

Regular Board Meeting Cayuga-Onondaga BOCES Regional Education Center
Board of Cooperative Educational Services
1879 West Genesee Street Road, Auburn, NY 13021

Members Present: Larry Hartle Carol Quill
Lee Epprecht Dean Winspear
Melinda Quanbeck Kathryn Carlson
Douglas Hart Colleen Battalino

Members Absent: William Andre

Others Present: Denise Dzikowski Steve Woodard
Susan Conway Randy Ray
Peter Colucci Susan Lynch
Tony Abbatiello Drew Yakawiak
Jessica Docteur

Opening of Meeting The regular meeting of the Cooperative Board was called to order by Melinda Quanbeck, President at 6:00 pm in the Board Room of the Regional Education Center, 1879 West Genesee Street Road, Auburn, NY 13021.

Pledge of Allegiance The Pledge of Allegiance was led by Board President Melinda Quanbeck.

Approval of Agenda with Addendum Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the agenda as amended. The motion was carried unanimously by the Board members present.

Approval of the Minutes of October 20, 2016 Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Colleen Battalino, seconded by Douglas Hart, to approve the minutes of the October 20, 2016. The motion was carried unanimously by the Board members present.

Approval of Treasurer's Report – October 30, 2016 Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the Treasurer's Report for the period ending October 31, 2016. The motion was carried unanimously by the Board members present.

Extra Classroom Activity Funds Report Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to approve the Extra Classroom Activity Funds Report for the period ending October 31, 2016. The motion was carried unanimously by the Board members present.

BOCES Claims Auditor's Report – October 1, 2016-October 30, 2016 Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the BOCES Claims Auditor's Report for the period October 1, 2016 through October 31, 2016. The motion was carried unanimously by the Board members present.

Approval of Quarterly Treasurer's Report – July 1, 2016 – September 30, 2016 Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the Quarterly Treasurer's Report for the period July 1, 2016 through September 30, 2016. The motion was carried unanimously by the Board members present.

- Approval of Budget Amendments Report – July 1, 2016 – September 30, 2016
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Budget Amendments Report for the period July 1, 2016 through September 30, 2016. The motion was carried unanimously by the Board members present.
- Resignation/Day Care Specialist
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept the resignation of Amy Jordan from the position of Day Care Specialist, effective November 16, 2016. The motion was carried unanimously by the Board members present.
- Resignation/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept the resignation of Maryjean Maciulewicz from the position of Special Education Teacher Aide to accept the position of School Monitor, effective October 31, 2016. The motion was carried unanimously by the Board members present.
- Resignation/School Nurse
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept the resignation of Linda DeCaro from the position of Special Education School Nurse, effective November 30, 2016. The motion was carried unanimously by the Board members present.
- Resignation/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept the resignation of Jamie Lee from the position of Special Education Teacher Aide, effective October 31, 2016. The motion was carried unanimously by the Board members present.
- Resignation/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept the resignation for retirement of Christine Lepak from the position of Special Education Teacher Aide, effective November 30, 2016. The motion was carried unanimously by the Board members present.
- Leave of Absence/Senior Account Clerk Typist
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Georgina Dugan, with the use of the Family and Medical Leave Act to run concurrently with the medical leave of absence and the use of accumulated available leave time to be used as appropriate, effective November 8, 2016, until released by her physician. The motion was carried unanimously by the Board members present.
- Leave of Absence/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Colleen Henry, with the use of the Family and Medical Leave Act to run concurrently with the medical leave of absence and the use of accumulated available leave time to be used as appropriate, effective November 22, 2016 to December 23, 2016, or until released by her physician. The motion was carried unanimously by the Board members present.
- Appointment/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Shannon Clark to the fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department, effective November 7, 2016 through November

6, 2017. Ms. Clark shall be graded at the Board approved negotiated rate. The motion was carried unanimously by the Board members present.

