

APPROVED

Item VII. A. 1  
Motion by: Michael H. Head  
Seconded by: Russell Stewart  
Motion carried 8-0



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 May 14,  
2025,  
June 11, 2025

Cooperative Board 2024-2025  
T: 315.793.8558  
F: 315.223.4704

**UNAPPROVED  
MINUTES OF THE REGULAR  
MEETING OF MAY 14, 2025**

A Regular meeting of the Board of Cooperative Educational Services was held on May 14, 2025 at 4:30 p.m. in the Howard D. Mettelman Learning Center, 4747 Middle Settlement Road, New Hartford, New York.

**MEMBERS PRESENT**

- Michelle Anderson, President
- Steve Boucher (arrived at 4:43 p.m.)
- Michael H. Head
- Joseph H. Hobika, Jr. (arrived at 4:32 p.m.)
- Heather Johnson
- Anthony J. Nicotera
- Dr. Gary W. Porcelli
- Ryan P. Rogers

**MEMBERS EXCUSED**

- Gary P. Nelson, Vice President
- Elaine M. Falvo
- Russell Stewart
- Timothy Thomas

**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 Michelle Anderson called the Meeting to order at 4:37 p.m.

**ITEM II. PLEDGE OF ALLEGIANCE**

Michelle Anderson led the Board with the Pledge of Allegiance.

**ITEM III. RECOGNITION OF VISITORS**

Vince Tripodi, Principal  
Kelly Flaherty, Social Worker  
Steve Falchi, Assistant Superintendent, Utica City School District  
Juan Camacho and Family, Utica City School District

**ITEM IV. RECOGNITION**

Assistant Superintendent Christopher Hill introduced Principal Vince Tripodi, who introduced Social Worker Kelly Flaherty.

Juan Camacho from the Utica City School District was introduced and recognized.

Juan Camacho was presented with an Award for his positive accomplishments and outstanding achievements in the Alternative Education Program.

**ITEM V. COMMUNICATIONS**

None.

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

None.

**ITEM V. B. CORRESPONDENCE**

None.

**ITEM VI. REPORTS**

District Superintendent Patricia N. Kilburn, Ed.D. shared the 2025-2026 Enacted Budget Analysis provided by the New York State School Board Association. Dr. Kilburn highlighted specific information provided including Foundation Aid, Universal School Meals, BOCES Aidable Salary Cap and Special Services Aid, Retiree Earnings Cap, the process on the timeline for Zero Emissions Buses, and the Smart Device Ban, all of this information was provided to each member electronically as well as paper copies.

Joseph H. Hobika, Jr. asked if there are any exceptions in the Cell Phone Ban Policy and if the State is recommending an approach.

Steve Boucher stated that there is a need for training and that the cell phone ban is going to be a struggle.

District Superintendent Patricia N. Kilburn, Ed.D. provided Strategic Planning DRAFT Goals and Example Objectives and noted that she is looking for feedback. The five (5) strategic goals proposed for the next three (3) to five (5) years are: (1) BOCES Programs and Services; (2) BOCES Workplace Culture; (3) Workforce Excellence & Retention; (4) Students Health & Well-Being; and (5) Post-Secondary Outcomes. Cooperative Board Members reviewed and discussed implementation, feasibility, accountability, engagement, and goals. Dr. Kilburn thanked everyone for their feedback.

Assistant Superintendent Christopher Hill discussed what was expected during the next year, including the growth in CTE that has been sustained, the Bridges Program, an increase in demand for training and professional development. Employee training will be a service that will be added and offered to the component districts. There will be increased training and mentorship.

Assistant Superintendent Scott Morris noted that commitments will come in after the Budget Votes next week. It was also noted that there has been substantial growth in services provided by the Print Shop, Tech Repair Services, and Safety.

**ITEM VII. A. 1. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 12, 2025 (AS CORRECTED)**

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

Moved, that the minutes of the Regular Meeting of March 12, 2025 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved AS CORRECTED.

The following corrections which are in bold were noted:

**CORRECTIONS:  
COOPERATIVE BOARD MEMBER JOSEPH H. HOBIKA, JR. WAS NOTED AS VOTING YES ON EACH RESOLUTION AND NOTED AS EXCUSED. JOSEPH H. HOBIKA, JR. WAS EXCUSED FOR THE MARCH 12, 2025 COOPERATIVE BOARD MEETING.**

**ITEM VII. A. 2. MOTION TO APPROVE THE MINUTES OF THE ANNUAL MEETING MINUTES OF APRIL 2, 2025 (AS WRITTEN)**

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

Moved, that the minutes of the Annual Meeting of April 2, 2025 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved as written.

**ITEM VII. A. 3. MOTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 9, 2025 – NO ACTIONS TAKEN, NO QUORUM (AS WRITTEN)**

Motion by: Joseph H. Hobika, Jr.

Seconded by: Anthony J. Nicotera

Moved, that the minutes of the Regular Meeting of April 9, 2025 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are approved as written (No Actions – No Quorum).

