

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

DATE January 26, 2022

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; Jay DeTraglia, Assistant Superintendent; Kathi Lewis, School Business Official; Aaron Flynn, Human Resources Manager; Matthew Davis, PTECH Principal; Celeste Keane, Administrative Coordinator of PTECH; Brett Rulison, Student; Julie Rulison, Parent; Carden Smith, Computer Services Coordinator 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 Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea to approve the minutes of the December 21, 2021. This motion was unanimously carried.

ASSISTANT SUPERINTENDENT FOR EDUCATIONAL SERVICES REPORT

The Assistant Superintendent for Educational Service's Partnership-Advocacy-Leadership Report included:

- ▶ PTECH Presentation
- ▶ Brown's Ford Donation

**DISTRICT
SUPERINTENDENT'S
REPORT**

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

► State Updates

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

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

Resignations

| | <u>Name</u> | <u>Position</u> | <u>Division</u> | <u>Effective Date</u> |
|----|-------------------|--|-----------------------------------|-----------------------|
| 1. | Alyssa Hadcock | Teacher Aide | Special Education (09/01/2021) | 01/03/2022 |
| 2. | Samantha Opalka | Teacher Aide | Special Education (09/01/2015) | 01/07/2022 |
| 3. | Theresa Smigelski | School Counselor | Special Education (09/01/2019) | 01/14/2022 |
| 4. | Kayla Hogabone | Teacher Aide to accept a Senior Typist position in ALCE | ALCE (07/26/2021) | 01/26/2022 |

(SY 21-22 #269, 270, 271, 272)

Resignations for
Retirement

Kathryn Zajicek made a motion, seconded by
John DeValve 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. | Lorrie Hanifan | Senior Typist | CTE (06/14/2004) | 07/03/2022 |
| 2. | Andrew Huth | Digital Multimedia Teacher | CTE (09/01/2007) | 02/28/2022 |
| 3. | Laurie Kamp | Senior Typist | Special Education (04/09/2012) | 09/30/2022 |
| 4. | Kathleen Pape | Teacher Aide | Special Education (09/01/2007) | 06/30/2022 |

(SY 21-22 #273, 274, 275, 276)

**Rescind Resignation
for Retirement**

Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to rescind the request to resign for retirement purposes for the following employee:

| <u>Name</u> | <u>Position</u> | <u>Division</u> | <u>Effective Date</u> |
|---|------------------------|-----------------------------------|------------------------------|
| 1. Cathy Nicosia (SY 21-22 #277) | Teacher Aide | Special Education (09/01/2006) | 06/30/2022 |

**Unpaid Leave
Of Absence**

Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to approve the following unpaid leaves of absence:

| <u>Name</u> | <u>Position</u> | <u>Division</u> | <u>Effective Date</u> |
|---|------------------------|-----------------------------------|--|
| 1. Nikayla Horton | Physical Therapist | Special Education (09/01/2016) | 12/15/21, 12/20/21(1/2 day), 12/21/21, 12/22/21 |
| 2. Shirley Ross (SY 21-22 #278. 279) | Adult Educator | ALCE (09/01/2021) | 12/13/21 (1/2 day) |

Establish Position

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

| <u>POSITION</u> | <u>PROGRAM/LOCATION</u> | <u>EFFECTIVE DATE</u> |
|--|--------------------------------|------------------------------|
| 1. 0.5 FTE Temporary Special Education Teacher | Special Education | 01/18/2022- 06/30/2022 |

**Appointment -
Certified Teacher**

Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to appoint the following certified teacher:

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)

- Name:** Karen Garrison
Appointment Type: Probationary
Title: Digital Multi Media Teacher
Tenure Area: Trade Graphic Arts
Salary: \$53,809.00 – Pro-rated to \$21,792.65
Effective Date: 02/28/2022-02/27/2026
Department: CTE
FTE: 1.0
Certification: Visual Arts Emergency COVID-19
 (SY 21-22 #280)

Appointment - Certified Teachers Part-time and/or Temporary Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to appoint the following certified temporary or part-time teacher:

- a. **Name:** Joseph Salamack
- Appointment Type:** Part-time/Temporary
- Title:** Special Education Teacher
- Tenure Area:** N/A
- Salary:** \$56,338.00 pro-rated to \$15,492.95
- Effective Date:** 01/18/2022 - 06/30/2022
- Department:** Special Education
- FTE:** 0.5
- Certification (SY 21-22 #281):** Special Education - Permanent

Appointments - Civil Service Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to approve the following Civil Service appointments:

- a. **Name:** Deidre Bullock
- Appointment Type:** Provisional
- CS Title:** Account Clerk/Typist
- Effective:** 01/31/2022
- Salary:** \$30,389.62; pro-rated to \$12,788.97
- FTE:** 1.0
- Department:** Adult Literacy and Corrections Education

- b. **Name:** Kayla Hogabone
- Appointment Type:** Provisional
- CS Title:** Senior Typist
- Effective:** 01/27/2022
- Salary:** \$28,904.82; pro-rated to \$12,405.02
- FTE:** 1.0
- Department:** Adult Literacy and Corrections Education
- (SY 21-22 #282, 283)**

All Other Appointments Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to approve the following all other appointments:

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).

