



Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road - New Hartford, NY 13413
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Cooperative Board 2021-2022

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**MINUTES OF THE REORGANIZATIONAL/
REGULAR MEETING OF JULY 14, 2021**

The Reorganizational/Regular meeting of the Board of Cooperative Educational Services was held on July 14, 2021 in The Howard D. Mettelman Learning Center.

MEMBERS PRESENT

- Mr. Steve Boucher, President
- Mr. Russell Stewart, Vice President
- Mrs. Doreen Corbin
- Mrs. Elaine M. Falvo
- Mr. Joseph H. Hobika, Jr.
- Mrs. Heather Johnson
- Mr. Michael J. Moore
- Mr. Gary P. Nelson
- Mr. Anthony J. Nicotera
- Gary W. Porcelli, Ed.D.
- Mr. John J. Salerno

MEMBERS EXCUSED

- Mrs. Michelle Anderson

OTHERS PRESENT

- Patricia N. Kilburn, Ed.D.
- Mr. Scott Morris
- Mrs. Ann Turner
- Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

Steve Boucher, *President*, Russell Stewart, *Vice President*
Michelle Anderson, Doreen Corbin, Elaine M. Falvo, Joseph H. Hobika, Jr., Heather Johnson,
Michael J. Moore, Gary P. Nelson, Anthony J. Nicotera, Gary W. Porcelli, Ed.D., 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

ITEM I. CALL TO ORDER

A quorum was noted and the Clerk of the Board, Mrs. Kimball called the meeting to order at 4:33 p.m.

ITEM II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Mrs. Kimball welcomed the re-elected Cooperative Board Members Mrs. Doreen Corbin, Mrs. Elaine Falvo and Mrs. Heather Johnson. She also welcomed new Cooperative Board member, Mr. Joseph H. Hobika, Jr.. Congratulations to all.

ITEM III. RECOGNITION

none

ITEM IV. RECOGNITION OF VISITORS

Dr. Kilburn welcomed Adam Brockway from School Communications. Adam was present at the Cooperative Board meeting to take photos.

REORGANIZATIONAL AGENDA ITEMS 1-68

1. ELECTION OF THE PRESIDENT OF THE BOARD

Deborah Kimball, Clerk of the Board, called on Mr. Moore, to present the slate for President of the Cooperative Board for 2021 – 2022. Mr. Moore indicated that Mr. Steve Boucher has been nominated to serve as President of the Oneida-Herkimer-Madison BOCES Board for 2021 – 2022. The Clerk asked if there were any additional nominations for the office of President.

There were no additional nominations.

The Clerk entertained a vote on the Office of President of the Board for 2021-2022.

Mrs. Kimball announced the results of the voting: 11 votes in favor of Mr. Steve Boucher with 1 absent and 0 abstain. Mr. Steve Boucher was elected President of the Cooperative Board for the school year 2021-22.

Yes	No	Excused	Abstain
Steve Boucher Doreen Corbin Elaine M. Falvo Joseph H. Hobika, Jr. Heather Johnson Michael J. Moore Gary P. Nelson Anthony J. Nicotera Dr. Gary W. Porcelli John J. Salerno Russell Stewart		Michelle Anderson	

Motion carried, 11-0

2. OATH OF OFFICE—PRESIDENT

The Clerk of the Cooperative Board administered the oath of office to the newly elected President of the Cooperative Board, Mr. Steve Boucher

The Clerk turned the meeting over to President, Mr. Steve Boucher

3. ELECTION OF THE VICE PRESIDENT OF THE BOARD

Mr. Steve Boucher, President of the Cooperative Board, called on Mr. Moore, to present the slate for Vice President of the Cooperative Board for 2021 – 2022. Mr. Moore indicated that Mr. Russell Stewart has been nominated to serve as Vice President of the Oneida-Herkimer-Madison BOCES Board for 2021 – 2022. The Board President asked if there were any additional nominations for the office of Vice President.

There were no additional nominations.

The Board President entertained a vote on the Office of Vice President of the Board for 2021-2022.

Mr. Steve Boucher announced the results of the voting: 11 votes in favor of Mr. Russell Stewart with 1 absent and 0 abstain. Mr. Russell Stewart was elected Vice President of the Cooperative Board for the school year 2021-22.

Yes	No	Excused	Abstain
Steve Boucher Doreen Corbin Elaine M. Falvo Joseph H. Hobika, Jr. Heather Johnson Michael J. Moore Gary P. Nelson Anthony J. Nicotera Dr. Gary W. Porcelli John J. Salerno Russell Stewart		Michelle Anderson	

Motion carried, 11-0

4. OATH OF OFFICE — VICE PRESIDENT

The Clerk of the Cooperative Board administered the oath of office to the newly elected Vice President of the Cooperative Board, Mr. Russell Stewart.

The Clerk turned the meeting over to President, Mr. Steve Boucher.

5-50. REORGANIZATIONAL RESOLUTIONS

The following motion covering Resolution Items 5-50 was made by Mr. Stewart seconded by Mr. Moore Motion. was carried 11-0

5. APPOINTMENT OF THE TREASURER OF THE COOPERATIVE BOARD

That **Ms. Christine Turczyn** be and hereby is appointed the Treasurer of the Cooperative Board for the 2021-22 fiscal year, with excess faithful performance blanket bond coverage for the Treasurer in the amount of \$5 million.

6. APPOINTMENT OF THE DEPUTY TREASURER OF THE COOPERATIVE BOARD

That **Ms. Michele North** be and hereby is appointed the Deputy Treasurer of the Cooperative Board for the 2021-22 fiscal year, with excess faithful performance blanket bond coverage for the Deputy Treasurer in the amount of \$5 million.

7. APPOINTMENT OF THE CLERK OF THE COOPERATIVE BOARD

That **Ms. Deborah Kimball** be and hereby is appointed Clerk of the Cooperative Board effective July 1, 2021, at an annual salary rate of \$24,339.00.

8. APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD

That **Mr. Donald Gerace, Esq.**, 2613 Genesee Street, Utica, be and hereby is appointed as Attorney of the Cooperative Board for the 2021-22 fiscal year at an hourly rate of \$215.00

9. **APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD**

That the firm of **Ferrara, Fiorenza, P.C.**, 5010 Campuswood Drive, East Syracuse, be and hereby is appointed as Attorney of the Cooperative Board for the 2021-22 fiscal year at an hourly rate of up to \$220.00

10. **APPOINTMENT OF THE ATTORNEY OF THE COOPERATIVE BOARD**

That pursuant to an executed inter-municipal agreement between Oneida-Herkimer-Madison BOCES and Madison-Oneida BOCES, **Attorneys employed by Madison-Oneida BOCES** are appointed as Attorneys for the Cooperative Board for the 2021-22 fiscal year at an hourly rate of up to \$120.00.

11. **APPOINTMENT OF THE DIRECTOR OF SCHOOL HEALTH SERVICES FOR THE ONEIDA-HERKIMER-MADISON BOCES**

That **Dr. Christopher Alinea** be and hereby is appointed the Director of School Health Services for the Oneida-Herkimer-Madison BOCES for the 2021-22 fiscal year, and for the supervision of the nurse practitioners at **\$994.00 per .1 FTE**.

12. **APPOINTMENT OF THE PURCHASING AGENT OF THE ONEIDA-HERKIMER-MADISON BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

That the **Assistant Superintendent for Support Services or the Supervisor of Central Business Office/Human Resources** be and hereby is appointed Purchasing Agent of the Oneida-Herkimer-Madison Board of Cooperative Educational Services for the school year 2021-22.

