

APPROVED

Item VII. A. 1
Motion by: Russell Stewart.
Seconded by: Michael H. Head
Motion carried 11-0



Oneida-Herkimer-Madison BOCES

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

VII A. 1.
Approval of Minutes of the
Regular Meeting of February 12,
2025
March 12, 2025

Cooperative Board 2024-2025

T: 315.793.8558

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UNAPPROVED
MINUTES OF THE REGULAR
MEETING OF FEBRUARY 12, 2025

A Regular meeting of the Board of Cooperative Educational Services was held on February 12, 2025 at 4:30 p.m. in the Howard D. Mettelman Learning Center, 4747 Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

- Gary P. Nelson, Vice President
- Steve Boucher
- Elaine M. Falvo
- Michael H. Head
- Joseph H. Hobika, Jr. (arrived 4:34 p.m.)
- Anthony J. Nicotera
- Dr. Gary W. Porcelli
- Russell Stewart
- Timothy Thomas (arrived 5:00 p.m.)

MEMBERS EXCUSED

- Michelle Anderson, President
- Heather Johnson
- Ryan P. Rogers

OTHERS PRESENT

- Patricia N. Kilburn, Ed.D. District Superintendent
- Christopher Hill Assistant Superintendent
- Scott Morris Assistant Superintendent
- Lori A. Wrobel Clerk of the Board

Date

Introduction

Members Present

Members Excused

Others Present

*Michelle Anderson, President, Gary P. Nelson, Vice President,
Steve Boucher, Elaine M. Falvo, Michael H. Head, Joseph H. Hobika, Jr., Heather Johnson,
Anthony J. Nicotera, Dr. Gary W. Porcelli, Ryan P. Rogers, Russell Stewart, 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.

A quorum was noted and Gary Anderson called the Meeting to order at 4:32 p.m.

ITEM II. PLEDGE OF ALLEGIANCE

Gary P. Nelson led the Board with the Pledge of Allegiance.

ITEM III. RECOGNITION OF VISITORS

Christina Warner, Principal, P-Tech and School to Career Programs
Jacob Banas, Sauquoit High School

ITEM IV. RECOGNITION

Jacob Banas was invited to attend the meeting this evening to talk about his experience with the School and Business Alliance Program.

Jacob Banas was presented with an Award for their positive accomplishments and outstanding achievements in the School and Business Alliance Program.

ITEM V. A. FROM THE FLOOR

Dr. Gary W. Porcelli presented a copy of an article that appeared in the Daily Sentinel on February 8, 2025, "OHM BOCES in New Hartford lauds P-TECH honor roll students for academic achievement". A copy of the article was shared with each member.

ITEM V. B. CORRESPONDENCE

None.

ITEM VI. REPORTS

Russell Stewart led a discussion about policies and what might be shared with students and parents.

There was a discussion regarding Artificial Intelligence and the benefits of using this technology.

District Superintendent Patricia N. Kilburn, Ed.D. gave an update concerning Regionalization as well as Strategic Planning. Any members interested in being part of the Strategic Planning process should notify Dr. Kilburn.

Patricia N. Kilburn, Ed.D. noted that she has been invited to be on the Board of Directors for the Mohawk Valley EDGE. This would require authorization from the Cooperative Board and be discussed later during this meeting.

Patricia N. Kilburn, Ed.D. noted that the Central New York Builder's Association is interested in providing scholarships and asked how the Cooperative Board felt about this opportunity. The Board is grateful for the opportunity and feels that combining this with Madison BOCES would be a great idea. This opportunity may be combined with Madison BOCES and be part of the BOCES Consortium of Continuing Education. Assistant Superintendent of Support Services Scott Morris and Assistant Superintendent of Instructional Programs and Professional Learning Christopher Hill gave an updated 2025-2026 Budget Presentation. The discussion about the 2025-2026 Budget was followed by questions and answers.

ITEM V. COMMUNICATIONS

None.

ITEM VII. A. 1. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 8, 2025

Motion by: Joseph H. Hobika, Jr.
Seconded by: Michael H. Head

Moved, that the minutes of the Regular Meeting of January 8, 2025 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved as written.

