

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

DATE December 11, 2019

PLACE Central Administration Board Room

KIND OF MEETING Regular Monthly

MEMBERS PRESENT Harry Brooks, Carmen Caraco, John DeValve, and Jean LaPorta

MEMBERS ABSENT James Beirlein, Joanne Freeman and Allan Turnbull

OTHERS PRESENT David Ziskin, District Superintendent; Lorraine Hohenforst, Deputy Superintendent; Kathi Lewis, School Business Official; Laurie Bargstedt, Coordinator of Adult Literacy and Corrections Education; Aaron Flynn, Human Resources Manager; Craig Clark, Communications Specialist; Ashley Onyon, Reporter with the Leader Herald and Christine Eaton, Clerk

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

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

PRESENTATION Laurie Bargstedt talked to the Board about three Adult Learners Adam VanAvery, Jaramie Allen and Kayla Hogabone that had been honored by the New York Association of Continuing Education.

APPROVAL OF MINUTES Harry Brooks made a motion, seconded by John DeValve to approve the minutes of the October 30, 2019 Regular Board Meeting and the November 20, 2019 Special Board meeting. This motion was carried unanimously.

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's Report included:
▶ Draft Organizational Goals
▶ Entry Plan Update
▶ Executive Sessions

**DEPUTY
SUPERINTENDENT'S**

The Deputy Superintendent's Report included:

- ▶ Home School Service
- ▶ Transportation Summit
- ▶ Global History and Geography Standards
- ▶ Evaluation Training for Administrators

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

**Resignation for
Retirement**

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

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
Michelle A. Brown	Teacher Aide	Special Education (09/01/1990)	06/30/2020
Mary Frolo	Physical Therapist	Special Education (09/01/1991)	06/30/2020
Valerie Hotaling	Teacher Aide	Special Education (09/01/2007)	06/30/2020
Louise Huth	Special Education Teacher	Special Education (09/01/1987)	06/30/2020
Terry Kersting	Transportation Coordinator	Regional Transportation (09/01/2012)	01/10/2020
Sheldon Novotny	Social Studies Teacher	Adult Literacy and Corrections Education (02/01/1999)	06/30/2020
Nancy Swartz	Teacher Aide	Special Education (01/02/1990)	06/30/2020

(SY 19-20 #310, 311, 312, 313, 314, 315, 316)

Resignations

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

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
Kristi Dannehy	Mathematics Teacher	Foothills PTECH (09/01/2019)	12/05/2019
Amanda DeAnda	Senior Typist	ADK (05/07/2018)	12/06/2019
Stacey DeLaney	Per Diem Teacher	Special Ed (09/01/2019)	11/24/2019
Audrey Fowler	Registered Professional Nurse (School)	Special Ed (09/01/2019)	12/11/2019
Kristie Javarone	Speech Pathologist	Special Ed (09/01/2017)	11/22/2019
Tami Kenyon	Hourly Adult Educator	Adult Literacy and Corrections Education (07/01/2019)	12/19/2019
Christopher Ward	Auto Mechanic	Regional Transportation (03/31/2016)	12/13/2019
William Wood	English Teacher	ADK (09/01/2015)	12/06/2019

(SY 19-20 #317, 318, 319, 320, 321, 322, 323, 324)

**Appointment -
Certified
Administrators**

John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to appoint the following certified administrators:

<p>Name: Rebecca Gleason Tenure Area: N/A Salary: \$85,000.00 pro-rated to \$53,833.28 Location: Foothills PTECH</p>	<p>Appointment Type: Temporary Title: Interim Principal Effective Dates: 11/13/2019-06/30/2020 Certification: School District Administrator, Permanent</p>	<p>FTE: 1.0</p>
<p>Name: Kevin Warren Tenure Area: N/A Salary: \$85,000.00 pro-rated to \$41,437.47. Location: Ag-PTECH</p>	<p>Appointment Type: Temporary Title: Interim Principal Effective Dates: 01/06/2020-06/30/2020 Certification: School Building Leader, Initial</p>	<p>FTE: 1.0</p>

