

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

DATE February 28, 2020

PLACE Central Administration Board Room

KIND OF MEETING Regular Monthly

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

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

CALL TO ORDER President Brooks called the meeting to order at
9:30 a.m., followed by the Pledge of
Allegiance.

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

APPROVAL OF MINUTES Allan Turnbull made a motion, seconded by
Carmen Caraco to approve the minutes of the
January 29, 2020 Regular Board Meeting. This
motion was carried unanimously.

RECOGNITION Foundations of Food Teacher Rebecca Skretkowicz
and Teacher Aide, Amy Webb introduced their
students to the Board and the Board thanked
them for preparing the breakfast that was
served.

RECESS The Board took a recess at 9:38 a.m.

RESUME MEETING The Board resumed the meeting at 9:54 a.m.

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's Report included:
▶ Informational Items
▶ Communication

19-20 Organizational
Goals

Jean LaPorta made a motion to adopt 2019-20 Organizational Goals as submitted. This motion was seconded by John DeValve and unanimously carried. (SY 19-20 #423)

2019-20 SMART Goals

Adopt Mission,
Vision, Core
Beliefs

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to adopt the HFM BOCES Mission, Vision, Core Beliefs as submitted by the District Superintendent. (SY 19-20 #424)

► Cooperation

CSO Advisory Committee Updates
CTE and Early College Committee
Special and Alternative Education
Updates

► BOCES of NY Advocacy

BOCES Consortium 2020 Advocacy Agenda
and CTE White Paper

DEPUTY
SUPERINTENDENT'S
REPORT

The Deputy Superintendent's Report included:

► Ed Law 2d

► ESSA Support

OTHER BUSINESS
ITEMS
2020-2021 School
Calendar

John DeValve made a motion to adopt the 2020-2021 School Calendar as submitted. This motion was seconded by Allan Turnbull and unanimously carried. (SY 19-20 #425)

Overnight Field Trip
Approval

Jean LaPorta made a motion, seconded John DeValve and unanimously carried to authorize five students to attend an overnight field trip to the Pen in Hand Writer's Conference in Little Falls, NY from March 6-7, 2020. (SY 19-20 #426)

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

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to accept the following resignations:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Stephanie Dineen	Teacher Aide	Special Education (11/01/2018)	03/01/2020
2.	Terry Kersting	Part-time School Bus Driver	Regional Transportation (01/11/2020)	03/01/2020
3.	Hannah Molina	School Bus Attendant	Regional Transportation (07/01/2013)	02/14/2020
4.	Danielle Piel	English Teacher	ADK (01/13/2020)	03/06/2020
5.	Deanna Rizzo	Typist	Regional Transportation (08/19/2019)	03/01/2020

(SY 19-20 #427, 428, 429, 430, 431)

**Unpaid Leaves
Of Absence**

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to approve the following unpaid leaves of absence:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
	Alison Daly	Special Education Teacher	Special Education (09/01/2009)	05/23/2020- 05/29/2020
	Kayleigh Denney	Physical Education	PTECH (12/01/2018)	02/13/2020 - 02/14/2020
	Annette Greco	Adult Educator	Adult Literacy and Corrections Education (09/01/2018)	06/06/2020- 06/15/2020

(SY 19-20 #432, 433, 434)

**Appointment -
Certified
Teachers**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to appoint the following certified teacher:

(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:** Heather Shaw **Appointment Type:** Probationary
Tenure Area: English **Title:** English Teacher
Salary: \$46,420.00, pro-rated \$14,390.20 **Effective Dates:** 03/30/2020-03/29/2024
Location: ADK **Certification:** English Language Arts 7-12 - Initial **FTE:** 1.0

(SY 19-20 #435)

Appointments - Civil Service Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to appoint the following Civil Service appointments:

- | | | | |
|----|--|--|-----------------|
| 1. | Name: Stephanie Dineen
CS Title: Purchasing Agent
Salary: \$40,000.00 pro-rated to \$13,333.32.
Location: Business Office | Appointment Type: Provisional
Appointment Date: 03/02/2020 | FTE: 1.0 |
| 2. | Name: Beth Illsley
CS Title: Teacher Aide
Salary: \$17,579.00, pro-rated to \$7,031.60
Location: Special Education | Appointment Type: Probationary
Probationary Term: 03/02/2020-03/01/2021 | FTE: 1.0 |
| 3. | Name: Amanda Moore
CS Title: Bus Driver
Salary: \$17.66 per hour
Location: Regional Transportation | Appointment Type: Probationary
Probationary Term: 01/28/2020-01/27/2021 | FTE: 1.0 |
| 4. | Name: Mary Papa
CS Title: Teacher Aide
Salary: \$17,579.00, pro-rated to \$7,031.60
Location: Special Education | Appointment Type: Probationary
Probationary Term: 03/02/2020-03/01/2021 | FTE: 1.0 |
| 5. | Name: Deanna Rizzo
CS Title: Senior Typist
Salary: \$25,964.53, pro-rated to \$8,654.84
Location: Substitute Service | Appointment Type: Probationary
Probationary Term: 03/02/2020-03/01/2021 | FTE: 1.0 |
| 6. | Name: Ronald Sanders
CS Title: Automotive Mechanic
Salary: \$35,553.57; pro-rated to \$14,073.30.
Location: Regional Transportation | Appointment Type: Probationary
Appointment Date: 02/10/2020-02/09/2021 | FTE: 1.0 |
| 7. | Name: Kelly Nethaway
CS Title: School Bus Attendant
Salary: \$12.50 per hour
Location: Regional Transportation | Appointment Type: Probationary
Appointment Date: 03/02/2020-03/01/2021 | FTE: 1.0 |

