



Oneida-Herkimer-Madison BOCES

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Cooperative Board 2022-2023

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**UNAPPROVED  
MINUTES OF THE REGULAR  
MEETING OF APRIL 19, 2023**

The Regular meeting of the Board of Cooperative Educational Services was held on April 19, 2023 at Middle Settlement Academy @ Lincoln Ave., 1214 Lincoln Ave., Utica, NY

**MEMBERS PRESENT**

- Mr. Russell Stewart, President
- Mrs. Michelle Anderson
- Mr. Steve Boucher
- Mrs. Elaine M. Falvo
- Mr. Joseph H. Hobika, Jr
- Mr. Gary P. Nelson
- Gary W. Porcelli, Ed.D.
- Mr. John J. Salerno
- Mr. Timothy Thomas

**MEMBERS EXCUSED**

- Mr. Anthony J. Nicotera, Vice President
- Mrs. Doreen Corbin
- Mrs. Heather Johnson

**OTHERS PRESENT**

- Patricia N. Kilburn, Ed.D.
- Mr. Christopher Hill
- Mr. Scott Morris
- Mrs. Deborah Kimball

Date

Introduction

Members Present

Members Excused

Others Present

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

*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.*

### **STUDENT PRESENTERS**

Mary Lourdes Tangorra, supervising principal  
Vince Tripodi, principal  
Jackie Bogdan, social worker  
Susan Brennan, social worker  
Amber Rothstein, student  
Lisa Hogans, grandmother  
Angeline Perry, student  
Logan Thomas, cousin  
Selena Mitchell, foster-mother

### **ITEM I. CALL TO ORDER**

A quorum was noted and Cooperative Board President, Mr. Russell Stewart called the meeting to order at 4:38 p.m.

Mr. Stewart recognized the visitors and thanked them for coming.

### **ITEM II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

### **ITEM III. RECOGNITION**

Middle Settlement Academy @ Lincoln Ave.

Mr. Hill introduced Mrs. Mary Lourdes Tangorra, supervising principal and Mr. Vince Tripodi, Principal. Mr. Tripodi then introduced Jackie Bodgan, social worker. Ms. Bodgan introduced Amber Rothstein, a student from Utica City School District and her grandmother, Lisa Hogans. Ms. Bodgan shared that Amber is a 9<sup>th</sup> grade student who is a member of the Alternative Education Program located at MSA @ Lincoln Avenue. She is a conscientious student and is a positive peer influence with her fellow classmates. Amber wishes to pursue a career in cosmetology.

Ms. Bodgan also spoke about Amber's sister, Jordan, who could not be in attendance due to a commitment.

Mr. Tripodi introduced Susan Brennan, social worker, who in turn introduced Angeline Perry, a student from Utica City School District and her foster mother, Selena Mitchell. Ms. Brennan shared that Angeline is a tenth grade student from Utica City School District and a member of the Alternative Education program at MSA @ Lincoln Avenue. She shared that Angeline is a positive role model, leader and hard worker. She plans to attend Mohawk Valley Community College and then would like to transfer to Oneonta State College to pursue a career as an elementary teacher. Angeline also enjoys poetry and she read a poem that she wrote to the Cooperative Board.

**ITEM IV. RECOGNITION OF VISITORS**

No other visitors

Mr. Stewart suggested that the Board move the Consent Agenda up in the Agenda prior to the tour. The Board agreed.

**ITEM VII. A. 1. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 8, 2023 AND THE MINUTES OF THE ANNUAL MEETING OF APRIL 5, 2023.**

Motion by: Mr. Hobika  
Seconded by: Mr. Nelson

Moved, that, the minutes of the Regular Meeting of March 8, 2023 and the minutes of the Annual Meeting of April 5, 2023 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved.

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

**Motion carried 9-0**

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

**MOTION TO APPROVE THE CONSENT AGENDA**

Motion by: Mr. Hobika  
Seconded by: Mr. Salerno

**FINANCIAL REPORTS/AWARDING OF CONTRACTS**

Moved, that the Cooperative Board accepts the Report of the Treasurer for February 2023 and the Budget Adjustment Report for February 2023 (Item VII B-1 and B-2); all as shown below:

**ITEM VII. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR FEBRUARY 2023**

**Report of the Treasurer for February 2023**

Capital	7,953.80
General	8,583,864.42
School Lunch	25,384.75
Special Aid	189.74
Trust/Agency	75,055.14
Extra-Curricular	19,300.13
Total	\$ 8,711,747.98

and the Treasurer's Report for the Extra-Curricular Fund for February 2023 showing a fund balance of \$19,300.13.

