



Oneida-Herkimer-Madison BOCES

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

Cooperative Board 2020-2021

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MINUTES OF THE REGULAR MEETING OF SEPTEMBER 9, 2020

The Regular meeting of the Board of Cooperative Educational Services was held on September 9, 2020 in The Howard D. Mettelman Learning Center, Middle Settlement Road, New Hartford, New York and Virtually via Zoom Video Conference.

MEMBERS PRESENT

Mr. Steve Boucher, President
Mr. Russell Stewart, Vice President
Mrs. Michelle Anderson
Mrs. Doreen Corbin
Mrs. Evon M. Ervin – via zoom
Mrs. Elaine M. Falvo – via zoom
Mrs. Charlene A. Hartman
Mr. Michael J. Moore – via zoom
Mr. Gary P. Nelson
Mr. Anthony J. Nicotera
Dr. Gary W. Porcelli

MEMBERS EXCUSED

Mr. John J. Salerno

OTHERS PRESENT

Patricia N. Kilburn, Ed.D.
Mr. Charles Cowen
Mr. Christopher Hill
Mr. Scott Morris
Mrs. Ann Turner
Mrs. Deborah Kimball
Ms. Christine Crowley, Fiscal Advisors
Mr. Michael Shusda, Fiscal Advisors

Date

Introduction

Members Present

Members Excused

Others Present

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

We are collaborators, working together and partnering with leaders in education, business, industry, government and the local community to promote inclusive educational and career opportunities and equitable access in order to prepare all of our learners for the dynamic world of today and tomorrow.

ITEM I. CALL TO ORDER

A quorum was noted and President, Mr. Steve Boucher called the meeting to order at 4:32 p.m.

ITEM II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III. RECOGNITION

None

ITEM IV. RECOGNITION OF VISITORS

ITEM V. COMMUNICATIONS

ITEM V. A. From the Floor

none

ITEM V. B. Correspondence

none

(Mrs. Corbin arrived at 4:42 p.m.)

(Mr. Moore arrived at 5:00 p.m.)

ITEM VI. A. DISTRICT SUPERINTENDENT REPORTS

Fiscal Advisors Presenting Debt Services as it Relates to the Capital Project

Dr. Kilburn welcomed the visitors, Christine Crowley and Michael Shusda from Fiscal Advisors.

They shared a powerpoint presentation titled Proposed Capital Project Financing Overview. Each shared information including aidability, NYSED preliminary multi-year maximum cost allowance calculation, referendums, financing BOCES capital projects, DASNY financing, component financing and BOCES Capital Aid.

Virtual Reopening –

Dr. Kilburn explained that the Virtual Opening Day went well. She also shared clips of the Opening Day video and also explained that there are training videos that all staff must complete by September 11, 2020.

(Mrs. Falvo left at 5:30 p.m.)

Board Retreat -

The Board Retreat will be Friday, September 18th from 4:00 p.m. to 7:30 p.m. and Saturday, September 19th from 8:30 – Noon.

Start of School –

Mr. Hill shared with the Board how each Instructional Program has been operating for the beginning of the school year. Each of the programs are going very well.

Social Emotional Learning Update –

Mrs. Turner spoke of the trainings on Social Emotional Learning that have taken place for staff. The workshops were very popular and very well received.

Professional Development and Support for Teachers –

Mrs. Turner and Mr. Hill also shared that there were many training workshops for staff to help them get ready for the start of school during these unprecedented times. There were 9 different workshops including BUZZ training, livestream training, zoom training, school tools to name a few. From June through September there were 153 total workshops with a total of 1,830 registrations.

ITEM VII. A. 1. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 12, 2020 AND ITEM VII. A. 2. MOTION TO ACCEPT THE SPECIAL MEETING OF AUGUST 20, 2020

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

Moved, that, the minutes of the Regular Meeting of August 12, 2020 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved and Moved, that, the Special Meeting Minutes of August 20, 2020 are approved.

