

Regular Board Meeting (Wednesday, November 29, 2023)

Generated by Christine Eaton on Thursday, November 30, 2023

Members present

Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Members absent

Rebecca Cozzocrea and Matt Sullivan

Others present

David Ziskin, District Superintendent; Jay DeTraglia, Assistant Superintendent; Aaron Bochniak, Assistant Superintendent; Kathi Lewis, School Business Official; William Bordak, Director of Human Resources; Tara Caraco, Coordinator of Instructional Services; Heather Bozek, Coordinator of District Data; Alex Ruggeri, Communications Specialist and Christine Eaton, Clerk of the Board.

Meeting called to order at 5:03 PM

1. Opening

Information, Procedural: A. Pledge of Allegiance

2. Approval Of Agenda

Action: A. Approval of Agenda w/ addition of an Executive Session to the agenda after item 7C.
Motion to waive the 48 hour notice and approve the agenda as presented adding any items introduced by unanimous vote.

Motion by Paula Brown-Weinstock, second by Carolyn Wilcox.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

3. Comments from the Floor

Discussion: A. Comments from the Floor

None

4. Board Minutes

Action, Minutes: A. Board Minutes

Recommend that the Board approve the Board minutes for the October 25, 2023 Regular Board Meeting.

Motion by Carolyn Wilcox, second by Kathryn Zajicek.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Carolyn Wilcox

Abstain: Paula Brown-Weinstock

5. Partnership-Advocacy-Leadership-Assistant Superintendent for Educational Services Report

Report: A. Instructional Services and Data Program Update

6. Partnership-Advocacy-Leadership- Assistant Superintendent for Operations and District Services

Report: A. Teacher Apprenticeship Program

B. Regional Transportation - Out of District Runs

7. Partnership-Advocacy-Leadership-District Superintendent Report

Report: A. Bus Electrification

B. NYSED Leadership

C. Graduation Measures

8. Executive Session

Action, Executive Session: A. Executive Session Time: 5:56pm

Recommend that the Board go into executive session for the purpose of discussing the employment history of particular persons.

Motion by Kathryn Zajicek, second by Carolyn Wilcox.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action, Return from Executive Session: A. Return from Executive Session Time: 6:12pm
Recommend that the Board go out of executive session .

Motion by Paula Brown-Weinstock, second by Carmen Caraco.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

9. New Business

Information: A. Consent Agenda Statement

10. Personnel (Consent A-C)

Action (Consent): A. Personnel Matters - Unclassified

Resolution: 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 below to a probationary appointment in the indicated tenure area contingent upon their successful completion of probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" 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 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	Jarabek, Jay	Teacher on Special Assignment (Instructional Coach)	Up to 10 additional days	Instructional Support Services	10/24/2023	6/30/2024	Biology 7-12 Permanent	\$367.50/

2	Lake, Teresa	Adult Educator/Case Manager	1.0	ALCE	11/14/2023	6/30/2024	Job Skills Training Instructor, Adult Education Certificate	Schedule Step 1
3	Gargiulo, Lisa	Mentor	35 hours + 3 meetings	Healy, Matthew	11/8/2023	6/30/2024	n/a	Per BT/ Contract
4	Sponnable, Jennifer	Mentor	35 hours + 3 meetings	Culkin-Boice, Catherine	11/8/2023	6/30/2024	n/a	Per BT/ Contract
6	Kilmer, Jennifer	Mentor	35 hours + 3 meetings	Lince, Vickie	11/8/2023	6/30/2024	n/a	Per BT/ Contract
7	Abel, Kimberly	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
8	Barkevich, Sandra	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
9	Brode, Jacob	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
10	Chatham Jr., Eric	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
11	Culkin-Boice, Catherine	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
12	Denney, Kayleigh	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
13	Gigler, Jessica	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
14	Goderie, Anna Maria	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
15	Huang, Ping	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
16	Mang, Kasey	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
17	McGill, Melissa	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
18	Murphy, Cristin	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
19	Napolitano, Karen	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
20	Schuyler, Rodney	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
21	Sherman, Matthew	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
22	Somerville-Braun, Nathanael	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
23	Sponnable, Jennifer	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
24	Stark, Vanessa	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour

25	Warren, Allyson	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour
26	Williams-Tine, Margaret Anne	Chaperone	Up to 25 hours	PTECH	9/1/2023	6/30/2024	n/a	\$25/hour