**ITEM VII. B. 2. MOTION TO ACCEPT THE 2022-2023 BUDGET ADJUSTMENT REPORT FOR FEBRUARY 2023**

**Budget Revisions—2022-23  
February 2023 Report**

2022-23 Adopted Budget	\$80,551,736
Commitment Changes	7,745,298
Net Changes	7,052,263
Total	\$95,349,297

**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.	LEE BOYD	TEACHER OF SOCIAL STUDIES	09/01/2004	08/31/2023
2.	JUDY L. EVANS	TEACHER ASSISTANT	10/14/2008	06/30/2023
3.	JUDI RUSSELL	TEACHER OF ART	01/21/2003	06/30/2023
4.	ELLEN A. SYNAKOWSKI	TEACHER ASSISTANT	09/01/2005	06/30/2023
5.	MARY LOURDES TANGORRA	SUPERVISING PRINCIPAL OF ALTERNATIVE EDUCATION	07/01/2003	06/30/2023

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

			Hire Date	Retire Date
1.	JEANETTE D. HOLLENBECK	FOOD SERVICE HELPER	09/01/2000	12/18/2022

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	SHANNON ANAIR	TEACHER ASSISTANT	08/31/2022	03/20/2023
2.	MINDY S. BROWNE	TEACHER ASSISTANT	09/05/2018	03/26/2023
3.	BETHANI A. BURNS	TEACHER ASSISTANT	09/01/2016	03/31/2023
4.	KELLIE M. EDWARDS	TEACHER ASSISTANT	08/31/2022	03/27/2023
5.	PATRICIA L. MCCOMB	TEACHER ASSISTANT	06/05/2006	04/14/2023
6.	KAITLYN P. PARACKA	TEACHER ASSISTANT	08/31/2022	03/07/2023
7.	AMY L. TREEÑ	TEACHER ASSISTANT	10/20/2021	04/14/2023
8.	SARAH D. WALKER	TEACHER OF SPECIAL EDUCATION	09/01/2007	04/19/2023
9.	PATRICIA A. WILLIAMS	TEACHER ASSISTANT	09/01/2018	04/21/2023

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

			Hire Date	Resign Date
1.	MANUEL F. BELTRAN	GRAPHIC DESIGN ARTIST	05/17/2021	04/23/2023
2.	JASON M. DOUGLASS	INFORMATION TECHNOLOGY PROJECT MANAGER	01/12/2015	03/17/2023
3.	TRICIA HILLS	FOOD SERVICE HELPER	09/01/2022	03/01/2023 (verbal)
4.	CAROL HOWARD	FOOD SERVICE HELPER	09/04/2018	03/01/2023 (verbal)
5.	JOSHUA A. POTTER	CLEANER	02/13/2023	03/27/2023
6.	ALEXIS M. PROULX	FOOD SERVICE HELPER	06/02/2021	03/06/2023 (verbal)
7.	TIMOTHY RYAN	CLEANER (HOURLY)	07/01/2022	03/24/2023

			Hire Date	Resign Date
8.	CHARLENE T. WALTHERT	ASSISTANT SAFETY COORDINATOR	08/12/2019	03/10/2023

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

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	MARISA ZIMMERMAN	TEACHER ASSISTANT	04/05/2023	06/30/2023	Personal Reasons

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

			Start Date	End Date	Reason
1.	AILEEN J. JUDD	LIBRARIAN I	04/23/2023	TBD	work provisionally in different title
2.	EDMOND J. KEMPF	LABORER	03/23/2023	04/04/2023	Disability
3.	JESSICA L. VANDRESAR	ASSISTANT COOK	01/13/2023	06/30/2023	Child care

**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 **JENNIFER A. BARON** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Bridges for a four year probationary appointment in the Teaching Assistant tenure area, commencing March 27, 2023 and ending March 26, 2027 at an annual salary rate of \$19,249.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of Clinton High School
- \* Associates Degree in General Studies from Mohawk Valley Community College

