

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

Pending Board Approval

DATE August 2, 2023

PLACE HFM BOCES Board Room

KIND OF MEETING Regular Meeting

MEMBERS PRESENT Harry Brooks, Carmen Caraco, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan and Carolyn Wilcox

MEMBERS ABSENT 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, Communications Specialist; Kaylee Heroth, FFA Member, Adam Heroth, Superintendent of OESJ and Christine Eaton, Clerk

CALL TO ORDER Harry Brooks called the meeting to order at 4:41 p.m.

DISTRICT SUPERINTENDENT'S REPORT
The District Superintendent's Partnership-Advocacy-Leadership report included:

- ▶ Governance Team Protocols
- ▶ Kaylee Heroth, - Winner of NYS FFA Oratorical Contest for Prepared Public Speaking
- ▶ Core Belief Strategic Planning
- ▶ Fulton County Family Empowerment Collaborative

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

- ▶ HFM Leadership Retreat

ASSISTANT SUPERINTENDENT FOR BOCES OPERATIONS AND COMPONENT DISTRICT SERVICES REPORT **The Assistant Superintendent for BOCES Operations and Component District Services' Partnership-Advocacy-Leadership Report included:**

▶ **New Cooperative Services (COSER) Applications**

APPROVAL OF MINUTES **Rebecca Cozzocrea made a motion, seconded by Carolyn Wilcox to approve the minutes of the June 28, 2023 Regular Board meeting and the July 5, 2023 Reorganizational and Special Board Meeting. This motion was approved with a vote of five ayes, Brown-Weinstock abstained.**

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-P - **Carmen Caraco made a motion, seconded by Matt Sullivan 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.

Item	Name	Tenure Area/ Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Certification Status	Salary
1	Hogenboom, Jennifer	Library Media Specialist / Library Media Specialist	1.0	School Library System / Instructional Resource Center	9/1/2023	8/31/2027	School Media Specialist Permanent	Schedule D, Step 24
2	Webb, Amy	Special Subjects: Culinary Careers 7-12 / Culinary Arts Teacher	1.0	CTE	9/1/2023	8/31/2027	Culinary Careers 7-12 Transitional A	Schedule C, Step 5

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	Peters, Susan	Teacher	1.0	Adirondack Academy	9/1/2023	6/30/2024	Spanish 7-12 Permanent	\$75,000
2	Malatino, Michael*	Criminal Justice Teacher	0.5	CTE	9/1/2023	6/30/2024	Law Enforcement Services 7-12, Transitional A (Pending)**	Schedule D, Step 11 (prorated)
3	Santelli, Richard*	New Visions Education Teacher	0.6	CTE	9/1/2023	6/30/2024	Nursery, Kindergarten & Grades 1-6, Permanent and School District Administrator Permanent	Schedule D, Step 20 (prorated)
4	Webb, Amy	Curriculum Hours	Up to 200 hours	CTE	8/3/2023	6/30/2024	Culinary Careers 7-12 Transitional A	\$25.00/hour
5	Jarabek, Jay	Teacher on Special Assignment (Instructional Coach)	1.0	Instructional Services	9/1/2023	6/30/2024	Biology 7-12 Permanent	\$73,500
6	Abel, Kimberly	Positivity Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
7	Barkevich, Sandra	Future Business Leaders of America Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
8	Barkevich, Sandra	Underwater Robotics Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
9	Brode, Jacob	Drama and Glee Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
10	Chatham, Eric	Academic Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract (50%)

11	Mang, Kasey	National FFA Organization Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
12	McGill, Melissa	Art Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
13	Napolitano, Karen	Academic Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract (50%)
14	Schuyler, Rodney	Debate Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
15	Schuyler, Rodney	Gaming Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
16	Somerville-Braun, Nathanael	Equity and Inclusion Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
17	Stark, Vanessa	Yearbook Club Advisor	Extracurricular Compensation	PTECH	9/1/2023	6/30/2024	n/a	Per Article 20 of the BOCES Teachers' Association Contract
18	Pietro, Christine	Regional Summer School Principal	Up to 500 hours	Regional Summer School	7/1/2023	6/30/2024	School District Administrator Permanent	\$50.00/hour

*Original appointment 6/28/2023 amended to reflect correct salary schedule and step

*Appointment contingent upon successful completion of all requirements for certification