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

Motion carried, 10-0

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

MOTION TO APPROVE THE CONSENT AGENDA

(with the following change to Item VII C.b.1.2 – resignation from the position - Teacher of Foreign Language)

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

FINANCIAL REPORTS/AWARDING OF CONTRACTS

Moved, that the Cooperative Board accepts the Report of the Treasurer for July 2020 and the Budget Adjustment Report for July 2020 (Item VII B-1 and B-2); all as shown below:

ITEM VII. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR JULY 2020

Report of the Treasurer for July 2020

Capital	943,588.45
General	18,386,429.75
School Lunch	18,023.05
Special Aid	303,193.30
Trust/Agency	138,307.76
Trust/Expand	<u>73,959.38</u>
Total	\$19,863,501.69

and the Treasurer’s Report for the Extra-Curricular Fund for July 2020 showing a fund balance of \$9,843.78.

ITEM VII. B. 2. MOTION TO ACCEPT THE 2020-2021 BUDGET ADJUSTMENT REPORT FOR JULY 2020

**Budget Revisions—2020-21
 July 2020 Report**

2020-21 Adopted Budget	\$72,199,518
Commitment Changes	2,410,461
Net Changes	<hr/>
Total	\$74,609,979

ITEM VI. B. 3. APPROVAL OF 2019-2020 SHARED SERVICE CONTRACTS/FINAL (BUYER) WITH OTHER BOCES

2019-2020 Shared Service Contractee (Buyer) With Other BOCES

Oneida BOCES Contractee (Buyer) With Other BOCES

Madison-Oneida BOCES	\$11,981,154.97	Final contract for all BOCES Services for 2019-2020
CiTi BOCES	84,070.88	
Washington-S-W-H-E BOCES	40,571.21	
Cayuga-Onondaga BOCES	22,583.46	
Jefferson-Lewis BOCES	24,164.50	
Erie 1 BOCES	14,794.00	
Nassau BOCES	5,611.14	
Erie 2 BOCES	1,934.10	
CiTi BOCES (Special Aid Fund)	556.92	
Eastern Suffolk BOCES	400.00	

Moved, that the Cooperative Board approve the contract between Oneida-Herkimer-Madison BOCES and Madison-Oneida BOCES, CiTi BOCES, W-S-W-H-E BOCES, Cayuga BOCES, Jefferson-Lewis BOCES, Erie 1 BOCES, Nassau BOCES, Erie 2 BOCES and Eastern Suffolk BOCES for the 2019-2020 school year.

ITEM VI. B. 4. APPROVAL OF 2020-2021 SHARED SERVICE CONTRACTS (SELLER) WITH OTHER BOCES

2020-2021 Shared Service Contractor (Seller) With Other BOCES

Oneida BOCES Contractor (Seller) With Other BOCES

St. Lawrence-Lewis BOCES	\$26,235.00	Initial contract for all BOCES services for 2020-21 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.
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Moved, that the Cooperative Board approves the contract between Oneida-Herkimer-Madison BOCES and St. Lawrence-Lewis BOCES for the 2020-2021 school year.

ITEM VI. B. 5. APPROVAL OF 2020-2021 SHARED SERVICE CONTRACTS (BUYER) WITH OTHER BOCES

2020-2021 Shared Service Contractee (Buyer) With Other BOCES

Oneida BOCES Contractee (Buyer) With Other BOCES

Herkimer BOCES	\$84,992.48	Initial contract for all BOCES services for 2020-2021
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Moved, that the Cooperative Board approve the contract between Oneida-Herkimer-Madison BOCES and Madison-Oneida BOCES, Oswego BOCES, Questar III BOCES, Onondaga-Cortland-Madison BOCES, Capital Region BOCES, Erie 1 BOCES, Clinton-Essex-W-W BOCES, Otsego-Northern Catskills BOCES, Jefferson-Lewis BOCES for the 2020-2021 school year.

ITEM VI. B. 6. APPROVAL OF 2020-2021 SHARED SERVICE CONTRACTS (SELLER) WITH SCHOOLS

2020-2021 Shared Service Contractor (Seller) With Schools

Oneida BOCES Contractor (Seller) With Schools

Utica CSD	\$22,269,427.33	Initial contract for all BOCES services for 2020-2021 including administration, career & technical education, handicapped services, alternative education
Sauquoit Valley CSD	4,169,099.35	
Clinton CSD	3,899,567.62	
Waterville CSD	3,615,630.32	
Brookfield CSD	1,590,418.92	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Utica City School District, Sauquoit Valley Central School District, Clinton Central School District, Waterville Central School, and Brookfield CSD for the 2020-2021 school year.

