

Regular Board Meeting (Wednesday, February 28, 2024)

Generated by Christine Eaton on Thursday, February 29, 2024

Members present

Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Others present

David Ziskin, District Superintendent; Aaron Bochniak, Assistant Superintendent; Jay DeTraglia, Assistant Superintendent; Kathi Lewis, School Business Official; William Bordak, Director of Human Resources; Laurie Bargstedt, Coordinator of Adult Literacy and Corrections Education; Gail Colinas, Adult Educator; Maria Mancini, Adult Educator; Noraima Rivera-Rivas, Teacher Aide and Christine Eaton, Clerk of the Board

Meeting called to order at 5:01 PM

1. Opening

Information, Procedural: A. Pledge of Allegiance

2. Approval Of Agenda

Action: A. Approval of Agenda

Motion to waive the 48 hour notice and approve the agenda as presented adding any items introduced by unanimous vote.

Motion by Rebecca Cozzocrea, second by Paula Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea

3. Comments from the Floor

Discussion: A. Comments from the Floor

4. Board Minutes

Action, Minutes: A. Board Minutes

Recommend that the Board approve the Board minutes for the January 31, 2024 Regular Board Meeting.

Motion by Rebecca Cozzocrea, second by Kathryn Zajicek.

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea

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

Report: A. Adult Literacy and Corrections Education Program Update

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

Report: A. Electric School Bus Impact Study

Report: B RFB for Out of District Needs

Report: C. Teacher Apprenticeship Program

Report: D. Community Schools Update

7. Partnership-Advocacy-Leadership-District Superintendent Report

Report: A. State/Supervisory District Updates

8. New Business

Information: A. Consent Agenda Statement

9. Personnel/Business Items (Consent A-J)

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(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	Chace, Alexandria*	Administrative Coordinator / Administrative Coordinator	1.0	Special Education	7/1/2024	6/30/2028	School Building Leader Internship	\$87,000

*Appointment contingent upon successful completion of all requirements for certification

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

None

D. Leave Replacements

None

E. Substitutes (Certified)

None

F. Substitutes (Uncertified)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Viscosi, Zachary	Substitute Teacher - Uncertified	Pro Re Nata	Any BOCES Location, as needed	2/29/2024	6/30/2024	Per diem*

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

G. Leaves (Unpaid)

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Date(s)
1	Mattice, Erica	Speech Pathologist	Special Education	1/22/2024 - 1/26/2024
2	Mattice, Erica	Speech Pathologist	Special Education	1/24/2024 - 6/27/2024 (intermittent)

Leaves (Other)*

Item	Name	Position Title	Assignment	Date(s)
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1	Turnbull, Nancy	Teacher	Special Education	1/22/2024 - 1/26/2024
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*Time off constitutes use of employee's leave accruals and, once exhausted, unpaid leave time

H. Resignations

None

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

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

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	Lohre, Phillip	Teacher Aide	1.0	Special Education	2/12/2024	2/11/2025	\$22,155.09 (prorated)

B. Non-Instructional Appointments: Contingent Permanent

None

C. Provisional Appointments: Starting

Item	Name	Position Title	FTE	Assignment	Provisional Appointment Start Date	Salary
1	Ambrosino, Yvonne	Senior Typist	1.0	Special Education	2/26/2024	\$35,532.60 (prorated)

Provisional Appointments: Ending

None

D. Substitute Appointments

None

E. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Effective Date(s)
1	Charboneau, Jamie	Teacher Aide	Adirondack Academy	2/9/2024
2	Houghton, Alyssa	School Bus Attendant	Regional Transportation	1/22/2024, 1/30/2024
3	Insonia, Marianne	School Bus Attendant	Regional Transportation	5/14/2024 - 5/21/2024
4	Wheeler, Monique	School Bus Attendant	Regional Transportation	1/31/2024 - 3/1/2024
5	Cool, Jennifer	Teacher Aide	Special Education	1/16/2024, 2/5/2024, 2/6/2024
6	Cutter, Rachael	Occupational Therapist	Special Education	1/26/2024, 1/29/2024, 1/30/2024, 1/31/2024, 2/2/2024, 2/5/2024, 2/15/2024
7	White, Melinda Diane	Teacher Aide	Special Education	1/26/2024, 3/15/2024 - 6/7/2024

Leaves (FMLA)*

Item	Name	Position Title	Assignment	Effective Date(s)
1	Brownell, Destiny	Bus Driver	Regional Transportation	2/9/2024 - 6/30/2024 (intermittent)
2	Surento, Kimberly	Teacher Aide	Special Education	2/2/2024 - 4/12/2024

