

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

DATE June 24, 2020

PLACE Meeting can be accessed via phone:
Call: 1-646-992-2010 - Access Number: 129 599
4190 After executive Session Call: 1-646-992-
2010 - Access Number: 129 329 6469

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; Matthew Davis, Principal of
PTECH; Craig Clark, Communications Specialist;
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
5:02 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.

EXECUTIVE SESSION At 5:03 p.m. the Board entered executive
session for the purpose of discussing the
employment history of a particular person upon
a motion made by Jean LaPorta, seconded by
James DeValve and unanimously carried.

RETURN TO OPEN At 5:13 p.m. John DeValve made a motion to
SESSION 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 May 27, 2020 Regular Board Meeting and the June 8, 2020 Special Board meeting. This motion was carried unanimously.

DISTRICT SUPERINTENDENT'S REPORT The District Superintendent's report included:
 ▶ Partnership
 ▶ Advocacy
 ▶ Leadership

DEPUTY SUPERINTENDENT'S REPORT The Deputy Superintendent's Report included:
 ▶ Partnership
 PTECH Principal Matthew reported on how he and his PTECH staff have been working to ensure continuity of learning for their students since March 18, 2020.
 ▶ Advocacy
 ▶ Leadership

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 Jean LaPorta 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>
1. Kimberly Bursese (SY 19-20 #539)	Registered Professional Nurse (School)	CTE (02/13/2003)	06/30/2020

Resignation

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

Name	Position	Division	Effective Date
1. Michael DiMezza	Coordinator of CTE to accept a Principal of CTE position (07/01/20)	CTE (09/28/2012)	06/30/2020

(SY 19-20 #540)

Abolish/Terminate Positions

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to abolish or reduce the following positions and terminate the following employee.

Eliminate and abolish effective July 1, 2020

1.0 FTE - TOSA (Teacher on Special Assignment): Instructional Support Services for Curriculum and Differentiated Instruction, Incorporating the Analysis of Student Performance Data.

0.8 FTE Itinerant School Counselor

0.6 FTE School Food Services Director I
(SY 19-20 #541)

Termination effective June 12, 2020

Elliot Thomas, Director of I.T. (Provisional)
(SY 19-20 #541)

Appointment - Administrator

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

<p>a. Name: Riley O'Malley Tenure Area: Administrative Coordinator of CTE Salary: \$82,000 pro-rated to \$76,874.98 Location: CTE</p>	<p>Appointment Type: Temporary Title: Administrative Coordinator of CTE Effective Dates: 07/27/20-06/30/2021 Certification: Social Studies 7-12 Professional</p>	<p>FTE: 1.0</p>
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(SY 19-20 #542)

8.	Rebecca Hart	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30/2021	450 Hours	Adult Educator
9.	Andrea Hernigle	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30/2021	450 Hours	Adult Educator
10.	Lisa Malagisi	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30-2021	700 Hours	Adult Educator
11.	Christian O'Callaghan-Leue	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30/2021	50 Hours	Adult Educator
12.	Geovanny Santamaria	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30/2021	100 Hours	Adult Educator
13.	Sheldon Novotny	Adult Literacy and Corrections Education	\$25.00	Hourly	07/01/2020-06/30/2021	100 Hours	Adult Educator
14.	Sarah Santamaria	Adult Literacy and Corrections Education	\$14.00	Hourly	07/01/2020-06/30/21	800 Hours	Teacher Aide
15.	Kayla Hogabone	Adult Literacy and Corrections Education	\$14.00	Hourly	07/01/2020-08/31/20	120 Hours	Teacher Aide
16.	Linda Edwards	Business Office	\$31.00	Hourly	07/01/2020-06/30/2021	N/A	Casual Employee
17.	Donald Hodge	Operations	\$108.69	Per Diem	07/01/2020-08/31/2020	35 days	Custodial Worker
18.	Anna Reilly	Special Education Regional	\$50.00	Hourly	07/01/2020-06/30/2021	500 hours	School Psychologist
19.	Christine Pietro	Summer School	\$50.00	Hourly	07/01/2020-06/30/2021	\$28,950	Principal
20.	Paul Wilder	Regional Transportation	\$3,500	Stipend	07/01/2020-06/30-2021	3,500	Head Mechanic

(SY 19-20 #549, 550, 551, 552, 553, 554)

Special Education Extended School Year Program - (See attached Roster) (SY 19-20 #555)

Appoint the following Special Education Staff members to participate in curriculum writing and school-year orientation this summer and throughout the 2020-2021 school year. They will be paid \$25.00 per hour. The total hours will not exceed 1000 hours.