**Work Experience:**

- \* From December, 2022 through the present as an administrative assistant at Paradigm Consulting Inc.
- \* From June, 2017 through September, 2022 as a purchasing assistant at Utica Cutlery Company
- \* From August, 2020 through October, 2020 as a biller/collector at Upstate Home Care
- \* From August, 2015 through April, 2017 as a teacher at Clinton Early Learning Center
- \* From October, 2011 through August, 2015 as a receptionist at Dr. Garg's office

2. Recommend that **MINDY S. BROWNE** be appointed as an **ATTENDANCE TEACHER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, at Middle Settlement Academy at OHM BOCES and Kernan Elementary for a four year probationary appointment in the Attendance Teacher tenure area, commencing March 27, 2023 and ending March 26, 2027 at an annual salary rate of \$43,910.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of New Milford High School, CT
- \* Associate of Arts Degree in Community and Human Services from Mohawk Valley Community College
- \* Currently attending SUNY Empire State College for a Bachelor of Arts in Community and Human Services

**Work Experience:**

- \* From September, 2018 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From July, 2012 through September, 2018 as a teaching assistant at Upstate Cerebral Palsy
- \* From April, 2010 through February, 2013 as a residence counselor at ARC of Oneida-Lewis
- \* From February, 2008 through February, 2010 as a drafter at Kohler Ronan Engineering
- \* From February, 2008 through February, 2010 as a drafter at Kohler Ronan Engineering



3. Recommend that **MICHAEL A. COLLINS** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy @ Lincoln Avenue for a four year probationary appointment in the Teaching Assistant tenure area, commencing April 03, 2023 and ending April 02, 2027 at an annual salary rate of \$17,748.00, prorated.

**Certification:**

- \* Working towards certification

**Education:**

- \* Graduate of Whitesboro High School

**Work Experience:**

- \* From September, 2023 through the present as a shift manager at Five Guys
- \* From February, 2023 through September, 2023 as a material handler at Orgill
- \* From February, 2022 through February, 2023 as a compound mixer and quality control at Devine Brothers

4. Recommend that **COURTNEY A. LUPI** be appointed as an **ATTENDANCE TEACHER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy @ OHM BOCES for a four year probationary appointment in the ATTENDANCE TEACHER tenure area, commencing March 01, 2023 and ending February 28, 2027 at an annual salary rate of \$53,338.00, prorated.

**Certification:**

- \* Provisional certificate in Attendance Teacher

**Education:**

- \* Graduate of Whitesboro High School
- \* Associate of Applied Science in Early Childhood/ Childhood Education from Mohawk Valley Community College
- \* Bachelor of Science in Liberal Studies/Early Childhood from Utica College
- \* Master of Science in Mental Health and Wellness from Grand Canyon University

**Work Experience:**

- \* From July, 2017 through the present as a psychosocial rehabilitation and behavior specialist at ICAN Revere Youth Services
- \* From 2014 through 2019 as a UPK teacher at the Utica City School District through the Mohawk Valley Community Action Agency
- \* From August, 2015 through June, 2017 as an 8:1:1 special education adjustment teacher at Herkimer BOCES
- \* From 2014 through 2015 as a teaching assistant in the incarcerated youth program at Oriskany Central School District
- \* From 2006 through 2010 as an assistant teacher at the North Utica Community Center

5. Recommend that **SAMANTHA M. STREIFF** be appointed as a **PROGRAM SPECIALIST SCIENCE** in SUPPORT SERVICES, Science Center for a three year probationary appointment in the Program Specialist Math/Science tenure area, commencing May 01, 2023 and ending April 30, 2026 at an annual salary rate of \$72,000.00, prorated.

**Certification:**

- \* Professional certificate in Biology 7-12
- \* Professional certificate in General Science 7-12

**Education:**

- \* Graduate of Holland Patent High School
- \* Bachelor of Science in Adolescent Earth Science from SUNY Cortland
- \* Masters of Science in Literacy 5-12 from SUNY Oswego

**Work Experience:**

- \* From January, 2022 through the present as an instructional technology integration specialist at Mohawk Regional Information Center
- \* From September, 2017 through January, 2022 as a 7-8 science and living environment teacher at Rome City School District
- \* From September, 2010 through June 2017 as an earth science teacher at General Brown Central School District
- \* From January, 2010 through June, 2010 as a kindergarten TA L-T-S at Holland Patent Central School District
- \* From May, 2009 through January, 2010 as a substitute teacher at Morrisville-Eaton Central School District

6. Recommend that **SARAH D. WALKER** be appointed as a **COORDINATOR OF SPECIAL PROGRAMS** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, PPL for a four year probationary appointment in the Coordinator of Special Programs & Projects tenure area, commencing April 20, 2023 and ending April 19, 2027 at an annual salary rate of \$98,500.00, prorated.

