



## Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413  
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Cooperative Board 2018-2019

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### **MINUTES OF THE REGULAR MEETING OF APRIL 10, 2019**

The Regular meeting of the Board of Cooperative Educational Services was held on April 10, 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  
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  
Mrs. Charlene A. Hartman

#### **OTHERS PRESENT**

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

Date

Introduction

Members Present

Members Excused

Others Present

**OTHERS PRESENT - STUDENT PRESENTERS**

David Stayton, principal  
Michelle Hall, assistant principal  
John Stratton, advisor  
Kimberly Petronella, advisor  
A'Mya Holmes, student  
Kayla Morrell, student  
Esmeralda Quiros, student  
Dakota Spicer, student  
Alexis Newbury, student  
Hasim Makic, parent  
Tina Makic, parent  
Dr. Matthew Lee, principal Clinton CSD

**ITEM I. CALL TO ORDER**

A quorum was noted and the meeting was called to order at 4:34 p.m. by President Falvo.

**ITEM II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

[Mrs. Corbin arrived at 4:37 p.m.]

**ITEM III. RECOGNITION**

SkillsUSA

Mr. Boak introduced Mr. Hill and Mr. Hill then introduced Mr. Stayton. Mr. Stayton first introduced the guests present and then introduced the student presenters. He explained that the students are being recognized for their outstanding efforts and recognition for first place finishes at the recent Skills USA regional competition at SUNY Morrisville. A'Mya, Kayla and Esmeralda placed first in the team event of Crime Scene Investigation. Dakota placed first in the individual contest of Criminal Justice. Each student described their role in the competition.

**A'Mya Holmes** attends the Criminal Justice program is from the Utica City School District. A'Mya plays piano and works at Once Upon a Child. She intends to join the U.S. Army upon graduation.

**Kayla Morrell** attends the Criminal Justice program is from the Clinton Central School District. Kayla plays softball and is a member of the Clinton school chamber singers. She plans to attend college to study Criminal Justice upon graduation.

**Esmeralda Quiros** attends the Criminal Justice program is from the Utica City School District. Esmeralda plans to attend Herkimer County Community College upon graduation to study forensic psychology.

**Dakota Spicer** attends the Criminal Justice program is from the Utica City School District.  
*Elaine M. Falvo, President, Steve Boucher, Vice President,  
Michelle Anderson, Doreen Corbin, Program Eval, Tom A. Corbin, Finance Committee,  
Michael J. Moore, Gary P. Nelson, Dr. Gary W. Porcelli, John J. Salerno, Russell Stewart*

Dakota is a member of the school's lacrosse team and has played trombone in the school band since fourth grade. Upon graduation, he intends to join the U.S. National Guard.

Additional student presenter:

**Alexis Newbury** attends the Criminal Justice program is from the Utica City School District. Alexis has been the Area 2 Vice President of the New York State Skills USA student organization for the 2018-19 school year. She recognized our nursing instructor, Kimberly Petronella, as the Area II Skills USA Advisor of the Year for the second time in three years.

Mr. Stayton shared that Alexis had applied for the Thomas Olivo Leadership Award New York State ACTEA Zone Scholarship and was happy to report out that she was selected. Mr. Stayton presented Alexis with a \$500.00 scholarship award.

Mr. Boak asked Ms. Petronella to share the community service projects the students have been working on. Ms. Petronella spoke about the Opioid Conference that Oneida-Herkimer-Madison BOCES SkillsUSA chapter hosted on Tuesday, March 12, 2019. She also shared that the students collected over 3,000 food items for the Feed Our Vets initiative and they will be having a picnic for Area 2 students at Sherrill Brook Park and while they are there, they will work on cleaning the park.

[Mr. Boucher arrived at 4:40 p.m.]

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

None

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

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

None

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

OMH SBI Annual General Membership Dinner Meeting, "Distinguished Service Awards & Student Achievement Awards", Thursday, May 9, 2019.

