

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

DATE May 27, 2020

PLACE Meeting can be accessed via phone:
Call: 1-646-992-2010 - Access Number: 717 330
311

KIND OF MEETING Regular Monthly

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

OTHERS PRESENT David Ziskin, District Superintendent; Lorraine
Hohenforst, Deputy Superintendent; Kathi Lewis,
School Business Official; Aaron Flynn, Human
Resources Manager; Michael Jacob, Director of
Special Education; Daniel Salvagni, Matthew
Popp, Tammy Dingman and Stacy Marzullo,
Administrative Coordinators for Special
Education; 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
5:00 p.m.

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

CANVASS THE VOTE Allan Turnbull made a motion, seconded by John
DeValve and unanimously carried to accept the
canvass of the vote, whereby 15 component
school districts cast an affirmative ballot for
the adoption of the 2020-2021 HFM
Administrative Budget; duly reelected to a
three year term incumbents John DeValve of the
Canajoharie Central School District and Jean
LaPorta of the Gloversville Enlarged School
District and elected Gustavo Sacerio of the
Greater Johnstown School District to a two-year
term.

OATH OF OFFICE The Board Clerk administered the Oath of Office
to Gustavo Sacerio swearing him in as HFM BOCES
Board member.

APPROVAL OF MINUTES John DeValve made a motion, seconded by Allan Turnbull to approve the minutes of the April 29, 2020 Regular Board Meeting. This motion was carried unanimously with one correction.

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's report included:
▶ Communication

Special Education Director Michael Jacob reported on how he and his Special Education staff have been working to educate and provide tele-therapy services to their students since March 18, 2020.

▶ Collaboration

▶ Advocacy

DEPUTY SUPERINTENDENT'S REPORT The Deputy Superintendent's Report included:
▶ Regional Summer School and Regional Summer Enrichment Programs

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 Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to accept the following employee's letter of intent to retire:

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
Colleen Nellis (SY 19-20 #504)	Typist	CTE (06/04/90)	10/30/2020

Abolish Positions

Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to abolish the following positions:

POSITION	Division	EFFECTIVE DATE
1. 0.4 FTE Assistant Employment Specialist	Special Education	05/28/2020
2. Senior Typist	Ag-PTECH	05/28/2020
3. Senior Typist	Special Education	05/28/2020

(SY 19-20 #505)

Establish Position

Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to establish the following position:

<u>POSITION</u>	<u>PROGRAM/LOCATION</u>	<u>EFFECTIVE DATE</u>
Principal of Career and Technical Education	CTE	07/01/20

Appointment - Certified Administrator

Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to appoint the following certified administrator:

Name:	Michael DiMezza	Appointment Type:	Probationary
Tenure Area:	Principal: Career and Technical Education Center	Title:	Principal of Career and Technical Education Center
Salary:	\$96,285.40	Effective Dates:	07/01/2020-06/30/2023
Location:	CTE	FTE:	1.0
		Certification:	School District Leader – Prof and School Building Leader - Prof

(SY 19-20 #506)

Amended Appointments

Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to amend the following appointments:

Kimberly Abel - Teacher on Special Assignment with Instructional Services, amending her July 25, 2018 appointment tenure area to Teacher on Special Assignment - Instructional Support Services in Professional Learning effective September 1, 2018. (SY 19-20 #507)

Cara Bronner - Teacher on Special Assignment with Special Education, amending her March 25, 2020 Board meeting appointment tenure area to Teacher on Special Assignment - Instructional Support Services in Curriculum and Differentiated Instruction effective May 4, 2020. (SY 19-20 #508)

Julie Carroll - Teacher on Special Assignment with Instructional Services, amending her August 31, 2016 Board Meeting appointment tenure area to Teacher on Special Assignment - Instructional Support Services in Professional Learning effective September 1, 2016. (SY 19-20 #509)

Jodi Eakin- Teacher on Special Assignment with Instructional Services, amending her September 25, 2019 Board meeting appointment tenure area to a dual tenure which is Teacher on Special Assignment - Instructional Support Services in Professional Learning - 50% allocation and Teacher on Special Assignment - Instructional Support Services in Curriculum and Differentiated Instruction - 50% allocation effective October 28, 2019. (SY 19-20 #510)

Deborah Henderson - Part-time, Hourly Food Service Helper with Food Service, amending her October 28, 2015 board meeting appointment to be a 0.71 FTE position effective September 1, 2020. Salary: \$19,065.37 (SY 19-20 #511)

Information Only

Hladik, Billie - Senior Typist with Foothills PTECH transferring to the Career and Technical Education Center located at the HFM BOCES main campus. Mrs. Hladik will remain in the Senior Typist job title.

