



Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413
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Cooperative Board 2019-2020

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UNAPPROVED MINUTES OF THE REGULAR MEETING OF OCTOBER 9, 2019

The Regular meeting of the Board of Cooperative Educational Services was held on October 9, 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
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

Mrs. Evon M. Ervin

OTHERS PRESENT

Dr. Patricia Kilburn
Mr. Charles Cowen
Mr. Christopher Hill
Mr. Scott Morris
Mrs. Ann Turner
Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

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

*The mission of the Oneida-Herkimer-Madison BOCES is to provide innovative leadership, programs, and services
in response to the emerging educational needs of our school districts.*

OTHERS PRESENT - STUDENT PRESENTERS

Erica Schoff, Principal P-TECH OHM
Christina Warner, P-TECH Instructor
Tiffany Piatkowski, P-TECH Instructor
Mike Hoover, P-TECH Instructor
Lindsay Giruzzi, P-TECH Instructor
Kelly Colantuoni, P-TECH Instructor
David Stayton, Principal Career & Technical Education
Edina Hasic, student
Nevaeh Scott-Dominguez, student
Jacob Cooper, student
Christina Dominguez, parent
Kourtney Cooper, parent
Aianna Cooper, sibling
Aviella Cooper, sibling

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.

ITEM III. RECOGNITION

P-TECH OHM

Mr. Hill introduced Erica Schoff, Principal P-TECH. Mrs. Schoff noted that the program is in its 5th year and was pleased to share that the program has really grown. During the first year there were 15 students with 1 degree pathway and now there are 100 students and 8 degree pathways.

Edina Hasic, Junior, Utica

Edina joined P-TECH three years ago and has accelerated through the program into her third year of high school as a full-time college student at MVCC. She is majoring in Mechanical Engineering Technology and will earn her associate degree at the completion of her senior year. Edina is also active in her home school district as a Proctor student. Edina shared that she has had a great experience through the program. Her future plans are to attend a four year college for Interior Design.

Nevaeh Scott-Dominguez, Senior, Utica

Nevaeh joined P-TECH with our second-year cohort. She will graduate this year with a Regents Diploma and an AAS degree from MVCC in Electrical Engineering Technology. Nevaeh has consistently maintained high academic standing while balancing her time with internships and extracurricular activities at MVCC. Her future plans are to attend college for Electrical Theory. She would like to write a text book in Electrical Theory.

Jacob Cooper, Year 5, Utica

Jacob was part of the first cohort to join P-TECH OHM and is now completing his 5th year in the program. He will graduate this year with an AAS degree from MVCC in Electrical Engineering Technology. Jacob is an avid basketball player and has been recognized recently in the community for his leadership by the Oneida County Youth Bureau. Since becoming a full-time college student, he has maintained high academic standing and was recently hired by MVCC as a tutor to support other students in the EET degree pathway. His future plans are to attend SUNY Poly and continue to work at Indium.

ITEM IV. RECOGNITION OF VISITORS

ITEM V. COMMUNICATIONS

ITEM V. A. REVIEW OF AUDIT COMMITTEE MEETING

Mrs. Falvo reviewed the minutes of the Audit Committee Meeting

ITEM V. B. REVIEW OF BUDGET PARAMETERS

Mrs. Falvo asked the Board if there were any questions regarding the Budget Parameters

ITEM V. C FROM THE FLOOR

None

ITEM V. D. CORRESPONDENCE

None

ITEM VI. A. MINUTES OF THE REGULAR MEETING OF SEPTEMBER 11, 2019

MOTION TO APPROVE THE MINUTES

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

Moved, that, the minutes of the Regular Meeting of September 11, 2019 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved with the following corrections (Item C.d.1.10 incorrect tenure area; Item C.d.1.19 incorrect end probationary date and C.d.1.20 changed start date after September 11, 2019 board meeting – All items were corrected at the October 9, 2019 Board Meeting).

Yes	No	Absent	Abstain
Michelle Anderson		Evon M. Ervin	
Steve Boucher			
Doreen Corbin			
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, 11-0

The Board had a discussion regarding the Food Service Program. Mrs. Falvo has requested a presentation regarding the program placed on the Agenda in the near future.