13. **APPOINTMENT OF THE INTERNAL CLAIMS AUDITOR OF THE COOPERATIVE BOARD**

That **Ms. Heidi Manzano** be and hereby is appointed the Internal Claims Auditor of the Cooperative Board for the 2021-22 fiscal year.

14. **APPOINTMENT OF THE DEPUTY CLAIMS AUDITOR OF THE COOPERATIVE BOARD**

That **Ms. Robin Masters** be and hereby is appointed the Deputy Claims Auditor of the Cooperative Board for the 2021-22 fiscal year.

15. **APPOINTMENT OF CIVIL RIGHTS COMPLIANCE OFFICER**

That **Ms. Margherita Manoiro** be and hereby is appointed the Civil Rights Compliance Officer whose responsibility it is to ensure compliance with the various federal and state statutes and regulations prohibiting discrimination in educational programs.

16. **APPOINTMENT OF RECORDS MANAGEMENT/ACCESS OFFICER**

That **Ms. Kimberly Hibbard** be and hereby is appointed the Records Management/Access Officer to coordinate requests for access to the records consistent with law and regulation and for ensuring compliance with the Freedom of Information Laws, the Personal Privacy Protection Law, the Commissioner's Regulations and Education Law.

17. **APPOINTMENT OF RECORDS RETENTION AND DISPOSITION OFFICER**

That **Ms. Margherita Manoiero** be and hereby is appointed Records Retention and Disposition Officer to be responsible for the retention and disposition of records in accordance with state regulations.

18. **APPOINTMENT OF DESIGNATED EDUCATIONAL OFFICIAL**

That **Mr. Christopher Hill** be and hereby is appointed as Designated Educational Official to receive court notifications regarding students' sentences/adjudication in certain criminal cases and juvenile delinquency proceedings.

19. **APPOINTMENT OF DISTRICT INTEGRITY OFFICER**

That **Mr. Christopher Hill** be and hereby is appointed as the District Integrity Officer for Oneida-Herkimer-Madison BOCES and Component districts.

20. **APPOINTMENT OF CERTIFIED LEAD EVALUATORS FOR TEACHERS**

That **Patricia N. Kilburn, Ed.D., Mr. Christopher Hill, Ms. Ann Turner, Ms. Angela Evans, Ms. Michelle Hall, Ms. Xiuyan Huo, Ms. Ellen Mahanna, Ms. Lisa Rizzo, Mr. Timothy Rowland, Ms. Erica Schoff, Ms. Jamie Sitera, Mr. Greg Smith, Mr. David Stayton, Ms. Mary Lourdes Tangorra and Mr. Vince Tripodi** be and hereby are appointed as the Certified Lead Evaluators for Teachers of the Oneida-Herkimer-Madison BOCES.

21. **APPOINTMENT OF CERTIFIED LEAD EVALUATORS FOR PRINCIPALS**

That **Patricia N. Kilburn, Ed.D., Mr. Christopher Hill, Mr. Scott Morris, and Ms. Ann Turner** be and hereby are appointed as the Certified Lead Evaluators for Principals of the Oneida-Herkimer-Madison BOCES.

22. **APPOINTMENT OF DIGNITY ACT COORDINATOR**

That **Mr. David Stayton, Ms. Ellen Mahanna, and Ms. Mary Lourdes Tangorra** be and hereby are appointed as Dignity Act Coordinator(s) of the Oneida-Herkimer-Madison BOCES.

23. **APPOINTMENT OF DISTRICT AUDITOR**

That the firm of **WEST & Company**, 97 N. Main Street, P. O. Box 1219, Gloversville, be and hereby is appointed the District Auditor of the Cooperative Board for the fiscal year 2021-22 at the rate not to exceed \$17,500 to audit financial records for 2020-21.

24. **APPOINTMENT OF CENTRAL TREASURER, EXTRA-CURRICULAR ACTIVITY ACCOUNT**

That **Ms. Carol Orsino** be and hereby is appointed the Central Treasurer, Extra-curricular Activity Account, for the 2021-22 fiscal year, with faithful performance blanket bond coverage in the amount of \$25,000.

25. **APPOINTMENT OF FOOD CLERKS**

That **Ms. Peggy Calogero** be and hereby is appointed as Food Clerk for the 2021-22 fiscal year, with faithful performance blanket bond coverage in the amount of \$500,000.

26. **APPOINTMENT OF BOARD CLERK PRO TEMPORE**

That **Patricia N. Kilburn, Ed.D. or designee** be and hereby is appointed as Board Clerk Pro Tempore for the 2021-22 fiscal year in the absence of the Board Appointed Clerk whose responsibility it is to ensure compliance regarding minutes taking at the board meeting.

27. **APPOINTMENT OF MEDICAID COMPLIANCE OFFICER**

That **Ms. Margherita Manoiero** be and hereby is appointed as Medicaid Compliance Officer for the 2021-22 fiscal year.

28. **DESIGNATION OF OFFICIAL BANK DEPOSITORIES**

That the **Bank of America, the J. P. Morgan Chase Bank, the (M & T) Manufacturers and Traders Trust Company, Citizens Bank, First Niagara Bank and the (NBT) National Bank & Trust Company of the Mohawk Valley Region** be designated as official depositories of the Cooperative Board and that in addition for investment and borrowing purposes **HSBC (Marine Midland Bank,) Key Bank, Bank of New York, and Albany Commercial Bank** be designated as official depositories for the school year 2021-22. Revenue anticipation note borrowing may result in institutions not on this list be used for borrowing purposes.

29. **DESIGNATION OF OFFICIAL NEWSPAPER**

That the **Utica Observer-Dispatch** be designated as the official newspaper of the Cooperative Board during the school year 2021-22 for the publication of all legal notices and such other data as is required to be published by law for which the same may be qualified to act.

30. **DESIGNATION OF REGULAR MONTHLY MEETING DATES**

That the regular monthly meetings of the Cooperative Board be designated for the **second Wednesday of each month at 4:30 p.m. in The Howard D. Mettelman Learning Center, Middle Settlement Road** (unless otherwise noted) with the option of changing the time of the meeting with proper advance notification. The calendar of meetings will be as follows:

July 14, 2021 – reorg./reg.	January 12, 2022
August 11, 2021	February 9, 2022
September 8, 2021	March 9, 2022
October 13, 2021	April 6, 2022 - annual
November 10, 2021	*April 20, 2022 - regular
December 8, 2021	May 11, 2022
	June 8, 2022

31. **AUTHORIZATION OF APPOINTMENT OF STAFF ON AN INTERIM BASIS**

That the **District Superintendent or designee** be and hereby is authorized to employ individuals on an interim basis until such time as the Board of Education is able to act upon a formal recommendation for appointment. Such interim appointments shall be considered temporary in nature.

32. **AUTHORIZATION FOR CERTIFICATION OF PAYROLLS**

That the **District Superintendent or the Assistant Superintendent for Support Services** be and hereby is authorized to certify all payrolls prepared on behalf of the Cooperative Board for the 2021-22 fiscal year.

33. **AUTHORIZATION FOR DISPOSAL OF EXCESS EQUIPMENT**

That the **District Superintendent or the Assistant Superintendent for Support Services** be and hereby is authorized to dispose of excess equipment for the 2020-21 fiscal year.

34. **AUTHORIZATION FOR USAGE OF CREDIT CARD ACCOUNT**

That the **District Superintendent or designee and the Assistant Superintendent for Support Services** be and hereby is authorized to use for legitimate business expenditures credit card account with credit limit of \$10,000 each for the 2021-22 fiscal year.

35. **AUTHORIZATION FOR USAGE OF GASOLINE CREDIT CARDS**

That the attached list of individuals in the **Division of Support Services and the Division of Instructional Programs and Professional Learning** be and hereby is authorized to use the gasoline credit cards for the 2021-2022 school year.

