

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

DATE February 15, 2023

PLACE HFM BOCES Board Room

KIND OF MEETING Regular Meeting

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

OTHERS PRESENT David Ziskin, District Superintendent; Jay DeTraglia, Assistant Superintendent; Aaron Bochniak, Assistant Superintendent; Kathi Lewis, School Business Official; William Bordak, HR Director; Maxwell Spritzer and Marjorie Kline, Communication Specialists; Michael DiMezza, CTE Principal; Riley O'Malley, CTE Coordinator and Christine Eaton, Clerk

CALL TO ORDER Harry Brooks called the meeting to order at 9:11 a.m.

APPROVAL OF AGENDA John DeValve made a motion, seconded by Kathryn Zajicek and unanimously carried to waive the 48-hour notice and approve the agenda as presented and add or remove any items introduced by unanimous vote.

APPROVAL OF MINUTES Jean LaPorta made a motion, seconded by Carmen Caraco to approve the minutes of the January 31, 2023 Board meeting. This motion was unanimously carried.

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:

► Strategic Goal Presentation

**RECESS** At 9:32 a.m. the Board unanimously agreed to take a twenty minute recess.

**RESUME MEETING** The Board resumed the meeting at 9:55 a.m.

**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.

Personnel Matters - Unclassified A-O Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to accept the following Unclassified Personnel Matters:

**BE IT RESOLVED** that the Board of Education of the Hamilton-Fulton-Montgomery Board of Cooperative Education Services accepts the recommendation of the District Superintendent to approve the following unclassified personnel actions:

A. Probationary Appointments:

Upon the recommendation of the District Superintendent, the Board of Education hereby appoint the individual(s) listed below to a probationary appointment in the indicated tenure area contingent upon their successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than ineffective.

Item	Name	Tenure Area/ Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Certification Status	Salary
1	Barkley-Anderson, Lacy	Instructional Support Services in Professional Learning / Instructional Coach	1.0	Instructional Services	3/15/2023	3/14/2027	Early Childhood Education (Birth-Grade 2) Professional	Schedule D, Step 17 (prorated)

B. Tenure Appointments:

Upon the recommendation of the District Superintendent, the Board of Education hereby tentatively grants the following instructional employee(s) tenure in the indicated tenure area contingent upon successful completion of the probationary term.

**NONE**

C. Temporary Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Certification	Salary
1	Edwards, Karen*	Special Education Teacher	1.0	Special Education	2/13/2023	6/30/2023	Special Education Permanent	\$70,000 (prorated)
2	Sala, Kasie	Mentor	Stipend	ADK BTA Member	2/16/2023	6/30/2023	School Psychologist Permanent	\$1,500**

\*Original appointment 10/26/2022 amended to increase effort

\*\*Stipend paid at conclusion of 2022-23 school year, contingent upon mentees completion of mentoring requirements

D. Leave Replacements

**NONE**

E. Substitutes (Certified)

**NONE**

F. Substitutes (Uncertified)

**NONE**

G. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Date(s)
1	LaFountain, Miranda	Teacher	Special Education	2/6/2023
2	Martino, Brianne	Teacher	Special Education	3/6/2023 - 5/31/2023
3	Peters, Susan	Teacher	Adirondack Academy	1/26/2023 - 1/27/2023
4	Wild, Elizabeth*	Administrative Coordinator	Special Education	2/22/2023 - 6/2/2023

\*Time off may constitute use of employee's leave accruals and, once exhausted, unpaid leave time

Leaves (FMLA)\*

Item	Name	Position Title	Assignment	Date(s)
1	Graff, Hillary	Adult Educator	ALCE	2/2/2023 - 3/2/2023 3/3/2023 - 8/2/2023 (intermittent)

\*Time off constitutes use of employee's leave accruals and, once exhausted, unpaid leave time

H. Resignations

Item	Name	Position	Assignment	Effective Date
1	Santamaria, Geovanny	Adult Educator	ALCE	3/2/2023

I. Layoffs

**NONE**

J. Recalls

**NONE**

K. Terminations

**NONE**

L. Retirements

**NONE**

M. Summer (Temporary) Appointments

**NONE**

N. Rescind Appointments - Instructional Personnel

**NONE**

O. Change of Assignment - Instructional Personnel - Informational Only

**NONE**

**Personnel Matters - Kathryn Zajicek made a motion, seconded by John DeValve and unanimously carried to accept the following Classified Personnel Matters:**

II. **BE IT RESOLVED** that the Board of Education of the Hamilton-Fulton-Montgomery Board of Cooperative Education Services accepts the recommendation of the District Superintendent to approve the following classified personnel actions:

A. Non-Instructional Appointments: Permanent Status Serving Probation

Item	Name	Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Salary
1	Pagles, Lorraine	School Bus Attendant	1.0	Regional Transportation	2/13/2023	2/12/2024	\$15.53/hour

2	Pena, Andreina	School Bus Attendant	1.0	Regional Transportation	2/27/2023	2/26/2024	\$15.53/hour
3	Christman, Josie	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)
4	Fisher, Kathleen	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)
5	Goldstein, Lauren	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)
6	Millard, Katherine	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)
7	Natole, Antonio	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)
8	Paul, Marie	Teacher Aide	1.0	Special Education	2/27/2023	2/26/2024	\$21,006.98 (prorated)