P-TECH Ceremony Invitation

Rural Schools Conference sign-up sheet

**ITEM VI. A. & B. MINUTES OF THE REGULAR MEETING OF MARCH 13, 2019 AND THE ANNUAL MEETING OF APRIL 3, 2019**

**MOTION TO APPROVE THE MINUTES**

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

Moved, that, the minutes of the Regular Meeting of March 13, 2019 and the Annual Meeting of April 3, 2019, of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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

**Motion carried, 10-0**

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

**MOTION TO APPROVE THE CONSENT AGENDA**

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

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 FEBRUARY 2019**

**Report of the Treasurer for February 2019**

Capital	933,309.39
General	7,801,609.49
School Lunch	40,930.53
Special Aid	202.02
Trust/Agency	17,834.08
Trust/Expand	<u>78,837.60</u>

Total \$ 8,872,723.11

And the Treasurer's Report for the Extra-Curricular Fund for February 2019 showing a fund balance of \$6,329.93.

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

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

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

2018-19 Adopted Budget	\$63,899,734
Commitment Changes	5,491,212
Net Changes	6,849,223
Total	<u>\$76,240,170</u>

**ITEM VI. C. PERSONNEL REPORT**

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

Minutes of the Regular Meeting of the Cooperative Board  
Oneida-Herkimer-Madison BOCES  
April 10, 2019  
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Moved, that pursuant to the recommendations of the District Superintendent, the Board approves the following changes on the teaching/certified staff and non-instructional/classified staff

**C. PERSONNEL REPORT**

**a. RETIREMENTS**

**1. Teaching/Certified Staff**

			Hire Date	Retire Date
1.	LISA A. GAMBACORTA	TEACHER OF CHILD CARE	09/01/2003	06/30/2019
2.	DOREEN P. GRIFFIN	TEACHER OF DRAFTING	09/01/1999	06/30/2019
3.	ELINOR T. HADITY	MUSIC THERAPIST	09/01/1989	06/30/2019
4.	RICHARD J. HARTZ	TEACHER OF MATH	09/01/2001	06/30/2019
5.	DEBORAH A. NEVE-RINALDO	TEACHER ASSISTANT	05/11/2000	06/30/2019
6.	STEPHEN G. SALO	GUIDANCE COUNSELOR	10/01/2003	06/30/2019

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

			Hire Date	Retire Date
1.	SUZANNE H. BURNEY	ASSISTANT COOK	07/01/1991	06/30/2019
2.	DAVID P. SIMMONS	SENIOR GROUNDWORKER	02/03/1997	06/30/2019
3.	TINA SIMMONS	CLERK	11/14/2005	06/30/2019

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	WILLIAM J. KEISER IV	TEACHER ASSISTANT	02/15/2007	04/23/2019

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

			Hire Date	Resign Date
1.	MATTHEW W. DOOLEN	FOOD SERVICE HELPER	02/15/2019	04/01/2019
2.	DEBRA R. ALLEN	FOOD SERVICE HELPER	10/18/2017	02/01/2019 (verbal)
3.	FLORENCE BURTON	FOOD SERVICE HELPER	10/10/2017	03/15/2019
4.	HEATHER M. LEON-LAPOINTE	ASSISTANT COOK	09/17/2018	03/19/2019 (verbal)
5.	LINDSEY R. REID	ASSISTANT COOK	10/13/2006	03/21/2019
6.	ETHAN Z. REID	FOOD SERVICE HELPER	09/17/2018	03/21/2019
7.	KALIANA L. SOBOLEWSKI	LABORER	07/01/2018	03/11/2019 (verbal)
8.	MARYANN STOCK	FOOD SERVICE HELPER	02/12/2018	02/01/2019 (verbal)

			Hire Date	Resign Date
9.	MIKAYLA A. WRIGHT	LABORER	06/19/2018	03/20/2019 (verbal)
10.	ALICIA A. ZIELENSKI	LABORER	07/02/2018	03/11/2019 (verbal)

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

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	SHIH-HAN WANG	TEACHER OF FOREIGN LANGUAGE	03/15/2019	TBD	Education (pending certification)

