

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

DATE February 24, 2021

PLACE Meeting can be accessed via phone:  
Call: 1-646-992-2010 - Access Number: 179 023  
0093.

KIND OF MEETING Regular Monthly

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

MEMBERS ABSENT Gustavo Sacerio and Allan Turnbull

OTHERS PRESENT David Ziskin, District Superintendent; Lorraine  
Hohenforst, Deputy Superintendent; Jay  
DeTraglia, Assistant Superintendent; Kathi  
Lewis, School Business Official; Aaron Flynn,  
Human Resources Manager; Heavenlee Vazquez,  
PTECH Graduate; Matthew Davis, PTECH Principal;  
Celeste Keane, Administrative Coordinator of  
PTECH; Carden Smith, Computer Services  
Coordinator and Christine Eaton, Clerk

CALL TO ORDER President Brooks called the meeting to order at  
5:01 p.m. followed by the Pledge of Allegiance.

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.

APPROVAL OF MINUTES Jean LaPorta made a motion, seconded by  
James Beirlein to approve the minutes of the  
January 27, 2021 Regular Board Meeting. This  
motion was carried unanimously.

ASSISTANT SUPERINTENDENT'S REPORT The Assistant Superintendent's Partnership-  
Advocacy-Leadership Report included:

- ▶ PTECH Alumni Presentation by Heavenlee Vazquez
- ▶ PTECH Presentation by Matthew Davis and  
Celeste Keane

**DEPUTY  
SUPERINTENDENT'S  
REPORT**

The Deputy Superintendent's Partnership-  
Advocacy-Leadership Report included:

- ▶ APPR Update

**DISTRICT  
SUPERINTENDENT'S  
REPORT**

The District Superintendent's Partnership-  
Advocacy-Leadership report included:

- ▶ Legislative Advocacy
- ▶ BOCES Future Organizational Structure

**APPROVAL OF  
REORGANIZATIONAL  
STRUCTURE AND SEARCH  
TIMELINE**

John DeValve made a motion, seconded by James  
Beirlein and unanimously carried to approve the  
broad parameters of the HFM BOCES organizational  
restructure and the timeline for the selection  
for the position of Assistant Superintendent.  
This motion was unanimously carried. (SY 20-21  
#251)

**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**

Jean LaPorta made a motion, seconded by  
Carmen Caraco and unanimously carried to  
accept the following employee's resignation:

	<b>Name</b>	<b>Position</b>	<b>Division</b>	<b>Effective Date</b>
1.	Heather Tesiero	Teacher Aide	Special Education (01/02/2019)	02/17/2021

(SY 20-21 #252)

**Appointments -  
Civil Service**

Jean LaPorta made a motion, seconded by Carmen  
Caraco and unanimously carried to approve the  
following Civil Service appointment:

- a. **Name:** Joseph Papa
  - Appointment Type:** Probationary
  - CS Title:** School Bus Attendant
  - Probationary Term:** 02/25/21-02/24/22
  - Salary:** \$12.75 per hour
  - FTE:** 1.0
  - Department:** Regional Transportation
- (SY 20-21 #253)

All Other Appointments

Jean LaPorta made a motion, seconded by Carmen Caraco and unanimously carried to approve the following all other 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).

Teachers – effective 02/25/21

Trevor Sweet	Kyle Thomas	Jamie Laraway
Cheryl Bielli		

School Monitor- effective 02/25/21

Jamie Laraway

Teacher Aide – effective 02/25/21

Jamie Laraway

Typist – effective 02/25/21

Jamie Laraway

(SY 20-21 #254)

Amended Appointment

Jean LaPorta made a motion, seconded by Carmen Caraco and unanimously carried to amend the following appointment:

Garrity, Brian - Administrative Coordinator of Adirondack Academy, amending his temporary appointment to a four-year probationary appointment effective October 1, 2020 through September 30, 2024. Tenure area: Administrative Coordinator of Alternative Education. Salary remains the same. Certification: School Building Leader - Emergency COVID-19. (SY 20-21 #255)

Abolish Positions

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

	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
1.	1.0 FTE Director of Information Technology (School)	02/24/2021
2.	1.0 FTE Food Service Helper	02/24/2021

(SY 20-21 #256)

CLAIMS AUDITOR REPORT

John DeValve made a motion, seconded by Carmen Caraco, and unanimously carried to approve the Claims Auditor Report for the period of January 6, 2021 through January 27, 2021. (SY 20-21 #257)

TREASURER'S REPORT John DeValve made a motion to accept the Treasurer's Report for the period of January 1, 2021 through January 31, 2021. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #258)

EXTRACLASS REPORT Jean LaPorta made a motion to approve the January 2021 Extraclass report as submitted. This motion was seconded by James Beirlein and unanimously carried. (SY 20-21 #259)

