36.33/hr.
13.	VALERIE L. STARCZEWSKI	Teaching Assistant	07/01/2019	08/14/2019	\$13.30/hr
14.	KRISTEN A. TILLSON	30	07/15/2019	08/16/2019	\$20,705
15.	SANTINA L. TOMAINO	Elementary	07/08/2019	08/01/2019	\$1,496.50
16.	MARISSA S. RYS	Elementary	07/08/2019	08/01/2019	\$1,496.50
17.	ROBERT B. WALLACE	Drivers Education	07/01/2019	08/14/2019	\$10,475.50 (revised)
18.	MICHAEL A. WURZ	Teaching Assistant	07/01/2019	08/14/2019	\$13.30/hr

**c. 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.	DOUGLAS S. BLANCHARD- MARSHALL	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67
2.	CARINA A. DESIMONE	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67
3.	GRETCHEN S. NICHOLS	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67
4.	SANTINA L. TOMAINO	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67
5.	MARISSA S. RYS	SUMMER - PROCTOR/RATING FOR EXAMS	08/13/2019	08/14/2019	\$21.67

**d. RECOMMENDATION FOR SUMMER SCHOOL APPOINTMENTS - ADMINISTRATION**

		Title	Start Date	End Date	Salary
1.	ERIC D. BOISEN	Assistant Principal	07/08/2019	08/01/2019	\$4,489.50 (revised)

**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.	JILL A. MACDONALD	NURSE PRACTITIONER	07/01/2019	08/30/2019	Nurse Practitioner	\$62,581

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

**Motion to approve Agenda Item VI D – Personnel carried, 7-1**

**ITEM VI. E. ACTION ITEMS**

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

**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).**

**(FIRST 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. E. 2. APPROVAL OF SCHOOL LIBRARY SYSTEM COUNCIL APPOINTMENT**

Moved, that the BOCES Board of Education appoints Tanya Gadziala to serve on the School Library System Advisory Council with a term expiring in 2023.

**ITEM VI. E. 3. APPROVAL OF APPOINTMENT OF DEPUTY INTERNAL CLAIMS AUDITOR**

Moved, that the Cooperative Board approves the appointment of Heidi Manzano to the position of Deputy Internal Claims Auditor for the 2019-2020 fiscal year at an annual stipend of \$1,000.

**ITEM VI. E. 4. APPROVAL BRODOCK PRESS LEASE MODIFICATION**

Moved, that the Cooperative Board approves the increase of 4,138 square footage to the current Brodock Press Lease agreement increasing total square footage to 33,789.

**ITEM VI. E. 5. APPROVAL OF UTICA COLLEGE PHYSICAL THERAPY INTERN**

Moved, that the Cooperative Board recommends that Utica College Physical Therapy student, Marissa Hajec, will be supervised by OHM BOCES Physical Therapist, Candace Wiggins, for the fall 2019-2020 semester as an unpaid Physical Therapy intern from September through December 2019.

**ITEM VI. E. 6. APPROVAL OF SCHOOL RESOURCE OFFICER CONTRACTS 2019-2020**

Moved, that the Cooperative Board approves the contracts with the Oneida County Sheriff's Department for the employment of School Resource Officers effective September 2019 through June 2022. The contract with the Oneida County Sheriff's Department will be for a maximum 40 hours per week per School Resource Officer, not to exceed \$154,000 in the 2019-20 school year, \$159,000 in the 2020-21 school year, and \$164,000 in the 2021-22 school year.

**ITEM VI. E. 7. APPROVAL FOR FUNDING OF THE EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE (EBALAR)**

WHEREAS the Oneida-Herkimer-Madison Board of Cooperative Educational Services had established an Employee Benefit Accrued Liability Reserve in accordance with General Municipal Law, Section 6-p; and

WHEREAS the Employee Benefit Accrued Liability Reserve may be funded with amounts designated from budgetary appropriations or program surpluses remaining in the General Fund at the end of the fiscal year;

BE IT RESOLVED that effective for the 2018-19 fiscal year, the Oneida-Herkimer-Madison Board of Cooperative Educational Services hereby authorizes the transfer of available unspent funds into the Employee Benefit Accrued Liability Reserve in the amount of \$400,000.