D. Leave Replacements

NONE

E. Substitutes (Certified)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Certification	Salary
1	Decker, Donna	Substitute Administrator	Pro Re Nata	Any BOCES Location as needed	9/1/2023	6/30/2024	School District Administrator Permanent	\$500.00/day
2	DeLilli, Robert	Substitute Administrator	Pro Re Nata	Any BOCES Location as needed	9/1/2023	6/30/2024	School District Administrator Permanent	\$500.00/day

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

F. Substitutes (Uncertified)

NONE

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

G. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Date(s)
1	Hayner, Jessica	School Counselor	Special Education - Extended School Year	7/3/2023, 7/5/2023 [2 days]
2	Glassett, Morgan	Speech Therapist	Special Education - Extended School Year	7/3/2023
3	Murphy, Daniella	Teacher	Special Education - Extended School Year	7/25/2023 - 7/28/2023 [4 days]

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Date(s)
1	Denney, Kayleigh	Teacher	PTECH	9/1/2023 - 6/30/2024 (intermittent)
2	Ross, Shirley	Adult Education/ Case Manager	ALCE	7/1/2023 - 6/30/2024 (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	DiMezza, Thomas	Teacher (Temporary)	CTE	6/30/2023
2	O'Malley, Riley	Administrative Coordinator	CTE	8/6/2023
3	Hecker, Brittany	Teacher on Special Assignment (Instructional Coach)	Instructional Services	8/31/2023
4	Gehrlein, Christine	Teacher	Special Education	8/25/2023

I. Layoffs

NONE

J. Recalls

NONE

K. Terminations

NONE

L. Retirements

Item	Name	Position	Assignment	Effective Date
1	Wood, Joanne	Teacher	CTE	1/12/2024

M. Summer (Temporary) Appointments

Item	Name	Service Area	Effort	Assignment	Start Date	End Date	Salary/Rate
1	Abbott (Shaw), Heather	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
2	Blanchard, Julie	School Counselor	Up to 20 days	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
3	Brown, Russell	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
4	Ducharme, Caitlin	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
5	Goebel, Charles	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
6	Haas, Heather	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
7	Halloran, Thomas	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
8	Jones, Maureen	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
9	Keyser, Kayla	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
10	Noel, Richard	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
11	Peters, Susan	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
12	Quinn, Karen	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
13	Sala, Kasie	School Psychologist	Up to 20 days	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
14	Thombs, Mary Ann	Summer Curriculum Work & Professional Learning	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	\$25.00/hour
15	Burggraf, Brittny	Regents Exam Proctor/Scorer	Not to exceed 30 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour
16	Catucci, Katie	Regents Exam Proctor/Scorer	Not to exceed 30 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour
17	Dimezza, Anthony	Regents Exam Proctor/Scorer	Not to exceed 31 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour

18	Fraser, Mike	Regents Exam Proctor/Scorer	Not to exceed 30 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour
19	Romano, Danielle	Regents Exam Proctor/Scorer	Not to exceed 30 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour
20	Savoie, Kristina	Regents Exam Proctor/Scorer	Not to exceed 31 hours	Regional Summer School	8/1/2023	9/1/2023	\$40.00/hour
21	VanWie, Christina	Regents Exam Proctor/Scorer	Not to exceed 30 hours	Regional Summer School	8/1/2023	8/31/2023	\$40.00/hour
22	Bailey, Sarah*	Speech Therapist	0.8	Special Education - Extended School Year	7/3/2023	8/14/2023	\$6,780.45
23	Brown, Michelle**	Speech Therapist	1.0	Special Education - Extended School Year	7/3/2023	7/28/2023	Based on per diem rate*
24	Fuentes, Barbara*	Teacher	0.5	Special Education - Extended School Year	7/3/2023	8/14/2023	\$5,425.00
25	Lozier, Lauren*	School Psychologist	0.6	Special Education - Extended School Year	7/3/2023	8/14/2023	\$7,262.47
26	McLaughlin, Andrea*	Teacher	0.6	Special Education - Extended School Year	7/3/2023	8/14/2023	\$6,510.00
27	Rodriguez, Justine*	Music Teacher	0.4	Special Education - Extended School Year	7/3/2023	8/14/2023	\$3,328.22

*Original appointment 6/28/2023 amended to reflect change to FTE.