ITEM VII. 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.	MARY W. MC CORMICK	SENIOR ACCOUNT CLERK	09/12/1996	10/31/2020

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	JIASHU LEI	TEACHER OF FOREIGN LANGUAGE	09/25/2017	08/31/2020
2.	JENNIFER Y. LEZZI	TEACHER OF FOREIGN LANGUAGE	09/01/2014	08/14/2020
3.	MICHAEL F. O'BRIEN	TEACHER ASSISTANT	10/01/2018	08/31/2020
4.	BAMBI L. ROMAN	TEACHER ASSISTANT	01/30/2020	08/20/2020
5.	MICHELLE SAUNDERS	TEACHER OF VISUALLY HANDICAPPED	09/10/2015	08/26/2020
6.	JENNIFER A. SINSABAUGH	TEACHER OF FOREIGN LANGUAGE	08/06/2012	09/26/2020

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	MARY C. PARKER	CLERK HOURLY	08/29/2019	07/05/2020
2.	MARK A. SANTOMASSINO	DIRECTOR OF FACILITIES I	07/01/2018	08/31/2020
3.	ANNE M. SQUIRES	CLERK HOURLY	08/19/2019	09/11/2020

c. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	DAVID A. ALONGI	SCHOOL PSYCHOLOGIST	09/01/2020	11/02/2020	Personal Reasons
2.	CASSIE BURDICK	TEACHER ASSISTANT	09/01/2020	06/30/2021	Child care
3.	MELISSA SARNER	TEACHER ASSISTANT	09/21/2020	06/30/2021	Child care
4.	JENNIFER M. SMITH	TEACHER ASSISTANT	09/01/2020	11/06/2020	work as short term substitute teacher
5.	LEO SMITH	SCHOOL PSYCHOLOGIST	09/01/2020	11/30/2020	Personal Reasons
6.	CHARISSA A. TAYLOR	SCHOOL PSYCHOLOGIST	09/22/2020	TBD	Maternity
7.	JENNIFER L. VITAGLIANO	SCHOOL SOCIAL WORKER	09/18/2020	TBD	Maternity

2. Non-Instructional/Classified Staff

Start Date	End Date	Reason
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			Start Date	End Date	Reason
1.	LOIS S. DAVIS	WORD PROCESSOR	08/17/2020	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 **STACEY GRUCZA** be appointed as a **TEACHER ASSISTANT** in the Bridges Program, at Waterville Senior High School, for a four year probationary appointment in the Teaching Assistant tenure area, commencing September 10, 2020 and ending September 9, 2024 at an annual salary rate of \$19,648.00, prorated.

Certification:

- * Permanent certificate in PRE K-6

Education:

- * Graduate of New Hartford High School
- * Associate of Applied Science in Business from Mohawk Valley Community College
- * Bachelor of Science in Business Management from Western New England College
- * Master's Degree in Communications from SUNY Brockport

Work Experience:

- * From July, 2010 through July, 2016 as a teacher at Clinton Elementary School
- * From July, 2001 through July, 2006 as a teacher at Clinton Elementary School
- * From August, 1993 through June, 1998 as a market underwriter at Metropolitan Property/Casualty
- * From June, 1992 through August, 1993 as an assistant store manager at Brooks Pharmacy

2. Recommend that **CORY M. PATTERSON** be appointed as a **TEACHER OF SOCIAL STUDIES** in Academic Itinerant Programs, at Holland Patent CSD and Middle Settlement Academy for a four year probationary appointment in the Social Studies tenure area, commencing September 01, 2020 and ending August 31, 2024 at an annual salary rate of \$43,695.00.

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 part-time teacher of social studies at Oneida-Herkimer-Madison BOCES
- * September, 2019 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

b. RECOMMENDATION FOR SHORT-TERM SUBSTITUTE APPOINTMENT

1. Recommend that **JENNIFER M. SMITH** be appointed as a **TEACHER OF SPECIAL EDUCATION** in the Bridges Program, at the Center, for a short-term substitute appointment commencing September 01, 2020 and ending November 06, 2020 at an annual salary rate of \$44,167.00, prorated.