<u>Yes</u>	<u>No</u>	<u>Excused</u>	<u>Abstain</u>
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0

ITEM VIII. EXECUTIVE SESSION

Motion by: Joseph H. Hobika, Jr.
Seconded by: Steve Boucher

Moved, that the Cooperative Board enter into Executive Session at 5:05 p.m.

<u>Yes</u>	<u>No</u>	<u>Excused</u>	<u>Abstain</u>
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0

Executive Session Items:

x	discussing the employment history of particular persons
	discussing matters that may lead to the appointment of a particular person (or alternatively, a particular corporation)
	discussing collective negotiations pertaining to the BTA 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

Moved, that the Cooperative Board exit the Executive Session and return to the General Session at 6:45 p.m.

Motion by: Joseph H. Hobika, Jr.
 Seconded by: Anthony J. Nicotera

Yes	No	Excused	Abstain
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0

ITEM IX. MOTION TO APPROVE THE CONSENT AGENDA (B., C., D.)

Motion by: Joseph H. Hobika, Jr.
 Seconded by: Anthony J. Nicotera

Moved, that the Cooperative Board accepts the Treasurer’s Report for December 2024 (Item IX. B. 1), the Budget Adjustment Report for December 2024 (Item IX. B. 2), and Items (IX. D. 1 – IX. D. 8.); all as shown below:

ITEM IX. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR DECEMBER 2024

Report of the Treasurer for December 2024

Capital	\$	8,307.38
General	\$	10,713,554.10
School Lunch	\$	2,109,692.29
Special Aid	\$	154,414.14
Trust/Agency	\$	70,825.08
Extra-Curricular	\$	22,415.78
Total	\$	13,079,208.77

and the Treasurer’s Report for the Extra-Curricular Fund for December 2024 showing a fund balance of \$22,415.78.

ITEM IX B. 2. MOTION TO ACCEPT THE 2024-2025 BUDGET ADJUSTMENT REPORT FOR December 2024

**Budget Revisions—2024-25
 December 2024 Report**

2024-25 Adopted Budget	\$	94,356,575
Commitment Changes	\$	9,737,296
Net Changes	\$	496,573
Total	\$	104,590,444

ITEM IX. 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.	LAURA L. KAIN TEACHER ASSISTANT	09/01/2004	03/28/2025

b. RESIGNATIONS

1. Teaching/Certified Staff

		Hire Date	Resign Date
1.	SHANA L. CORY TEACHER OF ENGLISH	12/18/2023	01/17/2025
2.	KALIANA L. SOBOLEWSKI	09/01/2019	01/28/2025

TEACHER ASSISTANT

2. Non-Instructional / Classified Staff

			Hire Date	Resign Date
1.	ALEXANDRA M. GOLDEN	CAREER EXPLORATION SPECIALIST	09/09/2024	01/03/2025
2.	KRISTINA M. MARTIN	ASSISTANT COOK	12/01/2010	12/15/2024

c. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

			Start Date	End Date	Reason
1.	WENDY J. BOLOS	ATTENDANCE TEACHER	02/03/2025	TBD	work as long term substitute teacher
2.	MACKENZIE R. HOLBERT	TEACHER OF HOME ECONOMICS	01/27/2025	03/30/2025	Disability

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 **D'MILA M. BRADLEY** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy at Lincoln for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing January 13, 2025 and ending January 12, 2029 at an annual salary rate of \$22,509.00, prorated.

Certification:

* Level I certificate in Teaching Assistant

Education:

- * Graduate of Thomas R. Proctor High School
- * Associates Degree in Human Services from Herkimer County Community College

Work Experience:

- * From September 2023 through the present as a teacher assistant at Utica City School District
- * From June 2023 through October, 2024 as a case manager at Central NY Health Home Network
- * From August 2011 through June, 2023 as a residential manager at The ARC of Oneida
- * From October 2020 through December 2021 as a hospice aide at the Abraham House
- * From August 2015 through October 2015 as a certified nursing assistant at Pines Home Health Care

2. Recommend that **MARY J. CALDER** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing January 13, 2025 and ending January 12, 2029 at an annual salary rate of \$18,600.00, prorated.