Appointment/Special
Education Teacher Aide

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Tyler Condes to the fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department, effective October 24, 2016 through October 23, 2017. Mr. Condes shall be graded at the Board approved negotiated rate, with additional appointment as a Substitute Teacher Aide in the Special Education Department, effective November 7, 2016 through June 30, 2017 at the Board approved hourly rate of \$11.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/Special
Education Teacher Aide

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Jerilyn Lawyer to the fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department, effective November 7, 2016 through November 6, 2017. Ms. Lawyer shall be graded at the Board approved negotiated rate, with additional appointment as a Substitute Teacher Aide in the Special Education Department, effective November 7, 2016 through June 30, 2017 at the Board approved hourly rate of \$11.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/Substitute
Teacher Aide

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Jamie Lee as Substitute Teacher Aide for the Special Education Department, effective November 1, 2016 through June 30, 2017. Ms. Lee shall be compensated at the board approved hourly rate of \$11.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/Day Care
Worker

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Madelyn Henry as a Full Time Day Care Worker/10 months, effective November 7, 2016. Ms. Henry shall be compensated at the Board approved hourly rate of \$10.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/Day Care
Worker

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Sandra Martin as a Full Time Day Care Worker/10 months, effective November 7, 2016. Ms. Martin shall be compensated at the Board approved hourly rate of \$10.00 per hour. The motion was carried unanimously by the Board members present.

Appointments/Teacher
Mentors and Coaches

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointments of the following as Speech Therapist Mentor and Coaches, effective for the 2016-2017 school year. They shall be compensated at the board approved stipend of \$70.00 per day up to 20 consulting days for each individual.

Speech Therapist Mentor: Jennifer Balliette

Teacher Mentor/Coach: Patricia Cahalan Jean Goetzman
Helen Day Kimberly Sochan
Stepanie Provo Erin Crabtree
Joanne Tarolli
Michele Dimon-Borowski

The motion was carried unanimously by the Board members present.

- Appointment/School Monitor
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the appointment of Maryjean Maciulewicz to the fifty-two (52) week probationary appointment in the classified Civil Service position of School Monitor, effective November 1, 2016 through October 31, 2017. Ms. Maciulewicz shall be graded at the annual salary of \$23,230.00 12/months, prorated. The motion was carried unanimously by the Board members present.
- Appointments/Online Teacher Training
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the appointments of Susan Lane, Sally Kingsbury, Jennie Higgins, Karen Vitek and Tamara Whidden to attend professional development for the BUZZ Learning Management System, effective December 29, 2016, February 22, 2017 and April 20, 2017. They shall be compensated at the Board approved rate of \$150.00 per day. The motion was carried unanimously by the Board members present.
- Appointment/Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistants
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of Susan Miller, Tiara Tillmon, Richard DiLallo and Lisa Sigona as Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistants for the Compass, High School Equivalency, Career & Technical Education, and Special Education programs, effective November 17, 2016 through June 30, 2017 for the 2016-2017 school year. They shall be compensated at the Board approved hourly rates of: Substitute Teacher and Substitute Teacher Assistant -\$14.00/hr. - Substitute Teacher Aide - \$11.00/hr. The motion was carried unanimously by the Board members present.
- Appointment/Substitute Clerk
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht to approve the appointment of Kerrie Marquart as a Substitute Clerk for Career & Technical Education, Compass and Adult Education programs, effective November 9, 2016 to June 30, 2017 for the 2016-2017 school year. Ms. Marquart shall be compensated at the board approved hourly rate of \$10.00 per hour. The motion was carried unanimously by the Board members present.
- Appointment/Substitute Clerk
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht to approve the appointment of Susan Miller as a Substitute Clerk for Career & Technical Education, Compass and Adult Education programs, effective November 17, 2016 to June 30, 2017 for the 2016-2017 school year. Ms. Miller shall be compensated at the board approved hourly rate of \$10.00 per hour. The motion was carried unanimously by the Board members present.
- Appointment/Special Education Teacher Aide
Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Phillip Tabone to the fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide

position for the Special Education Department, effective November 16, 2016 through November 15, 2017. Mr. Tabone shall be graded at the Board approved negotiated rate, with additional appointment as a Substitute Teacher Aide in the Special Education Department, effective November 16, 2016 through June 30, 2017 at the Board approved hourly rate of \$11.00 per hour. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Danielle Dennis upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 30, 2016. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Joey Jacobs upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 16, 2016. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Corianne Siegel upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 9, 2016. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Elissa Vargason upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective December 3, 2016. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Kathleen Harris upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 16, 2016. The motion was carried unanimously by the Board members present.