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

Motion carried 8-0

**ITEM VIII. EXECUTIVE SESSION**

Motion by: Ryan P. Rogers

Seconded by: Michael H. Head

Moved, that the Cooperative Board enter into Executive Session at 5:54 p.m.

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

**Motion carried 8-0**

**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)
x	discussing collective negotiations pertaining to the BAA Union, pursuant to Article 14 of the Civil Service Law
x	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 6:25 p.m.

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

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

**Motion carried 8-0**

**ITEM IX. MOTION TO APPROVE THE CONSENT AGENDA (B., C., D.) WITH THE REQUEST TO REMOVE ITEM IX. C. A. 1.**

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

Moved, that the Cooperative Board accepts the Treasurer’s Reports for February 2025 and March 2025 (Item IX. B. 1 and 2 ), the Budget Adjustment Reports for February 2025 and March 2025 (Item IX. B. 3 and 4), the Personnel Report (Item IX. C – minus C, a., 1.) and all contracts listed below (Items IX. D. 1 - 13); all as shown below:

**ITEM IX. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR FEBRUARY 2025**

**Report of the Treasurer for February 2025**

Capital	\$ 8,334.26
General	\$ 8,759,004.43
School Lunch	\$ 2,112,038.89
Special Aid	\$ 62.64
Scholarships	\$ 71,054.22
Extra-Curricular	\$ 17,606.94
Total	\$ 10,968,101.38

and the Treasurer's Report for the Extra-Curricular Fund for February 2025 showing a fund balance of \$17,606.94.

**ITEM IX. B. 2. MOTION TO ACCEPT REPORT OF TREASURER FOR MARCH 2025**

**Report of the Treasurer for March 2025**

Capital	\$ 8,348.42
General	\$ 11,420,495.95
School Lunch	\$ 2,132,028.45
Special Aid	\$ 2,271.62
Scholarships	\$ 71,174.90
Extra-Curricular	\$ 21,521.57
Total	\$ 13,655,840.91

and the Treasurer's Report for the Extra-Curricular Fund for March 2025 showing a fund balance of \$21,521.57.

**ITEM IX. B. 3. MOTION TO ACCEPT THE 2024-2025 BUDGET ADJUSTMENT REPORT FOR FEBRUARY 2025**

**Budget Revisions—2024-25  
February 2025 Report**

2024-25 Adopted Budget	\$ 94,356,675
Commitment Changes	\$ 9,737,296
Net Changes	\$ 2,359,875
Total	\$106,453,746

**ITEM IX. B. 4. MOTION TO ACCEPT THE 2024-2025 BUDGET ADJUSTMENT REPORT FOR MARCH 2025**

**Budget Revisions—2024-25  
 March 2025 Report**

2024-25 Adopted Budget	\$ 94,356,675
Commitment Changes	\$ 9,737,296
Net Changes	\$ 1,246,011
 Total	 \$107,699,757

**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, with the removal of Item C, a, 1.

**A. PERSONNEL REPORT**

**a. RETIREMENTS**

**1. Teaching/Certified Staff**

			Hire Date	Retire Date
1.	WENDY W. BUNKER	INSTRUCTIONAL SUPPORT SERVICES/ELA	02/24/2014	REMOVED
2.	J. DUFFY BURDICK	TEACHER OF SPECIAL EDUCATION	09/01/2008	06/30/2025
3.	WINIFRED LYDFORD-KULESA	TEACHER OF ART	09/01/1999	06/30/2025
4.	TINA J. MCLEAN	TEACHER OF SPECIAL EDUCATION	02/28/2005	06/30/2025
5.	MARY B. OLENDER	TEACHER ASSISTANT	09/01/2000	06/30/2025

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

			Hire Date	Retire Date
1.	JUNE D. FARRELL	COOK MANAGER	09/01/1992	06/30/2025
2.	MARK ZALOGA	PBIS COORDINATOR	10/14/2014	06/30/2025

**b. RESIGNATIONS**

**1. Teaching/Certified Staff**

			Hire Date	Resign Date
1.	SHANNON A. GATES	TEACHER ASSISTANT	01/19/2006	05/02/2025
2.	TAYLOR R. GOODSPEED	TEACHER ASSISTANT	11/17/2022	04/28/2025
3.	GEORGE J. VARRE	TEACHER ASSISTANT	01/13/2022	03/19/2025