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

			Start Date	End Date	Reason
1.	CHERYL A. FAUBERT	CENTRAL STORES CLERK	04/12/2019	TBD	work provisionally in different title
2.	LEONARD L. JONES	SENIOR OFFSET PRINTING MACHINE OPERATOR	04/12/2019	TBD	work provisionally in different title
3.	REBECCA L. NEARY	PUBLIC RELATIONS ASSISTANT	04/12/2019	TBD	work provisionally in different title

**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 **LEISKA N. GARCIA-BERRIOS** be appointed as an **ATTENDANCE TEACHER** in the Alternative Education Programs, at Middle Settlement Academy, for a four year probationary appointment in the Attendance Teacher tenure area, commencing March 25, 2019 and ending March 24, 2023 at an annual salary rate of \$42,896.00, prorated.

**Certification:**

- \* Currently working toward certification

**Education:**

- \* Graduate of Thomas R. Proctor High School
- \* Bachelor of Science in Childhood Education/Spanish from SUNY Oswego
- \* Currently attending New York Medical College for Behavioral Science and Health Education

**Work Experience:**

- \* From January, 2018 through January, 2019 as a care coordinator at Kids Oneida/Central New York Health Home Network
- \* From April, 2016 through January, 2018 as an early childhood specialist at Central Early Childhood Direction Center/RCIL
- \* From January, 2015 through May, 2015 as a first grade teacher at Peralta Elementary School, Arizona
- \* From September, 2014 through December, 2014 as a student teacher at Utica City School District

2. Recommend that **SAMUEL A. HEALY** be appointed as a **TEACHER ASSISTANT** in the Alternative Education Programs, in Middle Settlement Academy, for a three year probationary appointment in the Teaching Assistant tenure area, commencing April 11, 2019 and ending April 10, 2022 at an annual salary rate of \$18,139.00, prorated.

**Certification:**

- \* Professional certificate in Mathematics 7-12

**Education:**

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

**Work Experience:**

- \* From September, 2018 through the present 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 **ROBERT S. MERRICK** 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 April 11, 2019 and ending April 10, 2023 at an annual salary rate of \$15,627.00, prorated.

**Certification:**

- \* Level I certificate in Teaching Assistant

**Education:**

- \* Graduate of Mount Markham Central School District
- \* Electronic Maintenance certificate from Herkimer BOCES

**Work Experience:**

- \* From May, 2018 through the present as an account executive at Arjuna Broadcasting Corporation
- \* From 1988 through the present as a self-employed guitar teacher
- \* From May, 1998 through December, 2017 as a senior electronics technician at PAR Technology
- \* From May, 1995 through March, 1996 as a school representative - team leader at AFSA Data Corporation
- \* From September, 1991 through May, 1994 as a customer service representative at Fleet Services Corporation

4. Recommend that **MELISSA SARNER** be appointed as a **TEACHER ASSISTANT** in the Special Education Programs, at the Center, for a three year probationary appointment in the Teaching Assistant tenure area, commencing February 14, 2019 and ending February 13, 2022 at an annual salary rate of \$21,053.00, prorated.

**Certification:**

\* Currently working toward certification (*REVISED - certification pending*)

**Education:**

- \* Associates Degree in Science from Mohawk Valley Community College
- \* Bachelor of Science in Childhood Education from SUNY Oneonta
- \* Master of Science in Students with Disabilities 1-6 from Touro College

**Work Experience:**

- \* From 2014 through the present as a behavior specialist at Upstate Cerebral Palsy
- \* From 2011 through 2014 as a daycare provider at St. Paul's Nazareth Daycare
- \* From 2008 through 2014 as a student manager at Oneida-Herkimer-Madison BOCES

5. Recommend that **COURTNEY M. SEELBACH** 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 April 11, 2019 and ending April 10, 2023 at an annual salary rate of \$15,627.00, prorated.