36. **AUTHORIZATION FOR USAGE OF BOCES CELL PHONE**

That the attached list of **Oneida-Herkimer-Madison BOCES Employees** be and hereby is authorized to have issued a cell phone for the 2021-2022 school year.

37. **AUTHORIZATION OF PURCHASING AGENT**

That the **Assistant Superintendent for Support Services or the Supervisor of Central Business Office** be and hereby is authorized to purchase supplies, and equipment and enter into contracts on behalf of the Cooperative Board for services as provided in the 2020-21 budget.

38. **AUTHORIZATION OF PETTY CASH FUNDS**

That the attached list of individuals in **Division of Support Services and the Division of Instructional Programs and Professional Learning** be and hereby is authorized to use Petty Cash funds in the amount of \$100.00 each for the purpose of emergency purchases of items less than \$20.00 with proof of receipt.

39. **AUTHORIZATION FOR STAFF TRAVEL AND CONFERENCE**

That the **District Superintendent or designee** be and hereby is authorized to approve requests of staff personnel to attend conferences, workshops, meetings and seminars, and to conduct workshops, seminars, and meetings for BOCES and Supervisory District personnel within the limits of the budget or appropriations within the special grants.

40. **DESIGNATION OF AUTHORIZED SIGNATURE ON CHECKS**

That the **Treasurer and Deputy Treasurer** be and hereby are authorized to sign by electronic signature for the disbursement of all funds of the Cooperative Board from the checking accounts.

41. **AUTHORIZATION FOR APPROVAL OF BUDGET TRANSFERS**

That the **District Superintendent or designee** be and hereby is authorized to make transfers of appropriations within the budget of each program or service, and a summary document of budget transfers will be provided on a monthly basis as part of the Treasurer's report showing the reasons for the adjustments to contract and the amounts (plus or minus.)

42. **AUTHORIZATION TO INVEST FUNDS**

That the **District Superintendent or the Assistant Superintendent for Support Services** be and hereby is authorized to invest available monies in accordance with the Education Law and any other pertinent regulations.

43. **AUTHORIZATION TO TRANSFER FUNDS BETWEEN INTEREST AND CHECKING ACCOUNTS**

That the **Assistant Superintendent for Support Services or the Treasurer** be and hereby is authorized to make transfers between the interest and checking accounts.

44. **AUTHORIZATION TO LOAN FUNDS**

That the **District Superintendent or the Assistant Superintendent for Support Services** be and hereby is authorized to loan from the General Fund to the Federal funds such sums as are necessary, to be repaid to the General Fund when revenues are received from the respective funds.

45. **AUTHORIZATION FOR REVENUE ANTICIPATION NOTES**

That the **Cooperative Board** shall issue and sell Revenue Anticipation Notes, as needed, not to exceed **\$15.0 million**, in anticipation of the collection of revenues other than real estate taxes or assessments, namely, monies to be received from the State of New York, and contractual payments due from its component school districts, which are due and payable in the fiscal year July 1, 2021 to June 30, 2022.

46. **AUTHORIZATION FOR COMPONENT SCHOOL DISTRICTS TO DESIGNATE BOCES CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL FOR SERVICE TO THEIR DISTRICTS**

That the **Cooperative Board** authorizes any component school district seeking the services of the BOCES Career and Technical Education Advisory Council to receive those services based on the submission of a formal resolution from the component Board.

47. **AUTHORIZATION FOR COOPERATIVE BIDDING**

That it is the plan of a number of public school districts in Oneida, Herkimer and Madison Counties, New York, to bid jointly school supplies, equipment, food products, etc.; and the Board of Cooperative Educational Services is desirous of participating with other school districts in Oneida, Herkimer and Madison Counties in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 103; in particular, the Cooperative Board is desirous of participating in the cooperative purchasing CO-SER's of both Madison-Oneida BOCES and Herkimer-Hamilton-Fulton-Oswego BOCES. The Board of Cooperative Educational Services also wishes to participate to the maximum extent possible in cooperative bids awarded by other Agencies, i.e. County, State or Federal as outlined in General Municipal Law, Section 103.

48. **AUTHORIZATION FOR BOCES EDUCATIONAL CONSORTIUM**

That the **Cooperative Board** authorizes the expenditure of \$4,543.50 for the 2021-2022 school year as the membership fee for the "BOCES Educational Consortium," an association formed by boards of cooperative educational services from throughout New York State for the promotion of BOCES through education and advocacy, oversight, and membership with the Association of Educational Service Agencies.

49. **AUTHORIZATION FOR CASUALTY AND LIABILITY INSURANCE**

That it is the plan of a number of public school districts in Oneida, Herkimer and Madison Counties, New York, to bid jointly casualty and liability insurance; and the Board of Cooperative Educational Services is desirous of participating with other school districts in Oneida, Herkimer and Madison Counties in the joint bidding of the casualty and liability insurance mentioned above; and the Board authorizes a Regional Committee of Administrators to represent it in all matters leading to the purchase of casualty and liability insurance.

50. **READOPTON OF BOARD POLICIES AND BYLAWS**

That the **Cooperative Board** readopts all policies and bylaws contained in the BOCES HANDBOOK OF POLICIES AND BYLAWS.

The following motion covering Resolution Item 51 was made by Mrs. Corbin and seconded by Mr. Salerno. Motion was carried 11-0.

51. **STATEMENT OF CONFLICT OF INTEREST**

That the **Cooperative Board** members submit a Conflict of Interest Statement.

The following motion covering Resolution Items 52-55 was made by Mr. Stewart seconded by Mrs. Corbin. Motion was carried 11-0.

52. **MEMBERSHIP IN CHAMBER OF COMMERCE**

That the Cooperative Board approves the renewal of its membership in the **Greater Utica Chamber of Commerce** for the period of January 1, 2022 to December 31, 2023 at an annual dues of \$500.00.

53. **MEMBERSHIP IN NYSSBA**

That the Cooperative Board approves the renewal of its membership in the **New York State School Boards Association** for calendar year 2022 at an annual dues of \$10,108.00.

54. **MEMBERSHIP IN NSBA**

That the Cooperative Board approves the renewal of its membership in the **National School Boards Association** for the school year 2021-22 at an annual dues in the amount of \$2,700.

55. **MEMBERSHIP IN RURAL SCHOOLS**

That the Cooperative Board approves the renewal of its membership in the **Rural Schools Association of New York State** for the period July 1, 2021 to June 30, 2022 at an annual dues of \$850.00.

The following motion covering Resolution Items 56 - 68 was made by Mrs. Falvo and seconded by Mrs. Corbin. Motion was carried 11-0

56. **REPRESENTATIVE TO THE BOCES CONSORTIUM OF CONTINUING EDUCATION**

That the Board selects Mr. Nelson and Mr. Salerno as representatives to the **BOCES Consortium of Continuing Education Policy Board**, with Mrs. Johnson and Mr. Stewart to serve as alternates.

57. **REPRESENTATIVE ON THE CAREER AND TECHNICAL EDUCATION ADVISORY COUNCIL**

That the Board selects Mrs. Corbin as representative to the **Career and Technical Education Advisory Council**, with Mr. Hobika, Mr. Nicotera, Mr. Salerno and Mr. Stewart to serve as alternates.

58. **REPRESENTATIVE ON THE EXECUTIVE COMMITTEE OF THE ONEIDA-MADISON-HERKIMER COUNTIES SCHOOL BOARDS INSTITUTE**

That the Board selects Mr. Nicotera as representative to the **Oneida-Madison-Herkimer Counties School Boards Institute Executive Committee**, with Mr. Boucher, Mrs. Johnson, and Dr. Porcelli to serve as alternates.