(SY 19-20 #325, 326)

**Appointment -
Certified
Teachers**

John DeValve made a motion, seconded by Carmen Caraco 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)

<p>Name: Danielle Piel Tenure Area: English Salary: \$56,602.00, pro-rated \$32,546.15 Location: ADK</p>	<p>Appointment Type: Probationary Title: English Teacher Effective Dates: 01/13/2020-01/12/2023</p>	<p>FTE: 1.0 Certification: English Language Arts 7-12 - Professional</p>
<p>Name: Arianna Patsos Tenure Area: Education of Children with Handicapping Conditions – General Special Education Salary: \$50,673.00, pro-rated \$29,136.95 Location: Special Education</p>	<p>Appointment Type: Probationary Title: Special Education Teacher Effective Dates: 01/12/2020-10/20/2023</p>	<p>FTE: 1.0 Certification: Students with Disabilities 7-12 – Generalist Professional</p>

SY 19-20 #327, 328)

**Appointments -
Civil Service**

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

<p>Name: Heidi Blackford CS Title: Registered Professional Nurse (School) Salary: \$38,429.00, pro-rated to \$24,402.45 Location: Special Education</p>	<p>Appointment Type: Probationary Probationary Term: 12/12/2019-12/11/2020</p>	<p>FTE: 1.0</p>
<p>Name: Charlee Fuerst CS Title: Teacher Aide Salary: \$17,579.00, pro-rated to \$11,162.70. Location: Special Education</p>	<p>Appointment Type: Probationary Probationary Term: 12/12/2019-12/11/2020</p>	<p>FTE: 1.0</p>
<p>Name: Gretchen Markey CS Title: Teacher Aide Salary: \$17,579.00, pro-rated to \$11,162.70. Location: Special Education</p>	<p>Appointment Type: Probationary Probationary Term: 12/12/2019-12/11/2020</p>	<p>FTE: 1.0</p>
<p>Name: Mariah Smith CS Title: Teacher Aide Salary: \$17,579.00, pro-rated to \$11,162.70. Location: Special Education</p>	<p>Appointment Type: Probationary Probationary Term: 12/12/2019-12/11/2020</p>	<p>FTE: 1.0</p>

(SY 19-20 #329, 330, 331, 332)

Appointments - All Other Appointments **John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to approve 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 12/12/2019

Adam Ferrari	Gina Emden	Rena Peconie
Jennifer Veit	Jaclyn Yacobucci	Tanisha Grisel
Jacqueline Nicolato	Theresa Kovian	Jennifer Nicolella
Jared Baldezon	Alexandra Van Aernam	

Teacher Aide - effective 12/12/2019

Adam Ferrari	Jennifer Veit	Jennifer Nicolella
Andrew Brown		

School Monitor - effective 12/12/2019

Adam Ferrari	Jennifer Veit	Jennifer Nicolella
Andrew Brown		

Typist – effective 12/12/2019

Jennifer Nicolella

School Bus Attendant – effective 12/16/2019

Jessica Mazur

(SY 19-20 #333,334)

- 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).

<u>Name</u>	<u>Division</u>	<u>Rate</u>	<u>Hourly/Per Diem/Stipend</u>	<u>Term of Employment</u>	<u>Not to Exceed</u>	<u>Position Category</u>
Melissa Bynum	Itinerant Services	\$105.00	Per Diem	12/16/2019-06/30/2020	N/A	Long-term Substitute
Audrey Fowler	Special Ed	\$25.00	Hourly	12/12/2019-06/30/2020	N/A	Hourly Registered Professional Nurse (School)
Debbie Sams	Itinerant Services	\$105.00	Per Diem	10/30/2019-06/30/2020	N/A	Long-term Substitute

(SY 19-20 #335, 336, 337)

- 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:

Kimberly Hale will be replacing John Gleeson as mentor. Mr. Gleeson was appointed as a continuing mentor at the October 30, 2019 Board Meeting.
(SY 19-20 #338)

- d. Appoint the following Regional Scoring Managers for the 2019-2020 school year effective January 1, 2020. They will be paid \$25.00 per hour, not to exceed \$250.00 per person.