**Certification:**

\* Level I certificate in Teaching Assistant

**Education:**

\* Received GED through Herkimer BOCES

**Work Experience:**

- \* From October, 2018 through the present as a teaching assistant at Middle Settlement Academy, Oneida-Herkimer-Madison BOCES
- \* From January, 2013 through January, 2016 as a resident assistant at Valley Health Services

**b. 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.	ERICA SCHOFF Assistant Principal - CTE	07/09/2019

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

- a. Recommendation for the creation of (2) Fire Systems Technician positions

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

1. Recommend that **MACKENZIE M. CITRO** be appointed to a provisional appointment as a **CAREER EXPLORATION SPECIALIST** in the School and Business Alliance Program, commencing April 11, 2019 at an annual salary rate of \$31,562.00, prorated.

**MACKENZIE M. CITRO** 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 Notre Dame Junior/Senior High School
- \* Bachelor of Arts in Psychology from LeMoyne College

**Work Experience:**

- \* From March, 2016 through the present as an intake coordinator at ADHD & Autism Psychological Services and Advocacy
- \* From September, 2015 through July, 2016 as a behavior technician at ADHD & Autism Psychological Services and Advocacy
- \* From September, 2013 through March, 2016 as a store manager at General Nutrition Center

2. Recommend that **CHERYL A. FAUBERT** be appointed to a provisional appointment as a **COMPUTER SPECIALIST (TRAINING)** in the Information and Technology Division, commencing April 15, 2019 at an annual salary rate of \$29,000.00, prorated.

**CHERYL A. FAUBERT** 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:**

\* Associates Degree in Graphic Communications from MVCC

**Work Experience:**

\* From November, 2016 through the present as a central stores clerk at Oneida-Herkimer-Madison BOCES

\* From 2016 through the present as a part time sales lead clerk at Catherine's

\* From 2013 through the present as a data entry clerk at Oneida-Herkimer-Madison BOCES

\* From 2010 through 2014 as a part time sales lead clerk at Lane Bryant

3. Recommend that **CLAIRE A. HARDY** be appointed to a provisional appointment as a **COMPUTER SPECIALIST (TRAINING)** in the Information and Technology Division, commencing April 15, 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 SPECIALIST (TRAINING)**, 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 September, 2018 through the present 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

4. Recommend that **LEONARD L. JONES** be appointed to a provisional appointment as an **ASSISTANT PRINTING SUPERVISOR** in the Information and Technology Division, commencing April 15, 2019 at an annual salary rate of \$58,304.00, prorated.

**LEONARD L. JONES** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **ASSISTANT PRINTING SUPERVISOR**, until the results of the next civil service exam are known.

**Education:**

\* Graduate of Utica City School District

**Work Experience:**

- \* From January, 2008 through the present as a Senior Offset Printing Machine Operator at Oneida-Herkimer-Madison BOCES
- \* From December, 1987 through January, 2008 as a Offset Duplicating Machine Operator at Oneida-Herkimer-Madison BOCES
- \* From September, 1987 through December, 1987 as a printing machine operator at Utica City School District

5. Recommend that **REBECCA L. NEARY** be appointed to a provisional appointment as a **PUBLIC RELATIONS SPECIALIST** the Information & Technology Division, commencing April 15, 2019 at an annual salary rate of \$38,000.00, prorated.

**REBECCA L. NEARY** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **PUBLIC RELATIONS SPECIALIST**, until the results of the next civil service exam are known.

**Education:**

- \* Associate of Arts in Humanities: PR Concentration from Herkimer County Community College
- \* Bachelor of Arts in Communication Studies: PR/Advertising from SUNY Plattsburgh

**Work Experience:**

- \* From December, 2016 through the present as a public relations assistant at Oneida-Herkimer-Madison BOCES
- \* From September, 2015 through December, 2016 as a human resources assistant at Slocum-Dickson Medical Group
- \* From January, 2013 through the present as a marketing assistant at Slocum-Dickson Medical Group
- \* From July, 2010 through September 2013 as a public relations coordinator/Assistant at Herkimer County Community College

6. Recommend that **JUSTIN D. YOURDON** be appointed to a provisional part-time appointment as a **FIRE SYSTEMS TECHNICIAN** in the Safety Office, commencing April 11, 2019 at a salary rate of \$18.00, per hour.