59. **VOTING DELEGATE TO THE NYSSBA CONVENTION**

That the Board selects _____ as delegate to the **Voting Delegate to the NYSSBA Convention**, with _____ to serve as alternate. *(Needs to be voted on at the August Cooperative Board Meeting)*

60. **REPRESENTATIVE ON THE SCHOOL AND BUSINESS ALLIANCE DEVELOPMENT ADVISORY COMMITTEE**

That the Board selects Mrs. Falvo as representative to the **School and Business Alliance Development Advisory Committee**, with Mr. Boucher, Mr. Hobika, Mr. Salerno and Mr. Stewart to serve as alternates.

61. **SELECTION OF REPRESENTATIVE ON THE ALTERNATIVE EDUCATION ADVISORY COMMITTEE**

That the Board selects Mrs. Falvo as representative to the **Alternative Education Advisory Committee**, with Mr. Hobika, Mr. Moore, Mr. Nelson, and Mr. Stewart to serve as alternates.

62. **SELECTION OF REPRESENTATIVE ON THE AUDIT COMMITTEE**

That the Board selects Mrs. Falvo, Mr. Nelson and Dr. Porcelli as representatives with the **Audit Committee**.

63. **SELECTION OF REPRESENTATIVES ON WELLNESS COMMITTEE**

That the Board selects Mr. Nelson and Mr. Stewart as representatives to the **Wellness Committee**.

64. **CAPITAL PROJECT COMMITTEE**

That the Board selects Mr. Boucher, Mrs. Falvo, Mr. Salerno and Mr. Stewart as representatives to the **Capital Project Committee**.

65. **NEGOTIATIONS COMMITTEE**

That the Board selects Mrs. Falvo, Mr. Nelson, Dr. Porcelli and Mr. Stewart as representatives to the **Negotiations Committee** with Mr. Moore to serve as the alternate.

66. **BOARD HANDBOOK COMMITTEE**

That the Board selects Mr. Moore as representative to the **Board Handbook Committee** with Mr. Boucher as alternate.

67. **POLICY COMMITTEE**

That the Board selects Mrs. Anderson, Mr. Moore and Mr. Nelson as representatives to the **Board Policy Committee** with Mr. Boucher to serve as alternate.

68. **DISTRICT-WIDE SAFETY COMMITTEE**

That the Board selects Mr. Nicotera as representatives to the **District-Wide Safety Committee** with Mr. Stewart to serve as alternate.

MOTION TO ADJOURN THE REORGANIZATIONAL MEETING

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

Motion to adjourn the Reorganizational Meeting at 5:09 p.m.

Yes	No	Excused	Abstain
Steve Boucher		Michelle Anderson	
Doreen Corbin			
Elaine M. Falvo			
Joseph H. Hobika, Jr.			
Heather Johnson			
Michael J. Moore			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

Motion carried, 11-0

Mr. Boucher, called the Regular Meeting to order at 5:10 p.m.

ITEM V. COMMUNICATIONS

A. FROM THE FLOOR

Dr. Kilburn spoke about the Cooperative Board Retreat in September and asked the Board about potential dates. It was determined the best approach is for Dr. Kilburn to send out a Doodle link to the Board.

B. CORRESPONDENCE

NYSSBA Convention sign-up sheet

Mr. Boucher explained the menus for next month

Thank you card from Mr. Griffin

Thank you call from Mrs. Hartman

ITEM VI. DISTRICT SUPERINTENDENT REPORT

- Re-entry COVID-19 Pandemic

Dr. Kilburn shared information regarding masking for students and staff. With following current guidelines, students will be allowed to unmask in classrooms if they are socially distanced. Only fully vaccinated staff will be allowed to unmask at their workstations. All staff, must still wear their mask in hallways and common areas.

Dr. Kilburn also spoke about fall reopening guidance and shared that we are waiting on more information. She also shared information about approaching this year – transition to the new normal. Discussions are taking place with Cabinet and the Senior Council. Dr. Kilburn also shared information about regional initiatives and setting priorities.

[Mr. Hobika left at 6:15 p.m.]

ITEM VII. A. 1. & 2. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 9, 2021 AND MOTION TO ACCEPT THE BOARD CLERK’S REPORT, JUNE 24, 2021

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

Moved, that, the minutes of the Regular Meeting of June 9, 2021 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

Yes	No	Excused	Abstain
Steve Boucher		Michelle Anderson	
Doreen Corbin		Joseph H. Hobika, Jr.	
Elaine M. Falvo			
Heather Johnson			
Michael J. Moore			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

Motion carried, 10-0

[Mr. Hobika returned at 6:19 p.m.]

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

MOTION TO APPROVE THE CONSENT AGENDA
(with the following change: withdraw Item C.c.1.a.1)

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

FINANCIAL REPORTS/AWARDING OF CONTRACTS

Moved, that the Cooperative Board accepts the Report of the Treasurer for May 2021 and the Budget Adjustment Report for May 2021 (Item VII B-1 and B-2); all as shown below:

ITEM VII. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR MAY 2021

Report of the Treasurer for May 2021

Capital	944,057.53
General	19,436,867.39
School Lunch	16,379.10
Special Aid	-
Trust/Agency	139,593.09
Trust/Expand	<u>74,021.16</u>
Total	\$20,610,918.27

and the Treasurer's Report for the Extra-Curricular Fund
for May 2021 showing a fund balance of \$11,427.69

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

**Budget Revisions—2020-21
May 2021 Report**

2020-21 Adopted Budget	\$72,199,518
Commitment Changes	2,410,461
Net Changes	13,433,527
Total	\$88,043,506

ITEM VII. B. 3. MOTION TO APPROVE 2021-2022 SHARED SERVICE CONTRACTS (BUYER) WITH OTHER BOCES

2021-2022 Shared Service Contractee (Buyer) with Other BOCES

Oneida BOCES Contractee (Buyer) With Other BOCES

Oswego (Citi)BOCES	\$128,321.22	Initial contract for all BOCES services for 2021-2022 BOCES
Otsego-Northern Catskills BOCES	17,524.00	
Clinton-Essex-Warren-Wash BOCES	3,990.00	
Jefferson-Lewis BOCES	3,850.00	

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Oswego (Citi) BOCES, Otsego-Northern Catskills BOCES, Clinton-Essex-Warren-Wash BOCES, and Jefferson-Lewis BOCES for the 2021-2022 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. Teaching/Certified Staff

			Hire Date	Retire Date
1.	THERESA FINNEGAN	TEACHER OF SPECIAL EDUCATION	09/01/1999	08/31/2021

2. Non-Instructional/Classified Staff

			Hire Date	Retire Date
1.	MICHELE E. MISIASZEK	SABA SCHOOL NURSE INSTRUCTOR	09/01/2018	08/31/2021

b. RESIGNATIONS

1. Teaching/Certified Staff

			Hire Date	Resign Date
1.	CASSIE BURDICK	TEACHER ASSISTANT	09/01/2005	06/30/2021
2.	LILY M. CORATHERS	TEACHER OF MUSIC	10/19/2020	06/30/2021
3.	ANN MARIE DEANGELO	TEACHING ASSISTANT (summer school only)	07/06/2021	07/06/2021
4.	EILEEN P. DUTCHER	TEACHER OF ENGLISH	02/10/2020	06/30/2021
5.	REBECCA L. HARTNETT	TEACHER OF ESL	12/02/2019	06/30/2021
6.	BRIAN D. KAVANAGH	ASSISTANT PRINCIPAL ALTERNATIVE EDUCATION	08/15/2019	06/30/2021
7.	PAULA L. LARKIN	INST SUPT SVCS IN CURR & DIFF INST	08/22/2018	07/18/2021
8.	TIFFANY M. LERCH	TEACHER ASSISTANT	04/16/2018	06/30/2021
9.	VICTORIA G. NARDO	TEACHER OF FOREIGN LANGUAGE	09/01/2020	06/30/2021
10.	CORY M. PATTERSON	TEACHER OF SOCIAL STUDIES	09/30/2019	06/30/2021
11.	BRIAN K. ROSS	TEACHER OF ESL	10/24/2019	06/30/2021