Elizabeth Baker	Andrea Bambara	Kristin Bellinger
Pamela Cacciari	Alison Daly	Dennis Daskalakis
Shawna Fleck	Toni Giblin	John Gleeson
Kimberly Hale	Barbara Hatcher	JoAnn Iarossi
Cheryl Kelly	Cody Lafountain	Heather LaSalvia
Meghan Mallory	Brianne Martino	Daniella Murphy
Patricia Muselbeck	Annamarie Neri	Shannon Petrie
Kimberly Remington	Michelle Rice	Joseph Salamack
John Schwarz	Kyle Testo	Mary Ann Thombs
Nancy Turnbull	Lynda Winchell	Pamela Wittmeyer

(SY 19-20 #556)

Appoint the following Special Education employees preparation days during July and August 2020 at their daily rate.

- Jodi Eakin – Curriculum Specialist - 30 days
 - Anna Everhardt – Guidance Counselor – 30 days
 - Scott Iovinella – Transition Specialist - 20 days
 - Jennifer Knapp – Technology Integration Specialist – 30 days
 - Lisa Spurduto – Job Training Specialist – 5 days
 - Sandra Stortecky – Assistant Job Training Specialist – 5 days
 - Tonya Stoller – Assistant Job Training Specialist – 5 days
 - Elizabeth Wild – Transition Specialist – 20 days
- (SY 19-20 #556)

Appoint the following Special Education staff to participate in student intakes over July and August 2020. They will be paid \$25.00 per hour. The total hours will not exceed 30 hours.

Susan Anthony	Sara Bates	Lisa Brown
Rachel DeFelice	Kristin Earle	Jeff Frank
Christopher Hallenbeck	Jessica Hayner	Holly Hisert-Joyner
Tara Hogan	Killian Horney	Shelley Hoyt
Tia Lomax	Jennifer Martelle-Mahon	Kristin Michaels
Tara Millhouse	Theresa Smigelski	Tammy Wood

(SY 19-20 #556)

Appoint the following PTECH staff members to work up to 50 hours at a rate of \$25.00 per hour between July 1, 2020 and June 30, 2021 on curriculum planning and/or professional development.

Allyson Warren	Kayleigh Denney	Jennifer Sponnoble
Taylor VanSlyke	Matthew Sherman	Kelly Long
Peter Briele	Melissa Fisher	Katherine Fazel
Jacob Brode	Jacob Amidon	Dylan Toscano
Rodney Schuyler	Adrienne Zych	Sandra Barkevich
Brandon Trinkle	Melissa McGill	Anna Goderie
Katie Catucci	Cristin Murphy	Zachary Carrico
Ping Huang		

(SY 19-20 #557)

Appoint the following PTECH staff to work up to 20 hours at a rate of \$25 per hour between 7/1/20-6/30/2021 to work as chaperones and/or for morning supervision from 6:55am to 7:55am on days when students are present in school.

Allyson Warren	Kayleigh Denney	Jennifer Sponnoble
Taylor VanSlyke	Matthew Sherman	Kelly Long
Peter Briele	Melissa Fisher	Katherine Fazel
Jacob Brode	Jacob Amidon	Dylan Toscano
Rodney Schuyler	Adrienne Zych	Sandra Barkevich
Brandon Trinkle	Melissa McGill	Anna Goderie
Katie Catucci	Cristin Murphy	Zachary Carrico
Ping Huang		

(SY 19-20 #557)

Appoint the following PTECH staff to work up to 5 days at their daily rate from July 1, 2020 through August 31, 2020.

Allyson Warren	Kayleigh Denney	Kelly Long
Peter Briele	Melissa Fisher	Katherine Fazel
Jacob Brode	Jacob Amidon	Dylan Toscano
Rodney Schuyler	Adrienne Zych	Sandra Barkevich
Brandon Trinkle	Melissa McGill	Katie Catucci
Cristin Murphy	Zachary Carrico	Ping Huang

(SY 19-20 #557)

Appoint the following PTECH staff to work up to 20 days at their daily rate as counselors from July 1, 2020 to August 31, 2020.

Jennifer Sponnoble	Taylor VanSlyke	Matthew Sherman
Cassandra Hehl	Keturah Tallon	

(SY 19-20 #557)

Appoint the following PTECH staff to work up to five days at their daily rate from July 1, 2020 to August 31, 2020.

