

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

Pending Board Approval

DATE January 29, 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; Jay DeTraglia, Director of Career and Technical Education; Matthew Davis, PTECH Principal, Tara Caraco, Coordinator of Instructional Services; Aaron Flynn, Human Resources Manager; Jeanne Halloran, Special Education Teacher; Craig Clark, Communications Specialist; Ashley Onyon, Reporter with the Leader Herald and Christine Eaton, Clerk

CALL TO ORDER The Board Clerk called the meeting to order at 5:00 p.m., followed by the Pledge of Allegiance.

MOMENT OF SILENCE The Board observed a moment of silence to honor former Board President Joanne Freeman who passed away on December 17, 2019.

ELECTION OF OFFICER
President John Devalve made a motion to nominate Harry Brooks as President of the HFM BOCES Board of Education, this motion was seconded by Allan Turnbull. Carmen Caraco then made a nomination to nominate Jean LaPorta to be President of the HFM BOCES Board of Education, this motion was seconded by Allan Turnbull. The Board voted 4-2 in favor of Harry Brooks. The Board then vote 2-4 for Jean LaPorta.

OATH OF OFFICE Dr. Brooks was administered the oath of office of Board President.

PRESIDENT ASSUMES
LEADERSHIP At this time, President Brooks assumed leadership of the meeting.

- APPROVAL OF AGENDA** Allan Turnbull 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** Jean LaPorta made a motion, seconded by Allan Turnbull to approve the minutes of the December 11, 2019 Regular Board Meeting and the January 6, 2020 Special Board meeting. This motion was carried unanimously.
- DISTRICT SUPERINTENDENT'S REPORT** The District Superintendent's Report included:
- ▶ Draft Organizational Goals
 - ▶ Jay DeTraglia spoke to the Board about a Strategic Planning Session held on January 29, 2020 with the component superintendents
 - ▶ Sustaining and Growing the HFM BOCES PTECHs
- DEPUTY SUPERINTENDENT'S REPORT** The Deputy Superintendent's Report included:
- ▶ Visit with Edinburg School Board
 - ▶ Regents Scoring
 - ▶ Matt Davis - PTECH FBLA Field Trip
- OTHER BUSINESS ITEMS** John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to authorize the PTECH FBLA to attend an overnight field trip to the NYS FBLA State leadership Conference in Rochester, NY from April 1, 2020 through April 4, 2020. (SY 19-20 #365)
- 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
- Rescind Letter of Resignation for Retirement Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to allow the following employee to rescind his letter of retirement and accept his resignation.

Kersting, T

Kersting, Terry - Transportation Coordinator with Regional Transportation submitting a request to rescind his letter of retirement effective January 10, 2020 and instead resign from the Transportation Coordinator position effective January 10, 2020 to accept a new position with Regional Transportation as the Bus Driver/Trainer effective January 11, 2020. (SY 19-20 #366)

Resignations

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

<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
M. Gary Avery	School Monitor	ADK (03/28/2014)	12/10/2019
Denise Capece	Ag-PTECH Principal	Ag-PTECH (08/21/2018)	01/12/2020
Laurie Eaton	School Monitor	ADK (09/28/2015)	12/10/2019
Jennifer Kuhn	Senior Typist	Substitute Services (10/01/2019)	01/03/2020
Crystal Hopkins	School Bus Attendant	Regional Transportation (10/29/2015)	02/14/2020
Jean McCallum	Bus Driver/Dispatcher	Regional Transportation (02/19/2019)	01/10/2020
Arianna Patsos	Special Education Teacher	Ag-PTECH (01/12/2020)	02/23/2020
(SY 19-20 #367, 368, 369, 370, 371, 372, 373)			

Establish Positions

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to establish the positions listed below:

	<u>POSITION</u>	<u>PROGRAM/LOCATION</u>	<u>EFFECTIVE DATE</u>
1.	Bus Driver (2 positions)	Regional Transportation	01/06/2020

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)

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| <p>1 Name: Jacob Amidon</p> <p> Tenure Area: Mathematics</p> <p> Salary: \$63,893.00, pro-rated \$33,543.85.</p> <p> Location: Foothills PTECH</p> | <p>Appointment Type: Probationary</p> <p>Title: Mathematics Teacher</p> <p>Effective Dates: 01/27/2020-01/26/2024</p> <p>Certification: Mathematics 7-12 - Permanent</p> | <p>FTE: 1.0</p> |
| <p>2 Name: Kenneth Lancto, Jr.</p> <p> Tenure Area: Physical Education</p> <p> Salary: \$45,355.00, pro-rated \$23,811.40</p> <p> Location: Foothills PTECH</p> | <p>Appointment Type: Temporary</p> <p>Title: Physical Education Teacher</p> <p>Effective Dates: 01/27/2020-06/30/2020</p> <p>Certification: Physical Education – Initial</p> | <p>FTE: 1.0</p> |