Teacher – effective 01/27/2022

Jennifer Ligon Matthew Dolly Andrea McLaughlin Alli Fish

Teacher– effective 01/18/2022

Michaela Egan Amanda Eggleston

Typist– effective 01/18/2022

Alli Fish

Collective Bargaining Proposal by and between the Hamilton-Fulton-Montgomery Board of Cooperative Educational Services and the School Related Professionals Unit (a.k.a. former T.A.N.I.). (SY 21-22 #292)

Memorandum of Agreement by and between the Hamilton-Fulton-Montgomery Board of Cooperative Educational Services and the BOCES Teachers' Association. (SY 21-22 #293)

Terminations

Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to terminate the following employees effective January 27, 2022:

Employee #04092
Employee #01915
(SY 21-22 #294)

BUSINESS ITEMS

CLAIMS AUDITOR
REPORT

John DeValve made a motion, seconded by Matt Sullivan, and unanimously carried to approve the Claims Auditor Reports for the period of December 1, 2021 through December 21, 2021 and December 15, 2022. (SY 21-22 #295, 296)

TREASURER'S REPORT

John DeValve made a motion, seconded by Matt Sullivan and unanimously carried to approve the Treasurer's Report for the period of November 1, 2021 through November 30, 2021. (SY 21-22 #297)

EXTRACLASS REPORTS

John DeValve made a motion, seconded by Matt Sullivan and unanimously carried to approve the October, November and December 2021 Extraclass Reports as submitted. (SY 21-22 #298, 299, 300)

HOME RUN AND
TURNABOUT PREVENTION
PROGRAM AGREEMENT

Jean LaPorta made a motion to approve the agreements 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 the following school districts: Greater Amsterdam School District (2 programs); Fort Plain School District (2 programs); Oppenheim-Ephratah-St. Johnsville Central School District (2 programs); Fonda-Fultonville Central School District (1 program) and Canajoharie Central School District (1 program) effective January 1, 2022 through December 31, 2022. This motion was seconded by John DeValve and unanimously carried. (SY 21-22 #301, 302, 303, 304, 305, 306, 307, 308)

BOUCHEY AND CLARKE
ACA AGREEMENT

Kathryn Zajicek made a motion to authorize the District Superintendent to execute the agreement by and between HFM BOCES and Bouchey and Clarke benefits, Inc. to perform tracking and reporting services pursuant to the Affordable Care Act for HFM BOCES for the period of July 1, 2021 through June 30, 2022. This motion was seconded by John DeValve and unanimously carried. (SY 21-22 #309)

ITEMS TO BE DECLARED
SALVAGE

Matt Sullivan made a motion, seconded by John DeValve and unanimously carried to approve the items for salvage as listed on the Chief Financial Officer's memoranda dated January 11, 2022. (SY 21-22 #310)

2022 CONTRACT FOR
ADMINISTRATION OF
PTECH/PATHWAY PROGRAMS

Kathryn Zajicek made a motion to authorize the District Superintendent to execute the 2022 Contract for Administration of PTECH/Pathway Programs by and between Hamilton-Fulton-Montgomery BOCES and the Fulton-Montgomery Regional Chamber of Commerce effective January 1, 2022 through December 31, 2022, 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, 2022 and the second installment by December 15, 2022. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 21-22 #311)

DISTRICT SUPERINTENDENT CREDIT CARD SUMMARY Jean LaPorta made a motion to accept the District Superintendent's Credit Card Summary for the period of October 1, 2021 through December 31, 2021. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 21-22 #312)

CFO'S CREDIT CARD SUMMARY Kathryn Zajicek made a motion, seconded by Matt Sullivan and unanimously carried to accept the CFO's Credit Card Summary for the period of October 1, 2021 through December 31, 2021. (SY 21-22 #313)

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

RFP 20-03 Scoring and Analysis: NYS Assessment Extension (2022-2023 school year) – Educational Vistas, Inc., 2200 Maxon Road, Schenectady, NY 12308. (SY 21-22 #314)

RFB 21-06 Paper Products - Hill and Markes, Inc. is no longer able to adhere to the pricing on seven items they submitted on RFB 21-06, recommend the Board accept the new prices of the seven items as noted on the Purchasing Agent's memo. (SY 21-22 #315)

RFB 21-08RE Groceries – Driscoll Foods is no longer able to adhere to the pricing of two items they submitted on RFB 21-08RE, recommend the Board accept the new pricing of the two items effective as noted on the Purchasing Agent's memo. (SY 21-22 #315)

RFB 21-09 RE Meat & Dairy – Driscoll Foods is no longer able to adhere to the pricing on eight items they submitted on RFB 21-09RE, recommend the Board accept the new pricing of the eight items effective as noted on the Purchasing Agent's memo. (SY 21-22 #315)

CTE DONATION Kathryn Zajicek made a motion to accept the donation of \$20,000.00 from Brown's Ford to be split between the Career and Technical Education Auto Body and Automotive Technology programs to purchase additional equipment for those programs. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 21-22 #316)

ENDORSMENT OF 2022-
2023 ADMINISTRATIVE
BUDGET

Jean LaPorta made a motion to endorse the 2022-2023 Administrative Budget in the amount of \$1,901,827 without retiree health and dental. This includes a 3.6% increase over the 2021-22 budget of \$1,835,079. This motion was seconded by John DeValve and unanimously carried. The Administrative Budget will be reviewed by the component Boards of Education at the April 13, 2022 annual meeting and is subject to public vote by said school districts on April 27, 2022. (SY 21-22 #317)

BOARD MEMBER REPORTS
AND COMMENTS

Annual Election - The Board clerk informed the Board that Dr. Harry Brooks and Ms. Kathryn Zajicek's board terms would end on June 30, 2022.

Dr. Brooks discussed protocols for the disruption of Board Meeting.

FUTURE MEETINGS

February 16 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 6:15 p.m. to adjourn the meeting. This motion was seconded by Matt Sullivan and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board