D. Leave Replacements

NONE

E. Substitutes (Certified)

NONE

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

F. Substitutes (Uncertified)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Boyer, Francesca	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
2	Brate, Jessica	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
3	Capano, Heather	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
4	Cosentino, Anthony	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
5	Dingman, Connie	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
6	Ellsworth, Graci	Uncertified Substitute Teacher	Pro Re Nata	CTE - Cosmetology Program	11/30/2023	6/30/2024	Per diem*
7	Mattioni, Heather	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
8	Peconie, Talia Rose	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
9	Sluti, Jodi	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*
10	Stofelano Jr., Stephen	Uncertified Substitute Teacher	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Per diem*

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

NONE

G. Leaves (Unpaid)

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Date(s)
1	Mead, Julie	Teacher	CTE	8/3/2023 - 12/27/2023 (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	Eagan, Michaela	Substitute - Long Term	Adirondack Academy	11/10/2023

I. Layoffs

NONE

J. Recalls

NONE

K. Terminations

NONE

L. Retirements

NONE

M. Summer (Temporary) Appointments

NONE

N. Rescind Appointments - Instructional Personnel

Item	Name	Position	Assignment	Effective Date	Previous Appointment Date
1	Gargiulo, Lisa	Mentor	Nethaway, Maria	9/1/2023	10/25/2023

O. Change of Assignment - Instructional Personnel - Informational Only

Item	Name	Position Title	Change Assignment From	Change Assignment To	Effective Date
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1	Huang, Ping	ENL Teacher	1.0 FTE PTECH	0.8 FTE PTECH & 0.2 FTE Itinerant	11/20/2023
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Motion by Kathryn Zajicek, second by Carolyn Wilcox.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): B. Personnel Matters - Classified

Resolution: 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	Hodge Jr., Donald	Custodial Worker	1.0	Operations & Maintenance	11/13/2023	11/12/2024	\$52,414.10 (prorated)
2	Dorman, JoAnn*	School Bus Attendant	1.0	Regional Transportation	10/20/2023	10/19/2024	\$15.84/hour
3	Downes, Joseph	School Bus Attendant	1.0	Regional Transportation	11/27/2023	11/26/2024	\$15.84/hour
4	Insonia, Marianne*	School Bus Attendant	1.0	Regional Transportation	10/20/2023	10/19/2024	\$15.84/hour
5	Norris, Kayla	Teacher Aide	1.0	Special Education	11/20/2023	11/19/2024	\$23,696.19 (prorated)

*Original appointment 10/25/2023 amended to revise probationary start and end dates

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	Hanson, Lanie	Substitute School Bus Attendant	Pro Re Nata	Regional Transportation	11/27/2023	6/30/2024	Hourly*
2	Moore, Amanda	Substitute School Bus Driver	Pro Re Nata	Regional Transportation	12/2/2023	6/30/2024	Hourly*
3	Wheeler, Herbert	Substitute School Bus Driver	Pro Re Nata	Regional Transportation	11/30/2023	6/30/2024	Hourly*
4	Blowers, Kierra	Substitute Teacher Aide/School Monitor	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Hourly*
5	MacIntosh, Regina	Substitute Teacher Aide/School Monitor	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Hourly*
6	Sluti, Jodi	Substitute Teacher Aide/School Monitor	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Hourly*
7	Stofelano Jr., Stephen	Substitute Teacher Aide/School Monitor	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	6/30/2024	Hourly*
8	Welch, Stephanie	Substitute Teacher Aide/School Monitor	Pro Re Nata	Any BOCES Location As Needed	11/30/2023	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	Houghton, Alyssa	School Bus Attendant	Regional Transportation	11/2/23 (1/2 day)

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Effective Date
1	Goodermote, Alfaratta	School Monitor	Special Education	10/26/2023 - 4/26/2024 (intermittent)
2	White, Melinda Diane	Teacher Aide	Special Education	10/31/2023 - 12/18/2023

*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	Knapp, Lori	Teacher Aide	Special Education	6/30/2024

G. Terminations

Item	Name	Position Title	Assignment	Effective Date
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1	Christman, Josie	Teacher Aide	Special Education	11/17/2023
2	Hileman, Ashley	Custodial Worker	Operations & Maintenance	10/27/2023