**Certification:**

- \* Internship certificate in School Building Leader

**Education:**

- \* Graduate of Providence High School, Charlotte, NC
- \* Bachelor of Arts in Journalism/Mass Communication from University of North Carolina
- \* Master of Science in Education from Touro College

**Work Experience:**

- \* From September, 2004 through the present as a teaching assistant, teacher and teacher on special assignment at Oneida-Herkimer-Madison BOCES

**b. RECOMMENDATION FOR INCREASE IN FTE**

			Date	FTE
1.	KATRINA M. BRIODY	TEACHER OF ESL (L-T-S)	03/06/2023 - 06/30/2023	1.0

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

- a. Recommendation to create one (1) full-time Librarian II position

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

1. Recommend that **MANUEL F. BELTRAN** be appointed to a provisional appointment as a **VIDEO PRODUCTION TECHNICIAN** in SUPPORT SERVICES, School Communications, commencing April 24, 2023 at an annual salary rate of \$39,770.00, prorated.

**MANUEL F. BELTRAN** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **VIDEO PRODUCTION TECHNICIAN**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Eastridge High School
- \* Bachelor of Science in Graphic Design/Art from SUNY Brockport

**Work Experience:**

- \* From May, 2021 through the present as a graphic design artist at Oneida-Herkimer-Madison BOCES
- \* From May, 2020 through the present as a self-employed graphic designer
- \* From November, 2019 through April, 2020 as a graphics & multimedia designer at PAR Tech
- \* From July, 2019 through November, 2019 as a graphic designer/ social media manager at H. Risch

2. Recommend that **PATRICIA A. CAPPELLI** be appointed to a provisional appointment as a **SENIOR ACCOUNT CLERK** in SUPPORT SERVICES, School Library System, commencing April 10, 2023 at an annual salary rate of \$37,625.00, prorated.

**PATRICIA A. CAPPELLI** 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 Utica Free Academy
- \* Associate of Applied Science in Business/Accounting from Mohawk Valley Community College

**Work Experience:**

- \* From November, 2021 through January, 2023 as a bookkeeper at Holland Farms
- \* From October, 2013 through February 2022 as a bookkeeper at Zion Lutheran Church
- \* From May, 2021 through November, 2021 as a payroll/bookkeeping specialist at PUMA Accounting
- \* From June, 2018 through May, 2021 as a payroll manager at Jeffrey W. Hanretty, CPA & Associates
- \* From October, 2013 through September, 2020 as a bookkeeper at St. Patrick's Church
- \* From September, 2013 through June, 2018 as an office clerk at Fitzgerald, Depietro & Wojnas, CPA's
- \* From September, 2014 through December, 2020 as a pharmacy technician at Kinney's Pharmacy

3. Recommend that **LAURA A. ELLIOTT** be appointed to a provisional appointment as a **RECORDS RETENTION COORDINATOR** in SUPPORT SERVICES, Central Business Office, commencing May 01, 2023 at an annual salary rate of \$45,749.00, prorated.

**LAURA A. ELLIOTT** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **RECORDS RETENTION COORDINATOR**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Osceola High School, FL

**Work Experience:**

- \* From 2018 through the present as a legal/HR/billing clerk at Oriska Insurance
- \* From 2017 through 2018 as a property manager at BG Multifamily Staffing
- \* From 2016 through 2017 as a property manager at Hampton Forest Magnolia Townhouses
- \* From 2014 through 2016 as a property manager at Reserve at Ridgewood
- \* From 2008 through 2014 as a property manager at Keye Beach Rentals

4. Recommend that **JOSHUA S. EZMAN** be appointed to a provisional appointment as a **GRAPHIC DESIGN SPECIALIST** in SUPPORT SERVICES, School Communications, commencing April 24, 2023 at an annual salary rate of \$48,054.00, prorated.

