

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

DATE December 21, 2021

PLACE HFM BOCES Board Room

KIND OF MEETING Regular Meeting

MEMBERS PRESENT Harry Brooks, Rebecca Cozzocrea, John DeValve, Jean LaPorta, Matt Sullivan and Kathryn Zajicek

MEMBERS ABSENT Carmen Caraco

OTHERS PRESENT David Ziskin, District Superintendent; Aaron Bochniak, Assistant Superintendent; Jay DeTraglia, Assistant Superintendent; Kathi Lewis, School Business Official; Aaron Flynn, Human Resources Manager; Michael Dimezza, Director of CTE; Riley O'Malley, CTE Coordinator; Joanne Wood, CTE Medical Assisting Teacher; Joanne Schmidt, CTE Medical Assisting Clinical Teacher; 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.

APPROVAL OF MINUTES Matt Sullivan made a motion, seconded by Kathryn Zajicek to approve the minutes of the November 17, 2021. This motion was unanimously carried.

ASSISTANT SUPERINTENDENT FOR EDUCATIONAL SERVICES REPORT  
The Assistant Superintendent for Educational Service's Partnership-Advocacy-Leadership Report included:  
► CTE Medical Assisting Presentation

ASSISTANT SUPERINTENDENT FOR BOCES OPERATIONS AND COMPONENT DISTRICT SERVICES  
The Assistant Superintendent for BOCES Operations and Component District Service's Partnership-Advocacy-Leadership report included:  
► ELC Schools Grant

**DISTRICT  
SUPERINTENDENT'S  
REPORT**

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

- ▶ Test to Stay
- ▶ MSSBA Meeting
- ▶ Regional School Safety

**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.

**Resignations**

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

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Tiffannie Brown	Senior Account Clerk	Business Office (7/10/2014)	12/13/2021
2.	Jeanne Teetz	Interpreter for the Deaf	Special Education (12/10/2015)	11/28/2021
3.	Melinda Diane White	Teacher Aide	Special Education (01/02/2019)	11/30/2021

(SY 21-22 #232,233,234)

**Resignations for Retirement**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the following resignations for retirement purposes:

	<u>Name</u>	<u>Position</u>	<u>Division</u>	<u>Effective Date</u>
1.	Roger Bowley	Social Studies Teacher	ADK (04/21/2016)	6/30/2022
2.	Evette Hess	Teacher Aide	PTECH (09/01/2017)	06/30/2022
3.	Gary Kamp	Bus Driver/Custodial Worker	Special Education (09/01/2006)	6/30/2022
4.	Cathy Nicosia	Teacher Aide	Special Education (09/01/2006)	06/30/2022

5.	Roberta Olsen	Teacher Aide	Special Education (10/25/2001)	06/30/2022
6.	Patricia Tyrrell	Teacher Aide	Special Education (09/01/1998)	06/30/2022
7.	Lisa Waldron	Teacher Aide	Special Education (09/01/2000)	Amending her retirement date from 12/31/2021 01/01/2022

(SY 21-22 #235, #236, #237, #238, #239, #240, #241)

**Unpaid Leave Of Absence**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the following unpaid leave of absence:

	<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Division</u></b>	<b><u>Effective Date</u></b>
1.	Nikayla Horton	Physical Therapist	Special Education (09/01/2016)	11/23/2021

(SY 21-22 #242)

**Establish Position**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to establish the following position:

	<b><u>POSITION</u></b>	<b><u>PROGRAM/LOCATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
1.	0.6 FTE Occupational Therapist	Special Education	11/23/2021

**Appointments - Civil Service**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the following Civil Service appointments:

- a. **Name:** John Bradt  
**Appointment Type:** Probationary  
**CS Title:** Bus Driver  
**Probationary Term:** 12/13/2021-12/12/2022  
**Salary:** \$21.01 per hour  
**FTE:** 1.0  
**Department:** Regional Transportation
  
- b. **Name:** Richard DeNero  
**Appointment Type:** Probationary  
**CS Title:** Bus Driver  
**Probationary Term:** 12/22/2021-12/21/2022  
**Salary:** \$21.01 per hour  
**FTE:** 1.0  
**Department:** Regional Transportation



- b. Recommend the Board approve the appointments and re-appointments of staff listed below for the 2021-22 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.	Anna Goderie	Instructional Services	\$25.00	Per Hour	01/01/2022-06/30/2022	\$250.00	Regional Scoring Manager
2.	Ryan England	Instructional Services	\$25.00	Per Hour	01/01/2022-06/30/2022	\$250.00	Regional Scoring Manager

(SY 21-22 #249)

- c. Appoint the following Food Service Helper to work up to 45 additional hours at her current hourly rate of pay from 11/15/2021-12/31/2021.