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	REBECCA L. LESNIAK	COMPUTER TECHNICAL ASSISTANT	10/24/2016	06/17/2021
2.	STEPHEN M. MC GAHEY	LABORER - HOURLY	07/08/2019	06/07/2021
3.	GABRIEL A. RICHARDSON	COMPUTER OPERATOR	01/09/2017	06/25/2021
4.	JUSTIN L. ROBERTELLO	COMPUTER OPERATOR AIDE	05/08/2017	06/30/2021
5.	ERICA J. SIVER	FOOD SERVICE HELPER	09/01/2015	03/25/2021 (verbal)
6.	HANNAH SUMNER	CLERK HOURLY	01/06/2014	06/15/2021
7.	CONNOR T. UTESCH	OFFICE SPECIALIST I	12/12/2019	06/27/2021

			Hire Date	Resign Date
8.	OLEG VERENICH	COMPUTER OPERATOR	07/01/2019	07/02/2021

c. APPOINTMENTS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

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

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

1. Recommend that **KEVIN P. HEALY** be appointed as a **DIRECTOR OF EQUITY & INSTRUCTIONAL SERVICES** in Instructional Services/PPL Division, for a four year probationary appointment in the Director-PPD tenure area, commencing July 15, 2021 and ending July 14, 2025 at an annual salary rate of \$130,000.00, prorated.

Certification:

* Professional certificate in School District Leader

Education:

* Bachelor of Science in Zoology from SUNY ESF
* Master of Arts in Teaching Science from SUNY Cortland
* School Building and District Leader Program at Massachusetts
College of Liberal Arts

Work Experience:

* From July, 2020 through the present as a K-12 executive principal at
Oneida City School District
* From September, 2017 through June, 2020 as a director of K-12
curriculum and pupil personnel services at Westmoreland CSD
* From July, 2013 through August, 2017 as a computer education
coordinator at Oneida-Herkimer-Madison BOCES
* From July, 2012 through July, 2013 as an assistant principal at
Holland Patent CSD
* From September, 2004 through June, 2012 as a science teacher
at Holland Patent CSD

2. Recommend that **PAULA L. LARKIN** be appointed as a **PROGRAM SPECIALIST - SCIENCE** in the Information and Technology Division, for a four year probationary appointment in the Program Specialist Math/Science tenure area, commencing July 19, 2021 and ending July 18, 2025 at an annual salary rate of \$70,000.00, prorated.

Certification:

- * Professional certificate in Early Childhood Ed B-2
- * Professional certificate in Childhood Ed (1-6)

Education:

- * Graduate of Sherburne-Earlville CSD
- * Bachelor of Science in Childhood/Early Education from SUNY Oneonta
- * Master's Degree in Elementary Education from SUNY Cortland

Work Experience:

- * From August, 2018 through the present as an Instructional Support Specialist at Oneida-Herkimer-Madison BOCES
- * From September, 2007 through August, 2018 as a teacher at Waterville Central School District
- * From February, 2013 through the present as a curriculum developer at Oneida-Herkimer-Madison BOCES
- * From June, 2009 through August, 2013 as a summer school teacher at Waterville Central School District
- * From 2006 through 2008 as a substitute teacher at Waterville Central School District and Brookfield Central School District

b. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **CYNTHIA B. DEDOMINICK's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.
2. Recommend that **KENNETH M. FORD's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

3. Recommend that **MAUREEN R. FUTSCHER's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

4. Recommend that **KATHY HOUGHTON's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

5. Recommend that **JAMES G. KRAMER's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

6. Recommend that **DAVID LANGONE's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

7. Recommend that **CYNTHIA A. LANGONE's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

8. Recommend that **JOANN OTTMAN's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

9. Recommend that **SUSAN D. SYNAKOWSKI's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

10. Recommend that **ANN P. TURNER** be appointed as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, for a temporary appointment commencing July 01, 2021 and ending June 30, 2022 at a salary rate of \$300.00 per day or \$50.00 per hour. Curriculum Supervisors are provided at district request.

11. Recommend that **JAMES VANWORMER's** temporary appointment as a **CURRICULUM SUPERVISOR** in the Program and Professional Learning Division, be extended commencing August 01, 2021 and ending June 30, 2022 at a salary rate of \$400.00 per day or \$66.00 per hour. Curriculum Supervisors are provided at district request.

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.	JAIME L. KNOUT	School Social Worker	10/16/2021
2.	LAURA R. MALAGESE	Teaching Assistant	09/11/2021
3.	GREGORY M. SMITH	Computer Education Coordinator	10/16/2021

d. RECOMMENDATION FOR INCREASE IN FTE

			Date	FTE
1.	JAMES B. RYAN	SCHOOL PSYCHOLOGIST	09/01/2021 - 06/30/2022	0.5

e. RECOMMENDATION FOR MENTORING

		Title	Start Date	End Date	Salary
1.	MARGARET BECK	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
2.	CYNTHIA B. DEDOMINICK	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
3.	KENNETH M. FORD	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
4.	MAUREEN R. FUTSCHER	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
5.	KATHY HOUGHTON	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
6.	JAMES G. KRAMER	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
7.	DAVID LANGONE	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
8.	CYNTHIA A. LANGONE	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
9.	SUSAN D. SYNAKOWSKI	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.
10.	ANN P. TURNER	EXECUTIVE COACH	08/01/2021	06/30/2022	\$40.00/hr.

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

- a. Recommendation to abolish (1) Word Processing Equipment Operator PBOH-021 position due to a retirement. Title is obsolete with Civil Service.

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

1. Recommend that **WHITNEY B. LAWRENCE** be appointed to a provisional appointment as a **SENIOR ACCOUNT CLERK** in the Central Business Offices, commencing June 01, 2021 at an annual salary rate of \$29,204.00, prorated.

WHITNEY B. LAWRENCE has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SENIOR ACCOUNT CLERK**, until the results of the next civil service exam are known.

Education:

- * Graduate of Vernon-Verona-Sherril CSD
- * Associate of Science in Business Administration from Clinton Community College
- * Bachelor of Science in Accounting & Business Administration from SUNY Plattsburgh
- * Master of Science in Forensic Accounting from Southern New Hampshire University

Work Experience:

- * From October, 2019 through the present as a server at Red Lobster
- * From June, 2014 through December, 2016 as a server at Buffalo Wild Wings
- * From September, 2008 through May, 2014 as a server at Ground Round
- * From July, 2006 through September, 2008 as data entry at Macro International

2. Recommend that **SUSAN L. ROBERTS** be appointed to a provisional appointment as a **SENIOR ACCOUNT CLERK** in the Central Business Office, commencing June 21, 2021 at an annual salary rate of \$29,204.00, prorated.

SUSAN L. ROBERTS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SENIOR ACCOUNT CLERK**, until the results of the next civil service exam are known.

Education:

- * Graduate of Ilion Jr. /Sr. High School
- * AOS Degree in Accounting from Utica School of Commerce

Work Experience:

- * From August, 2016 through the present as a bookkeeper, office manager, and a tax professional at ReValla Inc.
- * From January, 2004 through April, 2013 as a seasonal tax professional at H & R Block

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **CONNOR T. UTESCH** be appointed to a probationary appointment as an **ACCOUNT CLERK** in the Central Business Office, commencing June 28, 2021 at an annual salary rate of \$28,122.00, prorated.