(SY 19-20 #374, #375)

Appointment - Certified Related Services Professionals **Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to appoint the following certified teachers:**

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| <p>1 Name: Melissa Bynum</p> <p> Tenure Area: School Counselor</p> <p> Salary: \$49,613.00, pro-rated to \$27,039.13</p> <p> Location: Itinerant Services</p> | <p>Appointment Type: Probationary</p> <p>Title: School Counselor</p> <p>Effective Dates: 01/21/2020-01/20/2024</p> <p>Certification: School Counselor - Provisional</p> |
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- SY 19-20 #376)

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

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| <p>1. Name: M. Gary Avery</p> <p> CS Title: Teacher Aide</p> <p> Salary: \$18,762.00; pro-rated to \$12,476.73.</p> <p> Location: ADK</p> | <p>Appointment Type: Probationary</p> <p>Appointment Date: 12/11/2019-12/10/2020</p> <p>FTE: 1.0</p> |
| <p>2. Name: Destiny Brownell</p> <p> CS Title: Bus Driver</p> <p> Salary: \$17.66 per hour</p> <p> Location: Regional Transportation</p> | <p>Appointment Type: Probationary</p> <p>Probationary Term: 01/06/2020-01/05/2021</p> <p>FTE: 1.0</p> |
| <p>3. Name: Vanessa Cintron</p> <p> CS Title: Bus Driver</p> <p> Salary: \$17.66 per hour</p> | <p>Appointment Type: Probationary</p> <p>Probationary Term: 01/06/2020-01/05/2021</p> <p>FTE: 1.0</p> |

	Location: Regional Transportation			
4.	Name: Roseann D'Angelo CS Title: School Bus Attendant Salary: \$12.50 per hour Location: Regional Transportation	Appointment Type: Probationary Probationary Term: 01/06/2020-01/05/2021	FTE:	1.0
5.	Name: Shayla Dixon CS Title: Bus Driver Salary: \$17.66 per hour Location: Regional Transportation	Appointment Type: Probationary Probationary Term: 01/06/2020-01/05/2021	FTE:	1.0
6.	Name: Laurie Eaton CS Title: Teacher Aide Salary: \$18,432.00; pro-rated to \$12,257.28. Location: ADK	Appointment Type: Probationary Appointment Date: 12/11/2019-12/10/2020	FTE:	1.0
7.	Name: Terry Kersting CS Title: Bus Driver Salary: \$30.00 per hour Location: Regional Transportation	Appointment Type: Part-time/Probationary Appointment Date: 01/11/2020-01/10/2021	FTE:	0.5
8.	Name: Terry Kersting CS Title: Bus Driver/Trainer Salary: \$30.00 per hour Location: Regional Transportation	Appointment Type: Part-time/Probationary Appointment Date: 01/11/2020-01/10/2021	FTE:	0.5
9.	Name: Jean McCallum CS Title: Transportation Coordinator Salary: \$58,000.00; pro-rated to \$27,066.62 Location: Regional Transportation	Appointment Type: Provisional Appointment Date: 01/11/2020	FTE:	1.0
10.	Name: Cory Mykel CS Title: School Bus Attendant Salary: \$12.50 per hour Location: Regional Transportation	Appointment Type: Probationary Probationary Term: 01/06/2020-01/05/2021	FTE:	1.0
11.	Name: Virginia Peck CS Title: School Bus Attendant Salary: \$12.50 per hour Location: Regional Transportation	Appointment Type: Probationary Probationary Term: 01/06/2020-01/05/2021	FTE:	1.0
12.	Name: Dennis Rein CS Title: Bus Driver Salary: \$17.66 per hour Location: Regional Transportation	Appointment Type: Probationary Probationary Date: 01/06/2020-01/05/2021	FTE:	1.0
13.	Name: Jeremy Rowland CS Title: School Monitor Salary: \$17,579.00; pro-rated to \$11,690.00 Location: ADK	Appointment Type: Probationary Appointment Date: 12/11/2019-12/10/2020	FTE:	1.0
14.	Name: Frank Spooner III CS Title: Bus Driver Salary: \$17.66 per hour Location: Regional Transportation	Appointment Type: Probationary Appointment Date: 01/06/2020-01/05/2021	FTE:	1.0