Certification:

- * Working toward Certification

Education:

- * Graduate of Mahar Regional School, MA

Work Experience:

- * From September 2022 through March 2024 as a CNC machine operator at Remington Arms
- * From May 2022 through August 2022 as a customer service representative at Home Depot
- * February 2013 through October 2020 as a CNC machine operator at Remington Arms

3. Recommend that **RYAN M. HARRINGTON** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education at the Center for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing February 03, 2025 and ending February 02, 2029 at an annual salary rate of \$19,771.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of New Hartford High School
- * Associate of Applied Science in Remotely Piloted Aircraft Systems (RPAS) from Mohawk Valley Community College

Work Experience:

- * Summer, 2024 as a summer intern at New York Power Authority
- * Summer, 2019 as a lifeguard at Water Safari
- * 2018 and 2019 summer ESY program volunteer at Oneida- Herkimer-Madison BOCES
- * March, 2018 through September, 2018 as a farm worker internship at the Root Farm

4. Recommend that **MIKAL N. JACKSON** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy at Lincoln for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing January 21, 2025 and ending January 20, 2029 at an annual salary rate of \$24,083.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Thomas R. Proctor High School

Work Experience:

- * From August, 2023 through present as a case manager at Safe Schools
- * From December, 2022 through July 2023 as a cleaner for the Utica City School District
- * From January, 2014 through February 2022 as a direct support professional at Upstate Cerebral Palsy

5. Recommend that **BENJAMIN J. KIRKLAND** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Career and Technical Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing January 06, 2025 and ending January 05, 2029 at an annual salary rate of \$19,188.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Holland Patent High School

Work Experience:

- * From August, 2024 through November 2024 as a canal worker I for the NYS Canal Corporation
- * From March, 2023 through July 2024 as a food prep assistant and cashier for Grande's Pizza
- * From May, 2022 through August, 2022 as a shallow water lifeguard at Water Safari

6. Recommend that **DESTINY R. SWARTZ** be appointed as a **TEACHER OF MULTI OCCUPATIONS TRADE** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Career and Technical Education for a four year probationary appointment in the Multi-Occupational (Trade) tenure area, commencing January 06, 2025 and ending January 05, 2029 at an annual salary rate of \$50,863.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Wyalusing Valley High School, PA
- * Bachelor of Science in Welding Engineering from Pennsylvania College of Technology
- * Currently attending Moravian Theological Seminary for Master of Divinity degree in Ministry/Theology

Work Experience:

- * From August, 2023 through the present as a quality site lead manager at Construction specialties
- * From July, 2022 through August, 2023 as a process engineer II at GAF, New Columbia, PA
- * From December, 2021 through June, 2022 as a welder at TPS, New Columbia, PA
- * From August, 2021 through December, 2021 as a process engineer at Corning (CMS)
- * From December, 2020 through August, 2021 as a materials engineer at Corning CMS

7. Recommend that **GABRIELLE L. TANGORRA** be appointed as an **ATTENDANCE TEACHER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy at MVCC for a four year probationary appointment in the ATTENDANCE TEACHER tenure area, commencing January 15, 2025 and ending January 14, 2029 at an annual salary rate of \$48,687.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Herkimer High School
- * Bachelor of Arts in English from Siena College
- * Master of Business Administration from Siena College
- * Currently working toward School District Business Leader (CAS) from SUNY Cortland

Work Experience:

- * From May, 2024 through the present as a marketing coordinator at Thought Leader Innovations, LLC, Remote
- * From July, 2023 through May, 2024 as a coordinator at M.M. Hayes, Co.

b. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT

1. Recommend that **WENDY J. BOLOS** be appointed as an **ATTENDANCE TEACHER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Alternative Education, Middle Settlement Academy @ MVCC, for a long-term substitute appointment commencing February 03, 2025 and ending June 30, 2025 at an annual salary rate of \$61,888.00, prorated.