**JUSTIN D. YOURDON** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FIRE SYSTEMS TECHNICIAN**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Whitesboro Central School District
- \* Attended Herkimer County Community College for EMT

**Work Experience:**

- \* From June, 2018 through the present as a sales and service representative at Cintas First Aid and Safety
- \* From November, 2017 through the present as an ice maintenance technician at Garden Entertainment LLC
- \* From November, 2016 through December, 2017 as a security supervisor/officer and Munson Williams Proctor Institute
- \* From December, 2016 through October, 2017 as a security shift manager at Del Lago Resort Casino
- \* From September, 2015 through August, 2016 as a security shift manager at Yellow Brick Road Casino
- \* From 2014 through October, 2015 as a NYS certified emergency medical technician at Prospect Ambulance
- \* From May, 2015 through September, 2015 as a security supervisor at Yellow Brick Road Casino
- \* From October, 2014 through May, 2015 as a security officer/emergency medical technician at Turning Stone Casino

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



1. Recommend that **MATTHEW W. DOOLEN** be appointed to a probationary appointment as an **ASSISTANT COOK** in the School Lunch Program, commencing April 02, 2019 at an hourly salary rate of \$15.66.

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

**Education:**

- \* Graduate of Ilion High School
- \* Associates Degree in Culinary Arts from Mohawk Valley Community College

**Work Experience:**

- \* From February, 2019 through the present as a food service helper at Oneida-Herkimer-Madison BOCES
- \* From 2016 through February, 2019 as a community habilitation specialist at the ARC Oneida Lewis
- \* From 2012 through 2016 as a small scale attendant at Auto Salvage Technologies
- \* From January, 2004 through June, 2006 as a cook at Lombardo's Pizza

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

1. Recommend that **NANCY C. BELLO** be appointed to a part-time appointment as a **CLERK** in the Administrative Services Division, Business Office, commencing May 01, 2019 through June 30, 2019 at an hourly salary rate of \$36.35.

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

2. Recommend that **KIM M. BOWMAN** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing March 20, 2019 at an hourly salary rate of \$12.00, as needed.

**KIM M. BOWMAN** 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 Little Falls High School

**Work Experience:**

- \* From October, 2014 through August, 2017 as a cashier at K-Mart
- \* From November, 2011 through October, 2014 as a cafe supervisor at BJ's Wholesale
- \* From October, 2009 through November, 2011 as a food demonstrator at Promo Demo Works
- \* From November, 2004 through August, 2008 as owner of Yard Keepers
- \* From April, 2000 through November, 2004 as a bartender supervisor at the American Legion

3. Recommend that **KIMBERLY D. CIMINO** be appointed to a part-time appointment as a **CLERK** in the Information and Technology Division, Printing Services, commencing April 01, 2019 through June 30, 2019 at an hourly salary rate of \$46.00.

**KIMBERLY D. CIMINO** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK**.

4. Recommend that **JENNIFER E. CRANDALL** be appointed to a part-time appointment as a **CLEANER** in the Operations and Maintenance Department, commencing April 15, 2019 at an hourly salary rate of \$12.96, as needed.

**JENNIFER E. CRANDALL** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLEANER**.

**Education:**

\* Graduate of Honeoye Falls-Lima High School

**Work Experience:**

- \* From November, 2017 through the present as a specialist at RGIS Inventory Specialist
- \* From October, 2013 through December, 2016 as a shift supervisor at Stewart's Shop

5. Recommend that **NICHOLAS A. DELLERBA** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing March 27, 2019 at an hourly salary rate of \$12.00, as needed.

**NICHOLAS A. DELLERBA** 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 August, 2017 through January, 2019 as a roofer at Titan Homes

6. Recommend that **CYNTHIA J. GETTER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing March 26, 2019 at an hourly salary rate of \$12.00, as needed.

**CYNTHIA J. GETTER** 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 Augustine Academy, Carthage, NY

\* Associate Degree in Food Service from Morrisville

**Work Experience:**

\* From January, 2006 through December, 2016 as a supervisor at Compass Group, Syracuse

7. Recommend that **DOUGLAS J. WILBUR** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing March 21, 2019 at an hourly salary rate of \$12.00, as needed.