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| 15. | Name: Jo Taylor
CS Title: Teacher Aide
Salary: \$17,579.00; pro-rated to \$9,932.10
Location: P-TECH | Appointment Type: Probationary
Probationary Term: 01/15/2020-01/14/2021 | FTE: 1.0 |
| 16. | Name: Elliott Thomas
CS Title: Director of Information Technology (School)
Salary: \$65,000.00; pro-rated to \$24,374.98
Location: Computer Tech Support and Distance Learning | Appointment Type: Provisional
Appointment Date: 02/17/2020 | FTE: 1.0 |

(SY 19-20 #377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392)

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 1/30/2020

Shelby Dopp	Robert Draiss	Nicole Seelow
Abbey Dearwester	Anthony Cosentino	Bianca Colon
Kaleena Castiglione		

Teacher Aide - effective 01/30/2020

Shelby Dopp	Bernadette VanWie	Nicole Seelow
Erika Searles		

School Monitor - effective 1/30/2020

Shelby Dopp	Nicole Seelow	Erika Searles
Bernadette VanWie		

Typist - effective 01/30/2020

Nicole Seelow	Erika Searles
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Substitute Licensed Practical Nurse- effective 1/30/2020

Lindsay Fry

Substitute Registered Professional Nurse (School) effective 1/30/2020

Yvette Falzarine

Substitute Food Service Helper

Erika Searles

Substitute Custodial Worker

Erika Searles

School Bus Attendant - effective 12/17/2019

Edrie Murphy

Substitute Bus Driver - effective 01/06/2020

Allan MacVean

(SY 19-20 #393, 394)

- 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..	Stacey Delaney	Special Education	\$250.00	Per Diem	01/21/2020-06/30/2020	N/A	Per Diem Teacher
2.	Jacob Amidon	Foothills PTECH	\$25.00	Hourly	01/14/2020-06/30/2020	75 Hours	Curriculum Writing and PD
3.	Kenneth Lancto	Foothills PTECH	\$25.00	Hourly	01/14/2020-06/30/2020	75 hours	Curriculum Development and PD

(SY 19-20 #395, 396)

- 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:

Michael DiMezza - mentor to - Kristine Beedon
 Jodi Eakin (1/6/20) - mentor to - Cristin Murphy
 Ryan England - mentor to - Tyler Smith

(SY 19-20 #397)

- d. Appoint the following as TASC/HSE Examiners for the 2019-20 school year effective January 30, 2020 through June 30, 2020. They will be paid \$20.00 per hour, not to exceed 40 hours.

Lauren Draus	Christian O'Callaghan-Leue	Natalie Sgambato
Lynn Trudeau		

(SY 19-20 #398)

- e. Appoint the following PTECH staff members for up to 16 hours of Regents Prep time at their hourly rate of pay effective January 6, 2020 through June 30, 2020.

Anna Goderie	Peter Briele	Rodney Schuyler
Sheila Thomas		

(SY 19-20 #399)

- f. Appoint the following Special Education staff member to an unpaid administrative internship with the Special Education Division effective February 3, 2020.

Elizabeth Wild

(SY 19-20 #400)

Amended
Appointments

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following amended appointments:

Bynum, Melissa - Long-term substitute with Itinerant Services, amending her December 11, 2019 appointment daily rate from \$105.00 per diem to \$125.00 effective December 16, 2019. Ms. Bynum obtained her certification. (SY 19-20 #401)

Gleason, Rebecca - Interim Principal with Foothills PTECH, amending her December 11, 2019 appointment to add up to seven days to use as sick or vacation. Salary remains the same. (SY 19-20 #402)

Marzullo, Stacy - Administrative Coordinator of Special Education, amending her October 30, 2019 appointment from a temporary appointment to a four-year probationary appointment effective November 02, 2019 through November 01, 2023. Tenure Area: Administrative Coordinator of Special Education. Tenure will be contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012, 3012-c, 3012-d. Salary remains the same. (SY 19-20 #403)

Miscellaneous
Personnel
Items

Allan Turnbull made a motion, seconded by John DeValve and unanimously carried to approve the following memoranda of agreement:

Memorandum of Agreement by and between HFM BOCES and the Civil Service Employees Association, INC. Local 1000, AFSCME, AFL-CIO BOCES Civil Service Employees Unit, Fulton County - Local 818 - Automotive Mechanics (SY 19-20 #404)

Memorandum of Agreement by and between HFM BOCES and the Civil Service Employees Association, INC. Local 1000, AFSCME, AFL-CIO BOCES Civil Service Employees Unit, Fulton County - Local 818 - Article 14 (SY 19-20 #405)