**JOSHUA S. EZMAN** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **GRAPHIC DESIGN SPECIALIST**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Vernon Verona Sherrill High School
- \* Bachelor of Arts in Advertising Design from Syracuse University

**Work Experience:**

- \* From October, 2021 through April, 2022 as a senior art director at Trainor Associates
- \* From January, 2021 through June, 2021 as a senior art director at Total Advertising
- \* From February, 2018 through December, 2019 as a design manager at AfterSchokz
- \* From February, 2016 through October, 2017 as a marketing director at RM Friedland
- \* From October, 2013 through December, 2015 as a senior art director at Match MG, CT
- \* From February, 2010 through September, 2013 as an art director at TracyLocke, CT

5. Recommend that **JULIETTE K. JONES** be appointed to a provisional appointment as a **SAFETY ASSISTANT COORDINATOR** in SUPPORT SERVICES, Safety Office, commencing April 20, 2023 at an annual salary rate of \$45,000.00, prorated.

**JULIETTE K. JONES** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SAFETY ASSISTANT COORDINATOR**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Mount Markham High School
- \* Associate of Applied Science in Nursing from Mohawk Valley Community College

**Work Experience:**

- \* From April, 2022 through the present as a registered nurse at Mohawk Valley Endoscopy
- \* From July, 2021 through the present as a registered nurse at Mohawk Valley Health System
- \* From November, 2021 through March, 2022 as a registered nurse manager at Madison-Oneida BOCES
- \* From May, 2020 through May, 2021 as a nurse supervisor, per diem, at Community Wellness Partners, Lutheran Care
- \* From May, 2017 through June, 2020 as a registered nurse at AMR-Cooperstown Ambulance
- \* From 2014 through 2017 as a registered nurse at Bassett Healthcare-Hospital
- \* From July, 2008 through November, 2021 as a registered nurse, school nurse at Brookfield Central School
- \* From November, 2002 through 2008 as a registered nurse at St. Luke's Hospital
- \* From October, 2000 through 2002 as a licensed practical nurse at Faxton Hospital
- \* From June, 1994 through September, 2000 as a clinical nursing assistant at Valley Health Services

6. Recommend that **AILEEN J. JUDD** be appointed to a provisional appointment as a **LIBRARIAN II** in SUPPORT SERVICES, School Library System, commencing April 24, 2023 at an annual salary rate of \$48,051.00, prorated.

**AILEEN J. JUDD** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **LIBRARIAN II**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Walt Whitman High School, Huntington Station, NY
- \* Bachelor of Arts in English/Classical Studies from College of William and Mary
- \* Master of Library Science from Queens College

**Work Experience:**

- \* From July, 2019 through the present as a librarian I at Oneida-Herkimer-Madison BOCES
- \* From August, 2018 through July, 2019 as a library aide at New York Mills Public Library
- \* From February, 2017 through the present as a quality/population health coordinator at Mohawk Valley Health System
- \* From February, 2014 through June, 2016 as a librarian at South Huntington Public Library
- \* From November, 2013 through June, 2016 as a librarian at Cold Spring Harbor Library
- \* From June, 2011 through February, 2014 as a library page at South Huntington Public Library

7. Recommend that **MICHAEL W. KOHLI's** appointment (approved at the March 8, 2023 Board meeting) to a provisional appointment as a **PBIS COORDINATOR** in SUPPORT SERVICES, Safety Office, be revised commencing April 04, 2023 at an annual salary rate of \$50,000.00, prorated.

**MICHAEL W. KOHLI** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **PBIS COORDINATOR**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Rome Free Academy
- \* Associate of Applied Science in General Studies from Mohawk Valley Community College
- \* Bachelor of Arts in Social Studies/Secondary Education from Utica College

**Work Experience:**

- \* From September, 2013 through the present as an assistant at the City of Rome Mayor's Office
- \* From September, 2000 through September, 2013 as an arena manager at the City of Rome Department of Parks & Recreation
- \* From 2009 through 2013 as a substitute teacher at various local school districts
- \* From September, 1992 through June, 2000 as a special education teacher assistant at Rome City School District
- \* worked as a guidance counselor for 25 years



8. Recommend that **SANDI SABANAGIC** be appointed to a provisional appointment as a **COMPUTER TECHNICAL ASSISTANT** in SUPPORT SERVICES, BOCES Networking, commencing April 24, 2023 at an annual salary rate of \$35,662.00, prorated.