Leaves (Other)*

Item	Name	Position Title	Assignment	Effective Date(s)
1	DeFrancis, Robin	School Bus Attendant	Regional Transportation	3/19/2024 - 4/30/2024

*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	Barnes, Rachel	Teacher Aide (PT/Hourly)	ALCE	2/12/2024
2	Christiano, Todd	Bus Driver/Custodial Worker	Regional Transportation	2/14/2024
3	Houghton, Alyssa	School Bus Attendant	Regional Transportation	2/9/2024
4	Ambrosino, Yvonne	Teacher Aide	Special Education	2/25/2024

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	Prentice, Melody	Additional Work	Stipend	PTECH	2/1/2023	11/30/2023	\$750

M. Summer (Temporary Appointments)

None

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **C. Claims Auditor Report**

Resolution: Recommend the Board approve the Claims Auditor Reports for the period of January 1, 2024 through January 31, 2024. (SY 23-24 #131)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **D. Treasurer's Report**

Resolution: Recommend the Board approve the Treasurer's Report for the period of January 1, 2024 through January 31, 2024. (SY 23-24 #132)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **E. Extra Class Report**

Resolution: Recommend the Board approve the January 2024 Extra Class Reports as submitted. (SY 23-24 #133)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **F. Items to be Declared Salvage**

Resolution: Recommend the Board approve the items for salvage as listed on the Chief Financial Officer's memorandum dated February 13, 2024.
(SY 23-24 #134)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **G. Grants**

Resolution: Recommend the Board accept the following grant funds, and authorize their suitable appropriation and expenditure, pursuant to State Education Department and/or local approvals:

Connect Kids to Parks Field Trip Grant- \$8,560.00
(SY 23-24 #135)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **H. FMCC Agreements**

Resolution: Recommend the board approve the two agreements by and between HFM BOCES and Fulton Montgomery Community College to use FM's event space on January 18, 2024 and May 2, 2024.
(SY 23-24 #136, #137)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **I. RFB 24-04 Bus Electrification Impact Study**

Resolution: Pursuant to the competitive bidding process, it is recommended the Board approve the BOCES Bus Electrification Impact Study recommendation in accordance with and subject to the provisions of the BOCES Bid Number: 24-04 as noted by memorandum from the Purchasing Official in the following area:

RFB 24-04 Bus Electrification Impact Study - CPL Architects, Engineers, and Landscape Architect, D.P.C., 225 Woodcliff Drive, Suite 200, Fairport, NY 14450
(SY 23-24 #138, 138B)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action (Consent): **J. NYSIR Funded Property Valuation Program Agreement**

Resolution: Recommend the Board authorize the District Superintendent to execute the authorization form for CBIZ to perform a NYSIR-Funded Property Valuation Program for HFM BOCES at no charge to the BOCES.
(SY 23-24 #139)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

10. Other Business

Action: **A. Policy Second Reading and Adoption #5010 Workplace Violence and Prevention**

Recommend the Board accept policy #5010 Workplace Violence and Prevention as a second reading and adopt it.

(SY 23-24 #140)

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action: B. Policy #1101 Records Management and Access - First Reading

Recommend the Board accept updated policy #1101 Records Management and Access as a first reading.

(SY 23-24 #141)

Motion by Matt Sullivan, second by Kathryn Zajicek.

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action C. Executive Session Time: 5:48pm

Recommend the Board add an executive session to the agenda and enter into executive session for the purpose of discussing matters that may lead to the appointment of a particular person.

Motion by Rebecca Cozzocrea, second by Paula-Brown-Weinstock.

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action D. Return From Executive Session Time: 5:56pm

Recommend the Board return from executive session for the purpose of discussing matters that may lead to the appointment of a particular person.

Motion by Matt Sullivan, second by Kathryn Zajicek.

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

Action: E. Appointment of Facilities Director II

Recommend the board approve the following resolution appointing Michael Sergent to a Facilities Director II position effective May 6, 2024:

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan

11. Board Member Reports and/or Comments

Information: B. 2024 RSA Summer Conference

12. Future Meetings

Information: A. Future Meetings

March 27, 2024 - HFM BOCES Regular Board Meeting - 5:00pm, HFM BOCES Board Room

April 10, 2024 - HFM BOCES Annual Meeting - 6:00pm, HFM BOCES Conference Center

13. Adjournment Time: 5:58

Action: A. Adjourn Meeting

Motion to adjourn the meeting

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

Final Resolution: Motion Carried

Yea: Harry Brooks, Kathryn Zajicek, Paula Brown-Weinstock, Rebecca Cozzocrea, Matt Sullivan