CONNOR T. UTESCH recently took and 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 **ACCOUNT CLERK**. **CONNOR T. UTESCH** will be required to serve a twenty-six week probationary period.

Education:

- * Graduate of Clinton High School
- * Currently attending Mohawk Valley Community College for General Studies

Work Experience:

- * From December, 2019 through the present as an office specialist I at Oneida-Herkimer-Madison BOCES

c. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)

1. Recommend that **HANNAH E. BENSON** be appointed to a temporary appointment as a **LABORER - HOURLY** in the Information and Technology Division, commencing June 14, 2021 and ending June 30, 2022 at a salary rate of \$12.50 per hour.

HANNAH E. BENSON meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of New Hartford High School
- * Attending Lebanon Valley College for Actuarial Science/English

Work Experience:

- * From January, 2020 through the present as a sales associate at Torrid
- * From September, 2017 through August, 2020 as a waitress/hostess at The Community at Sunset Wood
- * From July, 2018 through September, 2018 as a paid intern at the New Hartford Public Library

2. Recommend that **NICHOLAS R. COMMISSO** be appointed to a temporary part-time appointment as a **MOTOR VEHICLE OPERATOR - HOURLY** in the Operations and Maintenance Department, commencing June 15, 2021 and ending June 30, 2022 at a salary rate of \$14.26 per hour.

NICHOLAS R. COMMISSO meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Oriskany High School
- * Masters of Education in Physical Education from SUNY Cortland

Work Experience:

- * From June, 2020 through September 2020 as a stock person at Marcy Discount Beverage
- * From May, 2020 through September, 2020 as a delivery assistant at Spirit and Sanzone

3. Recommend that **MOLLY E. RIGGLEMAN** be appointed to a temporary appointment as a **LABORER - HOURLY** in the Information and Technology Division, commencing June 14, 2021 and ending June 30, 2022 at a salary rate of \$12.50 per hour.

MOLLY E. RIGGLEMAN meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Rome Free Academy
- * Attending SUNY Oswego for Broadcasting and Mass Communications / Graphic Design

Work Experience:

- * From August, 2019 through March, 2020 as a lifeguard at SUNY Oswego
- * From June, 2019 through August, 2019 as a lifeguard at Windsor Mews
- * June, 2019 as a character actor at Beer, Bites & Games
- * From June, 2018 through August, 2018 as a lifeguard at the City of Rome

4. Recommend that **PATRICIA A. SERVICE's** temporary appointed as a **SCHOOL BUSINESS ADMINISTRATOR** in the Administrative Services Division, be extended commencing July 01, 2021 and ending June 30, 2022 at a salary rate of \$500.00/day.

5. Recommend that **LUKE M. STAYTON** be appointed to a temporary appointment as a **LABORER - HOURLY** in the Information & Technology Division, commencing June 14, 2021 and ending June 30, 2022 at a salary rate of \$12.50 per hour.

LUKE M. STAYTON meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Sauquoit Valley High School
- * Attending Colgate University for Physics/Education

Work Experience:

- * From May, 2018 through July, 2019 as an organ scholar at St. David's Episcopal Church
- * From September, 2017 through January, 2019 as a Kumon instructor at Kumon Math and Reading Center

d. RECOMMENDATION FOR CHANGE IN FTE

			Date	FTE
1.	MACKENZIE M. CITRO	CAREER EXPLORATION SPECIALIST	09/01/2021	0.6

e. RECOMMENDATION FOR TRANSFER

1. Recommend that **BETTE J. FETTER** be appointed as a **WORD PROCESSOR** in the Operations & Maintenance Department, commencing July 1, 2021 at an annual salary rate of \$38,593.00.

BETTE J. FETTER possesses permanent status as a **WORD PROCESSOR**.

f. RECOMMENDATION FOR ADDITIONAL ASSIGNMENT(S)

1. Recommend that **ANNE M. WIGHTMAN** be appointed to an additional assignment as a **PROCEDURES COORDINATOR** commencing July 01, 2021 and ending June 30, 2022 at a salary rate of \$15,000.00.

d. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	CHAD M. LUSBY	TEACHER ASSISTANT	09/01/2021 - 06/30/2022	\$3,500.00
2.	CHRISTINA M. WARNER	PTECH ADVISOR	09/01/2021 - 06/30/2022	\$1,250.00

e. 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.	DAWN E. HARVEY	School Psychologist	06/28/2021 (all revised)	08/30/2021	45	\$66,782
2.	JEFFREY R. SERGOTT	Teaching Assistant	07/06/2021	08/16/2021	30	\$18,436
3.	SYDNEY R. STEATES	Teaching Assistant	07/12/2021	08/16/2021	26	\$16,471
4.	ERIKA J. VALDERRAMOS	Teaching Assistant	07/06/2021	08/16/2021	30	\$18,436

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

The following people are being recommended to teach in the Regional Summer School Program for 2021, for the period indicated. The actual need for any individual will not be determined until July 1, 2021. The decisions will be based upon enrollments at that time. Assignments may be for one period (\$1496.50) or two periods (\$2993) or not at all, based on enrollment. The Driver Education Instructors will be paid (\$5986) for a full class load. Teaching Assistant - \$13.30/hr. Extended School Year (ESY) STEPS -Alternative Education Special Education Teacher/TA and Attendance Teacher Daily rate is 1/200th of salary.

		Title	Start Date	End Date	Salary
1.	MICHAEL A. AGOSTO	Elementary	07/12/2021	08/05/2021	\$1,496.50
2.	CHELSEY L. ANDRESKI	English	07/06/2021	08/05/2021	\$2,993
3.	CHRISTY A. BATTINELLI	Elementary	07/12/2021	08/05/2021	\$1,496.50
4.	NATALIE R. BOCK	Social Studies	07/06/2021	08/05/2021	\$2,993
5.	WENDY J. BOLOS	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
6.	LEE BOYD	Social Studies	07/06/2021	08/05/2021	\$2,993
7.	MAGGIE L. BROWN	Foreign Language	07/06/2021	08/05/2021	\$2,993
8.	HARLEY L. BUCZKOWSKI	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
9.	MARYELLEN BUSA	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.

Minutes of the Reorganizational/Regular Meeting of the Cooperative Board
 Oneida-Herkimer-Madison BOCES
 July 14, 2021
 Page 28