Certification:

- * Initial certificate in Physical Education

Education:

- * Associate of Science in Liberal Arts and General Studies from Mohawk Valley Community College
- * Associate of Science in Liberal Arts and Physical Education from Herkimer County Community College
- * Bachelor of Science in Physical Education Teacher Certification from Brockport

Work Experience:

- * From February, 2020 through the present as a long-term substitute teacher of special education at Oneida-Herkimer-Madison BOCES
- * From November, 2017 through February, 2020 as a teacher assistant at Oneida-Herkimer-Madison BOCES
- * From March, 2018 through April, 2018 as a short-term substitute teacher of special education at Oneida-Herkimer-Madison BOCES
- * From October 10, 2017 through November, 2017 as a short-term substitute teacher of physical education at Oneida-Herkimer-Madison BOCES
- * From September, 2016 through June, 2017 as a physical education/health instructor at Mount Markham Central School District
- * From November through February, 2013 - 2017 as a volleyball coach at Central Valley Central School District
- * From February, 2016 through May, 2016 as a physical education instructor at Sauquoit Valley School District
- * August 2015 as a varsity girls tennis coach at Central Valley School District

c. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **THOMAS DORR** be appointed as an **INTERIM ASSISTANT SUPERINTENDENT ADMINISTRATIVE SERVICES** in the Administrative Services Division, for an appointment commencing August 31, 2020 to a date to be determined at a daily salary rate of \$614.00.
2. Recommend that **JAMES G. KRAMER** be appointed as a **CURRICULUM SUPERVISOR** in the Program and Professional Development Division, for a temporary appointment commencing September 01, 2020 and ending June 30, 2021 at a salary rate of \$300.00/day or \$50.00 per hour as requested by a district.

d. RECOMMENDATION FOR TENURE APPOINTMENT(S)

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

1.	BETHANI A. BURNS	Teaching Assistant	Tenure Date
			12/12/2020

e. RECOMMENDATION FOR INCREASE IN FTE

1.	NICOLE C. ROBERTS	TEACHER OF ESL	Date	FTE
			09/01/2020	1.0

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **ADAM J. BROCKWAY** be appointed to a provisional appointment as a **GRAPHIC DESIGN ARTIST** in the Information and Technology Division, commencing September 14, 2020 at an annual salary rate of \$32,000.00, prorated.

ADAM J. BROCKWAY has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **GRAPHIC DESIGN ARTIST**, until the results of the next civil service exam are known.

Education:

- * Graduate of New Hartford High School
- * Bachelor of Fine Arts in Fine Art and Design from Alfred University School of Art and Design

Work Experience:

- * From 2020 through the present as a content producer at OB Training and Sports Performance
- * From 2018 through the present as backend production for portrait studio at Luminiferous Media LLC and DeNicola Photography
- * From 2009 through the present as sole-proprietor of Adam Brockway Photography

2. Recommend that **KERRY L. ZEGARELLI** be appointed to a provisional appointment as a **GRAPHIC DESIGN ARTIST** in the Information and Technology Division commencing September 14, 2020 at an annual salary rate of \$32,000.00, prorated.

KERRY L. ZEGARELLI has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **GRAPHIC DESIGN ARTIST**, until the results of the next civil service exam are known.

Education:

- * Graduate of Whitesboro High School
- * Associate of Applied Science in Graphic Design from Mohawk Valley Community College

Work Experience:

- * From 2006 through 2020 as a graphic designer at the Turning Stone Resort Casino
- * From 2005 through 2006 as a graphics administrator at Fort William Henry Resort & Conference Center

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **LOIS S. DAVIS** be appointed to a probationary appointment as an **OFFICE SPECIALIST II** in the Administrative Services Division, commencing August 17, 2020 at an annual salary rate of \$39,500.00, prorated.

LOIS S. DAVIS has passed the civil service exam and has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OFFICE SPECIALIST II**. **LOIS S. DAVIS** will be required to serve a twenty-six week probationary period.