Robin Luck
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(SY 21-22 #250)

- d. Appoint the following staff members as mentors for the 2021-2022 school year effective July 1, 2021. They will be paid no more than \$1,500 for the school year depending upon the number of actual mentoring hours:

<b>Mentor</b>	<b>Mentee</b>
Erin Drobnack	Brett Pavlus
Erin Drobnack	Adrienne Bonanno
Nancy Turnbull	Andrea Figueroa
Michelle Rice	Caroline Korniat
Kristin Michaels	Amy Blowers

(SY 21-22 #251)

- e. 2021-22 Advisors

<b>Program</b>	<b>Organization</b>	<b>Name</b>
CTE	Employability Profile Advisor	Sean Mahon

(SY 21-22 #252)

**Amended Appointment**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to amend the following appointment:

Dygert, Misty - Records Management Clerk with Records Management, amending her July 10, 2019 provisional appointment to a one-year probationary appointment effective December 22, 2021. Salary remains the same. (SY 21-22 #253)

**Miscellaneous Personnel Items**

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the following miscellaneous personnel items:

2021-22 Non-Represented Salary Adjustments  
(SY 21-22 #254)

Memorandum of Agreement by and between Hamilton-Fulton-Montgomery Board of Cooperative Educational Services and Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO (SY 21-22 #255)

Collective Bargaining Proposal by and between the Hamilton-Fulton-Montgomery Board of Cooperative Educational Services and the School Related Professionals Unit (SY 21-22 #256)

Memorandum of Agreement by and between Hamilton-Fulton-Montgomery Counties Board of Cooperative Educational Services and the BOCES Teachers' Association (SY 21-22 #257)

Termination

John DeValve made a motion, seconded by Rebecca Cozzocrea and unanimously carried to terminate the following employee:

BE IT RESOLVED that the Hamilton-Fulton-Montgomery BOCES Board of Education hereby accepts the recommendation of the District Superintendent to terminate the employment of Employee number 02354, Teacher Aide with the Special Education Program, effective December 22, 2021. (SY 21-22 #258)

Information Only

Jean McCallum and Terry Kersting both received amended appointments at the November 17, 2021 Board of Education meeting. Those amendments were to change their status from provisional to probationary with an effective dates of November 18, 2021.

We have been notified by Civil Service that due to recent case law changes, both Jean and Terry will begin their probationary appointments on November 1, 2021. There is no change in status or salary. (SY 21-22 #259)

BUSINESS ITEMS

CLAIMS AUDITOR  
REPORT

Matt Sullivan made a motion, seconded by Kathryn Zajicek, and unanimously carried to approve the Claims Auditor Report for the period of November 3, 2021 through November 29, 2021. (SY 21-22 #260)

TREASURER'S REPORT

Matt Sullivan made a motion, seconded by Kathy Zajicek and unanimously carried to approve the Treasurer's Report for the period of October 1, 2021 through October 31, 2021. (SY 21-22 #261)

INDEPENDENT CONTRACTOR  
SERVICES AGREEMENT -  
J'aime Pfeiffer

John DeValve made a motion to authorize the District Superintendent to execute the Independent Contractor Services Agreement by and between HFM BOCES and J'aime Pfeiffer to serve as a School Librarians Mentor Program Consultant effective December 6, 2021 through June 30, 2022. This motion was seconded by Matt Sullivan and unanimously carried. (SY 21-22 #262)

SUBSTITUTE RATES AND  
LIFEGUARD RATE  
ADJUSTMENTS

Due to the increase in minimum wage, Rebecca Cozzocrea made a motion to amend the substitute and lifeguard rates effective December 31, 2021 as listed on the Chief Financial Officer's memorandum. This motion was seconded by Jean LaPorta and unanimously carried. (SY 21-22 #263)

REVISED RFB  
RECOMMENDATIONS

Pursuant to the competitive bidding process, Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to accept the revised RFB recommendations as noted by memoranda from the Purchasing Official in the following area:

**RFB 21-06 Paper Products** - Hill and Markes, Inc. is no longer able to adhere to the pricing on fourteen items they submitted on RFB 21-06, recommend the Board accept the new prices of the fourteen items as noted on the Purchasing Agent's memo. (SY 21-22 #264)

**LUMINARADX PLACEMENT AGREEMENT** Matt Sullivan made a motion, seconded by Rebecca Cozzocrea and unanimously carried to authorize the District Superintendent to execute the Placement Agreement by and between HFM BOCES and LumiraDX to provide instruments, test strips and hardware. (SY 21-22 #265)

**PHARMULARY - SAAS AGREEMENT** John DeValve made a motion to authorize the District Superintendent to execute the SAAS agreement by and between HFM BOCES and Pharmulary, LLC to provide software services included in the SAAS Agreement for one year. This motion was seconded by Jean LaPorta and unanimously carried. (SY 21-22 #266)

**HANDLE WITH CARE AGREEMENT** John DeValve made a motion, seconded by Matt Sullivan and unanimously carried to authorize the District Superintendent to execute the agreement by and between Handle with Care Behavior Management System Inc. and HFM BOCES to use, teach and copy HWC's training and materials pursuant to the terms of the contract. (SY 21-22 #267)

**HOME RUN AND TURNABOUT PREVENTION PROGRAM AGREEMENT** Kathryn Zajicek made a motion to approve the agreement by and between the Montgomery County Department of Social Services and Hamilton-Fulton-Montgomery BOCES to provide the 2022 Home Run and/or Turnabout Prevention Programs to requesting component Montgomery County school districts effective January 1, 2022 through December 31, 2022. This motion was seconded by Jean LaPorta and unanimously carried. (SY 21-22 #268)

**FUTURE MEETINGS** January 26, 2022 - HFM BOCES Regular Board Meeting, 5:00 p.m., HFM BOCES Board Room



ADJOURNMENT:

With no further business to come before the Board, John DeValve made a motion at 6:00 p.m. to adjourn the meeting. This motion was seconded by Matt Sullivan and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board