**ITEM VI. E. 8. APPROVAL OF CTE EQUIPMENT RESERVE/PURCHASES**

Moved, that the Cooperative Board approve the purchase from the CTE Equipment Reserve of the following: 1) CNC Machine (Program-Welding, Estimated Cost - \$39,790.00); 2) Classroom Furniture (Programs-MiTech/Retail Operations, Estimated Cost -\$9,998.70); 3) 3D Scanner (Programs-P-TECH/Cyber Security/Emerging Technologies, Estimated Cost -\$29,300.00); 4) Drone (Programs-Criminal Justice/Conservation/Emerging Technologies, Cost - \$16,573.98); and 5) Maple Syrup Production Unit (Programs-Conservation/Culinary Arts, Estimated Cost - \$23,307.62). Total amount approved \$118,970.30.

**ITEM VI. E. 9. APPROVAL OF CTE EQUIPMENT RESERVE REPLENISHMENT**

Moved, that the Cooperative Board approve the transfer of \$132,052 into the CTE Reserve effective June 30, 2019.

**ITEM VI. E. 10. APPROVAL OF USE OF FUNDS FROM UNEMPLOYMENT PAYMENT INSURANCE RESERVE**

Moved, that the Cooperative Board of the Oneida-Herkimer-Madison BOCES approve expending \$14,176 from the Unemployment Payment Insurance Reserve for unemployment claims incurred during the 2018-19 fiscal year.

**ITEM VI. E. 11. APPROVAL OF FUNDING THE RETIREMENT CONTRIBUTION RESERVE**

WHEREAS the Oneida-Herkimer-Madison Board of Cooperative Educational Services had established a Retirement Contribution Reserve in accordance with General Municipal Law, Section 6-r; and

WHEREAS the Retirement Contribution Reserve may be funded with amounts designated from budgetary appropriations or program surpluses remaining in the General Fund at the end of the fiscal year;

BE IT RESOLVED that effective for the 2018-19 fiscal year, the Oneida-Herkimer-Madison Board of Cooperative Educational Services hereby authorizes the transfer of available unspent appropriations from other codes within each program budget into the Retirement Contribution Reserve to fund the reserve in the amount of \$300,000.

**ITEM VI. E. 12. APPROVAL OF CONTRACTS**

None

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

**Motion to approve Agenda Items VI E Action Items 1-12 carried, 8-0**

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

none

**ITEM VIII. OLD BUSINESS**

none

**ITEM IX. REPORTS**

**C. CHIEF OPERATING OFFICERS REPORT AND LEGISLATIVE UPDATE**

- Update – Robert Harris’s injury
- Mr. Salerno’s wife admitted to Upstate Hospital
- Fall Events –
  - o Opening Day: Instructional Support Staff, August 27, 2019
  - o Opening Day: Instructional Support Staff, September 3, 2019
  - o Parent’s Night, September 25, 2019
  - o NYSSBA: 100<sup>th</sup> Annual Convention & Educational Expo
- Superintendent Evaluation Process – SBI Workshop
- Thank you letter to Mr. Scott Morris regarding response to ransomware attack

**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 5:51 p.m.

Yes

No

Excused

Abstain

Steve Boucher  
Doreen Corbin  
Elaine M. Falvo  
Charlene A. Hartman  
Michael J. Moore  
Gary P. Nelson  
Dr. Gary W. Porcelli  
Russell Stewart

Michelle Anderson  
Evon M. Ervin  
John A. Griffin  
John J. Salerno

**Motion carried, 8-0**



Deborah Kimball  
Clerk of the Board  
August 14, 2019