**SANDI SABANAGIC** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER TECHNICAL ASSISTANT**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of Thomas R. Proctor High School
- \* Bachelor of Science Degree in Cybersecurity from Utica College

**Work Experience:**

- \* From June, 2019 through the present as a caretaker at RCIL
- \* From July, 2020 through November, 2020 as a construction worker at RS Construction
- \* From June, 2020 through September, 2020 as a recovery clerk at BJ's
- \* From May, 2018 through June, 2019 as a cashier at Arby's
- \* From May, 2017 through June, 2018 as a pharmacy assistant at Parkway Drugs

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

1. Recommend that **TIMOTHY RYAN** be appointed to a probationary appointment as a **CLEANER** in SUPPORT SERVICES, Operations & Maintenance, commencing March 27, 2023 at an annual salary rate of \$36,210.00, prorated.

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

**Education:**

- \* Graduate of New Hartford Central School District

**Work Experience:**

- \* From December, 2012 through the present as a part-time substitute cleaner at Oneida-Herkimer-Madison BOCES
- \* From September, 2009 through December 2012, as a substitute motor vehicle operator at the Oneida-Herkimer-Madison BOCES
- \* From October, 1988 through May, 2008, as a building maintenance worker at the Federal Reserve Bank of New York, Utica, NY
- \* From December, 1985 through October, 1988, as an auto service technician at JM Fraser Services
- \* From November, 1974 through April, 1984, as a Machine Operator Foreman at Utica Boilers, Utica, NY

2. Recommend that **PATRICIA A. WILLIAMS** be appointed to a probationary appointment as a **CLEANER** in SUPPORT SERVICES, Operations & Maintenance, commencing April 24, 2023 at an annual salary rate of \$33,648.00, prorated.

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

**Education:**

- \* Graduate of Clinton Central School District

**Work Experience:**

- \* From September, 2018 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From November, 2011 through June, 2018 as a substitute teacher at Waterville Central School District
- \* From September, 2017 through November, 2017 as a food service helper at Oneida-Herkimer-Madison BOCES
- \* From 2012 through 2014 as co-owner and cook at the Deansboro Hotel

**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.	HEATHER M. BOMBACE	SAFETY ASSISTANT COORDINATOR	03/15/2023
2.	JESSICA J. FLETCHER	SAFETY COORDINATOR	03/15/2023

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

1. Recommend that **ELISE B. ALLARD** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing March 06, 2023 at an hourly salary rate of \$15.00.

**ELISE B. ALLARD** 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 Goffstown Area High School

**Work Experience:**

- \* From October, 2020 through the present as a cleaner at National Grid
- \* From February, 2016 through the present as a cleaner at NBT Bank
- \* July, 2015 as an eye ware assembler at N.H. Optical

2. Recommend that **TIARRA C. DAILEY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing March 20, 2023 at an hourly salary rate of \$15.00.

**TIARRA C. DAILEY** 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 Fowler High School

**Work Experience:**

- \* From September, 2022 through the present as a pasta cook at Olive Garden
- \* From August, 2022 through September, 2022 as a prep cook at Red Lobster

3. Recommend that **MARCIA L. EMRICH** be appointed to a part-time appointment as a **CLERK (PART TIME)** in SUPPORT SERVICES, School Library System, commencing April 25, 2023 at an hourly salary rate of \$29.36.

**MARCIA L. EMRICH** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK (PART TIME)**.

**Education:**

- \* Graduate of Mohawk Central High School
- \* Associate of Arts in Computer Information Systems at Herkimer County Community College
- \* Bachelor of Science in Professional and Technical Communications from SUNY Institute of Technology

**Work Experience:**

- \* From August, 2002 through March, 2023 as a data coordinator at Oneida-Herkimer-Madison BOCES
- \* From March 2002 through August, 2002 as an administrative assistant at Electro-Metrics, Inc.
- \* From February, 2001 through November, 2001 as an intern - Information Development at IBM Corporation

4. Recommend that **MARIVONE MORALES** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing March 20, 2023 at an hourly salary rate of \$15.00.

**MARIVONE MORALES** 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 Murry Bergtraum High School, NY City

**Work Experience:**

- \* From 2021 through 2022 as a kitchen aide at Oneida Centers for Rehabilitation and Nursing
- \* From August, 2017 through November, 2021 as a home health aide at Oneida Centers for Rehabilitation and Nursing
- \* From 2015 through 2017 as a floor tech / cashier at Salvation Army

5. Recommend that **DEBRA A. ROBINSON** be appointed to a part-time, appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing March 07, 2023 at an hourly salary rate of \$15.00, as needed.