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

MOTION TO APPROVE THE CONSENT AGENDA

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

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 AUGUST 2019

Report of the Treasurer for August 2019

Capital	938,061.46
General	11,506,917.68
School Lunch	19,956.91
Special Aid	0.00
Trust/Agency	75,281.48
Trust/Expand	<u>78,280.62</u>
Total	\$12,619,498.15

And the Treasurer's Report for the Extra-Curricular Fund for August 2019 showing a fund balance of \$7,272.50.

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

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

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

2019-20 Adopted Budget	\$65,252,103
Commitment Changes	7,738,263
Net Changes	837,907
Total	<u>\$73,828,273</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

Putnam Northern Westchester BOCES	\$60,066.26	Final contract for all BOCES Services for 2018-2019.
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Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Putnam Northern Westchester BOCES, for the 2018-2019 school year.

ITEM VI. C. 4. 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

Erie 2-Cattaraugus BOCES	\$32,472.96	Initial contract for all BOCES services For 2019-20 including web-based Chinese.
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Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Erie 2-Cattaraugus BOCES for the 2019-2020 school year.

ITEM VI. C. 5. ACCEPTANCE OF THE BUDGET GUIDELINES FOR 2020-2021

Moved, that the Cooperative Board approves the budgetary guidelines, budget parameters, and budget calendar for 2020-2021 as the initial step of the budgeting process.

ITEM VI. C. 6. ACCEPTANCE OF THE FINANCIAL AUDIT

Moved, that the Cooperative Board accepts the financial audit as submitted by West & Company for the 2018-2019 school year.

ITEM VI. C. 7. ACCEPTANCE OF THE CORRECTIVE ACTION PLAN, 2018-2019 AUDITED FINANCIAL STATEMENTS

BE IT RESOLVED that the Corrective Action Plan to the 2018-19 external audit be approved for submission to the NYS Education Department Office of Audit Services.

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. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	THOMAS P. PFISTERER	SCHOOL LUNCH DIRECTOR	05/31/2000	12/31/2019

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	MEGAN M. LAWLOR	TEACHER OF ESL	09/01/2010	10/18/2019
2.	CAITLIN A. ROBERTS	TEACHER ASSISTANT	10/02/2018	09/20/2019

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	TONYA M. BAILEY	FOOD SERVICE HELPER	08/30/2019	09/23/2019
2.	AMBER J. DENZA	ASSISTANT COOK	11/19/2015	09/01/2019
3.	REBECCA L. ROBERTS	FOOD SERVICE HELPER	01/03/2019	09/01/2019 (verbal)
4.	ANN M. SMITH	FOOD SERVICE HELPER	09/01/2015	09/11/2019

c. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	ALLISON M. KOVACS	TEACHER OF SCIENCE	11/05/2019 (revised)	05/01/2020	Disability

2. Non-Instructional/Classified Staff

			Start Date	End Date	Reason
1.	PHYLICIA A. GORDON	COMPUTER SPECIALIST	10/10/2019	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 **LYNN A. COLBURN** 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 23, 2019 and ending September 22, 2023 at an annual salary rate of \$17,473.00, prorated.

Certification:

* Currently working toward certification

Education:

* Graduate of Richfield Springs Central School District

* Associate of Applied Science in Liberal Arts from Herkimer County Community College

* Bachelor of Science in Childhood Education (1-6)/Math from State University College at Oneonta

* Master of Science in Education/Elementary Reading from Walden University

Work Experience:

* From July, 2013 through June, 2019 as a claims examiner at MetLife

* From December, 2012 through June, 2013 as a preschool teacher at Sissy's Little Lambs Children's Center

2. Recommend that **SAMUEL A. HEALY's** probationary appointment, approved at the September 11, 2019 Board meeting, be corrected to a **TEACHER OF MATHEMATICS** in Alternative Education Programs, at Middle Settlement Academy, for a three year probationary appointment in the Mathematics tenure area, commencing September 01, 2019 and ending August 31, 2022 at an annual salary rate of \$45,726.00.