**DOUGLAS J. WILBUR** 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 Notre Dame High School
- \* Associates Degree in Welding Technology from Mohawk Valley Community College

**Work Experience:**

- \* From September, 2017 through the present as a cleaner at New Hartford Central School District
- \* From November, 2018 through January, 2019 as a package handler at UPS
- \* From December, 1995 through October, 2018 as a service technician at the Masonic Home

**e. STIPENDS**

**1. Teaching/Certified Staff**

**a. RECOMMENDATION FOR ADDITIONAL STIPENDS**

			Date	Stipend
1.	LISA A. HUTCHINSON	TEACHER ASSISTANT	02/25/2019 - 06/30/2019	\$3,500.00 prorated (student management)
2.	KRISTEN A. LUBECK	TEACHER ASSISTANT	02/25/2019 - 06/30/2019	\$3,500.00 prorated (student management)

**ITEM VI. D. ACTION ITEMS**

**ITEM VI. D. 1. APPROVAL OF POLICY 3001 ADMINISTRATIVE; 3002 ADMINISTRATIVE ORGANIZATION AND OPERATION; 3003 ADMINISTRATIVE COUNCILS, CABINETS AND COMMITTEES; 3100 DISTRICT SUPERINTENDENT; 3101 EVALUATION OF THE DISTRICT SUPERINTENDENT AND OTHER ADMINISTRATIVE STAFF; 5306 PURPOSE, USE AND ADMINISTRATION OF OHM BOCES DIGITAL INFORMATION SYSTEMS; 5400 TRANSPORTATION OF STUDENTS; 5401 OWNED OR LEASED VEHICLES AND 5402 VEHICLE SAFETY.  
(SECOND READING)**

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

**Section 3000 Administration**

- 3001 Administration
- 3002 Administrative Organization and Operation
- 3003 Administrative Councils, Cabinets and Committees
- 3100 District Superintendent
- 3101 Evaluation of the District Superintendent and Other Administrative Staff

**Section 5000 Support Operations**

- 5306 Purpose, Use and Administration of OHM BOCES Digital Information Systems
- 5400 Transportation of Students
- 5401 Owned or Leased Vehicles
- 5402 Vehicle Safety

Moved, that the Cooperative Board shall delete the following policies as they are no longer relevant or have been replaced by other policies:

**Policies Replaced by other Policies:**

- 2130 Crisis Management
- 7112 Disaster Planning & Civil Preparedness
- 7113 Prevention Instruction

**Policies No Longer Required:**

- 1319 Designated Educational Official
- 1330 Principles for School Board Members
- 1438 Reorganizational Meeting
- 1572 BOCES Consortium of Continuing Education
- 1580 Objectives and Their Accomplishment
- 1590 Shared Decision Making Plan
- 3140 Administrative Interns
- 3170 Employee Compensation
- 3230 Job Descriptions
- 4513 Site Acquisition

**ITEM VI. D. 2. APPROVAL OF NYSITCC 2019-2010 INSTRUCTIONAL STATE WIDE LICENSING AGREEMENT**

Moved, that the Cooperative Board approves Oneida-Herkimer-Madison BOCES' participation in the new NYSITCC Statewide Licensing Contract Agreement.

