

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

DATE March 29, 2023

PLACE HFM BOCES Board Room

KIND OF MEETING Regular Meeting

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

MEMBERS ABSENT Matt Sullivan

OTHERS PRESENT David Ziskin, District Superintendent; Jay
DeTraglia, Assistant Superintendent; Aaron
Bochniak, Assistant Superintendent; Kathi
Lewis, School Business Official; William
Bordak, HR Director; Donald Goebel, Computer
Service Specialist with Neric and Christine
Eaton, Clerk

CALL TO ORDER Harry Brooks called the meeting to order at
6:00 p.m.

APPROVAL OF AGENDA Kathryn Zajicek made a motion, seconded by John
DeValve 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.

AMEND AGENDA John DeValve made a motion to add an executive
session to the agenda before agenda item number
11 Personnel. This motion was seconded by Jean
Laporta and unanimously carried.

APPROVAL OF MINUTES Jean LaPorta made a motion, seconded by
Kathryn Zajicek to approve the minutes of the
February 15, 2023 Board meeting. This motion
was unanimously carried.

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

- ▶ ADK Hosting of FEH BOCES
- ▶ Ulster BOCES and Indiana Schools Visitation to
PTECH

▶ CTE Symposium

DISTRICT
SUPERINTENDENT'S
REPORT

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

▶ State Updates

▶ Annual Meeting Presentation

CLAIMS AUDITOR
REPORT

Kathryn Zajicek made a motion, seconded by
Carmen Caraco and unanimously carried to
approve the Claims Auditor Report for the
period of February 1, 2023 through February 28,
2023. (SY 22-23 #138)

TREASURER'S REPORT

Kathryn Zajicek made a motion, seconded by
Carmen Caraco and unanimously carried to
approve the Treasurer's Report for the period of
January 1, 2023 through January 31, 2023.
(SY 22-23 #139)

EXTRACLASS REPORTS

Kathryn Zajicek made a motion, seconded by Carmen
Caraco and unanimously carried to approve the
February 2023 Extraclass report as submitted.
(SY 22-23 #140)

ITEMS TO BE
DECLARED SALVAGE

John DeValve made a motion to approve the items
for salvage as listed on the Chief Financial
Officer's memorandum dated March 8, 2023.
This motion was seconded by Kathryn Zajicek and
unanimously carried. (SY 22-23 #141)

SREB CONTRACT -
ADK

John DeValve made a motion to authorize
the District Superintendent to execute the
contract by and between HFM BOCES and The
Southern Regional Education Board/Schools That
Work effective July 1, 2023 through June 30, 2024
for support implementing the Making Schools Work
improvement design and implement key aspects of
the design that give teachers ownership of the
improvement effort. This motion was seconded by
Carmen Caraco and unanimously carried. (SY 22-13
#142)

GRANTS

Rebecca Cozzocrea made a motion, seconded by Kathryn Zajicek 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:

NYSED - American Rescue Plan Homeless Children and Youth Part 1 (revised) - \$13,281.00 (SY 22-23 #143)

Stewart's Holiday Match Grant - \$500.00 (SY 22-23 #144)

SAFE FLEET PROPOSAL

John DeValve made a motion, seconded by Carmen Caraco and unanimously carried to authorize the District Superintendent to execute the proposal by and between HFM BOCES and Safe Fleet to provide parts and an on-site technician service for school bus cameras for two days by June 30, 2023. (SY 22-23 #145)

INTERMUNICIPAL AGREEMENT

Jean LaPorta made a motion to authorize the District Superintendent and Board President to execute the Intermunicipal Agreement by and between HFM BOCES and Coxsackie-Athens Central School District to provide services related to labor relations to HFM BOCES effective July 1, 2023 through June 30, 2024. This motion was seconded by Carmen Caraco and unanimously carried. (SY 22-23 #146)

BOARD REPORTS AND COMMENTS

Mrs. LaPorta and Ms. Zajicek volunteered to work on the Service Member Award committee.

FUTURE MEETINGS

April 5, 2023 - HFM BOCES Annual Meeting - 6:00 p.m., HFM BOCES Conference Center

April 26, 2023 - HFM BOCES Regular Board Meeting, Annual Election and Admin Budget Vote - 5:00 p.m., HFM BOCES Board Room.

