

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

DATE March 25, 2020

PLACE Meeting can be accessed via phone:  
Call: 1-646-992-2010 - Access Number: 476 258  
793

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; Jeanne Halloran, PTECH  
Special Education Teacher; Ashley Onyon,  
Reporter with the Leader Herald and Christine  
Eaton, Clerk

CALL TO ORDER President Brooks called the meeting to order at  
5:05 p.m.

APPROVAL OF AGENDA Jean LaPorta made a motion, seconded by John  
DeValve 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  
February 28, 2020 Regular Board Meeting. This  
motion was carried unanimously.

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's Report included:  
▶ 2020-2021 Budget Overview  
▶ Informational Items - COVID-19

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**

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

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
Pamela Hulbert	M/C Principal Account Clerk	Business Office (09/01/1995)	09/29/2020

(SY 19-20 #458)

**Unpaid Leaves of Absence**

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

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1. Jessica Kirby-Barnes	Health and Safety Officer	HSRM (09/01/2011)	03/25/2020- pending probationary appointment to Health Safety Supervisor position
2. Adam Cancio	Environmental Conservation Teacher	CTE(09/20/2013)	03/06/2020
3. Annette Greco (revised)	Adult Educator	Adult Literacy and Corrections Education (09/01/2018)	06/05/2020- 06/15/2020

(SY 19-20 #459, 460, 461)

**Appointment - Certified Teachers**

Allan Turnbull made a motion, seconded by John DeValve 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>1 <b>Name:</b> Cara Bronner</p> <p><b>Tenure Area:</b> Instructional Support Services in Special Education</p> <p><b>Salary:</b> \$55,387.00, pro-rated \$10,800.46.</p> <p><b>Location:</b> Special Education</p> | <p><b>Appointment Type:</b> Probationary</p> <p><b>Title:</b> Teacher on Special Assignment</p> <p><b>Effective Dates:</b> 05/04/2020-05/03/2024</p> <p style="text-align: right;"><b>FTE:</b> 1.0</p> <p><b>Certification:</b> Students with Disabilities 1-6 – Professional</p> |
| <p>2 <b>Name:</b> Thomas Halloran</p> <p><b>Tenure Area:</b> Social Studies</p> <p><b>Salary:</b> \$51,739.00, pro-rated \$16,039.10.</p> <p><b>Location:</b> ADK</p>   | <p><b>Appointment Type:</b> Probationary</p> <p><b>Title:</b> Social Studies Teacher</p> <p><b>Effective Dates:</b> 03/30/2020-03/29/2023</p> <p style="text-align: right;"><b>FTE:</b> 1.0</p> <p><b>Certification:</b> Social Studies 7-12 - Professional</p>                   |

3 **Name:** Jennifer Knapp **Appointment Type:** Probationary  
**Tenure Area:** Instructional Support Services in the **Title:** Teacher on Special Assignment  
integration of technology into instructional practices  
**Salary:** \$54,171.00; pro-rated to **Effective Dates:** 04/30/2020-04/29/2023  
\$11,105.06.  
**Location:** Special Education **FTE:** 1.0  
**Certification:** Students with Disabilities 1-6 – Professional

(SY 19-20 #462,463,464)

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

1. **Name:** Jessica Kirby-Barnes **Appointment Type:** Provisional  
**CS Title:** Health and Safety Supervisor **Appointment Date:** 03/26/2020 **FTE:** 1.0  
**Salary:** \$44,439.05 pro-rated to \$11,850.39.  
**Location:** Operations
  
2. **Name:** Edrie Murphy **Appointment Type:** Probationary  
**CS Title:** School Bus Attendant **Probationary Term:** 03/16/2020-03/15/2021 **FTE:** 1.0  
**Salary:** \$12.50 per hour  
**Location:** Regional Transportation

(SY 19-20 #465, 466)

**Appointments -** Allan Turnbull made a motion, seconded by John  
**All Other** DeValve and unanimously carried to approve  
**Appointments** 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 03/26/20

Amanda Bieniek Tessa Filiberto

Substitute Automotive Mechanic Helper - effective 03/26/2020

Douglas Bushnoe

School Bus Attendant - effective 02/26/2020

Kayla Lachmayer

School Bus Attendant - effective 03/02/2020

Amanda Moore

(SY 19-20 #467, #468)

- 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..	Jeannette Wickham	Ag-PTECH	\$50.00	Per Hour	03/18/2020-06/30/20	300 hours	Hourly Special Education Teacher

(SY 19-20 # 469)

- c. Appoint the following mentors to for the 2019-2020 school year effective July 1, 2019. They will be paid no more than \$1,000 for the 2019-2020 school year depending upon the number of actual mentoring hours:

Anna Goderie (3/9/20) – mentor to – Sandra Barkevich

(SY 19-20 # 470)

**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 February 5, 2020 through February 26, 2020. (SY 19-20 #471)

**TREASURER'S REPORT**

John DeValve made a motion, seconded by Jean LaPorta, and unanimously carried to approve the Treasurer's Report from January 1, 2020 through January 31, 2020 as submitted. (SY 19-20 #472)

**EXTRACLASS REPORT**

John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to approve the Extraclass reports submitted for the months of January and February 2020. (SY 19-20 #473, #474)

**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 March 11, 2020. (SY 19-20 #475)

**REVISED RETIRED SUBSTITUTE SCHOOL BUS DRIVER RATE OF PAY**

John DeValve made a motion, seconded by Jean LaPorta to establish a Retired Substitute Bus Driver Rate of Pay of \$20.00 per hour effective January 30, 2020. Eligible candidates must have retired as an employee of BOCES. (SY 19-20 #476)

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 19-16 - Groceries - Bid Item #2023 and #2033, Sausage links and Sausage Patties, HFM BOCES rejected Ginsberg's price increases for both items. Re-award to US Foods Effective March 5, 2020. (SY 19-20 #477)

PTECH DONATION John DeValve made a motion, seconded by Jean LaPorta, and unanimously carried to accept the anonymous donation in the amount of \$5,701.08 for a concert as well as workshops performed by the Bridge Arts Ensemble on March 6, 2020 at the Jansen Avenue PTECH. (SY 19-20 #478)

NEW BUSINESS John DeValve made a motion, seconded by James Beirlein and unanimously carried to accept Revised Policy #6301 - First Reading policy #6301 Benefits - Non-Represented Employees as a first reading. (SY 19-20 #479)

BOARD MEMBER REPORTS Jean LaPorta told the Board that the Health Committee had rescheduled their meeting to April 2, 2020 but are still working on the health insurance rates.

2020-2021 BOARD MEETING SCHEDULE The Board reviewed the 2020-2021 Board Meeting schedule as submitted. (SY 19-20 #480)

FUTURE MEETINGS April 1, 2020 - HFM BOCES Annual Meeting, 6:00 p.m., Virtual Meeting

April 29, 2020 - HFM BOCES Annual election/Admin Budget Vote and Regular Board Meeting 5:00 p.m., HFM BOCES Board Room

ADJOURNMENT: With no further business to come before the Board, Allan Turnbull made a motion at 5:26 p.m. to adjourn the meeting. This motion was seconded by Jean LaPorta and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board