

BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
Hamilton-Fulton-Montgomery Counties  
Johnstown, NY 12095

DATE October 30, 2019

PLACE Central Administration Board Room

KIND OF MEETING Regular Monthly

MEMBERS PRESENT James Beirlein, Harry Brooks, Carmen Caraco, John DeValve, Joanne Freeman, Jean LaPorta and Allan Turnbull

OTHERS PRESENT David Ziskin, District Superintendent; Lorraine Hohenforst, Deputy Superintendent; Kathi Lewis, School Business Official; Matthew Davis, PTECH Principal; Katie Catucci, Foothills PTECH English Teacher; Adrienne Zych, Foothills PTECH Social Studies Teacher and and Christine Eaton, Clerk

CALL TO ORDER President Freeman called the meeting to order at 5:01 p.m., followed by the Pledge of Allegiance.

APPROVAL OF AGENDA Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the agenda as presented and add any items introduced by unanimous vote.

COMMENTS FROM THE FLOOR Matthew Davis, Principal of PTECh spoke to the Board about himself and the PTECH program.

Katie Catucci and Adrienne Zych, Foothills PTECH teachers, thanked the Board members for their service and presented them with a token of gratitude for Board Member's appreciation week.

CLAIMS AUDITOR REPORT Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to approve the Claims Auditor Report for the period of September 12, 2019 through October 11, 2019. (SY 19-20 #258)

TREASURER'S REPORTS Allan Turnbull made a motion, seconded by John Devalve, and unanimously carried to approve the Treasurer's Reports from August 1, 2019 through August 31, 2019 and September 1, 2019 through September 30, 2019 as submitted. (SY 19-20 #259, #260)

**EXTRACLASS REPORTS** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to accept the Extraclass reports for the months of July, August and September 2019. (SY 19-20 #261, #262, #263)

**2018-19 MANAGEMENT LETTER** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to approve the Management Response Letter to be submitted to the New York State Education Department. (SY 19-20 #264)

**GRANTS** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to accept the following grant funds, and authorize their suitable appropriation and expenditure, pursuant to State Education Department and/or local approvals:

Perkins IV/CTEIA – Basic Grant- \$167,935.00  
(SY 19-20 #265)

**D.S. CREDIT CARD SUMMARY** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to accept the District Superintendent's Credit Card Summary for the period of July 1, 2019 through September 30, 2019. (SY 19-20 #266)

**DEPUTY SUPERINTENDENT AND CHIEF FINANCIAL OFFICER'S CREDIT CARD SUMMARY** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to accept the Deputy Superintendent and Chief Financial Officer's Credit Card Summary for the period of July 1, 2019 through September 30, 2019. (SY 19-20 #267)

**AGREEMENT AND RELEASE** Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to approve the following resolution:

BE IT RESOLVES that the Board of Education of the Hamilton Fulton Montgomery BOCES hereby approves the Amendment and Release by and between HFM BOCES and Unifirst dated October 7, 2019 and authorizes the award of purchase orders for necessary linens to Century Linen for the remainder of the 2019-20 school year. (SY 19-20 #268)

2019-2020 ADULT LUNCH PRICE - Revised Due to a rounding formula in the school lunch software, Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to change the adult lunch price from \$4.25 to \$4.24 effective September 4, 2019. (SY 19-20 #269)

ADULT LITERACY AND CORRECTIONS EDUCATION SPACE AGREEMENTS Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to authorize the District Superintendent to execute the Lease Agreements by and between HFM BOCES and Schoharie Workforce Development Board Inc., to provide the HFM BOCES Adult Literacy and Corrections Education program with the use and occupation of space located in the Gloversville and Amsterdam Workforce Solutions Centers effective September 1, 2019 through June 30, 2021. (SY 19-20 #270, #271)

BID AWARDS/EXTENSIONS Pursuant to the competitive bidding process, Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to accept the bid extension as noted by memorandum from the Purchasing Official in the following areas:

RFP 18-01 Independent Audit Services  
West and Company, CPA's PC  
97 North Main Street  
PO Box 1219  
Gloversville, NY 12078  
(SY 19-20 #272)

BOUCHEY AND CLARKE BENEFITS Inc. AGREEMENT Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to authorize the District Superintendent to execute the agreement by and between HFM BOCES and Bouchey and Clarke Benefits, Inc. to perform tracking and reporting services pursuant to the Affordable Care Act through June 30, 2020. (SY 19-20 #273)