Certification:

- * Working toward certification
- * Level I certificate in Teaching Assistant

Education:

- * Graduate of Remsen Central School
- * Associates Degree in Psychology from California Coast University

Work Experience:

- * From May, 2005 through present as teaching assistant/ student manager at Oneida-Herkimer-Madison BOCES
- * From August, 1999 through January, 2005 as a manager at Kaufmann's/Macy's

2. Recommend that **JENNIFER A. HERON** be appointed as a **TEACHER OF ENGLISH** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy at Lincoln for a long-term substitute appointment commencing January 27, 2025 and ending June 30, 2025 at an annual salary rate of \$59,142.00, prorated.

Certification:

- * Working toward certification
- * Continuing certificate in Teaching Assistant

Education:

- * Graduate of North High School, Valley Stream, NY
- * Bachelor of Science in Biology from SUNY Empire
- * Master of Arts in Teaching from SUNY Empire

Work Experience:

- * From October, 2023 through June, 2024 as a teacher of science at Oneida-Herkimer-Madison BOCES
- * From September, 2019 through June, 2022 as a teacher of science at Oneida-Herkimer-Madison BOCES
- * From September, 2002 through June, 2019 as a teaching assistant at Oneida-Herkimer-Madison BOCES
- * From August, 1995 through July, 2000 as an administrative assistant and customer service representative at Agway Energy Products

3. Recommend that **JENNIFER M. PARISE** be appointed as a **TEACHER OF HOME ECONOMICS** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, ACADEMIC ITINERANTS, for a long-term substitute appointment commencing January 06, 2025 and ending March 30, 2025 at an annual salary rate of \$45,161.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Proctor High School
- * Bachelor of Science in Economics; Business Administration from SUNY Empire State

Work Experience:

- * From October, 2021 through the present as a substitute teacher/ teaching assistant at Oneida-Herkimer-Madison BOCES
- * From November, 2008 through January, 2016 as an account clerk at Utica City School District
- * From 2010 through 2012 as a home school tutor at Utica City School District
- * From July, 2001 through 2006 as co-owner of Nino's Pizzeria
- * From March, 1998 through June, 2001 as a regional supervisor at L.A. Weight Loss

c. RECOMMENDATION FOR MENTORING

	Title	Start Date	End Date
1.	RICHARD P. CALENZO	EXECUTIVE COACH	01/02/2025 06/30/25
		Salary	
		\$45.00/hr	

2. Non-Instructional/Classified Staff

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

1. Recommend that **ABIGAIL K. HAMMOND** be appointed to a provisional appointment as an **OCCUPATIONAL THERAPIST** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SPECIAL EDUCATION, commencing January 27, 2025 at an annual salary rate of \$46,793.00, prorated.

ABIGAIL K. HAMMOND has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OCCUPATIONAL THERAPIST**, until the results of the next civil service exam are known.

Education:

- * Graduate of Nyack High School
- * Associates Degree in Liberal Arts from
Rockland Community College
- * Bachelor of Science in Sociology from Hunter College
- * Master of Science in Occupational Therapy from
SUNY Downstate Health Sciences University

Work Experience:

- * From August, 2024 through the present as an occupational therapist at Children's Therapy Network
- * From December, 2015 through the present as co-director at Yoga Mountain
- * From January, 2015 through the present as a facilitator of after school yoga program at LearningSpring School
- * From May, 2022 through August, 2024 as an occupational therapist from Learning Spring School
- * From September, 2021 through December, 2021 as a fieldwork level II student at Therapy and Learning Center
- * From June, 2021 through August, 2021 as a fieldwork level II student at Montefiore Nyack Hospital,
- * From January, 2015 through 2019 as a teacher assistant at LearningSpring School
- * From October, 2018 through September, 2019 as a community habilitation at Hawthorne Foundation
- * From January, 2014 through December, 2014 as a teacher assistant at A Starting Place

2. Recommend that **DEBORAH A. HANSON** be appointed to a provisional appointment as a **SCHOOL LUNCH MANAGER** in SUPPORT SERVICES, SCHOOL FOOD SERVICES, commencing January 06, 2025 at an annual salary rate of \$59,000.00, prorated.