EXECUTIVE SESSION At 6:01 p.m. John DeValve made a motion to go into executive session for the purpose of discussing matters that may lead to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person (or alternatively corporation. This motion was seconded by Jean LaPorta and unanimously carried.

RETURN TO OPEN SESSION At 6:54 p.m. Jean LaPorta made a motion to return to open session. This motion was seconded by Carmen Caraco and unanimously carried.

ADDITION TO AGENDA John DeValve made a motion, seconded by Jean LaPorta and unanimously agreed to add the resignation for the purpose of retirement of Tiena Kline, Human Resources Special effective April 1, 2023 to Item 11.B. Classified Personnel Matters.

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 - Kathy Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to accept the following Unclassified Personnel Matters:

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.

NONE

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	Frank, Jeffrey	Mentor	Stipend	Special Education BTA Member	3/30/2023	6/30/2023	School Psychologist Permanent	\$1,500*

*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)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Bates, Chelsi	Substitute Teacher, Uncertified	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per diem*
2	DeAnda, Amanda	Substitute Teacher, Uncertified	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per diem*
3	Delorenzo-Bochenek, Kayla	Substitute Teacher, Uncertified	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per diem*
4	Malinoski, Christina	Substitute Teacher, Uncertified	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per diem*
5	More, Christian	Substitute Teacher, Uncertified	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per diem*

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

G. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Date(s)
1	Keyser, Kayla	Behaviorist	Adirondack Academy	3/15/2023, 3/20/2023, 3/22/2023

2	LaFountain, Miranda	Teacher	Special Education	3/3/2023, 3/15/2023, 3/16/2023
3	McLaughlin, Andrea	Teacher	Special Education	3/7/2023, 3/8/2023, 3/20/2023 (1/2 day)
4	Ross, Shirley	Teacher	ALCE	3/15/2023

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Date(s)
1	Somerville-Braun, Nathanael**	Teacher	PTECH	3/7/2023 - 4/6/2023

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

**Original resolution approving leave on 1/25/2023 amended to change dates

H. Resignations

Item	Name	Position Title	Assignment	Date(s)
1	Graff, Hillary	Teacher	ALCE	5/31/2023

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 Rebecca Cozzocrea and unanimously carried to accept the following Classified 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 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	DePasquale, Richard	Health & Safety Officer	0.4	Health, Safety & Risk Management	3/3/2023	5/31/2023	No change
2	Kirby-Barnes, Jessica	Health & Safety Supervisor	1.0	Health, Safety & Risk Management	3/3/2023	5/31/2023	No change
3	DeFrancis, Robin	School Bus Attendant	1.0	Regional Transportation	3/13/2023	3/12/2024	\$15.53/hour
4	Russell, Richard	School Monitor	1.0	Operations	3/13/2023	3/12/2024	\$21,006.98 (prorated) + 20 summer days (at per diem rate)
5	Hogabone, Kayla	Teacher Aide	1.0	ALCE	4/14/2023	4/13/2024	\$21,834.05 (prorated)
6	Siddon, Cortney	Human Resources / Payroll Liaison (Human Resources Specialist)	1.0	Central Administration (HR & Business Office)	3/30/2023	6/22/2023	No change

B. Non-Instructional Appointments: Contingent Permanent

NONE

C. Provisional Appointments: Starting

Item	Name	Position Title	FTE	Assignment	Provisional Appointment Start Date	Salary
1	Allen (Palmateer), Ashley	Senior Typist	1.0	Special Education	4/14/2023	No change
2	Snell, Nicole	Senior Typist	1.0	Substitute Services	4/14/2023	No change

Provisional Appointments: Ending

Item	Name	Position Title	FTE	Assignment	Provisional Appointment End Date
1	Allen (Palmateer), Ashley	Senior Typist	1.0	Special Education	4/13/2023
2	DePasquale, Richard	Health & Safety Officer	0.4	Health, Safety & Risk Management	3/2/2023
3	Kirby-Barnes, Jessica	Health & Safety Supervisor	1.0	Health, Safety & Risk Management	3/2/2023
4	Snell, Nicole	Senior Typist	1.0	Substitute Services	4/13/2023
5	Siddon, Cortney	Human Resources / Payroll Liaison (Human Resources Specialist)	1.0	Central Administration (HR & Business Office)	3/29/2023