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

			Hire Date	Resign Date
1.	CAROL M. BOEHLERT	FOOD SERVICE HELPER	09/01/2019	12/17/2023 (verbal)
2.	DUAMEL R. DETRAGLIA	STOREKEEPER	10/15/2024	03/07/2025
3.	JAMIE L. GENTILE	FOOD SERVICE HELPER	09/14/2022	03/10/2025 (verbal)
4.	HUNTER L. GILMAN	FOOD SERVICE HELPER	09/07/2023	03/04/2025
5.	DEANNA L. GRUBE	FOOD SERVICE HELPER	02/10/2025	04/17/2025
6.	JONI M. INGERHAM	FOOD SERVICE HELPER	06/25/2024	03/10/2025
7.	SAMANTHA J. KLENOTIZ	FOOD SERVICE HELPER	10/29/2020	03/19/2025 (verbal)
8.	ANGELA E. LAYMON	FOOD SERVICE HELPER	08/15/2022	03/19/2025 (verbal)
9.	MARK D. MALTAIS	COOK MANAGER	03/17/2025	03/31/2025
10.	GREGORY M. MILLER	FIRE SYSTEMS TECHNICIAN - HOURLY	01/09/2019	04/01/2025
11.	ANNETTE J. MONDI	FOOD SERVICE HELPER	02/24/2025	05/01/2025
12.	DARLENE J. VACCARELLI	REGISTERED PROFESSIONAL NURSE	11/08/2024	04/17/2025

			Hire Date	Resign Date
13.	FREDERICK G. WAMPFLER	CLEANER (HOURLY)	12/21/2020	03/03/2025
14.	JENNIFER R. WILCOX	FOOD SERVICE HELPER	02/03/2025	04/08/2025
15.	REBECCA M. WILKINSON	FOOD SERVICE HELPER	09/13/2021	04/18/2025
16.	ISABELLA G. YAGHY	LABORER - HOURLY	01/13/2025	05/08/2025

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

**1. Teaching/Certified Staff**

			Start Date	End Date	Reason
1.	CORRINE BISHOPP	TEACHER ASSISTANT	03/12/2025	TBD	Disability
2.	MAIAH L. DEGIRONIMO	TEACHER ASSISTANT	03/10/2025	06/30/2025	work as long term substitute teacher
3.	JOELLE A. HOWARD	OCCUPATIONAL THERAPIST	03/24/2025	TBD	Disability
4.	SHIH-HAN WANG	TEACHER OF FOREIGN LANGUAGE	04/24/2025	06/30/2025	Unpaid Administrative Leave

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

			Start Date	End Date	Reason
1.	NICOLE M. PHILLIPS	FOOD SERVICE HELPER	04/13/2025	06/30/2025	new probationary appointment

**d. APPOINTMENTS**

**1. Teaching/Certified Staff**

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

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

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

Recommend that **BRENDA F. ABRAMS** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing March 17, 2025 and ending March 16, 2029 at an annual salary rate of \$22,509.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of O.Perry Walker High School, New Orleans, LA
- \* Associates Degree in Fine Arts from Mohawk Valley Community College

**Work Experience:**

- \* From September, 2011 through the present as a private caretaker
- \* From 2007 through 2009 as a summer program assistant at Mohawk Valley Community College
- \* From 1985 through 1988 as a teacher assistant at Stepping Stones Montessori, Gretna, LA

2. Recommend that **ERISAWÉ M. BRIERE** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing April 09, 2025 and ending April 08, 2029 at an annual salary rate of \$20,764.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of Cazenovia High School
- \* Associates Degree in Culinary Arts from Morrisville State

**Work Experience:**

- \* From August, 2024 to present as a public transportation driver for Centro of Oneida
- \* From February, 2022 through August, 2024 as a public transportation driver for Centro of Auburn
- \* From May, 2021 through February, 2022 as a sales and delivery specialist at Rent-a-Center
- \* From October, 2019 through May, 2021 as a fulfillment specialist at Target
- \* From March, 2017 through May, 2021 as an assistant manager at Track Cinema
- \* From June, 2016 through October, 2017 as a camp cook/counselor for Madison County Children's Camp
- \* From September, 2017 through March, 2019 as a prep line expo chef for Copper Turret
- \* From June, 2016 through October, 2016 as a camp cook for Aldersgate Camp

3. Recommend that **ADAM K. JACKSON** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing May 08, 2025 and ending May 07, 2029 at an annual salary rate of \$22,445.00, prorated.

**Certification:**

- \* Teaching Asst Level II certificate in TEACHING ASSISTANT

**Education:**

- \* Graduate of Adirondack High School
- \* Bachelors Degree in Political Science and Creative Writing from SUNY Oswego
- \* MFA in Film from Columbia University

**Work Experience:**

- \* From January, 2022 through present as an instructor at Ithaca College
- \* From August, 2023 through May, 2024 as adjunct faculty at Tompkins Cortland Community College
- \* From January, 2022 through June, 2027 as a teaching assistant at Rome City School District
- \* From August, 2019 through May, 2020 as student affairs fellow at Columbia University
- \* From October, 2017 through August, 2018 as a team member at Target

4. Recommend that **ALIVIA R. PRATT** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing April 14, 2025 and ending April 13, 2029 at an annual salary rate of \$20,764.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of Frankfort Central School
- \* Associates Degree in Psychology from MVCC

**Work Experience:**

- \* From December, 2024 through April, 2024 as a patient care technician at Wynn Hospital
- \* From October, 2023 through February, 2024 as a Teaching Assistant at Herkimer BOCES
- \* From July, 2023 through December, 2024 as a direct support professional at ARC Oneida Lewis
- \* From March, 2022 through June, 2023 as a direct support professional at ARC Herkimer
- \* From January, 2021 through October, 2023 as a direct support professional at UCP

5. Recommend that **MARK P. PROKOPIENKO** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the GENERAL SPECIAL EDUCATION PROGRAM tenure area, commencing April 28, 2025 and ending April 27, 2029 at an annual salary rate of \$51,800.00, prorated.