INDEPENDENT CONTRACTOR SERVICES AGREEMENT - HARRINGTON Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to authorize the District Superintendent to execute the Independent Contractor Services Agreement by and between HFM BOCES and George Harrington to provide temporary, part-time facilities consulting services. (SY 19-20 #274)

SERVICES AGREEMENT - PBLWORKS Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to authorize the District Superintendent to execute the Services Agreement by and between HFM BOCES and PBLWorks to provide a three-day workshop in July 2020. (SY 19-20 #275)

SETTLEMENT AGREEMENT Allan Turnbull made a motion, seconded by John DeValve, and unanimously carried to approve the following resolution:

BE IT RESOLVED that the Board of Education of Hamilton Fulton Montgomery BOCES hereby approves the settlement and rider by and between the BOCES and Frontier Communications Corp. effective July 12, 2019 and authorizes the District Superintendent to execute said agreements. (SY 19-20 #276)

EXECUTIVE SESSION At 5:17 p.m. the Board entered executive session for the purpose of discussing matters that may lead to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of particular persons (or alternatively. A particular corporation) upon a motion made by Jean LaPorta, seconded by Carmen Caraco and unanimously carried.

RETURN TO OPEN SESSION At 5:34 p.m. John DeValve made a motion to return to open session. This motion was seconded by Jean LaPorta and unanimously carried.

APPROVAL OF MINUTES John DeValve made a motion, seconded by Jean LaPorta to approve the minutes of the September 25, 2019 Regular Board Meeting and October 7, 2019 Special Board Meeting. This motion was carried unanimously.

DEPUTY SUPERINTENDENT'S The Deputy Superintendent's Report included:  
▶ PTECH Program  
▶ Citi BOCES Tour

**DISTRICT  
SUPERINTENDENT'S  
REPORT**

The District Superintendent's Report included:

- ▶ Communication Update
- ▶ Collaboration Update
- ▶ Advocacy Update
- ▶ Draft Goal Development
- ▶ State Updates

**PERSONNEL ITEMS**

Upon the District Superintendent's recommendation, the following personnel items were presented to the Board for acceptance or approval. All new appointments are contingent upon receipt of Employment Eligibility Verification form

**Resignations for Retirement**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to accept the following resignations for retirement:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Michele Kuhne	Bus Driver	Regional Transportation (07/01/2013)	12/09/2019
2.	Douglas Clute	Auto Mechanic	Regional Transportation (05/20/2013)	10/11/2019
3.	Susan Martin	Bus Driver	Regional Transportation (2/26/2015)	11/28/2019
(SY 19-20 #277, #278, #279)				

**Resignations**

John DeValve made a motion, seconded by Harry Brooks and unanimously carried to accept the following resignations:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Stacy Marzullo	Teacher on Special Assignment	Special Education (11/27/2017)	10/15/2019
2.	Jennifer Nicolella	Senior Typist	Substitute Services (09/01/2018)	10/04/2019
3.	Jennifer Nicolella	Deputy Claims Auditor	Business Office (06/20/2019)	10/11/2019
(SY 19-20 #280, #281, #282)				

**Appointment -  
Certified  
Teachers**

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to appoint the following certified teachers:

(Tenure will be contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his or her probationary period, consistent with the requirements of Education Law Sections 3012, 3012-c, 3012-d)

1 **Name:** Cristin Murphy **Appointment Type:** Probationary  
**Tenure Area:** English **Title:** English Teacher  
**Salary:** \$43,226.00, pro-rated \$39,119.53 **Effective Dates:** 09/30/2019-09/29/2023  
**Location:** Ag-PTECH **FTE:** 1.0

**Certification:** English Language Arts 7-12 - Initial

2 **Name:** Mary Ann Thombs **Appointment Type:** Probationary  
**Tenure Area:** Social Studies **Title:** Social Studies Teacher  
**Salary:** \$44,288.00, pro-rated \$37,426.36 **Effective Dates:** 10/21/2019-10/20/2023  
**Location:** Special Education **FTE:** 1.0

**Certification:** Social Studies 7-12 – Initial

(SY 19-20 #283, #284)

**Appointments -  
Certified  
Related Services  
Personnel**

John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to appoint the following Related Services Personnel:

1 **Name:** Kristen Sikora **Appointment Type:** Probationary  
**Tenure Area:** Teacher on Special Assignment – Instructional Support Services in Curriculum and Differentiated Instruction Analysis of Student Performance Data **Title:** Teacher on Special Assignment  
**Salary:** \$60,249.00, pro-rated to \$54,524.35 **Effective Dates:** 09/30/2019-09/29/2022  
**Location:** Itinerant Services **Certification:** English 7-12 - Permanent