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 SUNY 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

3. Recommend that **JESENIA I. RENAUD's** appointment as a **SCHOOL SOCIAL WORKER** in Special Education Itinerant Programs, at Holland Patent Elementary and Middle Settlement Academy for a four year probationary appointment in the School Social Worker tenure area, be corrected as commencing September 30, 2019 and ending September 29, 2023 at an annual salary rate of \$46,650.00, prorated.

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

4. Recommend that **ANNETTE ROCK's** probationary appointment, approved at the September 11, 2019 Board meeting, as a **TEACHER ASSISTANT** in Special Education Programs, at the Center for a four year probationary appointment in the Teaching Assistant tenure area, be revised commencing September 23, 2019 and ending September 22, 2023 at an annual salary rate of \$21,457.00, prorated.

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

5. Recommend that **KAYLYN A. SYNAKOWSKI** be appointed as a **TEACHER OF SPEECH AND HEARING IMPAIRED** in Academic Itinerant Programs, at Bridges and Westmoreland Upper Elementary for a four year probationary appointment in the Program for Speech & Hearing Handicapped tenure area, commencing September 30, 2019 and ending September 29, 2023 at an annual salary rate of \$46,442.00, prorated.

Certification:

- * Initial certificate in Speech and Language Disabilities

Education:

- * Graduate of Holland Patent Central School District
- * Bachelor's Degree in Speech and Language Disabilities from SUNY Cortland
- * Masters of Education in Speech-Language Pathology from SUNY Buffalo State

Work Experience:

- * From June, 2018 through the present as a speech-language pathologist at Upstate Cerebral Palsy Tradewinds Education Center

6. Recommend that **ERIKA J. VALDERRAMOS** 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 October 02, 2019 and ending October 01, 2023 at an annual salary rate of \$17,473.00, prorated.

Certification:

- * Currently working toward certification

Education:

- * Associates Degree in Liberal Arts and General Studies from Mohawk Valley Community College
- * Bachelor's Degree in Psychology from SUNY Polytechnic

Work Experience:

- * From August, 2010 through June, 2019 as an assistant manager at the Salvation Army
- * From July, 2006 through July, 2010 as a caterer at Sodexo

7. Recommend that **ERIN L. WALKER** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at Westmoreland Upper Elementary for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 23, 2019 and ending September 22, 2023 at an annual salary rate of \$16,346.00, prorated.

Certification:

- * Currently working toward certification

Education:

- * Graduate of Christian Liberty Academy
- * Associates Degree in Humanities from Onondaga Community College

Work Experience:

- * From 2008 through 2009 as a receptionist at Bassett Hospital
- * From 2007 through 2008 as a teller at Key Bank
- * From February, 2004 through August, 2004 as a substitute teaching assistant at Marcellus High School

8. Recommend that **AMANDA L. WILLIAMS** 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 October 10, 2019 and ending October 09, 2023 at an annual salary rate of \$16,973.00, prorated.

Certification:

- * Currently working toward certification

Education:

- * Graduate of TR Proctor High School
- * Associate Degree in Early Childhood Education from Ashford University

Work Experience:

- * From January, 2019 through the present as self-employed child daycare provider
- * From 2015 through 2017 as a medical transcriptionist at Dr. Burke's medical office
- * From 2015 through 2016 as a resident counselor at UCP
- * From 2008 through 2010 as a sales clerk at Wonder Bread

b. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)

1. Recommend that **CORY M. PATTERSON** be appointed as a **TEACHER OF SOCIAL STUDIES** in the Academic Itinerant Programs, at Holland Patent High School, for a part-time (.6 FTE) appointment commencing September 30, 2019 at an annual salary rate of \$25,180.20, prorated.

Certification:

* Transitional B License certificate in Social Studies 7-12

Education:

* Bachelor's Degree in History from Utica College

* Currently attending Utica College for a Master of Science Degree in Education

Work Experience:

* From September, 2019 through the present as a long term substitute teacher at Poland Central School District

* From April, 2019 through the present as a long term substitute teaching assistant at Holland Patent Middle School

* From October, 2018 through the present as a soccer coach at Accelerate Sports Complex

* From December, 2017 through January, 2019 as an administrator at Clinton Historical Society

* From July, 2016 through August, 2018 as an emergency department room liaison at St. Luke's Emergency Room

c. RECOMMENDATION FOR TENURE APPOINTMENT(S)

The Human Resources Office and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s), who have satisfactorily completed their individual probationary periods and are being recommended for tenure by their immediate supervisors.