**Certification:**

- \* Working toward certification

**Education:**

- \* Graduate of Mohawk Central School
- \* Associates Degree from Mohawk Valley Community College
- \* Bachelors Degree in Spanish from SUNY Oneonta

**Work Experience:**

- \* From August, 2024 through present as a preventive case planner for Cayuga Center
- \* From August, 2023 through July, 2024 as a special education teacher at Upstate Caring Partners
- \* From February, 2023 through August, 2023 as a youth case manager at Utica Safe Schools
- \* From October, 2021 through June, 2022 as a substitute math teacher at Central Valley Academy
- \* From August, 2020 through August, 2021 as a general laborer at Teel Concrete Construction
- \* From September, 2018 through June, 2020 as a Spanish teacher at Pathway Academy
- \* From June, 2013 through August, 2014 as a farm hand at Paines Hollows Farms

6. Recommend that **ANGELA L. RILEY** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Special Education for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing June 04, 2025 and ending June 03, 2029 at an annual salary rate of \$21,618.00, prorated.

**Certification:**

- \* Level I certificate in TEACHING ASSISTANT

**Education:**

- \* Graduate of Parkway North High School
- \* Bachelor of Arts in Education from Webster University

**Work Experience:**

- \* From November, 2018 through June, 2022 as an assistant facilitator at Adventure Club, MO
- \* From February, 2019 through May, 2019 as a substitute child nutrition specialist at Rockwood School District
- \* From November, 2017 through November, 2018 as an activity assistant at Adventure Club, MO
- \* From October, 2016 through December, 2017 as a seasonal administrative staff employee at FedEx Home Delivery

**b. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT**

1. Recommend that **MAIAH L. DEGIRONIMO** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SPECIAL EDUCATION, for a long-term substitute appointment commencing March 10, 2025 and ending June 30, 2025 at an annual salary rate of \$45,161.00, prorated.

**Certification:**

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

**Education:**

- \* Graduate of Sauquoit Valley High School
- \* Associates Degree in Advertising/Photography from Mohawk Valley Community College
- \* Currently attending Grand Canyon University for Bachelor of Arts in Early Childhood Education

**Work Experience:**

- \* From September, 2019 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- \* From 2019 through September, 2019 as a photograph retoucher at Fraternal Composite
- \* 2018 as a portrait photography intern at Ralph DeNicola Photography
- \* From 2017 through 2018 as a cashier/server at the Ice Cream Factory
- \* From 2015 through 2017 as a photographer at New York Sash
- \* 2016 as a seasonal photographer at Enchanted Forest Water Safari
- \* 2015 as a seasonal photographer at Noerr Programs

**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.	JEFFREY ALGER	PHYSICAL EDUCATION	08/31/2025
2.	ROBERT A. BROCCOLI JR.	TEACHING ASSISTANT	09/01/2025
3.	THERESA R. CURTACCI	TEACHING ASSISTANT	09/01/2025
4.	SARA L. GARRETT	Occ. Business. Ed, Data Processing & Dis	09/01/2025
5.	AMY LAPHAM	FOREIGN LANGUAGE	09/01/2025
6.	ELISE RUSSELL	School Psychologist	08/31/2025
7.	JORDIN A. SHEPARD	FOREIGN LANGUAGE	09/01/2025

- |    |                  |                                      |            |
|----|------------------|--------------------------------------|------------|
| 8. | DOMINICK STEWART | Asst Principal Alternative Education | 09/01/2025 |
| 9. | DAVID M. WATERS  | Construction Trades (Electricity)    | 08/31/2025 |

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

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

1. Recommend that **BRYON J. RICH JR** be appointed to a provisional appointment as a **FIRE SYSTEMS TECHNICIAN - HOURLY** in SUPPORT SERVICES, **SAFETY SERVICES**, commencing May 15, 2025 at an annual hourly salary rate of \$24.00. **BRYON J. RICH JR** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FIRE SYSTEMS TECHNICIAN - HOURLY**, until the results of the next civil service exam are known.

**Education:**

- \* Graduate of New Hartford High School

**Work Experience:**

- \* From January, 2006 through October, 2024 as a heavy equipment operator for the Town of New Hartford

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

1. Recommend that **MARK D. MALTAIS** be appointed to a probationary appointment as a **COOK MANAGER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 17, 2025 at an hourly salary rate of \$19.19. **MARK D. MALTAIS** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **COOK MANAGER**. **MARK D. MALTAIS** will be required to serve a twenty-six week probationary period.