**Original appointment 6/28/2023 amended to extend end date.

N. Rescind Appointments - Instructional Personnel

NONE

O. Change of Assignment - Instructional Personnel - Informational Only

NONE

P. Rescind Appointments - Summer (Temporary) Appointments

NONE

Personnel Matters - Carmen Caraco made a motion, seconded by Matt Sullivan and unanimously carried to accept the following Classified Personnel Matters:

A. Non-Instructional Appointments: Permanent Status Serving Probation

Item	Name	Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Salary
1	Meola, Anthony	Teacher Aide	1.0	CTE	9/1/2023	8/31/2024	\$22,155.08

B. Non-Instructional Appointments: Contingent Permanent

NONE

C. Provisional Appointments: Starting

Item	Name	Position Title	FTE	Assignment	Provisional Appointment Start Date	Salary
1	Costa, Nicole*	Transportation Coordinator	1.0	Regional Transportation	7/17/2023	\$70,000 (prorated)
2	Pullen, Frank	Bus Driver Trainer	1.0	Regional Transportation	8/13/2023	\$60,000 (prorated)

Provisional Appointments: Ending

NONE

*Original appointment approved by the BOE on 5/31/2023 amended to reflect new start date

D. Substitute Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Insogna, Claudia	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	7/1/2023	6/30/2024	Hourly*
2	Insogna, Claudia	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	7/1/2023	6/30/2024	Hourly*
3	Jackson, Kenneth	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	7/1/2023	6/30/2024	Hourly*
4	Jackson, Kenneth	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	7/1/2023	6/30/2024	Hourly*
5	Zielinski, Andrea	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	7/1/2023	6/30/2024	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	Eckerson, Jessica	Teacher Aide	Extended School Year Program - Special Education	7/3/2023, 7/12/2023, 7/18/2023, 7/21/2023, 7/28/2023, 8/4/2023, 8/11/2023 [7 days]
2	Houghton, Alyssa	School Bus Attendant	Regional Transportation	6/12/2023 (.5 day)
3	Vogel, Kayla	School Bus Attendant	Regional Transportation	6/12/2023
4	Brownell, Karyl	Teacher Aide	Special Education - Extended School Year Program	7/17/2023

5	Cool, Jennifer	Teacher Aide	Special Education - Extended School Year Program	7/3/2023
6	Drapala, Tara	Teacher Aide	Special Education - Extended School Year Program	7/20/2023
7	Frank, Natalie	Teacher Aide	Special Education - Extended School Year Program	7/21/2023
8	Lovisa, Kathleen	Teacher Aide	Special Education - Extended School Year Program	7/7/2023 7/19/2023 (.5 day) [1.5 days]
9	Nethaway, Kelsey	Teacher Aide	Special Education - Extended School Year Program	7/20/2023
10	Sofka, Sue Ellen	Teacher Aide	Special Education - Extended School Year Program	7/3/2023

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Effective Date
1	Fish, Alli	Human Resources Specialist	Human Resources	6/20/2023 - 7/10/2023

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

F. Retirements

NONE

G. Terminations

NONE

H. Resignations

Item	Name	Position Title	Assignment	Effective Date
1	Dronback, Erin	Occupational Therapist (School District)	Special Education	8/31/2023
2	Webb, Amy	Teacher Aide	CTE	8/31/2023

I. Layoffs

NONE

Reductions

NONE

J. Recalls

NONE

K. Change of Assignment - Information Only

Item	Name	Position Title	Change Assignment From	Change Assignment To	Effective Date
1	Maxson, Saleena	Registered Professional Nurse (School)	PTECH (FMCC) 1.0 FTE	PTECH (Glebe St) 1.0 FTE	9/1/2023
2	Stewart, Renee	Registered Professional Nurse (School)	PTECH (Glebe St.) 1.0 FTE	PTECH (FMCC) 0.5 FTE CTE 0.5 CTE	9/1/2023
3	Wolfe, Nicole	Teacher Aide	Special Education	Adirondack Academy	9/1/2023

L. Temporary Appointments

Item	Name	Position Title	Effort	Assignment	Start Date	End Date	Salary/Rate
1	Hanifan, Lorrie*	Casual Employee	Up to 600 hours	CTE	7/1/2023	6/30/2024	\$31.00/hour