**DEBRA A. ROBINSON** 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 Mount Markham Central School District
- \* Business certificate from Onondaga-Cortland-Madison BOCES

**Work Experience:**

- \* From October, 2016 through November, 2021 as an assistant deli manager at Price Chopper
- \* From June, 1991 through September, 2016 as an assistant manager at Red Door Restaurant
- \* From 1986 through 1989 as a teachers aid at Homer Central School

6. Recommend that **AMANDA L. VERGARA** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing March 07, 2023 at an hourly salary rate of \$15.00,

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

**Education:**

- \* Graduate of Clinton Central School District

**Work Experience:**

- \* From 2007 through 2009 as a groomer at Petco, New York, NY
- \* From 2003 through 2007 as a certified nursing assistant at St. Luke's Nursing Home

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

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

			Perm. Date
1.	ELAINE A. BELL	OFFICE SPECIALIST I	10/14/2022
2.	STEVE D. CARDWELL	SENIOR OFFSET PRINTING MACHINE OPERATOR	10/17/2022
3.	MEGAN L. CLAPP	ACCOUNT CLERK	09/19/2022
4.	MICHAEL S. COLANGELO	DIRECTOR OF FACILITIES III	09/19/2022
5.	LOIS S. DAVIS	SENIOR OFFICE SPECIALIST I	10/17/2022

			Perm. Date
6.	GILLIAN M. GALLAGHER	ACCOUNT CLERK	10/17/2022
7.	MICHELE WILLIAMS	REGISTERED PROFESSIONAL NURSE	10/24/2022

**ITEM VII. D. ACTION ITEMS**

**ITEM VII D. 1. APPROVAL BOARD POLICY (*Second Reading*)**

Moved, that the Cooperative Board approves the following Policies in order to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES. (Having been approved at two successive meetings, this item was approved effective April 19, 2023.)

Section 2000 School Board of Operations

2004 Orienting New Board of Cooperative Educational Services Members  
2006 Board of Cooperative Educational Services Compensation and Expenses

Section 5000 Support Operations

5004 Short-Term Worker Asbestos Notification  
5400 Transportation of Students to OHM BOCES Sponsored Events  
5401 Owned or Leased Vehicles

**ITEM VII D. 2. APPROVAL BOARD POLICY (*First Reading*)**

Moved, that the Cooperative Board approves the following Policies in order to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES. (Due to all members not present, this item will be presented for the second time at the May 10, 2023 meeting.)

Section 2000 School Board of Operations

2001 Board of Cooperative Educational Services Authority  
2007 Resignation, Dismissal, Filling Vacancies  
2100 Powers and Duties of The Board of Cooperative Educational Services Members  
2101 Duties of The Clerk of The Board of Cooperative Educational Services  
2102 Duties of The Board of Cooperative Educational Services Attorney  
2103 Board of Cooperative Educational Services Communications with Component Districts  
2201 Annual Meeting and Nomination and Election of Board Members

It is Recommended that the Cooperative Board delete the following policies:

2002 Number of Members and Term of Office  
2003 Qualifications of Board of Cooperative Educational Services Members

**ITEM VII D. 3. APPROVAL OF LEAD IN DRINKING WATER TESTING**

Moved, that the BOCES Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the Lead in Drinking Water Testing and Sampling Cooperative Purchasing Program through Oswego County (CiTi) BOCES.

**RESOLUTION AUTHORIZING PARTICIPATION IN OSWEGO COUNTY BOCES' COOPERATIVE PURCHASING PROGRAM**

**WHEREAS,**

The Cooperative Purchasing Service is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly for water testing and sampling services, and

**WHEREAS,**

OHM BOCES (hereinafter the "Partnership") is desirous of participating with Oswego County Board of Cooperative Educational Services/CiTi and other Boards of Cooperative Educational Services and public school districts in the joint bidding of the services mentioned above as authorized by General Municipal Law, Section 119-o, and

**WHEREAS,**

The participant wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

**BE IT RESOLVED,**

The participant hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publications(s) for all Cooperative Purchasing bid notifications, and,

**BE IT FURTHER RESOLVED,**

The participant authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned services, and,

**BE IT FURTHER RESOLVED,**

The participant agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

**ITEM VII D. 4. APPROVAL OF SENIOR PROGRAM SPECIALIST - SCIENCE**

Moved, that the BOCES Cooperative Board approve the creation of Senior Program Specialist – Science.