**Education:**

- \* Graduate of Ilion High School

**Work Experience:**

- \* From December, 2024 through the present as a utility worker at Richfield Bowl-A-Rama
- \* From May, 2024 through September, 2024 as a sales associate at Speedway, Richfield Springs
- \* From February, 2022 through May, 2024 as a shift manager at Dollar General
- \* From February, 2021 through January, 2022 as a shift manager at McDonald's
- \* From August, 2014 through April, 2020 as a shift manager at Pizza Hut

2. Recommend that **ERICA M. MOLINA** be appointed to a probationary appointment as a **CLERK** in SUPPORT SERVICES, **INFORMATION TECHNOLOGY**, commencing May 19, 2025 at an annual salary rate of \$41,522.00, prorated.

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

**Education:**

- \* Graduate of Utica City School District

**Work Experience:**

- \* From December, 2023 through present as a clerical assistant at Utica City Court
- \* From September, 2021 through December, 2023 as an account clerk at Utica City School District
- \* From October, 2013 through January, 2013 as a front desk agent/ housekeeper at Holiday Inn

3. Recommend that **HOLLY A. OWENS** be appointed to a probationary appointment as a **CAREER EXPLORATION SPECIALIST** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SCHOOL TO CAREERS, commencing March 26, 2025 at an annual salary rate of \$42,182.00, prorated.

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

**Education:**

- \* Graduate of Holland Patent High School
- \* Bachelor of Science in Sociology from Arizona State University
- \* Master of Business Administration from Maryville University, St. Louis, MO

**Work Experience:**

- \* From May, 2007 through September, 2019 as a customer service and client relations representative at Cathedral Corporation

4. Recommend that **NICOLE M. PHILLIPS** be appointed to a probationary appointment as a **COOK MANAGER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 14, 2025 at an hourly rate of \$17.51.

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

**Education:**

- \* Graduate of Broadalbin-Perth High School

**Work Experience:**

- \* From September, 2024 through present as a food service helper at Oneida-Herkimer-Madison BOCES
- \* From 2020 through 2024 as an assistant teacher/ receptionist at Andrea's Day Care
- \* From 2019 through 2020 as a lead teacher at Building Blocks Childcare
- \* From 2012 through 2019 as an assistant teacher at Many Happy Adventures Day Care
- \* From 2011 through 2012 as a cleaner at TA Truck Stop

5. Recommend that **SAMANTHA A. SCHEER** be appointed to a probationary appointment as a **CAREER EXPLORATION SPECIALIST** in INSTRUCTIONAL PROGRAMS AND PROFESSIONAL LEARNING, **SCHOOL TO CAREERS**, commencing April 07, 2025 at an annual salary rate of \$41,722.00, prorated.

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

**Education:**

- \* Graduate of Syracuse Academy of Science
- \* Bachelors Degree in Criminal Justice from SUNY Oswego

**Work Experience:**

- \* From March, 2024 through March, 2025 as a caseworker for Madison County Department of Social Services
- \* From September, 2023 through December, 2023 as a social services intern at Oswego Department of Social Services
- \* From April, 2022 through December, 2023 as a help desk assistant at SUNY Oswego
- \* From January, 2022 through December, 2022 as a mentor/team leader at SUNY Oswego

6. Recommend that **JENNIFER K. WALKER** be appointed to a probationary appointment as an **OFFICE SPECIALIST I** in INSTRUCTIONAL PROGRAMS AND PROFESSIONAL LEARNING, **ALTERNATIVE EDUCATION**, commencing April 14, 2025 at an annual salary rate of \$37,247.00, prorated.

**JENNIFER K. WALKER** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OFFICE SPECIALIST I**. **JENNIFER K. WALKER** will be required to serve a twenty-six week probationary period.

**Education:**

- \* Graduate of Utica Senior Academy, Utica, NY

**Work Experience:**

- \* From November, 2020 through October 2021 as customer service appointment setting at Mirabito Energy Products
- \* From January, 2019 through November, 2020 as billing representative for Thea Bowman House
- \* From March, 2010 through June, 2016 as an administrative assistant at the Kirkland Arts Center
- \* From October, 2008 through February, 2009 as a temporary account clerk for Adjusters International

7. Recommend that **REBECCA M. WILKINSON** be appointed to a probationary appointment as a **COOK MANAGER** in Support Services Division, **SCHOOL FOOD SERVICES**, commencing April 19, 2025 at an annual hourly salary rate of \$18.49.