			Tenure Date
1.	JULIE M. ACQUAVIVA	Teacher of Special Education	02/01/2020
2.	MATTHEW J. BASHANT	Supervisor of Instructional Support Serv	02/01/2020
3.	THOMAS M. HOLT JR	Teacher of Special Education	02/01/2020
4.	NINA V. MULLIN	Teaching Assistant	01/04/2020
5.	MELINDA E. SUITS	Teaching Assistant	01/22/2020
6.	KRISTEN A. TILLSON	Teaching Assistant	02/01/2020

d. RECOMMENDATION FOR DECREASE IN FTE

		Date	FTE
1.	MICHELLE SAUNDERS	TEACHER OF VISUALLY HANDICAPPED	09/01/2019 0.4500

2. Non-Instructional/Classified Staff

a. Recommendation for the creation of (1) Registered Professional Nurse position

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

1. Recommend that **MICHAEL W. ELLIOTT JR.** be appointed to a provisional appointment as a **CAREER EXPLORATION SPECIALIST** in the School and Business Alliance Program, commencing September 10, 2019 at an annual salary rate of \$31,669.00, prorated.

MICHAEL W. ELLIOTT JR. has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CAREER EXPLORATION SPECIALIST**, until the results of the next civil service exam are known.

Education:

- * Graduate of Vernon-Verona-Sherrill Senior High School
- * Bachelor of Science in Community & Behavioral Health from SUNY Polytechnic Institute
- * Attended SUNY Brockport for Kinesiology
- * Currently attending Touro University Worldwide online for Educational Psychology

Work Experience:

- * From February, 2017 through April, 2019 as a team sports associate at Dick's Sporting Goods
- * From April, 2018 through June, 2018 as a student academic advisement aide at SUNY Polytechnic Institute
- * From August, 2014 through May, 2015 as a academic tutor at SUNY Brockport
- * From May, 2014 through June, 2015 as an assembler and supervisor at Scotty's Jump N' Fun Party Rentals
- * From May, 2012 through July, 2013 as a landscaper at Landscapes Unlimited CNY

2. Recommend that **JUSTIN T. KNAPEREK** be appointed to a provisional appointment as a **COMPUTER SPECIALIST (TRAINING)** in the Information and Technology Division, commencing October 14, 2019 at an annual salary rate of \$28,122.00, prorated.

JUSTIN T. KNAPEREK has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER SPECIALIST (TRAINING)**, until the results of the next civil service exam are known.

Education:

- * Graduate of Clinton High School
- * Attended Mohawk Valley Community College for Computer Science

Work Experience:

- * From December, 2012 through January, 2018 as IT support help desk program training at ShipRite

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **JENNIFER E. CRANDALL** be appointed to a probationary appointment as a **CLEANER** in the Operations and Maintenance Department, commencing September 30, 2019 at an annual salary rate of \$27,065.00, prorated.

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

Education:

* Graduate of Honeoye Falls-Lima High School

Work Experience:

- * From April, 2019 through the present as a cleaner part-time at Oneida-Herkimer-Madison BOCES
- * From November, 2017 through April, 2019 as a specialist at RGIS Inventory Specialist
- * From October, 2013 through December, 2016 as a shift supervisor at Stewart's Shop

2. Recommend that **JESSICA L. PROVOST** be appointed to a part-time (.5 FTE) probationary appointment as a **REGISTERED PROFESSIONAL NURSE** in the Special Education Programs, commencing October 10, 2019 at an annual salary rate of \$27,801.00, prorated.

JESSICA L. PROVOST has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **REGISTERED PROFESSIONAL NURSE**. **JESSICA L. PROVOST** will be required to serve a twenty-six week probationary period.