Original Appointment 6/28/2023 amended to increase effort

M. Summer (Temporary Appointments)

Item	Name	Position Title	Effort	Assignment	Start Date	End Date	Salary/Rate
1	Eagan, Michaela	Summer Program Work	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
2	Eaton, Laurie	Summer Program Work	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
3	Lorenzoni, James	Summer Program Work	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
4	Miklic, Audrey	Summer Program Work	Up to 60 hours	Adirondack Academy	7/1/2023	8/31/2023	Based on per diem rate*
5	Marshall, Sabrina**	Teacher Aide	0.85	Special Education - Extended School Year	7/3/2023	8/14/2023	\$2,918.93
6	Stewart, Renee	Registered Professional Nurse (School)	Up to 3 days	PTECH	7/1/2023	8/31/2023	Based on per diem rate*
7	Smith, Beth	Registered Professional Nurse (School)	Up to 5 days	Special Education - Extended School Year	7/10/2023	8/14/2023	Based on per diem rate*

*Salary/Rate for this period is based upon each employee's hourly or per diem rate per their collective bargaining agreement.

**Original appointment 6/28/23 amended to reflect change in effort

O. Rescind Appointments - Summer (Temporary) Appointments

Item	Name	Position	Assignment	Effective Date	Previous Appointment Date
1	Holloway, Jerri	Physical Therapist (BOCES)	Extended School Year	7/3/2023	6/28/2023

Miscellaneous Personnel Items

Carmen Caraco made a motion, seconded by Matt Sullivan and unanimously carried to approve the following miscellaneous personnel items listed below:

BE IT RESOLVED that the Board of Education hereby approves the August 2, 2023 Memorandum of Agreement by and Between Hamilton-Fulton-Montgomery Counties Board Of Cooperative Educational Services and The BOCES Administrators' Association and authorizes the Board President and District Superintendent to execute said MOA (SY 23-24 #2)

BE IT RESOLVED, that the Board of Education hereby approves the August 2, 2023 addendum to Assistant Superintendent, Dr. Aaron Bochniak's employment agreement and authorizes the Board President to execute said addendum, and authorizes payment thereunder. (SY 23-24 #3)

BE IT RESOLVED, that the Board of Education hereby approves the August 2, 2023 addendum to Assistant Superintendent, Jay DeTraglia's employment agreement and authorizes the Board President to execute said addendum, and authorizes payment thereunder. (SY 23-24 #4)

BE IT RESOLVED, that the Board of Education hereby approves the August 2, 2023 addendum to District Superintendent, David Ziskin's employment agreement and authorizes the Board President to execute said addendum, and authorizes payment thereunder. (SY 23-24 #5)

BE IT RESOLVED, that the Board of Education hereby approves the revised Non-Represented Salaries, for Non-Represented staff, as recommended by the Chief Financial Officer, for the 2023-24 school year. (SY 23-24 #6)

SBM Resolution:

WHEREAS, Ms. Kathi Lewis (Ms. Lewis), is currently serving as the School Business Manager and Chief Financial Officer for the Hamilton-Fulton-Montgomery Board of Cooperative Educational Service (BOCES);

WHEREAS, the terms and conditions of Ms. Lewis employment are governed by an employment agreement (Agreement) by and between the BOCES and Ms. Lewis;

WHEREAS, Ms. Lewis, as a result of on-going staffing shortages, and extraordinary circumstances related to her role as School Business Manager and Chief Financial Officer, was not able to utilize all of her entitled vacation leave accruals during the 2022-23 school year.

NOW THEREFORE, in consideration of the mutual promises contained herein, the Board of Education and Ms. Lewis hereby agree to a one-time resolution as follows:

SECTION 1. The Board of Education will allow Ms. Lewis additional vacation leave carryover of five and one-half days (5.5 days) beyond Ms. Lewis' contractual cap of forty days (40 days) carried over, from the 2022-23 school year, for a total of forty five and one-half days (45.5 days) of vacation leave carryover brought into the 2023-24 school year. As a result of the additional vacation leave carryover, Ms. Lewis vacation leave accruals will exceed the sixty five days (65 days) maximum cap, for the 2023-24 school year, as set forth in her Agreement. The additional vacation leave carryover from the 2022-23 school year is for use in the 2023-24 school year. Ms. Lewis may cash-in an additional twenty days (20 days) beyond the five days (5 days) afforded to her in the employment agreement. Any additional vacation leave must be used pursuant to her Agreement. All other terms of Ms. Lewis employment shall continue to be governed by her Agreement and shall not be diminished from her present benefits.