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

**Education:**

- \* Graduate of Richfield Springs Central School

**Work Experience:**

- \* From September, 2021 through present as a food service helper at OHM BOCES
- \* From 2018 through 2023 as a cook/customer service at Dyn's Cider Mill
- \* From 2016 through 2020 as a sales and service receptionist at American Homes
- \* From 2014 through 2018 as a waitress/bartender/prep cook at Cooley's Stonehouse Tavern

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

1. Recommend that **KAYLEIGH H. AIKENS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 12, 2025 at an hourly salary rate of \$15.50, as needed. **KAYLEIGH H. AIKENS** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

**Education:**

- \* Graduate of Richfield Springs High School

**Work Experience:**

- \* From November, 2024 through present as retail food service for Stewart's Shops

2. Recommend that **TONJA C. BLEICHERT** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 21, 2025 at an hourly salary rate of \$15.50. **TONJA C. BLEICHERT** 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 Ne Hartford High School

**Work Experience:**

- \* From May, 2024 through November, 2024 as a sales associate at Byrne Dairy
- \* From November, 2022 through June, 2023 as an accounting clerk at Fiber Instrument Sales
- \* From January, 2022 through March, 2022 as a contract tracer for Staffing Solutions

3. Recommend that **KRISTEN A. BRACKETT** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 25, 2025 at an hourly salary rate of \$15.50, as needed.

**KRISTEN A. BRACKETT** 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 Waterville Central School

**Work Experience:**

- \* From 2023 through 2024 as a prep cook/dishwasher/cook/ server/bartender at The Lounge
- \* In 2018 as a prep cook/dishwasher at Everybody's Clubhouse

4. Recommend that **JUDITH A. HAMMILL** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 07, 2025 at an hourly salary rate of \$15.50. **JUDITH A. HAMMILL** 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 Holland Patent Central School District

**Work Experience:**

- \* From August, 2017 until May, 2024 as security for Wal-Mart

5. Recommend that **CARLA KOLWAITE** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 10, 2025 at an hourly salary rate of \$15.50, as needed. **CARLA KOLWAITE** 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 Whitesboro Senior High School

**Work Experience:**

- \* From 1986 through 2025 as an administrative S&D at Pepsi Beverages Company
- \* From 1984 through 1986 as an assistant traffic manager at WUTV-20

6. Recommend that **BARBARA J. KOWALSKI** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 12, 2025 at an hourly salary rate of \$15.50.

**BARBARA J. KOWALSKI** 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 Whitesboro Senior High School

**Work Experience:**

- \* From August, 2022 through present as a courier for Independent Courier
- \* From September 2005 through 2010 as an account clerk for Byrne Dairy
- \* From June 1980 through October 1986 as a food service worker at Burger King

7. Recommend that **DOROTHY E. MAJOR** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing April 28, 2025 at an hourly salary rate of \$15.50. **DOROTHY E. MAJOR** 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

**Work Experience:**

- \* From 2001 through 2025 as a data collection tech for the United States Postal Service
- \* From 1997 through 2001 as an office manager for Dr. Steven Brown

8. Recommend that **DANNA P. MONTALVO GARCIA** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, **SCHOOL FOOD SERVICES**, commencing March 31, 2025 at an hourly salary rate of \$15.50, as needed. **DANNA P. MONTALVO GARCIA** has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

**Education:**

- High School Equivalency Diploma

**Work Experience:**

- \* From May, 2024 through December 2024 as a Dietary Aid for The Pines at Utica

- d. **RECOMMENDATION FOR TEMPORARY APPOINTMENT - NON-COMPETITIVE CIVIL SERVICE**

1. Recommend that **KARA L. BURNETT** be appointed to a temporary appointment as a **PRINCIPAL ACCOUNT CLERK** in SUPPORT SERVICES, **CENTRAL BUSINESS OFFICE**, commencing May 19, 2025 at an annual salary rate of \$47,939.00, prorated.

**KARA L. BURNETT** meets the civil service requirements for the title and has been pre-approved by civil service.

**Education:**

- \* Graduated from Whitesboro Senior High School
- \* Bachelors Degree in Finance from SUNY Polytechnic Institute

**Work Experience:**

- \* From April, 2024 through present as an office manager at Lennon's WB Wilcox Jewelers
- \* From March, 2021 through April, 2024 as a cashier at Edible Arrangements
- \* From April, 2020 through September, 2020 as a cashier for Voss's BBQ

**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.	ELEANOR D. BERKHOUDT	PUBLIC RELATIONS ASSISTANT	03/10/2025
2.	JENNIFER L. CLARKE	OFFICE SPECIALIST I	04/25/2025
3.	CHERI L. DERDZINSKI	GRAPHIC SERVICES SUPERVISOR	03/11/2025
4.	LAURA A. ELLIOTT	RECORDS RETENTION COORDINATOR	10/29/2023
5.	SARA M. HERBERT	PAYROLL CLERK	04/28/2025
6.	SEAN T. HOGAN	GRAPHIC DESIGN SPECIALIST	03/17/2025
7.	ADAM P. JONES	MAIL & SUPPLY CLERK	03/28/2025
8.	ELISA M. LONERGAN	CAREER EXPLORATION SPECIALIST	04/15/2025
9.	BRITTANY M. OWENS	OFFICE SPECIALIST I	03/20/2025
10.	ANTHONY R. SBIROLI	NURSE PRACTITIONER	02/24/2025
11.	BRANDON J. SHUCK	COMPUTER SERVICE TECHNICIAN	03/24/2025
12.	SHANNON E. VESCERA	BUSINESS & EDUCATION PROGRAM SPECIALIST	02/20/2025
13.	RAQUEL WINTER	ASSOCIATE GRAPHIC ARTIST	03/11/2025