DEBORAH A. HANSON has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SCHOOL LUNCH MANAGER**, until the results of the next civil service exam are known.

Education:

- * Graduate of Cincinnatus Central High School
- * Associates Degree in Records and Information Management from Orange County Community College
- * Associates Degree in Restaurant Management/Food Service Administration from Morrisville State College
- * Bachelor of Arts in Sustainability Studies from University of Massachusetts Amherst

Work Experience:

- * From October, 2022 through the present as a hospitality instructor at Madison-Oneida-BOCES
- * From January, 2015 through September, 2022 as a general manager at Sodexo Universities Dining Services
- * From January, 2005 through December, 2015 as a director of housing, transportation, restaurant operations at Morrisville Auxiliary Services
- * From August, 1998 through May, 2005 as a cook/manager at Sodexo Universities Dining Services

3. Recommend that **TYLER J. NICOTERA** be appointed to a provisional appointment as a **COMPUTER SERVICE TECHNICIAN** in SUPPORT SERVICES, TECHNICAL REPAIR, commencing February 18, 2025 at an annual salary rate of \$42,647.00, prorated.

TYLER J. NICOTERA has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COMPUTER SERVICE TECHNICIAN**, until the results of the next civil service exam are known.

Education:

- * Graduate of Poland Central School

Work Experience:

- * From November, 2024 through the present as an IT help desk/ field technician at NY Auto
- * From March, 2024 through October, 2024 as an IT help desk technician at Bondar Tech Inc.
- * From October, 2024 through November, 2024 as a consultant agent at Best Buy Geek Squad

4. Recommend that **KAYLA E. THORP** be appointed to a provisional appointment as a **PRINTING ASSISTANT** in SUPPORT SERVICES, PRINTING SERVICES, commencing January 22, 2025 at an annual salary rate of \$40,608.00, prorated.

KAYLA E. THORP has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **PRINTING ASSISTANT**, until the results of the next civil service exam are known.

Education:

- * Graduate of Otselic Valley Central School
- * Bachelor of Arts in New Media Design from SUNY Cortland

Work Experience:

- * From May, 2023 through the present as a digital print production technician at Plan & Print Systems, Inc.
- * From May, 2022 through March, 2023 as a graphic designer at Victory Sign, Inc.
- * From February, 2022 through May, 2022 as a center associate & graphic designer at UPS
- * From June, 2018 through November, 2021 as a graphic designer at Sign Time, Visalia, CA
- * From September, 2016 through May, 2018 as a digital photo retoucher at Vantine Imaging

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

1. Recommend that **KELLIE J. ATKINSON-HUENING** be appointed to a probationary appointment as a **LICENSED PRACTICAL NURSE** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SPECIAL EDUCATION, commencing January 06, 2025 at an annual salary rate of \$28,065.00, prorated.

KELLIE J. ATKINSON-HUENING has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **LICENSED PRACTICAL NURSE**. **KELLIE J. ATKINSON-HUENING** will be required to serve a twenty-six week probationary period.

Education:

- * Graduate of Notre Dame High School
- * Licensed Practical Nurse Certificate through BOCES

Work Experience:

- * From June, 2011 through the present as an LPN at Slocum Dickson Medical Group
- * From July, 2006 through the present as an LPN through the Medical Staff Network (MSN)
- * From September, 2007 through 2009 as an LPN at the House of the Good Shepherd

2. Recommend that **JESSICA J. BECKWITH** be appointed to a probationary appointment as a **REGISTERED PROFESSIONAL NURSE** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, CAREER & TECHNICAL EDUCATION, commencing January 06, 2025 at an annual salary rate of \$48,975.00, prorated.