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for 3<sup>rd</sup> L Corp, A+ Educators, Accelerate Learning, Achieve3000, AKJ Books, American Reading Company, Amplify, Answer Pad, Bird Brain, Bloomboard, Brain Hurricane, Bridges Transitions, Carnegie Learning, Certica, Charmtech Labs, Chester Technical Services, ClassLink, Code Monkey, Curriculum Associates, Curriculum Technology, Dreambox, eDoctrina, Edgenuity, Edmentum, Educational Vistas, Edvation, eSpark, Explore Learning, FastBridge Learning, Front Row, Frontline Technologies, Houghton Mifflin, iDesign, Imagine Learning, Interactive Media, iSafe, iStation, IXL, Kidtellect, Kinderlab Robotics, Learning Ally, Learning.com, Learning Sciences International, Learning Without Tears, Legends of Learning, Lego Education, Lexia Learning, LinkIt, Little Bits, Mad Learn, Maker's Empire, McGraw-Hill, Mind Research Institute, Microsoft, Modular Robotics, My Power Learning, My Stem Kits, Naviance, Nearpod, Newsela, NWEA, Oneder, Pearson Digital Learning, PLS 3<sup>rd</sup> Learning, Renaissance Learning, Right Reason Technologies, Robokind, Rosetta Stone, Rubicon West, Inc., Scholastic, Inc., SchoolBinder, Scientific Learning, Sensavis, Service Infinity, SunGard, Suntex, Taylor & Associates Communications, Tech4Learning, TEQ, Tequipment, Thimble, Turnit In, Tynker, Type to Learn, Typing Pal Online, VidCode, Waterford, Wow U Education, zSpace and,

WHEREAS, The Oneida-Herkimer-Madison BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Oneida-Herkimer-Madison BOCES Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purpose of and licensing of the above mentioned software/learning packages, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oneida-Herkimer-Madison Board of Education agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

**ITEM VI. D. 3. APPROVAL EDUCATION PARTNERSHIP AGREEMENT (19-RI-EP-XX) BETWEEN THE AIR FORCE RESEARCH LABORATORY AND O-H-M BOCES**

Moved, that the Cooperative Board approves the Education Partnership Agreement for the purposes of career development for our students.

**ITEM VI. D. 4. APPROVAL OF AWARD OF ELEMENTARY SCIENCE KIT SUPPLY BID MARCH 2019**

Moved, that the Cooperative Board approves the award of the Elementary Science Kit Supply Bid as per the attached listing representing the lowest qualified bidders meeting specifications, for a total award of \$164,974.38.

Vendor	Award
Carolina Biological Supply Co.	\$23,944.76
Cascade School Supplies	\$15,225.92
Lowe's	\$3,907.60
Nasco	\$22,536.81
Omnisor	\$2,317.20
Page Seed Company	\$234.07
Safari Limited	\$1,680.00
School Specialty - Frey	\$32,955.03
That Fish Place-That Pet Place	\$3,039.32
Wards/ VWR	\$41,057.80
WB Mason	\$18,075.87
	\$164,974.38

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

NONE

Yes

No

Absent

Abstain

Michelle Anderson  
 Steve Boucher  
 Doreen Corbin  
 Elaine M. Falvo  
 John A. Griffin  
 Michael J. Moore  
 Gary P. Nelson  
 Dr. Gary W. Porcelli  
 John J. Salerno  
 Russell Stewart

Evon M. Ervin  
 Charlene A. Hartman

**Motion carried, 10-0**

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

A. National School Boards Association Conference, March 30 – April 1, 2019

Mr. Nelson, Mr. Griffin and Mr. Stewart reported out on their experience at the conference and also shared information regarding the workshops they attended.

B. Board Officer Elections

Mrs. Falvo asked to revisit this item at the May meeting and without objection this item will be on the agenda again for May 8, 2019 Cooperative Board meeting.

C. Goals Update and Future Vision

Mr. Hill, Mr. Cowen, Mr. Morris and Ms. Turner presented to the Board a presentation on the Oneida-Herkimer-Madison BOCES Goals Update and Future Vision.

[Mr. Boucher left at 5:45 p.m.]

**ITEM VIII. OLD BUSINESS**

None

**ITEM IX. REPORTS**

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

- District Superintendent Search updated timeline
- Negotiations



**ITEM X. EXECUTIVE SESSION**

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

Moved, that the Cooperative Board enter Executive Session at 7:15 p.m. to discuss matters leading to the appointment, employment, suspension, and dismissal, of particular persons.

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

**Motion carried, 9-0**

The Board returned to General Session at 7:29 p.m.

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

None

**MOTION TO ADJOURN**

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

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 7:30 p.m.

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

**Motion carried, 9-0**



Deborah Kimball  
Clerk of the Board  
April 10, 2019