Kelly Peugh-Forte	Meredith Fagan	Leonard Martin
Catherine Clemence	Kelly Dietz	Nancy Spagnola
Frank Greco	Ryan Mulligan	Missy Miles
Melissa Fisher	Carol Nelson	Colleen Robinson

(SY 19-20 #339)

- e. Appoint the following Ag-PTECH staff members to be chaperones for the 2019-2020 school year at a rate of \$25.00 per hour.

Kelly Long	Melissa McGill	Cristin Murphy
Matthew Sherman	Tyler Smith	Renee Stewart
Dylan Toscano	Brandon Trinkle	Allyson Warren

(SY 19-20 #340)

- f. Appoint the following PTECH staff member to be a chaperones for the 2019-2020 school year at a rate of \$25.00 per hour.

Wendy Sacco

(SY 19-20 #341)

Tenure Appointment

John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to appoint the following employee to tenure status based upon the successful completion of the required probationary period.

<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
Meredith Tuppen (SY 19-20 #342)	Veterinary Science	02/14/2020

Amended Appointments

John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to amend the following appointments:

Brown, L. Brown. Lisa - School Counselor with Special Education, amending her August 28, 2019 appointment salary schedule from D9 \$51,739.00 to E9 \$52,143.00 to reflect the college credits that Ms. Brown has. (SY 19-20 #343)

DiNota, C. DiNota, Christina - School Counselor with Career and Technical Education, amending her August 28, 2019 board appointment from a long-term substitute to a temporary full-time school Counselor position effective December 12, 20169 through June 30, 2020. Salary: \$43,226.00 pro-rated to \$27,448.51. (SY 19-20 #344)

Douglas, L. Douglas, Laurel - Part-time Teacher Aide with Adult Literacy and Corrections Education, amending her June 19, 2019 appointment from temporary part-time to permanent part-time effective January 1, 2020. Salary remains the same. (SY 19-20 #345)

Santamaria, S, Santamaria, Sarah - Part-time Teacher Aide with Adult Literacy and Corrections Education, amending her June 19, 2019 appointment from temporary part-time to permanent part-time effective January 1, 2020. Salary remains the same. (SY 19-20 #346)

Santelli, R. Santelli, Richard - Careers in Education Instructor with Career and Technical Education, amending his August 28, 2019 appointment from probationary to temporary effective September 1, 2019 through June 30, 2020. Salary remains the same. (SY 19-20 #347)

Stafford-Willman, C. Stafford-Willman, Carol - Teacher of the Blind and Visually Impaired with Special Education, amending her December 12, 2018 appointment to change her status from probationary to temporary 0.8 FTE effective October 1, 2019 due to reduced district services requests. Salary: \$61,464.00 pro-rated to \$44,254.08. (SY 19-20 #348)

Termination John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to approve the following termination:

Per HFM BOCES Policy No. 6006 regarding Job Abandonment, it is recommended that the probationary appointment of Taylor Miller be terminated effective December 12, 2019. (SY 19-20 #349)

CLAIMS AUDITOR REPORT Harry Brooks made a motion, seconded by John DeValve, and unanimously carried to approve the Claims Auditor Reports for the period of October 16, 2019 through November 21, 2019. (SY 19-20 #350)

TREASURER'S REPORT Harry Brooks made a motion, seconded by John DeValve, and unanimously carried to approve the Treasurer's Report from October 1, 2019 through October 31, 2019 as submitted. (SY 19-20 #351)

ITEMS TO BE DECLARED SALVAGE Harry Brooks made a motion, seconded by John DeValve, and unanimously carried to approve the items for salvage as listed on the Chief Financial Officer's memorandum dated November 20, 2019. (SY 19-20 #352)

CTE EQUIPMENT RESERVE FUND PURCHASE Pending New York State Education Department approval, Harry Brooks made a motion, seconded by John Devalve, and unanimously carried to approve the purchase of equipment for the Skilled Trades classes with monies from the Career and Technical Education Equipment Reserve fund. (SY 19-20 #353)