(SY 19-20 #436, 437, 438, 439, 440, 441, 442)

Appointments - All Other Appointments Allan Turnbull made a motion, seconded by John DeValve 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 03/02/2020

Christopher Natoli Kyle Mabie Daniel Westman
 Stephen Spraker Samuel Salvagni

Teacher Aide - effective 03/02/2020

Stephen Spraker

School Monitor - effective 03/02/2020

Stephen Spraker

(SY 19-20 #443)

- 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>
1.	Adam Ferrari	Special Education	\$105.00	Per Diem	03/02/2020-06/30/2020	N/A	Long-term Substitute

- c. Appoint the following HFM BOCES staff member as the Data Protection Officer for the 2019-2020 school year:

Lorraine Hohenforst

Amended Appointments Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to approve the following amended appointments:

Kersting, Terry - 0.5 FTE Bus Driver/Trainer with Regional Transportation, amending his January 29, 2020 0.5 FTE Bus Driver/Trainer appointment to a provisional Civil Service full-time Bus Driver/Trainer appointment effective March 2, 2020. Salary will be amended from \$30.00 per hour to an annual salary of \$52,000.00; pro-rated to \$17,333.32. (SY 19-20 #445)

Tallon, Keturah - PTECH Academic Advisor, amend appointment from a PTECH Academic Club Advisor at \$3,000 to a PTECH Academic Club Advisor at \$1,500 for the 2019-2020 school year. (SY 19-20 #446)

CLAIMS AUDITOR
REPORT

John DeValve made a motion, seconded by Jean LaPorta, and unanimously carried to approve the Claims Auditor Reports for the period of January 8, 2020 through January 29, 2020. (SY 19-20 #447)

TREASURER'S REPORT

Allan Turnbull made a motion, seconded by Jean LaPorta, and unanimously carried to approve the Treasurer's Report from December 1, 2019 through December 31, 2019 as submitted. (SY 19-20 #448)

ITEMS TO BE DECLARED
SALVAGE

John DeValve made a motion, seconded by Jean LaPorta, and unanimously carried to approve the items for salvage as listed on the Chief Financial Officer's memorandum dated February 10, 2020. (SY 19-20 #449)

CTE DONATION

Allan Turnbull made a motion, seconded by Jean LaPorta, and unanimously carried to accept the donation of a 1969 Ski-doo Olympique 335 snowmobile to the CTE Environmental Conservation program with appreciation to donor Adam Cancio. (SY 19-20 #450)

HARDSHIP AND
ELIGIBILITY
AMENDMENTS - 403(b)
RETIREMENT PLAN

John DeValve made a motion, seconded by Jean LaPorta to authorize the District Superintendent to execute the Hardship and Eligibility Amendments to the Hamilton-Fulton-Montgomery BOCES 403(b) Retirement Plan. This motion was unanimously carried. (SY 19-20 #451)

PURCHASING OFFICER

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to appoint Stephanie Dineen as the Purchasing Officer, replacing Linda Edwards effective March 2, 2020. (SY 19-20 #452)

SUBSTITUTE AUTOMOTIVE
MECHANIC HELPER RATE
OF PAY

John DeValve made a motion, seconded by Jean LaPorta to increase the rate of pay for a Substitute Automotive Mechanic Helper to \$18.00 per hour effective March 2, 2020. This motion was unanimously carried. (SY 19-20 #453)

**SREB SCHOOLS THAT
WORK CONTRACT**

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to authorize the District Superintendent to execute the contract between the Regional Education Board/Schools that Work and Hamilton-Fulton-Montgomery Board of Cooperative Educational Services for support in implementing the Schools that Work school improvement design effective February 17, 2020 to June 30, 2020. (SY 19-20 #454)

**SPECIAL PATROL
OFFICER AGREEMENT
MECO**

John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to authorize the District Superintendent to execute the amended agreement between Hamilton-Fulton-Montgomery BOCES and Fulton County Sheriff's Office to provide a uniformed Special Patrol Officer for HFM BOCES programs at Mecco Elementary School effective September 1, 2019 to June 30, 2020. (SY 19-20 #455)

RFB RECOMMENDATIONS

Pursuant to the competitive bidding process, John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to accept the RFP recommendation as noted by memorandum from the purchasing official in the following area:

Revised Bid RFB 19-15 - Groceries - Potatoes instant enriched granules. Ginsberg Foods discontinued bid item. Re-award to US Foods Effective January 23, 2020. (SY 19-20 #456)

**NEW BUSINESS
Revised Policy
#6301 - First
Reading**

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to accept policy #6301 Benefits - Non-Represented Employees as a first reading. (SY 19-20 #457)

BOARD MEMBER REPORTS

Jean LaPorta mentioned that she enjoyed having the Board meeting in the morning and the Board decided that if there was a special occasion they may have another one in the morning.

Service Awards

Dr. Brooks asked for volunteers to review the applications for both the David C. Edwards Distinguished Board Member Service Award and the HFM BOCES Service Award.

FUTURE MEETINGS

March 25, 2020 - HFM BOCES Regular Board Meeting, 5:00 p.m., HFM BOCES Board Room

April 1, 2020 - HFM BOCES Annual Meeting, 6:00 p.m., HFM BOCES Conference Center

ADJOURNMENT:

With no further business to come before the Board, Allan Turnbull made a motion at 11:01 a.m. to adjourn the meeting. This motion was seconded by John DeValve and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board