(SY 19-20 #285)

**Appointments -  
Civil Service**

John DeValve made a motion, seconded by Allan Turnbull and unanimously carried to appoint the following Civil Service appointments:

1. **Name:** Jennifer Kuhn **Appointment Type:** Probationary  
**CS Title:** Senior Typist **Probationary Term:** 10/01/2019-09/30/2020  
**Salary:** \$25,923.61, pro-rated to \$19,442.70 **FTE:** 1.0  
**Location:** Substitute Services

2. **Name:** Jennifer Quill **Appointment Type:** Probationary  
**CS Title:** Senior Typist **Probationary Term:** 10/15/2019-10/14/2020  
**Salary:** \$25,923.61, pro-rated to \$18,362.50 **FTE:** 1.0  
**Location:** Substitute Services

- |    |  |   |
|----|--|---|
| 3. | <b>Name:</b> Donna Rolon<br><b>CS Title:</b> Bus Driver<br><b>Salary:</b> \$17.66 per hour<br><b>Location:</b> Regional Transportation                                 | <b>Appointment Type:</b> Probationary<br><b>Probationary Term:</b> 10/31/2019-10/30/2020<br><b>FTE:</b> 1.0 |
| 4. | <b>Name:</b> Michael Carpenter<br><b>CS Title:</b> Custodial Worker<br><b>Salary:</b> \$24,700.98, pro-rated to \$17,496.58<br><b>Location:</b> Operations             | <b>Appointment Type:</b> Probationary<br><b>Probationary Term:</b> 10/15/2019-10/14/2020<br><b>FTE:</b> 1.0 |
| 5. | <b>Name:</b> Michelle Husek<br><b>CS Title:</b> Administrative Aide<br><b>Salary:</b> \$41,616.00, pro-rated to \$24,276.00<br><b>Location:</b> Central Administration | <b>Appointment Type:</b> Permanent<br><b>Effective:</b> 12/2/2019<br><b>FTE:</b> 1.0                        |

(SY 19-20 #286, #287, #288, #289, #290)

**Appointments - All Other Appointments** Harry Brooks made a motion, seconded by Carmen Caraco and unanimously carried to appoint the following appointments:

- a. Recommend the Board approve the appointments of the substitutes listed below, with effective dates as noted. Employees are not eligible for benefits (health, dental, vision, long term disability and life insurance).

Teacher - effective 10/30/2019

Kenneth Pfeiffer	Jane Burroughs-Parks	Tyler Bellen
Angel Warner	Rod Wilday	Mary Schilling
Frank Pettit	Jamal Vazquez	

Teacher Aide - effective 10/30/2019

Stephanie Oliver	Alfaratta Eppley	Angel Warner
Amber Trumbull	Michele Sheldon	Frank Pettit

School Monitor - effective 10/30/2019

Stephanie Oliver	Alfaratta Eppley	Angel Warner
Amber Trumbull	Michele Sheldon	Frank Pettit

Typist – effective 10/30/2019

Stephanie Oliver

School Bus Driver - effective 10/3/2019

Shayla Dixon

School Bus Attendant – effective 10/3/2019

Shayla Dixon

School Bus Attendant – effective 10/11/2019

Kelly Nethaway

School Bus Attendant – effective 10/15/2019

Virginia Peck

(SY 19-20 #291, #292)

- b. Recommend the Board approve the appointments and re-appointments of staff listed below for the 2019-20 school year, with effective dates as noted. Employees are not eligible for benefits (health, dental, vision, long term disability and life insurance).

1.	Deborah Grimshaw	Foothills PTECH Adult Literacy and Corrections Education	\$410.00	Per Diem	10/24/2019-06/30/2020	N/A	Interim Principal
2.	Joshua Barmen	CTE	\$16.11	Hourly	08/10/2019-06/30/2020	N/A	Hourly Interpreter
3.	John Paris	Business Office	\$105.00	Per Diem	10/15/2019-06/30/2020	N/A	Long-term Substitute
4.	Jacqueline Hill	Special Ed	\$20.00	Hourly	10/16/2019-06/30/2020	N/A	Interim Claims Auditor
5.	Stacy Marzullo.	Business Office	\$57,741.60	Salary	10/16/2019-06/30/2020	N/A	Administrative Coordinator of Special Education
6.	Michael Timlin	Special Ed	\$1,588.62	Salary	10/07/2019-10/15/2019	N/A	Special Education Teacher
7.	Heather Mello	Business Office	\$20.00	Hourly	10/31/2019-06/30/2020	N/A	Claims Auditor