SECTION 2. This resolution shall not represent a precedent with regard to how similar situations may be handled in the future

SECTION 3. This resolution shall take effect immediately.

CLAIMS AUDITOR REPORTS Rebecca Cozzocrea made a motion, seconded by Matt Sullivan and unanimously carried to approve the Claims Auditor Reports for the period of June 1, 2023 through June 30, 2023. (SY 23-24 #7)

EXTRACLASS REPORTS Rebecca Cozzocrea made a motion, seconded by Matt Sullivan and unanimously carried to approve the June 2023 Extraclass report as submitted. (SY 23-24 #8)

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 July 11, 2023. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 23-24 #9)

ERIE-I INSTRUCTIONAL TECHNOLOGY CONTRACT CONSORTIUM Matt Sullivan made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the attached resolution authorizing HFM BOCES to participate in the Erie-I Instructional Technology Contract Consortium. (SY 23-24 #10)

REVISED 2023 ESYP CLASSROOM LEASE Rebecca Cozzocrea made a motion to approve the Revised Special Education Lease for the 2023 Extended School Year Program as prepared and submitted by the Business Office. This motion was seconded by Carolyn Wilcox and unanimously carried. (SY 23-24 #11)

GRANTS

Rebecca Cozzocrea 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:

High School Equivalency (HSE) - \$6,394.00
(SY 23-24 #12)

**NEW ERA TECHNOLOGY
MAINTENANCE QUOTE**

Matt Sullivan made a motion, seconded by Rebecca Cozzocrea and unanimously carried to authorize the District Superintendent to execute the HFM New Era Maintenance IPOSS Agreement by and between HFM BOCES and New Era Technology to provide maintenance for the Avaya phone system from July 1, 2023 through June 30, 2024. (SY 23-24 #13)

**LINSTAR CONTRACT
PROPOSAL**

Rebecca Cozzocrea made a motion to authorize the District Superintendent to execute the Contract Proposal by and between Linstar and HFM BOCES to provide maintenance and support for the Employee Photo ID system effective September 1, 2023 through August 31, 2024. This motion was seconded by Carolyn Wilcox and unanimously carried. (SY 23-24 #14)

RFB RECOMMENDATIONS

Pursuant to the competitive bidding process, Rebecca Cozzocrea made a motion, seconded by Carmen Caraco and unanimously carried to accept the RFB recommendations in accordance with and subject to the provisions of the BOCES Bid Numbers: 23-09, 23-10, 23-11, 23-12, 23-13, 23-14, 23-15, 23-16 as noted by memorandum from the Purchasing Official in the following areas:

RFB 23-09 Milk - Skiff's Dairy, LLC, 188
County Highway 106, Johnstown, NY 12095 (SY
23-24 #15, #15B)

RFB 23-10 Bread - Bimbo Bakeries USA, Inc.,
67 East Main Street, Nelliston, NY 13410
(SY 23-24 #16, #16B)

RFB 23-11 Chemical Products - Hill & Markes, 1997 State Highway 5S, Amsterdam, NY 12010 (SY 23-24 #17, #17B)

RFB 23-12 Paper Products - Driscoll Foods, 105 Quist Road, Amsterdam, NY 12010 and Hill & Markes, 1997 State Highway 5S, Amsterdam, NY 12010 (SY 23-24 #18, #18B)

RFB 23-13 Ice Cream - Glacierpoint Enterprises Gillette, 47 Steve's Lane, Gardiner, NY 12525 (SY 23-24 #19, #19B)

RFB 23-14 Groceries - Driscoll Foods, 105 Quist Road, Amsterdam, NY 12010 (SY 23-24 #20, #20B)

RFB 23-15 Meat & Dairy - Driscoll Foods, 105 Quist Road, Amsterdam, NY 12010 (SY 23-24 #21, #21B)

Information Only

RFB 23-16 Net Off Invoice - No vendor submission (SY 23-24 #22)