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

Education:

- * Graduate of Rome Free Academy
- * Associates Degree in Nursing from Mohawk Valley Community College
- * Bachelor of Science in Nursing from Utica College

Work Experience:

- * From September, 2016 through September, 2024 as a registered nurse at Rome City School District
- * From March, 2013 through August, 2020 as a registered nurse at Pediatric Associates

3. Recommend that **KRISTINA M. MARTIN** be appointed to a probationary appointment as a **COOK MANAGER** in SUPPORT SERVICES, SCHOOL FOOD SERVICES, commencing December 16, 2024 at an hourly salary rate of \$24.00.

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

Education:

- * Graduate of Mount Markham Central School District
- * Attended Herkimer County Community College for Broadcasting and also for Teaching Assistant

Work Experience:

- * From December, 2003 through the present as a food service helper and an assistant cook at Oneida-Herkimer-Madison BOCES
- * From April, 2002 through 2017, recreation director for the Town of Bridgewater
- * From December, 2005 through 2013, bus aide at Mount Markham Central School District
- * From September, 1998 through July, 2003, food services helper at Mount Markham Central School District

c. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **COURTNEY E. BRIGGS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing December 16, 2024 through December 31, 2024 at an hourly salary rate of \$15.45 and January 01, 2025 at an hourly salary rate of \$15.50.

COURTNEY E. BRIGGS 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 West Canada High School

Work Experience:

- * From 2020 through 2021 as a certified nursing assistant at the Masonic Care Community
- * From 2017 through 2020 as a certified nursing assistant at Valley Health Services
- * From 2014 through 2017 as a certified nursing assistant at Mohawk Valley Health Center

2. Recommend that **DONATA M. BUMBOLO** be appointed to a part-time, as needed appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing December 12, 2024 through December 31, 2024 at an hourly salary rate of \$15.45 and January 01, 2025 at an hourly salary rate of \$15.50.

DONATA M. BUMBOLO 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 UFA High School

Work Experience:

- * From 1999 through 2018, as a teacher's assistant at the Utica City School District
- * From January, 2009 through December, 2011 as a breakfast monitor for the Utica City School District
- * From 2009 through 2011 as a deli associate at Price Chopper

3. Recommend that **KELLEY M. RENNINGER** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, SCHOOL FOOD SERVICES, commencing February 03, 2025 at an hourly salary rate of \$15.50.

KELLEY M. RENNINGER 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 New York Mills High School
- * Associate of Applied Science in Journalism
from SUNY at Morrisville

Work Experience:

- * From 1999 through March, 2024 as a commissary worker,
medical records assistant and parole at Mid-State Correctional
Facility

4. Recommend that **AMANDA M. RYERSON** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing December 16, 2024 through December 31, 2024 at an hourly salary rate of \$15.45 and January 01, 2025 at an hourly salary rate of \$15.50.

AMANDA M. RYERSON 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 Camden High School

Work Experience:

- * From March, 2022 through August, 2022 as a cook at the
Allens Florence Hotel
- * From January, 2022 through March, 2022 as a cashier at Tops
- * From August, 2019 through December, 2019 as a food
service worker at Fastrac
- * From February, 2016 through April, 2017 as a dietary
cook at Bethany Gardens
- * From June, 2013 through February, 2019 as a crew
trainer at McDonalds

d. RECOMMENDATION FOR TEMPORARY APPOINTMENT(S)

1. Recommend that **MATTHEW A. RYCRAFT** be appointed to a temporary appointment as a **LABORER - HOURLY** in SUPPORT SERVICES, TECHNICAL REPAIR, commencing December 23, 2024 and ending June 30, 2025 at an hourly salary rate of \$17.99.

MATTHEW A. RYCRAFT meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of T.R. Proctor High School
- * Attending SUNY Polytechnic Institute for Civil Engineering

Work Experience:

- * From July, 2019 through the present as a seasonal/summer laborer at Oneida-Herkimer-Madison BOCES
- * From May, 2023 through December, 2024 as a seasonal TCI III, student assistant and TCI II/III at the NYS Department of Transportation
- * From May, 2022 through August, 2022 as a seasonal TCI I at the NYS Department of Transportation
- * From August, 2020 through April, 2023 as a cashier/bakery teammate at Price Chopper

2. Recommend that **ISABELLA G. YAGHY** be appointed to a temporary appointment as a **LABORER - HOURLY** in SUPPORT SERVICES, SCHOOL COMMUNICATIONS, commencing January 13, 2025 and ending June 30, 2025 at an hourly salary rate of \$17.99, as needed.