**f. RECOMMENDATION FOR PERMANENT APPOINTMENT - (NON-COMPETITIVE CIVIL SERVICE TITLE)**

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 twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

			Perm. Date
1.	SUSAN L. ARNTSEN	COOK MANAGER	10/01/2024
2.	DEBRA BARLETTA	COOK MANAGER	10/01/2024
3.	PATSY L. BEEHM	COOK MANAGER	10/01/2024
4.	FELICIA M. BISHOP	COOK MANAGER	10/01/2024
5.	ALICE J. COLEMAN	COOK MANAGER	10/01/2024
6.	JAMES A. CRANDALL	COOK MANAGER	10/01/2024
7.	MATTHEW W. DOOLEN	COOK MANAGER	10/01/2024
8.	THOMAS J. EICHHORN	COOK MANAGER	10/01/2024
9.	COLLEEN M. GEORGE	COOK MANAGER	10/01/2024
10.	JULIE M. HARRIS	COOK MANAGER	10/01/2024
11.	KASONDRA M. LAVINE	COOK MANAGER	10/01/2024
12.	DEBORAH A. LOOMIS	COOK MANAGER	10/01/2024
13.	REBECCA A. MOORE-SALLUSTIO	COOK MANAGER	10/01/2024
14.	MICHELE K. NELSON	COOK MANAGER	10/01/2024
15.	CYNTHIA A. PAVLUS	COOK MANAGER	10/01/2024
16.	DENISE M. PHILIPSON	COOK MANAGER	10/01/2024
17.	ROBIN POLOVICK	COOK MANAGER	10/01/2024
18.	DEBORAH M. ROBERTS	COOK MANAGER	10/01/2024
19.	MARY M. SCHICK	COOK MANAGER	10/01/2024
20.	CYNDY L. SCRUGGS	COOK MANAGER	10/01/2024
21.	KATHERINE M. SMITH	COOK MANAGER	10/01/2024
22.	TANYA J. STEVES	COOK MANAGER	10/01/2024
23.	TONYA S. TONER	COOK MANAGER	10/01/2024
24.	DAWN I. WENDELL	COOK MANAGER	10/01/2024

**e. STIPENDS**

**1. TEACHING/CERTIFIED STAFF**

**a. RECOMMENDATION FOR ADDITIONAL STIPENDS**

			Date	Stipend
1.	JENNIFER G. MAYNARD	TEACHER OF SPECIAL EDUCATION	03/10/2025 - 06/30/2025	\$500.00 (Mentor) (pro-rated)

**f. TERMINATIONS**

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

**a. Recommendation for Termination**

			Hire Date	Resign Date
1.	DONNA C. WORDEN	FOOD SERVICE HELPER	11/02/2022	03/28/2025

**ITEM IX. D. 1. 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.

- 6001 Temporary and Part-Time Summer Employment
- 6002 Professional Staff Separation
- 6003 Complaints and Grievances by Employees
- 6004 Employee Compensation
- 6100 Certification and Incidents Teaching (Delete)

**ITEM IX. D. 2. 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.

- 2307 Ex Officio Student Member of the Board
- 6107 Mentoring Programs for First Year Teachers
- 6200 Employee Health Examinations
- 6202 Drug and Alcohol Testing (Transportation)
- 6203 Fingerprinting and Criminal History Record Checks for Prospective Employees

**ITEM IX. D. 3. APPROVAL OF STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA) HVAC REPLACEMENT PROJECT**

Moved, that the Cooperative Board approves the SEQRA resolution as follows:

WHEREAS, the Cooperative Board of Education of the Oneida-Herkimer-Madison BOCES (the "Board") has considered the effect upon the environment of the proposed work:

**OHM BOCES COMPLEX – HVAC REPLACEMENT PROJECT**

WHEREAS, the Board has received and reviewed the Scope of the Proposed Project prepared and submitted in connection with the Project, and has further received and considered the advice of its Architects and Engineers with regard to the environmental impact of the Project; now therefore

BE IT RESOLVED, by the Cooperative Board of Education of the Oneida-Herkimer-Madison BOCES as follows:

1. The Board hereby determines in accordance with Article 8 (State Environmental Quality Review Act – SEQRA) of the Environmental Conservation Law that the Project is a Type II action which will not have a significant impact on the environment and is not subject to review under SEQRA.
2. The Project is hereby approved and the District Superintendent and all officers and employees of the District are authorized and directed to perform all actions and execute all documents necessary or appropriate to obtain the necessary funding, complete the Project and to carry out the intent of this resolution.