**CLAIMS AUDITOR
REPORT**

Allan Turnbull made a motion, seconded by James Beirlein, and unanimously carried to approve the Claims Auditor Report for the period of April 7, 2020 through April 28, 2020. (SY 19-20 #512)

TREASURER'S REPORT

Allan Turnbull made a motion, seconded by James Beirlein, and unanimously carried to approve the Treasurer's Report from March 1, 2020 through March 31, 2020 as submitted. (SY 19-20 #513)

EXTRACLASS REPORT

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to approve the March 2020 and April 2020 Extraclass reports as submitted. (SY 19-20 #514, 515)

AMENDED SPECIAL PATROL OFFICER AGREEMENT - MECO

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to authorize the District Superintendent to execute the amended agreement between Hamilton-Fulton-Montgomery BOCES and Fulton County Sherriff's Office to provide a uniformed Special Patrol Officer for HFM BOCES programs at Meco Elementary School effective September 1, 2019-June 30, 2020. (SY 19-20 #516)

DCMO BOCECS COOPERATIVE PURCHASING AGREEMENT

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to approve the Resolution of Board of Education Cooperative Purchasing School Year 2020-2021 and the Resolution of Board of Education Generic School year 2020-2021 with Deleware-Chenango-Madison-Otsego BOCES effective July 1, 2020 through June 30, 2021. (SY 19-20 #517, 518)

NCPA PURCHASING CONTRACTS

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to approve the use of the National Cooperative Purchasing Alliance (NCPA) contracts that comply with BOCES procurement rules and practices. (SY 19-20 #519)

WEST AND COMPANY ACKNOWLEDGEMENT LETTER

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to authorize the District Superintendent to execute the acknowledgement letter from West and Company CPAs, P.C. acknowledging the items covered in the Independent Audit for the year ending June 2020. (SY 19-20 #520)

BUDGET ADJUSTMENT

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to approve the budget adjustments through April 30, 2020. (SY 19-20 # 521)

BUDGET TRANSFERS

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to approve the budgetary transfers through April 30, 2020 as submitted by the Chief Financial Officer. (SY 19-20 # 522)

D.S. CREDIT CARD SUMMARY

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to accept the District Superintendent Credit Card Summary for the time period of January 1, 2020 through March 31, 2020. (SY 19-20 #523)

HEALTH INSURANCE

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to execute the agreement for health insurance plans (PPO and HDEPO) with Empire BlueCross for the contract period of July 1, 2020 through June 30, 2021. (SY 19-20 # 524)

DENTAL INSURANCE

Allan Turnbull made a motion, seconded by James Beirlein and unanimously carried to authorize Delta Dental to provide dental benefits to HFM BOCES employees effective July 1, 2020 to June 30, 2021 at the same rates as the 2019-2020 school year.

OLD BUSINESS

**Revised Policies
- Second Reading/
Adoption**

James Beirlein made a motion, seconded by Jean LaPorta and unanimously carried to accept the following policies as second readings and adopt them.

Policy # 5304 - Information Security Breach

Policy # 5305 - Protection of Student, Teacher and Principal Information (Data Security and Privacy)

Policy # 7400 - Education Records

Regulation # 5304.1 - NYS Security Breach Reporting Form

Regulation # 7400.1 - Application for Inspection of Student Records

Regulation # 7400.2 - Access to Student Education Records

Regulation # 7400.3 - Request for Correction of Education Records

Regulation # 7400.4 - FERPA Notification
(SY 19-20 #525, 526, 527, 528, 529, 530, 531, 532)

NEW BUSINESS Allan Turnbull made a motion, seconded by Carmen
Policy - Waive first Caraco and unanimously carried to waive the
Reading and adopt The first reading of the follow policy and adopt
it.

Policy #6406 Leaves of Absence for Covid-19 Qualifying Reasons
(SY 19-20 #533)

BOARD MEMBER REPORTS None

FUTURE MEETINGS June 8, 2020 - HFM BOCES Special Meeting, 5:00
p.m., Virtual Meeting

June 24, 2020 HFM BOCES Regular Meeting, 5:00
P.M., Location: TBA

ADJOURNMENT: With no further business to come before the
Board, Allan Turnbull made a motion at 5:58
p.m. to adjourn the meeting. This motion was
seconded by James Beirlein and unanimously
carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board