ISABELLA G. YAGHY meets the civil service requirements for the title and has been pre-approved by civil service.

Education:

- * Graduate of Oneida-Herkimer-Madison BOCES PTECH
- * Associate of Applied Science in Human Services from Mohawk Valley Community College
- * Attending Utica University for Communication and Media, PR

Work Experience:

- * From February, 2021 through the present as a retail and cash office associate at HomeGoods
- * From August, 2024 through December, 2024 as a general manager at WPNR Utica University Radio Station
- * From August, 2023 through August, 2024 as a director of public relations at WPNY Utica University Radio Station

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.	JORDAN D. CLEMENTS	CAREER EXPLORATION SPECIALIST	12/23/2024
2.	GENNARO M. DURSO	CAREER EXPLORATION SPECIALIST	12/23/2024
3.	JAIME R. LAMBERTO	CAREER EXPLORATION SPECIALIST	12/23/2024
4.	ANNETTE LAQUAY	CAREER EXPLORATION SPECIALIST	12/23/2024
5.	AIDAN P. LAWLESS	COMPUTER OPERATOR AIDE	12/24/2024
6.	JUSTIN R. LESNIAK PROJECT MANAGER	INFORMATION TECHNOLOGY	07/15/2024
7.	KAMIL M. RAHME	AUDIO VISUAL REPAIR SUPERVISOR 12/24/2024	
8.	CHRISTOPHER A. TESTA DIRECTOR	ASSISTANT SCHOOL LUNCH 12/24/2024	

e. STIPENDS

1. Teaching/Certified Staff

a. RECOMMENDATION FOR ADDITIONAL STIPENDS

			Date	Stipend
1.	BRIAN F. FRANTZ	TEACHER OF SCIENCE	01/06/2025 - 06/30/2025	\$1,200.00 (mentor) (prorated)
2.	LINDSAY M. GIRUZZI	TEACHER OF ENGLISH	01/21/2025 - 06/30/2025	\$500.00 (mentor) (prorated)
3.	JENNIFER GROSSI	TEACHER OF SOCIAL STUDIES	01/27/2025 - 06/30/2025	\$1,200.00 (mentor) (prorated)
4.	THOMAS M. HOLT JR	TEACHER OF SPECIAL EDUCATION	12/16/2024 - 06/30/2025	\$500.00 (mentor) (prorated)
5.	COURTNEY L. PLANTE	TEACHER ASSISTANT	08/29/2024 - 01/31/2025 (revised dates)	\$3,500.00 (student manager) (prorated)
6.	JESSICA TEHAN	COORDINATOR OF SPECIAL EDUCATION	11/22/2024 - 06/30/2025	\$2,000.00 (mentor) (prorated)
7.	KIMBERLY WHEELOCK	CTE Honor Society Advisor	12/11/2024 - 06/30/2025	\$1,250.00 (prorated)

Russell Stewart asked for clarification regarding job titles and related salaries and correlating rates of pay. Assistant Superintendent of Instructional Programs and Professional Learning Christopher Hill explained the salary and pay, noting the years of experience and step movement. Related procedures were reviewed.

ITEM IX. D. 1. APPROVAL OF THE TENTATIVE BUDGET 2025-2026

Moved, that the Cooperative Board, at their February 12, 2025 meeting, approve the tentative budget for program, capital, rent and administration in the amount of \$102,308,508.37 and authorize public notice.

ITEM IX. D. 2. APPROVAL OF SCHOOL DISTRICT CALENDAR 2025-2026

Moved, that the Cooperative Board approve the student calendar for the 2025-2026 school year as recommended by the superintendents of the component schools.