Education:

- * Graduate of Proctor Jr. Sr. High School
- * Associates Degree in Nursing from St. Elizabeth's College of Nursing

Work Experience:

- * From April, 2019 through the present as a RN staff nurse/supervisor at Lutheran Care
- * From September, 2018 through January, 2019 as a RN supervisor at Care Givers Home Care
- * From March, 2018 through July, 2018 as a RN care manager at Bassett Home Care

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.	PHYLICIA A. GORDON NETWORK ADMINISTRATOR II	10/10/2019
2.	AILEEN J. JUDD LIBRARIAN 1	09/03/2019

d. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **JEAN M. COOLIS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 24, 2019 at an hourly salary rate of \$12.00, as needed.

JEAN M. COOLIS 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 Richfield Springs Central School District
- * Associates Degree in Social Science from Herkimer County Community College

Work Experience:

- * From January, 2018 through January, 2019 as a customer service representative at First Community Care of Bassett
- * From February, 2015 through November, 2017 as a home-based/ center-based family partner for Opportunities for Otsego
- * From January, 2007 through January, 2015 as a licensed group family child care owner/operator at Kiddie Kare Day Care
- * From July, 2004 through December, 2006 as an accounts payable and receivable clerk at Titan Homes, Inc.
- * From September, 1998 through December, 2001 as a family specialist for welfare at Mohawk Valley Community Action Agency, Inc.
- * From October, 1995 through August, 1998 as an employment and training assistant at Otsego County Department of Social Services

2. Recommend that **ELEANOR J. COOPER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program commencing September 24, 2019 at an hourly salary rate of \$12.00, as needed.

ELEANOR J. COOPER 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 Rome Free Academy

Work Experience:

* From April, 2018 through September, 2018 as a housekeeper at the Lake Pine Motel

* From November, 2017 through April, 2018 as a food service helper at Oneida-Herkimer-Madison BOCES

3. Recommend that **KRISTINE M. GAW** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 23, 2019 at an hourly salary rate of \$12.00.

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

Education:

* Graduate of Clinton Central School District

Work Experience:

* From August, 2019 through the present as a site assistant at the YMCA New Hartford

* From February, 2017 through June, 2019 as an assistant seafood manager at Hannaford

* From October, 2015 through March, 2017 as a line cook/server at Fort Fort Schuyler Club

* From January, 2014 through June, 2014 as a line cook at Aramark Dining Services, Rider University

* From January, 2013 through May, 2013 as a child care provider at In Home Childcare

4. Recommend that **AMANDA R. KING** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 16, 2019 at an hourly salary rate of \$12.00, as needed.

AMANDA R. KING 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 Vernon-Verona-Sherrill Central School District

Work Experience:

* From January, 2015 through May, 2019 as a host at HMS Host State Thruway 32 Travel Plaza

5. Recommend that **LACEY DESIRAE D. KOWIATEK** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 05, 2019 at an hourly salary rate of \$12.00, as needed.

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

Education:

* Graduate of Sauquoit Valley Central School District

* Associate Degree in Criminal Justice from Everest University Online

Work Experience:

* From 2018 through 2019 as a leasing assistant at Housing Visions

* From March 2008 through April, 2018 as a transaction processor at Conduent

* From 2007 through 2008 as a CNA at the Lutheran Home

* In 2006 as a cashier at Walmart

* From 2001 through 2002 as a deli assistant at Hapanowicz

6. Recommend that **DESTINY H. OAKLEY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 19, 2019 at an hourly salary rate of \$12.00.

DESTINY H. OAKLEY 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 Faith Chapel

Work Experience:

* From August, 2010 through the present as a cleaner at Miller's Cleaning Service

* From 2015 through 2018 as production worker at PM Belts USA

* From June, 2010 through 2013 as a store manager at Subway

* From June, 2005 through June, 2010 as a shift manager at McDonalds

7. Recommend that **TAMRA L. PANKO** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 24, 2019 at an hourly salary rate of \$12.00, as needed.

TAMRA L. PANKO 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 Owen D. Young Central School District

* Associate Degree in General Studies from Herkimer County Community College

Work Experience:

* From 2002 through 2019 as a shoe packer at Walmart Distribution Center

8. Recommend that **SCOTT PECKHAM** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 09, 2019 at an hourly salary rate of \$12.00, as needed.