		Title	Start Date	End Date	Salary
10.	RYAN A. CALOGERO	Social Studies	07/06/2021	08/05/2021	\$2,993
11.	LAURA J. CARROLL	Elementary	07/12/2021	08/05/2021	\$1,496.50
12.	MARIE A. CASTANO	Elementary	07/12/2021	08/05/2021	\$1,496.50
13.	SARAH A. CASTIGLIONE	Foreign Language	07/06/2021	08/05/2021	\$2,993
14.	JAMIE L. CERASI	Elementary	07/12/2021	08/05/2021	\$1,496.50
15.	KALYN M. CHAMBRONE	Elementary	07/12/2021	08/05/2021	\$1,496.50
16.	RICHARD T. CHINA	Music	07/06/2021	08/05/2021	\$2,993
17.	LORRAINE CITTADINO	Science	07/06/2021	08/05/2021	\$2,993
18.	ANTHONY L. CORIALE JR.	Social Studies	07/06/2021	08/05/2021	\$2,993
19.	MEGAN M. CROWLEY	Elementary	07/12/2021	08/05/2021	\$1,496.50
20.	ELIZABETH V. CURTIS	Elementary	07/12/2021	08/05/2021	\$1,496.50
21.	LOREN M. DACHARY	Alt Ed Special Education	07/06/2021	08/05/2021	\$2,993
22.	JULIE A. DALEY	Elementary	07/12/2021	08/05/2021	\$1,496.50
23.	STEPHEN D. DAVIS	Mathematics	07/06/2021	08/05/2021	\$2,993
24.	NATHAN DEBAN	Mathematics	07/06/2021	08/05/2021	\$2,993
25.	JUSTIN D. DELONG	Social Studies	07/06/2021	08/05/2021	\$2,993
26.	DENIS A. DERIDER	Alt Ed Special Education	07/06/2021	08/05/2021	\$2,993
27.	LEIAN L. DINITTO	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
28.	SEAN M. DWYER	Social Studies	07/06/2021	08/05/2021	\$2,993
29.	SARA M. ENGELL	Alt Ed Special Education	07/06/2021	08/05/2021	\$2,993
30.	NICOLE L. ESTEY	Social Studies	07/06/2021	08/05/2021	\$2,993
31.	ALYSSA T. FAZIO	Elementary	07/12/2021	08/05/2021	\$1,496.50
32.	BRENDA J. FELSKI	Alt Ed Special Education	07/06/2021	08/05/2021	\$2,993
33.	DEBORAH L. FINN	Elementary	07/12/2021	08/05/2021	\$2,993
34.	CAROL L. FURMANSKI	Science	07/06/2021	08/05/2021	\$2,993
35.	JULIE A. GIARDULLO	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
36.	LISA M. GREICO	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
37.	NINA M. GRISWOLD	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.

Minutes of the Reorganizational/Regular Meeting of the Cooperative Board
 Oneida-Herkimer-Madison BOCES.

July 14, 2021

Page 29

		Title	Start Date	End Date	Salary
38.	ERIC R. HANSEN	Science	07/06/2021	08/05/2021	\$2,993
39.	MICHAEL W. HARTNETT	English	07/06/2021	08/05/2021	\$2,993
40.	REBECCA L. HARTNETT	Elementary	07/12/2021	08/05/2021	\$1,496.50
41.	KAITLIN HAYES	Elementary	07/12/2021	08/05/2021	\$1,496.50
42.	MICHAEL J. HINMAN	Science	07/06/2021	08/05/2021	\$2,993
43.	DEBORAH A. HOULE	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
44.	MERRITT H. HOWARD II	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
45.	CAROLYN B. HUMPHREY	Elementary	07/12/2021	08/05/2021	\$1,496.50
46.	ELIZABETH L. JENNINGS	Spanish	07/06/2021	08/05/2021	\$2,993
47.	KEITH E. JOSLIN	Driver Education	07/06/2021	08/05/2021	\$5,986
48.	SHERRY J. KENNERKNECHT	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
49.	KRISTIN J. KOHN	Elementary	07/12/2021	08/05/2021	\$1,496.50
50.	JULIANNE M. LARAMIE- NORDSTROM	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
51.	ANN L. LIEB	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
52.	BRITTNEY LINK	Mathematics	07/06/2021	08/05/2021	\$2,993
53.	LAUREN E. LIONETTI	Elementary	07/12/2021	08/05/2021	\$1,496.50
54.	WILLIAM J. LOCKE	Social Studies	07/06/2021	08/05/2021	\$2,993
55.	ALYSSA L. LOSOWSKI	Elementary	07/12/2021	08/05/2021	\$1,496.50
56.	JAKOB B. LUTKE	Driver Education	07/06/2021	08/05/2021	\$5,986
57.	JUDITH A. LUX	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
58.	PAMELA A. MACRINA	English	07/06/2021	08/05/2021	\$2,993
59.	GIOVANNI R. MAGAGNOLI	Music	07/06/2021	08/05/2021	\$2,993
60.	LAUREN K. MC CARTHY	English	07/06/2021	08/05/2021	\$2,993
61.	RYAN MC NERNEY	Social Studies	07/06/2021	08/15/2021	\$2,993
62.	CARINA A. METTELMAN	Elementary	07/12/2021	08/05/2021	\$1,496.50
63.	HANNAH Y. MICKLE	Social Worker	07/06/2021	08/05/2021	\$2,993

Minutes of the Reorganizational/Regular Meeting of the Cooperative Board
 Oneida-Herkimer-Madison BOCES
 July 14, 2021
 Page 30

		Title	Start Date	End Date	Salary
64.	KRISEN M. MUIR	Social Worker	07/06/2021	08/05/2021	\$2,993
65.	RICKI L. MULVIHILL	School Counselor	07/06/2021	08/05/2021	\$2,993
66.	GRETCHEN S. NICHOLS	Social Studies	07/06/2021	08/05/2021	\$2,993
67.	JESSICA NIPE	Science	07/06/2021	08/05/2021	\$2,993
68.	MARY B. OLENDER	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
69.	TRAVIS H. OWENS	Driver Education	07/06/2021	08/05/2021	\$5,986
70.	LOUIS F. PARROTTA	Social Studies	07/06/2021	08/05/2021	\$2,993
71.	KATHLEEN A. PIANKA	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
72.	SEAD PJANIC	Mathematics	07/06/2021	08/05/2021	\$2,993
73.	TARA L. RAUX	Health	07/06/2021	08/05/2021	\$2,993
74.	JUDI RUSSELL	Art	07/06/2021	08/05/2021	\$2,993
75.	FALLON E. RUSSO	Elementary	07/12/2021	08/05/2021	\$1,496.50
76.	JESSICA E. SBIROLI	Elementary	07/12/2021	08/05/2021	\$1,496.50
77.	JIANNA M. SCALISE	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
78.	MELINDA P. SCHMELCHER	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
79.	KEVIN T. SCHULTZ	Mathematics	07/06/2021	08/05/2021	\$2,993
80.	JASON W. SCIALDONE	School Counselor	07/06/2021	08/05/2021	\$2,993
81.	JEFFREY R. SERGOTT	Physical Education Teacher	07/06/2021	08/16/2021	\$48,987 (.2 FTE)
82.	JENNIFER M. SMITH	Teaching Assistant	07/12/2021	08/05/2021	\$13.30/hr.
83.	MALLORY L. SNOW	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
84.	MARIA T. SOUZA	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
85.	J'NAI L. SPAZIANI	Social Studies	07/06/2021	08/05/2021	\$2,993
86.	KELSEY A. STEVENS	American Sign Language	07/06/2021	08/05/2021	\$2,993
87.	MARY E. STUHLMAN	Elementary	07/12/2021	08/05/2021	\$1,496.50
88.	KERRY A. SULLIVAN	Social Studies	07/06/2021	08/05/2021	\$2,993
89.	REYNOLD SZAREK	Social Studies	07/06/2021	08/05/2021	\$2,993
90.	JOANNE F. SZCZYGIEL	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.