(SY 19-20 #293, #294, #295, #296, #297, #298, #299)

- c. Appoint the following mentors to continue mentoring for the 2019-2020 school year effective July 1, 2018. They will be paid no more than \$1,000 for the 2018-2019 and 2019-2020 combined school years:

Phillip Schuyler	Allyson Warren	Kimberly Hale
John Gleeson	Kristin Michaels	Louise Huth

(SY-20 #300)

- d. Appoint the following mentors for the 2019-2020 school year effective July 1, 2019. They will be paid no more than \$1,000.00 for the school year depending upon the number of actual mentoring hours.

Jamie Sedal-Amman	Anna Everhardt	Jeffrey Frank
Kristen Michaels	Alison Daly	Michelle Rice
Daniella Murphy	Michelle Rice	Shannon Argersinger
Elizabeth Wild	Elizabeth Wild	Anna Goderie
Jeanne Halloran	Ryan England	Sheila Thomas
Sheila Thomas	Erika Bucenec	Phillip Schuyler
Robert Boshart	Julie Carroll	Anna Goderie
Julie Blanchard	Nancy Turnbull	Jennifer Martelle-Mahon
Rebecca Skretkowicz	Robert Boshart	Jeanne Halloran

(SY-20 #301)



e. Advisors:

	<b>Name</b>	<b>Department</b>	<b>Organization</b>
1	Sandra Barkevich	PTECH	Student Government
2	Anna Goderie	PTECH	Academic Club
3	Keturah Tallon	PTECH	Academic Club
4	Peter Briele	PTECH	Academic Club
5	Melissa McGill	PTECH	Art Club
6	Rodney Schuyler	PTECH	Blacksmith Guild Club
7	Jacob Brode	PTECH	Drama Club
8	Sandra Barkevich	PTECH	FBLA
9	Kayleigh Denney	PTECH	Student Judicial Counsel
10	Zachary Carrico	PTECH	Robotics I
11	Jacob Brode	PTECH	Robotics II
12	Jeanne Halloran	PTECH	Yearbook
13	Brandon Trinkle	Ag-PTECH	FFA
14	Dylan Toscano	Ag-PTECH	Student Government
15	Kelly Long	Ag-PTECH	Academic Club

(SY 19-20 #302, #303)

f. Appoint the following staff member to an un-paid Administrative Internship position with the Adirondack Academy effective September 1, 2019 through June 30, 2020:

1. Brian Garrity – English Teacher, ADK

(SY 19-20 #304)

Amended Appointments

Harry Brooks made a motion, seconded by John DeValve and unanimously carried to amend the following appointment:

Remington, K. Remington, Kimberly - Special Education Teacher with Special Education amending her October 7, 2019 probationary appointment to be effective November 8, 2019 through November 7, 2023. Mrs. Remington was originally appointed to a four-year probationary appointment effective November 6, 2019 through November 5, 2023. Salary: \$45,356.00, pro-rated to \$35,150.90. (SY 19-20 #305)

Terminations:

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the HFM BOCES terminates the employment of Tresha Bleyl pursuant to Civil Service Law §71 effective October 31, 2019. (SY 19-20 #306)

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the HFM BOCES terminates the probationary appointment of Barbara Reinoso effective at the close of business on October 16, 2019. (SY 19-20 #307)

**BOARD MEMBER REPORTS**  
Board Member Appreciation Week      The Board was recognized for their dedication to the children and education by a Proclamation from Governor Andrew Cuomo.

NYSSBA Convention      President Freeman talked about the NYSSBA convention that she had just recently attended in Rochester.

Plaque      The Board discussed possibly designing a plaque that displays their goals and visions.

Board President's Forum      President Freeman shared a Board President's Forum website with the Board.

Board Member Reports And Comments      Dr. Brooks talked about Board Norms and Protocols and suggested they be reviewed annually at the Reorganizational Meeting.

**FUTURE MEETINGS**  
November 20, 2019 - MSSBA Meeting, 6:00 p.m. HFM BOCES Conference Center.  
December 11, 2019- HFM BOCES Regular Board Meeting, 5:00pm HFM BOCES Board Room.

**ADJOURNMENT:**  
With no further business to come before the Board, Allan Turnbull made a motion at 6:53 p.m. to adjourn the meeting. This motion was seconded by John DeValve and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board