**ITEM IX. D. 4. APPROVAL OF INTERNAL AUDITING SERVICES 2025-2026**

Moved, that the Cooperative Board approves the attached inter-municipal agreement for 2025-2026 internal audit services.

**ITEM IX. D. 5. APPROVAL OF EXTERNAL AUDITING SERVICES JUNE 30, 2026 THROUGH JUNE 30, 2028**

Moved, that the Cooperative Board approve the proposal from West & Company for auditing services for a three-year term, audit period ending June 30, 2026 through June 30, 2028 at a cost for 2025/26 at \$18,950, for 2026/27 at \$19,500 and for 2027/28 at \$20,250.

**ITEM IX. D. 6. ADOPTION OF THE BOCES 2025-2026 BUDGET**

Moved, that the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, authorizes the expenditures of the sums set forth in the 2025-2026 budget in the amount of \$102,308,508.37.

**ITEM IX. D. 7. APPROVAL OF ELEMENTARY SCIENCE KIT SUPPLY BID AWARD 2025-2026 SCHOOL YEAR**

Moved, that the Cooperative Board approves the award of the Elementary Science Kit Supply Bid as per the attached listing representing the lowest qualified bidders meeting specifications, for a total award of \$333,085,47.

**ELEMENTARY SCIENCE BID AWARD RECOMMENDATIONS**

Sci Supply	\$197,685.95
School Specialty	\$120,770.44
WB Mason	\$ 14,629.08

**ITEM IX. D. 8. APPROVAL FY 2025-2026 DISTANCE LEARNING STATE-WIDE AGREEMENTS**

Moved, that the BOCES Cooperative Board approve Oneida-Herkimer-Madison BOCES' participation in the 2025-2026 State-Wide Instructional Technologies Agreement.

**ITEM IX. D. 9. APPROVAL OF CENTRAL NEW YORK HEALTH HOME NETWORK CONTRACT**

Moved, that the Cooperative Board approve the service contract for the Central New York Health Home Network (CNYHHN) for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

**ITEM IX. D. 10. APPROVAL OF HELIO HEALTH CONTRACT**

Moved, that the Cooperative Board approve the service contract for the Helio Health Inc. for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

**ITEM IX. D. 11. APPROVAL OF PERCH PLACE LLC CONTRACT**

Moved, that the Cooperative Board approve the service contract for the Perch Place for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

**ITEM IX. D. 12. APPROVAL OF TIM ACADEMY CONTRACT**

Moved, that the Cooperative Board approve the service contract for TIM Academy for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

**ITEM IX. D. 13. APPROVAL OF UTICA SAFE SCHOOLS HEALTHY STUDENTS CONTRACT**

Moved, that the Cooperative Board approve the service contract for Utica Safe Schools Healthy Students Partnership, Inc., for the 2025-2026 school year and make their services available to our component districts through the Community School Resources CoSer.

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

**Motion carried** 8-0

**ITEM IX. D. 14. APPROVAL OF THE AMENDMENT OF THE 2024-2025 ONEIDA-HERKIMER-MADISON BOCES SCHOOL DISTRICT CALENDAR**

Motion by: Steve Boucher  
Seconded by: Anthony J. Nicotera

Moved, that the Cooperative Board approve the amendment to the Oneida-Herkimer-Madison BOCES School District Calendar for 2024-2025 to note that there is no school and no BOCES Programs on Friday, May 23, 2025 (Snow Day Give Back).

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

**Motion carried** 8-0

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

Process 3, Board Officer Election was discussed. Steve Boucher and Michael H. Head are both on the Nominating Committee. One (1) additional Cooperative Board Member will need to volunteer to be on the Nominating Committee. This will need to be accomplished at the June 11, 2025 Cooperative Board Meeting.

Heather Johnson noted that she has emailed electronic copies of the District Superintendent Evaluation to all Cooperative Board Members. Paper copies were distributed at the meeting.

District Superintendent Patricia N. Kilburn, Ed.D. distributed copies of two (2) sections of the Board Officers Handbook. The Annual Retreat section would be updated as follow:  
"Annual Retreats and Workshops: Cooperative Board retreats and workshops are invaluable as the BOCES plans to meet the needs of our component districts. The Board recognizes the need for reflection and continued development. Participation in retreats or workshops throughout the year, is expected.

Process 3 Board Officer Election, #5 would be updated as follows:  
The President shall appoint a nominating committee composed of three Board members. Committee members should be chosen from among volunteers unless there are none. The Committee must be comprised of those members who are not interested in holding office.

**ITEM IX. OLD BUSINESS**

None.

**MOTION TO ADJOURN**

Without any objection and there being no further business, Michael H. Head made a motion to adjourn the meeting at 6:35 p.m.; seconded by Steve Boucher.

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

**Motion carried 8-0**

Respectfully submitted,



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