B. Non-Instructional Appointments: Contingent Permanent

**NONE**

C. Provisional Appointments: Starting

**NONE**

Provisional Appointments: Ending

**NONE**

D. Substitute Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Pape, Kathleen	Teacher Aide (retired)	Pro Re Nata	Any BOCES Location, as needed	9/1/2022	6/30/2023	Hourly*

\*Hourly or per diem substitute rate as established by the Board of Education

E. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Effective Date
1	Papa, Mary	Teacher Aide	Special Education	1/31/2023, 2/2/2023 - 2/10/2023

Leaves (FMLA)\*

Item	Name	Position Title	Assignment	Effective Date
1	Hladik, George	Teacher Aide	Special Education	3/21/2023 - 6/20/2023

2	Stewart, Renee	Registered Professional Nurse (School)	PTECH	1/15/2023 - 3/27/2023 (intermittent)
---	----------------	--	-------	--------------------------------------

\*Time off constitutes use of employee’s leave accruals and, once exhausted, unpaid leave time

F. Retirements

Item	Name	Position Title	Assignment	Effective Date
1	Kersting, Terry	Bus Driver Trainer	Regional Transportation	8/12/2023

G. Terminations

**NONE**

H. Resignations

Item	Name	Position Title	Assignment	Effective Date
1	Houghton, Thomas	School Bus Attendant	Regional Transportation	2/2/2022
2	Houghton, Thomas	Substitute Bus Driver Trainee	Regional Transportation	2/2/2022
3	Tesiero, Heather	Teacher Aide	Special Education	3/3/2023

I. Layoffs

**NONE**

Reductions

**NONE**

J. Recalls

**NONE**

K. Change of Assignment - Information Only

**NONE**

L. Temporary Appointments

Item	Name	Position Title	Effort	Assignment	Start Date	End Date	Salary/Rate
1	Roth, Susan	LPN Program Archivist	Up to 280 hours*	CTE	7/18/2022	6/30/2023*	No change

2	Webb, Amy	Substitute Food Service Teacher	Stipend	CTE	3/4/2023	6/30/2023	\$92.25/day
---	--------------	--	---------	-----	----------	-----------	-------------

\*Original appointment 7/27/2022 amended to increase effort and end date

M. Summer (Temporary Appointments)

NONE

**CLAIMS AUDITOR REPORT** Matt Sullivan made a motion, seconded by Carmen Caraco and unanimously carried to approve the Claims Auditor Report for the period of January 4, 2023 through January 31, 2023. (SY 22-23 #130)

**TREASURER'S REPORT** Matt Sullivan made a motion, seconded by Carmen Caraco and unanimously carried to approve the Treasurer's Report for the period of December 1, 2022 through December 31, 2022. (SY 22-23 #131)

**EXTRACLASS REPORTS** Matt Sullivan made a motion, seconded by Carmen Caraco and unanimously carried to approve the January 2023 Extraclass report as submitted. (SY 22-23 #132)

**ITEMS TO BE DECLARED SALVAGE** Carmen Caraco made a motion to approve the items for salvage as listed on the Chief Financial Officer's memorandum dated January 31, 2023. This motion was seconded by John DeValve and unanimously carried. (SY 22-23 #133)

**GRANT** Carmen Caraco made a motion, seconded by Matt Sullivan 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:

REC Robotics Grant - \$2,475 (SY 22-23 #134)

**BUDGET ADJUSTMENTS** Rebecca Cozzocrea made a motion to approve the budget adjustments through January 31, 2023 as presented by the Chief Financial Officer. This motion was seconded by Kathryn Zajicek and unanimously carried. (SY 22-23 #135)

**BUDGET TRANSFERS** Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the budget transfers through January 31, 2023 as presented by the Chief Financial Officer. (SY 22-23 #136)

**RFP RECOMMENDATION** Pursuant to the competitive bidding process. John DeValve made a motion, seconded by Kathryn Zajicek and unanimously carried to accept the BOCES RFP recommendation in accordance with and subject to the provisions of the BOCES bid number 23-05 as noted by memoranda from the Purchasing Official in the following area:

RFP 23-05 - Independent Audit Service - West and Company, CPA's PC, 97 N. Main Street, Gloversville, NY 12078 (SY 22-23 #137, 137B)

**BOARD REPORTS AND COMMENTS** Mrs. LaPorta announced that she is not going to seek re-election on the BOCES Board. She stated she has really enjoyed her time on the Board.

Mr. DeValve also announced that he is not seeking another term on the BOCES Board.

**FUTURE MEETINGS** March 7, 2023 - MSSBA, 6:00pm, HFM BOCES Conference Center

February 15, 2023 - HFM BOCES Regular Board Meeting - 9:00 a.m., HFM BOCES Board Room

**ASSISTANT SUPERINTENDENT FOR EDUCATIONAL SERVICES REPORT** The Assistant Superintendent for Educational Service's Partnership-Advocacy-Leadership Report included:

- ▶ CTE Construction Tech, Environmental Conservation and Skills Trades Program Presentations



**ADJOURNMENT:**           With no further business to come before the Board, John DeValve made a motion at 10:14 a.m. to adjourn the meeting. This motion was seconded by Kathryn Zajicek and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board