D. Substitute Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	DeAnda, Amanda	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per hour*
2	Malinoski, Christina	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per hour*
3	Iler, Renee	Substitute School Nurse (RN)	Pro Re Nata	Any BOCES location, as needed	3/30/2023	6/30/2023	Per diem*

4	DeAnda, Amanda	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per hour*
5	Malinoski, Christina	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	3/30/2023	6/30/2023	Per hour*

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

E. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Effective Date
1	Brownell, Destiny	Bus Driver	Regional Transportation	2/13/2023, 2/14/2023, 2/15/2023, 2/16/2023, 2/17/2023, 3/9/2023, 3/15/2023, 3/16/2023
2	Denero, Richard	Bus Driver	Regional Transportation	2/10/2023 (1/2 day), 2/27/2023, 3/1/2023, 3/2/2023, 3/3/2023, 3/10/2023
3	Houghton, Alyssa	School Bus Attendant	Regional Transportation	2/9/2023, 2/14/2023, 2/17/2023, 3/9/2023, 3/16/2023 (all 1/2 days)
4	Kadle, Taria	School Bus Attendant	Regional Transportation	2/6/2023, 2/7/2023, 2/9/2023, 2/10/2023, 2/14/2023, 2/15/2023, 2/16/2023, 2/17/2023, 3/2/2023, 3/3/2023, 3/6/2023, 3/7/2023, 3/8/2023, 3/9/2023, 3/10/2023, 3/16/2023

5	Vogel, Kayla	School Bus Attendant	Regional Transportation	2/9/2023 (1/2 day)
6	Brownell, Karyl	Teacher Aide	Special Education	3/15/2023, 3/16/2023, 3/17/2023, 3/20/2023, 3/21/2023, 3/22/2023
7	Manzer, Kerry	Teacher Aide	Special Education	3/20/2023

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Effective Date(s)
1	Wemple, Amanda	Registered Professional Nurse (School)	Special Education	3/6/2023 - 3/5/2024 (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	Kline, Tiena	Human Resources Specialist	Human Resources	4/1/2023

G. Terminations

NONE

H. Resignations

Item	Name	Position Title	Assignment	Effective Date
1	Hogabone, Kayla	Senior Typist	ALCE	4/13/2023
2	Millard, Katherine	Teacher Aide	Special Education	3/23/2023
3	Papa, Mary	Teacher Aide	Special Education	2/17/2023
4	Siddon, Cortney*	Principal Account Clerk (BOCES)	Business Office	3/29/2023

*Resignation constitutes the end of a Leave of Absence for this employee from this position title that was originally approved on 6/30/2021

I. Layoffs

NONE

Reductions

NONE

J. Recalls

NONE

K. Change of Assignment - Information Only

NONE

L. Temporary Appointments

NONE

M. Summer (Temporary Appointments)

NONE

Abolish Positions - Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to abolish the following positions:

<u>Position</u>	<u>Effective Date</u>
Bus Driver/Custodial Worker #989902	3/29/2023
Custodian #080924	3/29/2023
Physical Therapist (BOCES) (.4 FTE) #131830	3/29/2023
Physical Therapist (BOCES) #131605	3/29/2023
Registered Professional Nurse (School) #131716	3/29/2023
Registered Professional Nurse (School) #010228	3/29/2023
Senior Typist #131893	3/29/2023
Teacher Aide (Hourly) #131744	3/29/2023

Miscellaneous
Personnel Items

Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the Memorandum of Agreements listed below:

Memorandum of Agreement by and between the Hamilton-Fulton-Montgomery BOCES and the School Related Professionals Unit. (SY 22-23 #147)

Memorandum of Agreement by and between the Hamilton-Fulton-Montgomery BOCES and the BOCES Teachers' Association. (SY 22-23 #148)

Memorandum of Agreement by and between the Hamilton-Fulton-Montgomery BOCES and the OT/PT Bargaining Unit. (SY 22-23 #149)

Settlement
Agreements

Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to Enter into a Settlement Agreement with Employee No: 00146 and Employee No: 01957. (SY 22-23 #150, #151)

ADJOURNMENT:

With no further business to come before the Board, John DeValve made a motion at 6:56 p.m. to adjourn the meeting. This motion was seconded by Kathryn Zajicek and unanimously carried.

Respectfully submitted,

**Christine Eaton
Clerk of the Board**