Memorandum of Agreement by and between Board of Cooperative Educational Services Hamilton-Fulton and Montgomery Counties and BOCES Teachers' Association Hamilton-Fulton and Montgomery Counties - Article 20 (SY 19-20 #406)

CLAIMS AUDITOR
REPORT

John DeValve made a motion, seconded by Allan Turnbull, and unanimously carried to approve the Claims Auditor Reports for the period of December 4, 2019 through December 18, 2019. (SY 19-20 #407)

TREASURER'S REPORT Allan Turnbull made a motion, seconded by Jean LaPorta, and unanimously carried to approve the Treasurer's Report from November 1, 2019 through November 30, 2019 as submitted. (SY 19-20 #408)

EXTRACLASS REPORTS Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the Extraclass reports submitted for the months of October, November and December 2019. (SY 19-20 #409, 410, 411)

ITEMS TO BE DECLARED SALVAGE John DeValve made a motion, seconded by Allan Turnbull, and unanimously carried to approve the items for salvage as listed on the Chief Financial Officer's memorandum dated January 13, 2020. (SY 19-20 #412)

ENDORSEMENT OF 2020 -2021 ADMINISTRATIVE BUDGET Allan Turnbull made a motion, seconded by John DeValve to endorse the 2020-2021 Administrative Budget in the amount of \$1,768,155 without retiree health and dental. This includes a 2.8% increase over the 2019-20 budget of \$1,720,182. The Administrative budget will be reviewed with the component Boards of Education at the April 1, 2020 annual meeting and is subject to public vote by said school districts on April 29, 2020. This motion was unanimously carried. (SY 19-20 #413)

GRANTS Jean LaPorta made a motion, seconded by John DeValve, and unanimously carried to accept the following grant funds, and authorize their suitable appropriation and expenditure, pursuant to State Education Department and/or local approvals:

Agriculture Education Incentive Grant -
\$2,250.00
(SY 19-20 #414)

Target Field Trip Grant - \$700.00
(SY 19-20 #415)

SERVICES AGREEMENT - John DeValve made a motion, seconded by Allan
PRESTIGE VENDING Turnbull and unanimously carried to authorize
SERVICES the District Superintendent to execute the
Services Agreement by and between HFM BOCES and
Prestige Services, Inc., to provide certain
vending and vending related services at Jansen
Avenue. (SY 19-20 #416)

D.S. CREDIT CARD Allan Turnbull made a motion, seconded by
SUMMARY Jean LaPorta and unanimously carried to accept
the District Superintendent Credit Card Summary
for the time period of October 1, 2019 through
December 31, 2019. (SY 19-20 #417)

DEPUTY SUPERINTENDENT Allan Turnbull made a motion, seconded by
AND CFO CREDIT CARD John DeValve to accept the Deputy Superintendent
SUMMARY and CFO Credit Card summary for the time
period of October 1, 2019 through December 31,
2019. This motion was unanimously carried. (SY
19-20 #418)

BUDGET TRANSFERS Jean LaPorta made a motion, seconded by Allan
Turnbull and unanimously carried to approve the
budget transfers from July 1, 2019 through
December 31, 2019 as submitted by the Chief
Financial Officer. (SY 19-20 #419)

BUDGET ADJUSTMENTS John DeValve made a motion to approve the
Budgetary Adjustments through December 31, 2019.
This motion was seconded by Allan Turnbull and
unanimously carried. (SY 19-20 #420)

RETIRED SUBSTITUTE Jean LaPorta made a motion, seconded by John
BUS DRIVER RATE OF DeValve and unanimously carried to establish a
PAY Retired Substitute School Bus Driver rate of pay
of \$20.00 per hour effective January 30, 2020.
(SY 19-20 #421)

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

RFP-20-03 Scoring and Analysis of NYS
Assessments - Educational Vistas, Inc. 220
Maxon Road, Schenectady, NY 12308 (SY 19-20
#422, 422B)

BOARD MEMBER REPORTS John DeValve thanked Vice President Jean LaPorta for stepping in and acting as President following President Freeman's passing.

Dr. Brooks talked about how his election to Board President was bittersweet following the loss of Joanne Freeman. She was always about the children and he will commit to that same vision. Dr. Brooks also said he is looking forward to working with Vice President LaPorta.

Jean LaPorta stated that she gives Dr. Brooks her full support and that she is happy he will lead the Board.

FUTURE MEETINGS February 28, 2020 - HFM BOCES Regular Board Meeting, 9:30am, HFM BOCES Board Room.

ADJOURNMENT: With no further business to come before the Board, Allan Turnbull made a motion at 5:53 p.m. to adjourn the meeting. This motion was seconded by John DeValve and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board