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

Education:

- * Graduate of Sauquoit Valley Central School District
- * Associate of Science degree in Liberal Arts from Mohawk Valley Community College
- * Bachelor of Science degree in Physical Education from SUNY Brockport
- * Master of Science degree in Physical Education from Canisius College

Work Experience:

- * From March, 2016 through the present as a recreation leader at NYS Department of Corrections and Community Supervision
- * From September, 2012 through February, 2013 as a teacher assistant at Oneida-Herkimer-Madison BOCES
- * From April, 2011 through June, 2011 as a substitute computer repair networking teacher at Oneida-Herkimer-Madison BOCES
- * From January, 2011 through April, 2011 as a teacher assistant at Oneida-Herkimer-Madison BOCES
- * From May, 2010 through August, 2010, garden center clerk at WalMart
- * From June, 2009 through August, 2009, masonry work
- * From June, 2008 through August, 2008, day laborer at Utica Glass

9. Recommend that **PETER W. SHIRES** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 17, 2019 at an hourly salary rate of \$12.00, as needed.

PETER W. SHIRES 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 Thomas R. Proctor High School

Work Experience:

- * From January, 2019 through the present as a custodian at New Hartford Central School District
- * From August, 2018 through February, 2019 as a cleaner at Fiber Instruments
- * From June, 2018 through July, 2018 as a corrections officer at NYS Corrections Academy
- * From April, 2017 through June, 2018 as an order filler at Walmart

10. Recommend that **KATHLEEN M. SIEGA** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 05, 2019 at an hourly salary rate of \$12.00, as needed.

KATHLEEN M. SIEGA 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 Our Lady of Perpetual Help

Work Experience:

* From July, 2009 through the present as a carrier at the Pennysaver

* From 1999 through 2001 as a receptionist at Holm and O'Hara Law Firm
New York, NY

11. Recommend that **TINA SIMMONS** be appointed to a (part-time) appointment as a **CLERK** in the Operations and Maintenance Department, commencing August 29, 2019 at an hourly salary rate of \$19.50.

TINA SIMMONS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK (part-time)**.

12. Recommend that **JENNIFER L. SINISCARCO** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 09, 2019 at an hourly salary rate of \$12.00, as needed.

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

Education:

* Attended Central Valley Academy, Ilion

Work Experience:

* From March, 2019 through August, 2019 as a janitor at ABM
Janitorial Services

* From 2009 through 2012 as a food service helper at Oneida-
Herkimer-Madison BOCES

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

1. Recommend that **KYLE L. NORDSTROM** be appointed to a temporary appointment as a **LABORER** in the Information and Technology Division, commencing September 04, 2019 and ending June 30, 2020 at a salary rate of \$11.10, prorated.

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

Education:

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

Work Experience:

- * From June, 2018 through the present as an Audio Visual Aide at Oneida-Herkimer-Madison BOCES
- * From May, 2017 through June, 2018 as a clerk at the Oneida-Herkimer-Madison BOCES
- * From 2013 through 2017 as a student assistant to the Network Administrator

f. 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.	MATTHEW W. DOOLEN ASSISTANT COOK	04/02/2019
2.	MARY W. MC CORMICK SENIOR ACCOUNT CLERK	07/11/2019
3.	KENNETH W. RUNNINGER SENIOR ACCOUNT CLERK	07/11/2019

g. RECOMMENDATION FOR CHANGE IN FTE

		Date	FTE
1.	SARA E. TOTARO OCCUPATIONAL THERAPIST	09/16/2019	0.8000

e. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

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			Date	Stipend
1.	ANN BOHLING	TEACHER OF ENGLISH	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
2.	SUZAN E. BROWN	TEACHER OF DEAF PROGRAM	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
3.	BRIAN F. FRANTZ	TEACHER OF SCIENCE	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
4.	RACHEL E. GARGUILO	TEACHER SPEECH/HEARING	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
5.	CAROLYN M. MACTURK	TEACHER SPEECH/HEARING	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
6.	JENNIFER G. MAYNARD	TEACHER OF SPECIAL EDUCATION	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
7.	LINDA M. PERRAS	TEACHER OF SPECIAL EDUCATION	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
8.	KIMBERLY E. PETRONELLA	TEACHER OF PRACTICAL NURSING	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)
9.	CHRISTINE SIMMONS	TEACHER OF SPECIAL EDUCATION	09/01/2019 - 06/30/2020	\$1,200.00 (mentor)