RFP EXTENSIONS

Pursuant to the competitive bidding process, Matt Sullivan made a motion, seconded by Carmen Caraco and unanimously carried to accept the RFP extensions as noted by memoranda from the Purchasing Official in the following areas:

RFB 23-02 Student Transportation Services - STA of New York - 50 Venner Road, Amsterdam, NY 12010 (SY 23-24 #23)

**ADULT LITERACY AND
CORRECTIONS
EDUCATION LEASE
AGREEMENT**

Rebecca Cozzocrea made a motion, seconded by Carmen Caraco and unanimously carried to authorize the District Superintendent to execute the Lease Agreement by and between HFM BOCES and Avinash Moudgil effective July 1, 2023 through June 30, 2024 to provide classroom and office space for Adult Literacy and Corrections Education. (SY 23-24 #24)

NYCLASS RESOLUTION Matt Sullivan made a motion to adopt the attached Resolution authorizing HFM BOCES to participate in the NYCLASS program under the NYCLASS Municipal Agreement amended and Restated as of March 28, 2019. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 23-24 #25)

SURVEILLANCE 247 SERVICE PLAN Carmen Caraco made a motion, seconded by Rebecca Cozzocrea and unanimously carried to authorize the District Superintendent to execute the Service Plan by and between HFM BOCES and Surveillance 247 to provide an on-site repair and maintenance program effective July 1, 2023 through June 30, 2024. (SY 23-24 #26)

WATERSTONE EDUCATIONAL ADVISORS - SCOPE OF WORK PROPOSAL- OESJ Matt Sullivan made a motion to authorize the District Superintendent to execute the Project Proposal by and between HFM BOCES and Waterstone Educational Advisors, LLC to provide workshop services focused on Institutional Equity and Leadership for the Oppenheim-Ephratah-St. Johnsville School District during the 2023-2024 school year. This motion was seconded by Rebecca Cozzocrea and unanimously carried. (SY 23-24#27)

UPDATED DISTRICT (BOCES)-WIDE SCHOOL SAFETY PLAN Matt Sullivan made a motion, seconded by Rebecca Cozzocrea and unanimously carried to adopt the following resolution approving the updated District (BOCES)-Wide School Safety plan:

WHEREAS, the Hamilton-Fulton-Montgomery BOCES Safety Committee periodically reviews and updates polices and associated documents; and

WHEREAS, the regulations call for the District Safety and Emergency Remote Instruction Plan to be reviewed, updated and adopted annually by the Board of Education; and

WHEREAS, The BOCES Safety Committee has proposed updates to the District Safety and Emergency Remote Instruction Plan to include and reflect required legal, policy and procedural updates;

THEREFORE, be it resolved as follows by the Board of Education of the Hamilton-Fulton-Montgomery Board of Cooperative Educational Services;

Section 1. The proposed updates to the District Safety and Emergency Remote Instruction Plan is attached and has been posted on the BOCES website for a comment period of 30 days and is presented for final Board of Education approval.

Section 2. This resolution shall take effect immediately. (SY 23-24 #28)

INVESTMEN POLICY #4302 Carmen Caraco made a motion, seconded by Matt Sullivan and unanimously carried to waive the first reading of Policy #4302 Investments and adopt it. (SY 23-24 #29)

BOARD MEMBER REPORTS AND COMMENTS Board Members were asked to let the Board Clerk know if they were interested in attending the Annual NYSSBA Convention in October.

Dr. Brooks address speaker Kaylee Heroth and told her that her speech was the most exciting part the meeting.

FUTURE MEETINGS August 30, 2023 - HFM BOCES Regular Board Meeting - 5pm, HFM BOCES Board Room

ADDITION TO THE AGENDA Carolyn Wilcox made a motion, seconded by matt Sullivan to add an Executive session to the agenda.

EXECUTIVE SESSION At 6:35 p.m. Carolyn Wilcox 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(s). This motion was seconded by Matt Sullivan and unanimously carried.

RETURN TO OPEN SESSION At 6:42 p.m. Matt Sullivan made a motion to return to open session. This motion was seconded by Carmen Caraco and unanimously carried.

ADJOURNMENT: With no further business to come before the Board, Matt Sullivan made a motion at 6:43 p.m. to adjourn the meeting. This motion was seconded by Carmen Caraco and unanimously carried.

Respectfully submitted,

Christine Eaton
Clerk of the Board