Renee Stewart	Beth Smith
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(SY 19-20 #557)

Appoint the following PTECH staff to work up to 10 days as Teacher Aides at their daily rate from July 1, 2020 to August 31, 2020.

Kasey Mang	Evette Hess	Jo Lynn Taylor
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(SY 19-20 #557)

Appoint the following PTECH staff to work up to 10 days at their daily rate as Instructional Coaches from July 1, 2020 to August 31, 2020.

Lisa Gargiulo	Kimberly Abel
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(SY 19-20 #557)

Appoint the following PTECH staff to work up to 10 days at their daily rate from July 1, 2020 to August 31, 2020.

Anna Goderie
(SY 19-20 # 557)

Appoint the following Career and Technical Education staff members to work up to 20 hours at a rate of \$25.00 per hour on curriculum work effective July 1, 2020 through August 31, 2020:

John Ackermann	Michael Andrews	Robert Boshart
Erika Bucenec	Adam Cancio	Zachary Carrico
Valerie Charpentier	Kevin Collins	Thomas Davis
Steven Derwin	Thomas DiMezza	Ryan England
Chris Flint	Jason Hillabrandt	Andrew Huth
Donald Lucas	Sean Mahon	Julie Mead
Thomas Nethaway	Craig Newkirk	Richard Santelli
Phillip Schuyler	Rebecca Skretkowicz	Meredith Tuppen
Joanne Wood	TBA Vet and Animal Science	

(SY 19-20 #558)

Appoint the following Career and Technical Education School Counselors to work up to 20 days over the summer at their daily rate:

Kathy Daly	Charis Dimitrou
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(SY 19-20 #558)

Appoint the following Regional Transportation Staff members to be paid at their current rate for the period of July 1, 2020 through August 31, 2020:

Bus Drivers

Renee Dunham	Michael Brown	Jose Gonzales
Paul Vosteen	Amy Mulvey	Gloria Sutler
Donna Rolon	Frank Spooner	Amanda Moore
Eileen Henry	April Ostrander	William Peek
Marie Smimmo	Gregory Musillo	Aaron Sieg
Amy Pettit	Kenneth Wetmore	Laurie Fallis
Debra McArthur	George Lane	Destiny Brownell
Vanessa Cintron	Dennis Comstock	Shayla Dixon
Ginnette Ostrander	Dennis Rein	Jason Shanahan
Korena Thornton		

(SY 19-20 #559)

School Bus Attendants

Monique Wheeler	Leandra Smith	Aubrey Catucci
Rebecca Carter	Cathy Catucci	Sandra Town
Kelly Nethaway	Lynn Buyce	Maria Morey
Melissa Teneyck	Marcia Miles	Robert Gallup
Nicollette Buddle	Roseann D'Angelo	Pamela Dooling
Margaret Coolidge	Edrie Murphy	Cory Mykel
Virginia Peck	Lisa Slater	Antoinette Walters

(SY 19-20 #559)

Appoint the following staff to work hourly for the Regional Summer School or Regional Enrichment programs effective July 1, 2020 through August 31, 2020 at the corresponding rate next to their names:

Name	Position	Rate
Andrews, Michael	Teacher	\$30.00 per hour
Bellandi, Cherise	Teaching Assistant	\$15.00 per hour
Benton, Kenneth	Teacher	\$30.00 per hour
Conklin, Nicole	Teacher	\$30.00 per hour
Cooley, Cory	Teacher	\$30.00 per hour
Cuomo, Lexi	Teacher	\$30.00 per hour
Cutspec, Adam	Teacher	\$30.00 per hour
Davis, Jillian	Teacher	\$30.00 per hour
DeTraglia, Mary	School Counselor	\$30.00 per hour
Dickinson, Jamie	Teacher	\$30.00 per hour
DiTata, JoMarie	Media Specialist	\$30.00 per hour
Faville, Cassandra	Teacher	\$30.00 per hour
Flynn, Laura Jean	Teacher	\$30.00 per hour
Gleeson, John	Teacher	\$30.00 per hour
Glock, Deborah	Teacher	\$30.00 per hour
Goodwin, Dorene	Teacher	\$30.00 per hour
Hart-DeMagistris, Rebecca	Teacher	\$30.00 per hour
Hazzard, Jennifer	Teacher	\$30.00 per hour
Kaczor, Tara	Teacher	\$30.00 per hour
Kirsch, Kristopher	Teacher	\$30.00 per hour
Kohout, Jamie	Teacher	\$30.00 per hour
Kruger, Jason	Teacher	\$30.00 per hour
Long, Kelly	Teacher	\$30.00 per hour
McAleese, Molly	Teacher	\$30.00 per hour