		Title	Start Date	End Date	Salary
91.	LISA M. SZOT	Math	07/06/2021	08/05/2021	\$2,993
92.	MICHAEL TARATUCHIN	Social Studies	07/06/2021	08/05/2021	\$2,993
93.	DAWN A. THOMAS	Special Education	07/06/2021	08/05/2021	\$2,993
94.	KATHLEEN O. TIERNO	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
95.	LAUREN E. VALENTE	English	07/06/2021	08/05/2021	\$2,993
96.	ROBERT B. WALLACE	Driver Education	07/01/2021	08/06/2021	\$11,972
97.	MARK C. WATERS	Special Education	07/06/2021	08/05/2021	\$2,993
98.	HENRY W. WEISS	Driver Education	07/06/2021	08/05/2021	\$5,986
99.	ERICA A. WILCZYNSKI	Social Studies	07/06/2021	08/05/2021	\$2,993
100.	AMANDA L. WILLIAMS	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
101.	FRANCIS G. WILLIAMS	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
102.	MICHAEL A. WURZ	Social Studies	07/06/2021	08/05/2021	\$2,993
103.	GORDON B. WYDYSH	Teaching Assistant	07/06/2021	08/05/2021	\$13.30/hr.
104.	KARINA M. ZABKO	Elementary	07/12/2021	08/05/2021	\$1,496.50

c. RECOMMENDATION FOR SUMMER SCHOOL APPOINTMENTS - ADMINISTRATION

		Title	Start Date	End Date	Salary
1.	SANDRA D'ONOFRIO	Principal	07/06/2021	08/05/2021	\$5,986
2.	REBECCA A. GUERRERO	Principal-High School	07/06/2021	08/05/2021	\$4,489.50
3.	KELLY M. HEALEY	Principal-Elementary	07/06/2021	08/05/2021	\$4,489.50
4.	TRICIA M. NORTON	Principal	07/06/2021	08/05/2021	\$5,986
5.	JAMIE M. WILLIAMS	Principal	07/01/2020	08/06/2020	\$5,986

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.	RYAN W. GERLING	MUSIC THERAPIST	07/06/2021	08/16/2021	24 (revised)	\$40,430
2.	JULIE SHANKMAN	NURSE PRACTITIONER	07/01/2021	08/31/2021	6 (revised)	\$85,322

		Title	Start Date	End Date	Max Days	Salary
3.	TAMMY M. WEST	NURSE PRACTITIONER	07/01/2021	08/30/2021	6	\$61,103

b. RECOMMENDATION FOR ACADEMIC REGIONAL SUMMER SCHOOL APPOINTMENTS - NON-INSTRUCTIONAL

The following people are being recommended for clerical or nursing positions in the Regional Summer School Program for 2020. All people listed are potential hires. The actual need for any individual will not be determined until July 1, 2020. The decisions will be based on enrollments at that time and the actual need for clerical or nursing help.

		Title	Start Date	End Date	Salary
1.	BONNIE BOYD	Clerical	07/06/2021	08/05/2021	\$13.30/hr. by timesheet
2.	JODI J. CARDINAL	Clerical	07/06/2021	08/05/2021	\$13.30/hr. by timesheet
3.	PATRICIA A. KLIMACEK	Clerical	07/01/2021	08/06/2021	\$13.30/hr. by timesheet

ITEM VII. D. ACTION ITEMS

ITEM VII. D. 1. APPROVAL OF CONTRACT FOR SERVICES WITH UTICA SAFE SCHOOLS, INC.

Moved, that the Cooperative Board approves the contract between Oneida-Herkimer-Madison BOCES and Utica Safe Schools Healthy Students Partnership, Inc. for the 2021-2022 school year.

ITEM VII. D. 2. APPROVAL OF 2021-2022 INSTRUCTIONAL TECHNOLOGY STATE WIDE LICENSING AGREEMENTS

Moved, that the Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the 2021-2022 NYSITCC Statewide Licensing Contract Agreement.

ITEM VII. D. 3. APPROVAL OF 2021-2022 SCHOOL ONLINE LIBRARY INFORMATIONAL DATABASE AGREEMENTS

Moved, that the Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the 2021-2022 School Online Library Information Database Agreements.

ITEM VII. D. 4. 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. *(Second Reading)*

- 6000 Recruitment Selection and Appointment of Personnel
- 6001 Temporary and Part-Time and Summer Employment
- 6002 Professional Staff Separation
- 6003 Complaints and Grievances by Employees
- 6004 Employee Compensation
- 6100 Certification and Incidental Teaching
- 6102 Evaluation of Personnel: Purposes
- 6103 Professional Growth/Staff Development
- 6104 Conference Attendance by Administrators and Program Staff Specialists
- 6107 Mentoring Programs for First Year Teachers
- 6200 Health Examinations
- 6203 Fingerprinting and Criminal History Record Checks for Prospective Employees

ITEM VII. D. 5. APPROVAL OF COOPERATIVE BOARD HANDBOOK - DRAFT REVISED

Moved, that the Cooperative Board approves the current and most updated version of the Cooperative Board Member Handbook dated July 14, 2021.

ITEM VII. D. 13. APPROVAL OF CONTRACT(S)

None

Yes	No	Excused	Abstain
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Steve Boucher		Michelle Anderson	
Doreen Corbin			
Elaine M. Falvo			
Joseph H. Hobika, Jr.			
Heather Johnson			
Michael J. Moore			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
John J. Salerno			
Russell Stewart			

Motion carried, 11-0

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

None

ITEM IX. OLD BUSINESS

None

ITEM X. EXECUTIVE SESSION

Motion by: Mr. Stewart
Seconded by: Mr. Nicotera

Moved, that the Board enter Executive Session at 6:14 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

[Mr. Nicotera left at 6:24 p.m.]

The Board returned to General Session at 6:32 p.m.

[Mr. Salerno left at 6:33 p.m.]

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

ITEM XI. A. - MOTION TO APPROVE RECOMMENDATION FOR PROBATIONARY APPOINTMENT FOR KEVIN HEALY

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

Moved that the Cooperative Board approves the following Personnel Item.

Recommend that **KEVIN P. HEALY** be appointed as a **DIRECTOR OF EQUITY & INSTRUCTIONAL SERVICES** in Instructional Services/PPL Division, for a four year probationary appointment in the Director PPD tenure area, commencing July 19, 2021 and ending July 18, 2025 at an annual salary rate of \$130,000.00, prorated.

Certification:

* Professional certificate in School District Leader

Education:

- * Bachelor of Science in Zoology from SUNY ESF
- * Master of Arts in Teaching Science from SUNY Cortland
- * School Building and District Leader Program at Massachusetts College of Liberal Arts

Work Experience:

- * From July, 2020 through the present as a K-12 executive principal at Oneida City School District
- * From September, 2017 through June, 2020 as a director of K-12 curriculum and pupil personnel services at Westmoreland CSD
- * From July, 2013 through August, 2017 as a computer education coordinator at Oneida-Herkimer-Madison BOCES
- * From July, 2012 through July, 2013 as an assistant principal at Holland Patent CSD
- * From September, 2004 through June, 2012 as a science teacher at Holland Patent CSD

Yes	No	Excused	Abstain
Steve Boucher Doreen Corbin Elaine M. Falvo Heather Johnson Michael J. Moore Gary P. Nelson Dr. Gary W. Porcelli Russell Stewart		Michelle Anderson Anthony J. Nicotera John J. Salerno	Joseph H. Hobika, Jr.

Motion carried, 8-0

ITEM XI. B. APPROVAL OF EMPLOYMENT AGREEMENT FOR KEVIN HEALY, DIRECTOR OF EQUITY & INSTRUCTIONAL SERVICES

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

Moved that the Cooperative Board approve the employment agreement for Kevin Healy, Director of Equity & Instructional Services commencing July 19, 2021 at the annual salary rate of \$130,000.00, prorated.

Yes	No	Excused	Abstain
Steve Boucher Doreen Corbin Elaine M. Falvo Heather Johnson Michael J. Moore Gary P. Nelson Dr. Gary W. Porcelli Russell Stewart		Michelle Anderson Anthony J. Nicotera John J. Salerno	Joseph H. Hobika, Jr.

Motion carried, 8-0

MOTION TO ADJOURN

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

Without further objection, there being no further business to come before the Cooperative Board, the meeting adjourned at 6:34 p.m.



Deborah Kimball
Clerk of the Board
July 14, 2021