Russell Stewart proposed an amendment to the rental increase to include annual percentage increases after four (4) years. Other Members indicated their desire for the action to remain as presented.

ITEM IX. D. 3. APPROVAL OF RENTAL AND ANCILLARY RATE INCREASE

Moved, that the Cooperative Board approves an annual increase in the rental rate of \$300 for classroom rentals and \$500 for ancillary services, with the increase applied each year to the new, higher rate (compounded annually), until the 2028-2029 school year.

ITEM IX. D. 4. APPROVAL OF DREAM CONSORTIUM AGREEMENT

Moved, that the BOCES Cooperative Board approve the Oneida-Herkimer-Madison BOCES' participation in the 2025-202 Database, Research Tools, E-books, Automation, and Media Consortium agreement.

ITEM IX. D. 5. APPROVAL OF COLLEGE BOARD CONTRACTUAL AMENDMENT

Moved, that the Cooperative Board approve the agreement between the College Board and the Oneida-Herkimer-Madison BOCES effective immediately.

ITEM IX. D. 6. APPROVAL OF CONSULTANT COMMITTEE APPOINTMENTS

Moved, that the Cooperative Board approved four new consultant committee members: Michelle Jordan, Multi-Occupations Committee; Larisa Nowicki, New Visions Committee; Kaela Beaudry, Health Occupations Committee; Crystal Pimpinella, Health Occupations Committee.

ITEM IX. D. 7. APPROVAL OF NEW P-TECH CONSULTANT COMMITTEE MEMBERSHIP

Moved, that the Cooperative Board recommends the approval of: Theresa Palmer and John Reade to the P-Tech Consultant Committee.

ITEM IX. D. 8. APPROVAL OF RECOMMENDATION OF APPROVAL OF BOARD POLICIES (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:

- 4501 Competitive Bidding
- 4504 Sale and Disposal of OHM BOCES Property
- 4505 Accepting Gifts from the Public (title change)
- 4602 Accountability of Funds
- 4603 Accounting of Fixed Assets (title change)
- 4604 Special Projects Contracts
- 4700 Expense and Reimbursement
- 4701 Meals and Refreshments at OHM BOCES functions
- 4702 Use of Credit Card
- 4703 Use of Phones

<u>Yes</u>	<u>No</u>	<u>Excused</u>	<u>Abstain</u>
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0

ITEM IX. D. 9. MOTION TO APPROVE DISTRICT SUPERINTENDENT PATRICIA N. KILBURN, Ed.D. TO SERVE ON THE BOARD OF DIRECTORS OF MOHAWK VALLEY EDGE AND AUTHORIZATION OF THE MOHAWK VALLEY EDGE PARTICIPATION PAYMENT

Motion by: Joseph H. Hobika, Jr.
Seconded by: Russell Stewart

Moved, that the Cooperative Board approves District Superintendent Patricia N. Kilburn, Ed.D to serve on the Board of Directors of Mohawk Valley EDGE and authorization of the Mohawk Valley EDGE Participation Payment.

<u>Yes</u>	<u>No</u>	<u>Excused</u>	<u>Abstain</u>
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0

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

None.

ITEM XI. OLD BUSINESS

None.

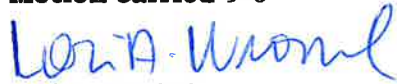
MOTION TO ADJOURN

Without any objection and there being no further business, Joseph H. Hobika, Jr. made a motion to adjourn the meeting at 6:50 p.m.; seconded by Steve Boucher.

Minutes of the Regular Meeting of the Cooperative Board
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<u>Yes</u>	<u>No</u>	<u>Excused</u>	<u>Abstain</u>
Steve Boucher		Michelle Anderson	
Elaine M. Falvo		Heather Johnson	
Michael H. Head		Ryan P. Rogers	
Joseph H. Hobika, Jr.			
Gary P. Nelson			
Anthony J. Nicotera			
Dr. Gary W. Porcelli			
Russell Stewart			
Timothy Thomas			

Motion carried 9-0



Lori A. Wrobel
Clerk of the Board
February 19, 2025