Name	Position	Rate
Niles, Bradley	Teacher	\$30.00 per hour
Orengo, Gabriel	Long-Term Substitute Teacher	\$16.15 per hour
Overbaugh, Jessica	Teacher	\$30.00 per hour
Palczak, Deanna	Teacher Aide	\$13.69 per hour
Paris, John	Long-Term Substitute Teacher	\$16.15 per hour
Pfeiffer, Nonagail	Teacher Aide	\$13.69 per hour
Rohrs, Christian	Teacher	\$30.00 per hour
Romano, Danielle	Teacher	\$30.00 per hour
Santiago, Lucas	Teacher	\$30.00 per hour
Savoie, Kristina	Teacher	\$30.00 per hour
Schuyler, Rodney	Teacher	\$30.00 per hour
Schwab, Terri	Teacher	\$30.00 per hour
Scott, Joseph	Teacher	\$30.00 per hour
Semprivo, Lynn	Teacher	\$30.00 per hour
Simonds, Daniel	Teacher	\$30.00 per hour
Simonds, Kaitlyn	Teacher	\$30.00 per hour
Simonson, Charla	School Counselor	\$30.00 per hour
Smith, John B.	Teacher	\$30.00 per hour
Smith, Kimberly	Teacher	\$30.00 per hour
Snyder, Russell	Teacher	\$30.00 per hour
Sollecito-Campos, Diane	Teacher	\$30.00 per hour
Sweeney, Jill	Teacher	\$30.00 per hour
Taylor, Derek	Teacher	\$30.00 per hour
Vannier-Weidman, McKinley	Teacher	\$30.00 per hour
Wilary, Kevin	Teacher	\$30.00 per hour
Wilmot, Lisa	Senior Typist	\$15.74 per hour

(SY 19-20 #560)

2020-21 Advisors

	Name	Department	Organization
1	Andrew Huth	CTE	Yearbook
2	Phillip Schuyler	CTE	CTE/Marketing Promotion
3	Kevin Collins	CTE	Culinary Arts Advisor
4	Thomas Davis	CTE	CTECC
5	Ryan England	CTE	National Technical Honor Society

(SY 19-20 #561)

Appoint the following to Clinical Assistant positions for the Career and Technical Education Medical Assisting program effective September 1, 2020 through June 30, 2021:

- Joanne Schmidt – Not to exceed 160 days
- Ronald Luft – Not to exceed 100 days

(SY 19-20 #562)

Tenure - Appointments **Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to approve the following Tenure Appointments:**

Recommend the Board appoint the following employees to tenure status based upon successful completion of the required probationary period:

	<u>Name</u>	<u>Tenure Area</u>	<u>Effective</u>
a.	Elizabeth Wild	Teacher on Special Assignment – Instructional Support Services in Special Education	07/11/20

- b. Michelle Brown Speech and Hearing Handicapped, Speech Pathologist 09/01/20
 - c. Hillary Cool Physical Education and Recreation Teacher 09/01/2020
 - d. Hillary Cool Health Education 10/26/20
 - e. Rachel Defelice Counselor School 09/01/2020
 - f. Shannon Petrie General Special Education 09/01/20
- (SY 19-20 #563)

**Amended
Appointments**

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

Bynum, Melissa - School Counselor with Itinerant Services, amending her full-time 1.0 FTE position to 0.2 FTE effective September 1, 2020 due to reduced district services request. Ms. Bynum will be placed on a preferred eligibility list in her tenure area. Salary: \$50,673.00 pro-rated to \$10,134.60.
(SY 19-20 #564)

Trumbull, Myra - School Food Service Director I with Central Food Services, amending her full-time 1.0 FTE appointment to 0.4 FTE effective July 1, 2020 due to reduced district service requests. Ms. Trumbull will be placed on a preferred eligible list for her civil service title area.
(SY 19-20 #565)

**Miscellaneous
Personnel Items**

Allan Turnbull made a motion, seconded by Jean LaPorta and unanimously carried to approve the following miscellaneous personnel items:

Memorandum of Agreement between Hamilton, Fulton and Montgomery Counties BOCES CSEA (Drivers Unit) (SY 19-20 #566)

Memorandum of Agreement between Hamilton, Fulton and Montgomery Counties BOCES and BOCES Teachers' Association (SY 19-20 #567)

Memorandum of Agreement between HFM BOCES, Kimberly Bursese and The BOCES Teachers' Association Aides, Nurses and Interpreter Unit (SY 19-20 #568)