**ITEM VII D. 5. APPROVAL OF FY 2022-2023 STATE-WIDE INSTRUCTIONAL TECHNOLOGY AGREEMENTS ADDENDUM #2**

Moved, that the BOCES Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the 2022-2023 Statewide Instructional Technologies Agreements to include: eDynamic Learning, Electronic Gaming Federation, EliteGamingLive, Hive Class, Inc., Learnics, REX Academy, UpSavvy, VIVI, Wakelet, 7 Mindsets.

RESOLUTION OF BOARD OF EDUCATION

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for the 2022 – 2023 fiscal year, for eDynamic Learning, Electronic Gaming Federation, EliteGamingLive, Hive Class, Inc., Learnics, REX Academy, UpSavvy, VIVI, Wakelet, 7 Mindsets, and,

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

BE IT RESOLVED, That the OHM BOCES Cooperative Board authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and record training sessions in Zoom and post those recorded sessions to the consortium, and,

BE IT FURTHER RESOLVED, That the OHM BOCES Cooperative Board agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

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

**ITEM VII D. 6. APPROVAL OF AWARD OF SCIENCE KIT SUPPLY BID**

Moved, that the Cooperative Board approves the award of the March 2023 Science Kit Supply Bid as per the attached listing representing the lowest qualified bidders meeting specifications, for a total award of \$398,979.81.

ELEMENTARY SCIENCE BID AWARD RECOMMENDATIONS

Company	Award Total
Wards	\$66,800.00
Nasco	\$23,957.19
School Speciality	\$308,222.62
Total Bid Award	\$398,979.81

**ITEM VII. D. 8. APPROVAL OF CONTRACT(S)**

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

**Motion carried 9-0**

Tour – BCCE Adult Education Program @ The Utica Access Site, 508 2<sup>nd</sup> St., Utica, NY 13501

## **ITEM V. COMMUNICATIONS**

### **A. FROM THE FLOOR**

- General questions from board members?
- A question about future facility needs was brought up. Mr. Stewart mentioned that there is a bid opening on May 17<sup>th</sup> for the windows and doors project and asked the Board for their availability on May 23<sup>rd</sup> at 3:00 p.m. for a Special Meeting for the sole purpose of voting on the bid recommendations. The facilities committee will review the bids at 2:00 p.m. on the 23<sup>rd</sup>.
- Commentary from board members?

### **B. CORRESPONDENCE**

Rural Schools Registration

**ITEM VI. REPORTS**

- District Superintendent Report(s)

Pathways to Postsecondary Success – Mr. Chris Hill

Mr. Hill shared a presentation on the Pathways to Postsecondary Success with a collaborative opportunity with Mohawk Valley Community College. He spoke about the goals of the partnership, the current access and partnering with MVCC with this in mind – we want all kids in all schools to have access to industry and businesses.

He spoke about four areas: School to Careers, built stronger; PPL, Professional Learning 12-13 transition focus; Transition and Enrichment Opportunities. He also shared a model of the unit costs and participation rate for districts.

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

- Process 3 Board Officer Election

Mr. Stewart asked if there were any volunteers for the Board Officer Committee. Dr. Porcelli, Mr. Nelson and Mr. Boucher agreed to be on the committee. Mr. Stewart asked them to choose a chair of the committee. He also noted his intent is to not run for re-election as Board President. If anyone is interested in an officer position please contact any member of the Nominating Committee.

[Mr. Hobika left at 7:10 p.m.]

**ITEM IX. OLD BUSINESS**

None

**ITEM X. EXECUTIVE SESSION**

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

Moved, that the Board enter Executive Session at 7:21 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
X	discussing proposed litigation
	discussing matters which could imperil public safety if disclosed

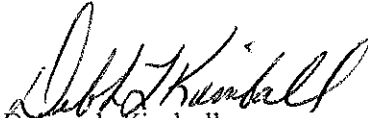
The Board returned to General Session at 7:43 p.m.

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

**MOTION TO ADJOURN**

Motion by: Mr. Nelson  
Seconded by: Mr. Boucher

Without further objection, there being no further business to come before the meeting, the meeting adjourned at 7:45 p.m.

  
Deborah Kimball  
Clerk of the Board  
April 19, 2023