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.	CHRISTOPHER W. DAVIS	SENIOR CUSTODIAN	09/10/2020
2.	KATHLEEN P. DORR	SCHOOL LUNCH DIRECTOR III	09/10/2020

d. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **MICHELLE M. COVEL** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 01, 2020 at an hourly salary rate of \$12.00, as needed.

MICHELLE M. COVEL 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 Hill Regional Career High School, New Haven, CT

Work Experience:

* From November, 2019 through the present as a lunch aide at Clinton Elementary School

* From November, 2007 through February, 2013 as a customer service representative at Best Buy

2. Recommend that **EMILY E. CRANDALL** be appointed to a part-time appointment as a **CLEANER (HOURLY)**, in the Operations and Maintenance Department, commencing August 18, 2020 at an hourly salary rate of \$13.01, as needed.

EMILY E. CRANDALL 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 Frankfort-Schuyler Central School

Work Experience:

* From December, 2019 through the present as a food service helper at the Oneida-Herkimer-Madison BOCES

* From December, 2018 through July, 2019 as a sales associate at Walmart

* From August, 2019 through November, 2019 as a cashier at Stewarts

3. Recommend that **JENLYNN IGLESIAS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 01, 2020 at an hourly salary rate of \$12.00, as needed.

JENLYNN IGLESIAS 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 TR Proctor High School

* Practical Nurse License from Herkimer County LPN Program

Work Experience:

* Charles T. Sitrin Home as a LPN

4. Recommend that **ASHLEY K. SPICER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 01, 2020 at an hourly salary rate of \$12.00, as needed.

ASHLEY K. SPICER 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
- * Early Childhood Program at Herkimer BOCES

Work Experience:

- * From March, 2019 through the present as an assistant at Angella's Home Childcare
- * From June, 2018 through the present as a cashier at Stewarts
- * From May, 2010 through January, 2018 as an assistant manager at McDonald's

5. Recommend that **MICHELLE R. WARD** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in the School Lunch Program, commencing September 01, 2020 at an hourly salary rate of \$12.00, as needed.

MICHELLE R. WARD 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 Herkimer Central School District
- * Food Service Program at Herkimer BOCES

Work Experience:

- * From January, 2018 through the present as a retail merchandiser at Hallmark in Kansas City, MO
- * From 1997 through 2017 as a self-employed day care provider
- * From 1986 through 1997 as a warehouse manager at CT Farm & Family

e. RECOMMENDATION FOR CHANGE IN FTE

			Date	FTE
1.	JENNIFER L. ENJEM	PHYSICAL THERAPIST	09/01/2020	0.4
2.	SARA E. TOTARO	OCCUPATIONAL THERAPIST	09/01/2020	1.0

e. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	BRIAN W. EDMONDS	TEACHER OF TECHNOLOGY	09/01/2020 - 06/30/2021	\$4,198.90 (extra assignment)
2.	RACHEL E. GARGUILO	TEACHER SPEECH/HEARING	09/01/2020 - 06/30/2021	\$1,200.00 (mentor)
3.	ERIN L. MURRAY	TEACHER OF FOREIGN LANGUAGE	09/01/2020 - 06/30/2021	\$1,200.00 (mentor)
4.	KIMBERLY E. PETRONELLA	TEACHER OF PRACTICAL NURSING	09/01/2020 - 06/30/2021	\$1,200.00 (mentor)
5.	HEIDI VAN DER MEULEN	TEACHER OF VISUALLY HANDICAPPED	09/01/2020 - 06/30/2021	\$1,200.00 (mentor)
6.	ARIFA VELLETO	TEACHER OF ART	09/01/2020 - 06/30/2021	\$8,397 (extra assignment)

f. LAYOFFS

1. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR LAY-OFF

1. It is recommended that **JESSICA L. PROVOST**, be laid-off from the position of **REGISTERED PROFESSIONAL NURSE**, effective 9/10/2020. The District Superintendent shall notify **JESSICA L. PROVOST** of this decision forthwith. This is due to staffing needs within the department. **JESSICA L. PROVOST** is the person with the least seniority in the **REGISTERED PROFESSIONAL NURSE** civil service title.