H. Resignations

Item	Name	Position Title	Assignment	Effective Date
1	Bullock, Deidre (Courtney)	Account Clerk/Typist	ALCE	10/31/2023
2	Agerter, Chad	Bus Driver	Regional Transportation	11/6/2023
3	Wheeler, Herbert	Bus Driver	Regional Transportation	11/29/2023
4	Moore, Amanda*	Bus Driver/Dispatcher	Regional Transportation	12/1/2023
5	Willabay, John	Facilities Director III	Operations & Maintenance	11/16/2023
6	Hodge Jr., Donald	Food Service Helper	CTE	11/12/2023
7	Buddle, Nicollette	School Bus Attendant	Regional Transportation	11/17/2023
8	Miles, Marcia	School Bus Attendant	Regional Transportation	11/16/2023
9	Panton, Emily	Teacher Aide	Special Education	11/17/2023
10	Malagisi, Cheyenna	Teacher Aide	Special Education	11/24/2023

*Resignation also constitutes end of Leave of Absence from Bus Driver position.

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	Cool, Jennifer	Teacher Aide	Up to 700 additional hours	ALCE	11/13/2023	6/30/2024	\$17.04/hour

2	Harrington Jr., George	Casual Employee	Up to 300 hours	Operations & Maintenance	10/31/2023	6/30/2024	\$50.00/hour
3	Urrey, Jennifer	Chaperone	Up to 25 hours	PTECH	9/1/2023	7/2/2024	\$17.20/hour

M. Summer (Temporary Appointments)

NONE

Motion by Kathryn Zajicek, second by Carolyn Wilcox.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): C. Abolish Position

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 abolish the following position:

Food Service Helper #131889 effective 11/12/2023

Motion by Kathryn Zajicek, second by Carolyn Wilcox.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

10. Business Items (Consent A-G)

Action (Consent): A. Claims Auditor Reports

Recommend the Board approve the Claims Auditor Reports for the period of October 1, 2023 through October 31, 2023. (SY 23-24 #75, #76)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): B. Treasurer's Report

Recommend the Board approve the Treasurer's Report for the period of September 1, 2023 through September 30, 2023. (SY 23-24 #77)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): **C. Extraclass Report**

Recommend the Board approve the October 2023 Extraclass Reports as submitted. (SY 23-24 #78)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): **D. RFB-24-01 Extension Student Transportation Services**

Pursuant to the competitive bidding process, it is recommended the Board extend the BOCES Student Transportation Services recommendation for an additional 30 days in accordance with and subject to the provisions of the BOCES Bid Number: 24-01 as noted by memorandum from the Purchasing Official in the following area:

RFB 24-01 Student Transportation Services - STA of New York Inc., 50 Venner Road, Amsterdam, NY 12010

(SY 23-24 #79)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): **E. Independent Contractor Services Agreement - NYS AHPERD**

Recommend the Board authorize the District Superintendent to execute the Independent Contractor Services Agreement by and between HFM BOCES and New York State Association for Health, Physical Education, Recreation & Dance Inc. (NYS AHPERD) to provide Curriculum and Assessment Guidance Documentation: 2nd Edition training. (SY 23-24 #80)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): **F. Budget Transfers and Adjustments**

Recommend the Board approve the Budget Adjustments and Budget Transfers through October 31, 2023 as submitted by the Chief Financial Officer. (SY 23-24 #81, #82)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

Action (Consent): **G. Resolution - Erie I BOCES**

Recommend the Board approve the attached Resolution of Board of Education to consent to jointly enter into an agreement for the 2023-2024 fiscal year, for Amplify, CMC Neptune, ImagiLabs, Imagine Learning, Kognity US, Inc., Local Impact, Robo Wunderkind, and Tequipment. (SY 23-24 #83)

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

11. Other Business

Action: **A. Adult Literacy Program Approval**

Recommend the Board approve an Adult Literacy and Corrections Education pre-occupational education Paraprofessional/Teacher Aide Training Program. (SY 23-24 #84)

Motion by Carolyn Wilcox, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox

12. Board Member Reports and/or Comments

None

13. Future Meetings

Information: A. Future Meetings

December 20, 2023 - HFM BOCES Regular Board Meeting - 5:00pm, HFM BOCES Board Room

14. Adjournment

Action: A. Adjourn Meeting

Motion to adjourn the meeting at 6:15pm

Motion by Kathryn Zajicek, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Carmen Caraco, Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Carolyn Wilcox