AMENDED TYLER TECHNOLOGIES AGREEMENT Harry Brooks made a motion, seconded by John DeValve, and unanimously carried to authorize the District Superintendent to execute the amended agreement by and between HFM BOCES and Tyler Technologies Inc.(SY 19-20 #354)

AMENDED ADULT LITERACY AND CORRECTIONS EDUCATION SPACE AGREEMENTS Harry Brooks made a motion, seconded by John DeValve and unanimously carried to authorize the District Superintendent to execute the amended Lease Agreements by and between HFM BOCES and the Fulton, Montgomery 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 July 1, 2019 through June 30, 2021. (SY 19-20 #355, 356)

2019-2020 REVISED
CLASSROOM LEASES

Harry Brooks made a motion, seconded by John DeValve and unanimously carried to approve the 2019-20 Distance Learning and annual classroom leases as submitted in the aggregate amount of \$804,497. (SY 19-20 #357)

INDEPENDENT
CONTRACTOR SERVICES
AGREEMENT -GRIMSHAW

Harry Brooks 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 Deborah Grimshaw to conduct principal evaluations. (SY 19-20 #358)

SUBSTITUTE RATE AND
LIFEGUARD RATE
ADJUSTMENTS

Due to the increase of minimum wage, Harry Brooks made a motion, seconded by John DeValve and unanimously carried to amend the Substitute and Lifeguard rates effective December 31, 2019 as listed on The Chief Financial Officer's memorandum. (SY 19-20 #359)

SETTLEMENT AGREEMENT
AND RELEASE

Harry Brooks made a motion, seconded by John DeValve and unanimously carried to authorize the District Superintendent to execute the Settlement Agreement and Release by and between HFM BOCES and Frontier Communications. (SY 19-20 #360)

BID RECOMMENDATIONS

Harry Brooks made a motion, seconded by John DeValve and unanimously carried to accept the bid recommendations and revised bids as noted by memoranda from the Purchasing Official in the following areas:

RFB 20-02 - Purchase of 2014 or Newer Vehicles
- Steet Toyota of Johnstown, 310 N. Comrie
Avenue, Johnstown, NY 12095
(SY 19-20 #361, #361B)

Revised Bid RFB 19-15 - Groceries - Ginsberg's
Foods
(SY 19-20 #362)

INDEPENDENT
CONTRACTOR SERVICES
AGREEMENT -MROZ

Harry Brooks 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 Paula Mroz to provide four-days training related to differentiation of lessons to accommodate students with disabilities, IEP development and progress monitoring of IEP goals. (SY 19-20 #363)

BOARD MEMBER REPORTS

Dr. Brooks discussed the Communications draft goal and indicated that he has gotten high satisfactory feedback on Dr. Ziskin's ability to communicate with the Component Boards.

Carmen Caraco talked about inter-mingling at the next MSSBA meeting.

Jean LaPorta shared an article about component Board member Dr. Nellie Bush being honored for her life long work and being named a Women of Distinction.

EXECUTIVE SESSION

At 6:00 p.m. the Board entered executive session for the purpose of discussing collective bargaining negotiations with the Administrator's Union and the CSEA and also to discuss the employment history of a particular person upon a motion made by John DeValve, seconded by Carmen Caraco and unanimously carried.

RETURN TO OPEN
SESSION

At 6:30 p.m. John DeValve made a motion to return to open session. This motion was seconded by Carmen Caraco and unanimously carried.

FEBRUARY BOARD
MEETING

The Board agreed to reschedule the February 26, 2020 Board meeting to February 28, 2020 at 9:30 a.m.

FUTURE MEETINGS

January 29, 2020 - HFM BOCES Regular Board Meeting, 5:00pm, HFM BOCES Board Room.
February 29, 2020 - HFM BOCES Regular Board Meeting, 9:30am, HFM BOCES Board Room

ADJOURNMENT:

With no further business to come before the Board, Carmen Caraco made a motion at 6:35 p.m. to adjourn the meeting. This motion was seconded by John DeValve and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board