ITEMS TO BE DECLARED SALVAGE James Beirlein made a motion, seconded by John DeValve and unanimously carried to approve the items for salvage as listed on the Chief Financial Officer's memorandum dated February 4, 2021. (SY 20-21 #260)

GRANTS Carmen Caraco 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:

Perkins IV/CTEIA - Basic Grant - \$165,976.00  
(SY 20-21 #261)

STERICYCLE MASTER SERVICES AGREEMENT Jean LaPorta made a motion to authorize the District Superintendent to execute the Master Service Agreement by and between HFM BOCES and Stericycle, Inc., to dispose of medical waste effective February 2, 2021. This motion was seconded by Carmen Caraco and unanimously carried. (SY 20-21 #262)

2021 CONTRACT FOR ADMINISTRATION OF PTECH/PATHWAYS PROGRAMS John DeValve made a motion to authorize the District Superintendent to execute the 2021 Contract for Administration of PTECH/PATHWAYS Programs by and between Hamilton-Fulton-Montgomery BOCES and the Fulton Montgomery Chamber of Commerce effective January 1, 2021 through December 31, 2021, recognizing that the Fulton Montgomery Regional Chamber of Commerce's fiscal year is January through December, BOCES will pay the first installment by June 15, 2021 and the second installment by December 15, 2021. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #263)

**VELOCITYEHS  
MSDSOONLINE** Carmen Caraco made a motion, seconded by James Beirlein and unanimously carried to authorize the District Superintendent to execute the three-year subscription agreement with VelocityEHS MSDSonline effective May 14, 2021 through May 13, 2024. (SY 20-21 #264)

**RFP EXTENSION &  
REVISED RFB  
RECOMMENDATIONS** Pursuant to the competitive bidding process, John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to accept the RFP and the revised RFB recommendations as noted by memoranda from the Purchasing Official in the following areas:

**RFP 21-02 – E-Rate 470 Upgrade Network Infrastructure; Switches, Cabling and Configuration** – ConvergeOne, 474 Pierce Road Suite 2, Clifton Park, NY 12065. (SY 20-21 #265, #265B)

**RFB 20-09 Groceries** – US Foods is no longer able to adhere to the pricing on one item they submitted on RFB 20-09 Groceries. Recommendation is to re-award the item to Gingsburg's Foods. (SY 20-21 #266)

**RFB 20-09 Groceries** – US Foods is no longer able to adhere to the pricing of three items they submitted on RFB 20-09 Groceries. Recommendation is to rescind the award. (SY 20-21 #267)

**RFB 20-10 Meat and Dairy** - US Foods is no longer able to adhere to the pricing on two items they submitted on RFB 20-10 Meat and Dairy. Recommendation is to rescind the award. (SY 20-21 #268)

**POLICY-First  
Reading** Jean LaPorta made a motion, seconded by James Beirlein and unanimously carried to accept the following policy as a first reading:

**Policy #0014 Gender Neutral Single Occupancy  
Bathroom Facilities (SY 20-21 #269)**

**ADOPTION OF THE  
2021-22 HFM BOCES  
SCHOOL CALENDAR** John DeValve made a motion to adopt the 2021-22 HFM BOCES School Calendar as submitted. This motion was seconded by Jean LaPorta and unanimously carried. (SY 20-21 #270)

**BOARD MEMBER  
REPORTS  
AND COMMENTS** There were no Board Member Reports

**FUTURE MEETINGS** March 31, 2021 – HFM BOCES Regular Board Meeting, 5:00 p.m., HFM BOCES Board Room and via Webex.  
April 14, 2021 – HFM BOCES Annual Board Meeting, 6:00 p.m., via Webex

EXECUTIVE  
SESSION

At 6:17 p.m. the Board entered executive session for the purpose of discussing collective bargaining with the HFM BOCES Teachers' Association and the employment history of a particular person upon a motion made by John DeValve, seconded by Jean LaPorta and unanimously carried.

RETURN TO OPEN  
SESSION

At 6:52 p.m. John DeValve made a motion to return to open session. This motion was seconded By Jean LaPorta and unanimously carried.

RESOLUTION FOR  
MEDICAL  
EXAMINATION

John DeValve made a motion, seconded by Jean LaPorta and unanimously carried to adopt the following resolution:

IT IS HEREBY RESOLVED that, upon the recommendation of the District Superintendent and pursuant to the provisions of Education Law §913, employee number 02162 is hereby required and directed to submit a medical examination for the reasons set forth in said section. The District Superintendent is directed to notify employee number 02162 and the physician selected to conduct such examination and to take whatever other administrative steps may be necessary to effectuate this resolution. The report of such examination shall be reported to the Board by Superintendent upon its receipt.

ADJOURNMENT:

With no further business to come before the Board, John DeValve made a motion at 6:54 p.m. to adjourn the meeting. This motion was seconded by James Beirlein and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board