ITEM VI. D. ACTION ITEMS

ITEM VI. D. 1. APPROVAL OF AGREEMENT BETWEEN THE KELBERMAN CENTER, INC. AND ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE EDUCATIONAL SERVICES

Moved, that the Cooperative Board approves the agreement between the Kelberman Center and Oneida-Herkimer-Madison BOCES for consultation and psychological services.

ITEM VI. D. 2. ADOPTION OF DISTRICT-WIDE AND DIVISIONAL SCHOOL SAFETY PLANS

Moved, that the District-wide School Safety Plan for the Oneida-Herkimer-Madison BOCES, in accordance with Section 155.17 of the Regulations of the Commissioner of Education, be adopted.

ITEM VI. D. 3. APPROVAL OF LEAD EVALUATOR OF TEACHERS

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

ITEM VI. D. 4. APPROVAL OF OHM BOCES SPRING BREAK TRIP TO CHINA 2020

Moved, that the Cooperative Board support the student trip to China during Spring Break, April 2-11, 2020 to further student understanding of Chinese language and culture and the development of a collaborative partnership with Bashu Secondary School in Chongqing.

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

NONE

Yes	No	Absent	Abstain
Michelle Anderson		Evon M. Ervin	
Steve Boucher			
Doreen Corbin			
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, 11-0

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

A. PROPOSED BYLAW AMENDMENTS & RESOLUTIONS FOR ANNUAL BUSINESS MEETING AT NYSSBA CONVENTION

Dr. Kilburn reviewed and shared her recommendations for the Proposed Bylaw Amendments & Resolutions. Dr. Porcelli had concerns regarding Item # 6 and Item # 20. The Board members had a discussion and Dr. Porcelli requested to make note that he does not support Item #6. Dr. Porcelli and Mr. Nelson requested to make note that they do not support Item #20.

ITEM VIII. OLD BUSINESS

None

ITEM IX. REPORTS

A. DISTRICT SUPERINTENDENT'S REPORT AND LEGISLATIVE UPDATE

- Dr. Kilburn shared a review of her first week.

B. NOTIFICATION OF COMPTROLLER AUDIT

- Dr. Kilburn reviewed the notification of the Comptroller Audit.

C. BOCES GOALS DEVELOPMENT

- Dr. Kilburn suggested revisiting the Board goals and the Vision & Mission Statement.

D. BOARD WORKSHOP REGARDING PERSONNEL APPOINTMENTS

- Dr. Kilburn would like to table this item.

The Board recessed for dinner from 6:25 p.m. to 7:00 p.m.

[Mr. Salerno left at 6:30 p.m.]

E. SHOEMAKER MEMORIAL SCHOLARSHIP

- Dr. Kilburn reviewed the officers. She also requested that the Treasurer look into fund management.

Dr. Kilburn mentioned that Remsen Central School District has received a \$25,000 grant for STEM. They were one of 6 in the state to receive the grant.

ITEM X. EXECUTIVE SESSION

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

Moved, that the Cooperative Board enter Executive Session at 7:06 p.m. to discuss matters leading to the appointment, employment, suspension, and dismissal, of particular persons.

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

Motion carried, 10-0

The Board returned to General Session at 7:30 p.m.

Motion by: Dr. Porcelli
Seconded by: Mr. Nelson

Moved, that the Cooperative Board extend the physical exam deadline for Patricia N. Kilburn, Ed.D. until the end of November.

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

Motion carried, 10-0

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

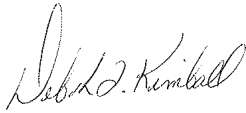
None

MOTION TO ADJOURN

Without further objection, there being no further business to come before the Cooperative Board, Mrs. Falvo adjourned the meeting at 7:32 p.m.

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

Motion carried, 10-0



Deborah Kimball
Clerk of the Board
October 9, 2019