2020-21 Non-Represented Salaries (SY 19-20 #569)

**CLAIMS AUDITOR
REPORT**

**John DeValve made a motion, seconded by James Beirlein, and unanimously carried to approve the Claims Auditor Report for the period of May 5, 2020 through May 27, 2020.
(SY 19-20 #570)**

TREASURER'S REPORT

Jean LaPorta made a motion, seconded by John DeValve, and unanimously carried to approve the Treasurer's Report from April 1, 2020 through April 30, 2020 as submitted. (SY 19-20 #571)

EXTRACLASS REPORT

John DeValve made a motion, seconded by James Beirlein and unanimously carried to approve the May 2020 Extraclass report as submitted. (SY 19-20 #572)

**OMNI SERVICE
AGREEMENT RE-
INSTATEMENT**

Allan Turnbull made a motion, seconded by James Beirlein to authorize the District Superintendent to execute the Services Agreement by and between HFM BOCES and Omni effective July 1, 2020 through June 30, 2021. This motion was unanimously carried. (SY 19-20 #573)

**ADULT LITERACY
AND CORRECTIONS
EDUCATION SPACE
AGREEMENTS**

John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to authorize the District Superintendent to execute Memorandum of Agreement by and between HFM BOCES and the United Presbyterian Church of Amsterdam and the Lease Agreement by and between HFM BOCES and Avinash Moudgil effective July 1, 2020 through June 30, 2021 to provide classroom and office space for Adult Literacy and Corrections Education. (SY 19-20 #574, 575)

**INDEPENDENT
CONTRACTOR SERVICES
AGREEMENT -
HARRINGTON**

James Beirlein made a motion to authorize the District Superintendent to execute the Independent Contractor Services Agreement by and between HFM BOCES and George Harrington to work as a part-time Facilities Consultant effective July 1, 2020 through June 30, 2021. This motion was seconded by Jean LaPorta and unanimously carried. (SY 19-20 #576)

**BID RECOMMENDATIONS
AND EXTENSIONS**

Pursuant to the competitive bidding process Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to accept the bid recommendations and extensions as noted by memoranda from Chief Financial Officer in the following areas:

RFP 19-18RE Laundry Services - Century Linen and Uniform Inc. 335 N Main Street, Gloversville, NY 12078 (SY 19-20 #577)

RFP 17-11 Worker's Compensation Insurance - New York State Insurance Fund, Robert J. Hoy Agency, Inc. 14 Center Street, Broadalbin, NY 12025 (SY 19-20 #578)

RFP 17-13 Legal Counsel - Girvin and Ferlazzo, PC 20 Corporate Woods Blvd, Albany, NY 12211 (SY 19-20 #579)

RFB 2020-131 - Solid Waste - DCMO BOCES County Waste and Recycling Service, Inc. 1927 Route 9, Clifton Park, NY 12065 (SY 19-20 #580)

RFP 19-04 Design Services for Building Condition Survey Projects - Tetra Tech Architects, Engineers and Landscape PC 8 South Woods Blvd 3rd Floor, Albany, NY 12211 (SY 19-20 #581)

RFP 19-06 HVAC Services - Emtech 5 Hemlock Street, Latham, NY 12110 (SY 19-20 #582)

RFP 19-01RE School Physician - St. Mary's Health Care 427 Guy Park Avenue, Amsterdam, NY 12010 (SY 19-20 #583)

RFP 19-07 Copier Maintenance Services - Derby Office Equipment 1040 State Highway 29A, Gloversville, NY 12078 (SY 19-20 #584)

RFP 18-04 Menu Planning and Nutrient Analysis Software – Health-e Pro PO Box 124, Anacortes, WA 98221 (SY 19-20 #585)

RFP 17-12 Property and Casualty Insurance - NBT-Mang Insurance Agency 56 N Main Street, Gloversville, NY 12078 (SY 19-20 #586)

BOARD MEMBER REPORTS **None**

FUTURE MEETINGS **June 30, 2020 – HFM BOCES Special Meeting, 5:00 p.m., Virtual Meeting via Webex**

July 1, 2020 HFM BOCES Re-Organizational Meeting, 5:00 P.M., Virtual Meeting via Webex

ADJOURNMENT: **With no further business to come before the Board, Allan Turnbull made a motion at 6:05 p.m. to adjourn the meeting. This motion was seconded by Jean LaPorta and unanimously carried.**

Respectfully submitted,

**Christine Eaton
Clerk of the Board**