g. SUMMER SCHOOL

1. RECOMMENDATIONS FOR SUMMER SCHOOL APPOINTMENTS - TEACHING/CERTIFIED

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

		Title	Start Date	End Date	Max Days	Salary
1.	SHELLEY MATTHEWS	Prog. for Speech & Hearing Handicapped	07/06/2020	08/14/2020	3	\$68,842

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.	MARY ELLEN WARD	NURSE PRACTITIONER	08/26/2020	08/26/2020	1	\$70,146
2.	TAMMY M. WEST	NURSE PRACTITIONER	08/28/2020	08/28/2020	1	\$60,023

ITEM VII. D. ACTION ITEMS

ITEM VII. D. 1. APPROVAL OF POLICIES

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. **(First Reading)**

4301 Borrowing Funds
4302 Deposits
4303 Insurance (Excluding Health Insurance)
4304 Personal Property of the Board of Cooperative Educational Services
4305 Health Insurance Portability and Accountability Act Of 1996 (Hipaa)
4400 Audit Committee
4401 Annual Audit
4402 Internal Audit Function
4403 Auditing Claims for Payment
4404 Personal Property Acquisitions

7001 Student Attendance
7002 Non-resident Students
7003 Student Referral and Placement
7004 Pregnant and Married Students
7005 Summer School
7100 Physical Examinations
7101 Immunization
7102 Student Dismissal
7103 Student Medications
7104 Accidents
7105 Concussion Management

ITEM VII. D. 2. APPROVAL OF CTE EQUIPMENT RESERVE REPLENISHMENT

Moved, that the Cooperative Board approve the transfer of \$133,995 into the CTE Reserve effective June 30, 2020.

ITEM VII. D. 3. APPROVAL OF UTICA GLASS COMPANY, CHANGE ORDER #1

Moved, that the Oneida-Herkimer-Madison Cooperative Board approve Change Order #1 with Utica Glass Company for a credit of \$43,005 as submitted.

ITEM VII. D. 4. APPROVAL OF MOHAWK VALLEY HEALTH SYSTEM MEMORANDUM OF AGREEMENT

Moved, that the BOCES Cooperative Board approve the Memorandum of Agreement between Oneida-Herkimer-Madison BOCES and the Mohawk Valley Health System for the delivery of 10 IPADS.

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

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

Motion carried, 10-0

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

A. Policy 1002 – Use of Facilities

Dr. Kilburn reviewed the Policy 1002 – Community Use of Board of Cooperative Educational Services Facilities. Due to COVID-19, concerns regarding room use for outside agencies were discussed and the Board decided to suspend the use of the facilities.

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

Moved, to suspend Policy 1002 – Community Use of Board of Cooperative Educational Services Facilities until January 4, 2021.

Upon further discussion, Mr. Stewart amended the motion and Mrs. Corbin Seconded to suspend Policy 1002 – Community Use of Board of Cooperative Educational Services Facilities until January 13, 2021.

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

Motion carried, 10-0

B. Information Technology Service Model Restructure

Mr. Morris explained the Information Technology Service Model Restructure. He explained how the Managed IT service has evolved and transitioned to what it is today and to meet the needs of the future. He shared with the Board his recommendation for an increase in salary to \$80,000 for Justin Lesniak.

ITEM IX. OLD BUSINESS

none

ITEM X. EXECUTIVE SESSION

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

Moved, that the Board enter Executive Session at 6:31 p.m.

Executive Session Items:

X	discussing the employment history of a particular person
	discussing matters that may lead to the appointment of a particular person (or alternatively, a particular corporation)
	discussing collective negotiations pertaining to the _____ Union, pursuant to Article 14 of the Civil Service Law
	discussing the (purchase) (sale) (lease) of a particular parcel of land, disclosure of which could affect the value of the property
	discussing the (administration) (preparation) (grading) of the _____ exam
	discussing proposed litigation
	discussing matters which could imperil public safety if disclosed

The Board returned to General Session at 6:52 p.m.

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

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

Moved, that the Cooperative Board approved the salary of \$80,000 for Justin Lesniak.

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

Motion carried, 10-0

MOTION TO ADJOURN

Motion by: Mr. Nicotera
Seconded by: Mrs. Anderson

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 6:56 p.m.



Deborah Kimball
Clerk of the Board
September 9, 2020