Recommendation for
Permanent Appointment

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Jeannine Peters upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 4, 2016. The motion was carried unanimously by the Board members present.

- Recommendation for Permanent Appointment Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Felicia Strong upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 12, 2016. The motion was carried unanimously by the Board members present.
- Recommendation for Permanent Appointment Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the change in appointment status of Corine Walsh upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective November 30, 2016. The motion was carried unanimously by the Board members present.
- Recommendation for Approval/Teacher Center Workshop Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the Cayuga-Onondaga Teacher Center Workshop with Jessica Hehl, Coordinator, OCM BOCES Center for Innovative Science Education. Ms. Hehl will provide additional teacher in-service support of the Regents Reform Agenda, workshops are scheduled for three half day sessions November 16, 2016, February 8, 2017 and May 11, 2017 at a total cost \$1,770.00. The motion was carried unanimously by the Board members present.
- Recommendation for Approval/Teacher Center Workshop Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the Cayuga-Onondaga Teacher Center to co-sponsor with OCM BOCES and West REB-RN, Mid State and Mid West Teacher Centers for a one-day training to provide teachers with the tools and strategies to work with English Language Learners in their classrooms, effective December 9, 2016. The total cost is \$500.00. The motion was carried unanimously by the Board members present.
- Recommendation for Approval/Teacher Center Workshop Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the Cayuga-Onondaga Teacher Center to provide professional development training to teachers to acquire instructional skills to provide curriculum and classroom instruction to successfully teach the New York State Science Learning Standards - in cooperation with CNY Teacher Centers and OCM BOCES to sponsor a one-day training with three (3) keynote speakers at a total cost of \$1,000.00. The motion was carried unanimously by the Board members present.
- Recommendation for Approval/ Workforce Investment Act (WIA) Title II Corrections Education Funds Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Carol Quill, seconded by Douglas Hart, to accept and approve the expenditure of funds, to provide basic education and transition services at the Cayuga County Jail to county corrections inmates, effective July 1, 2016 through June 30, 2017, in the amount of \$128,000.00. The motion was carried unanimously by the Board members present.
- Second Reading of the Revised BOCES-Wide School Safety Plan Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to conduct the second reading of the revised BOCES-Wide School Safety Plan. The third reading and adoption of the revised Safety Plan has been tabled until the December 15, 2016

- board meeting. The motion was carried by a vote of 7-YES, 1-NO (Carol Quill) and 1 (ABSENT) William Andre.
- Recommendation for Approval Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Colleen Battalino, to accept the donation from the Sheriff's Benevolent Association in the amount of \$2,992.00 to outfit the Criminal Justice Program with a security vehicle. The motion was carried unanimously by the Board members present.
- Recommendation for Approval Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Colleen Battalino, to accept the donation from Breanne Poole of a 2000 Chrysler Town & Country Suburban with an estimated value of \$1,352.00 to be used by the Automotive Technology Program for educational purposes. The motion was carried by a vote of 7-Yes 1-Abstention (Dean Winspear) 1-Absent (William Andre)
- Superintendent & Administrator Reports 1. 2016 NYSSBA Convention-Denise
2. ESSA Update-Denise
3. Dental Plan Update-Peter/Randy
4. Google Doc Conversation
- Committee Reports 1. Facilities Committee Update - Peter Colucci
2. Audit Committee Update – Peter Colucci
- Executive Session Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to adjourn the meeting to executive session at 6:55 p.m. for the purpose of discussing the employment history of a particular person(s). The motion was carried unanimously by the Board members present.
- Tony Abbatiello, Steve Woodard, Drew Yakawiak, Susan Lynch, Peter Colucci, and Susan Conway, left the meeting at 6:55 p.m.
- Regular Session The meeting was returned to regular session at 7:20 p.m.
- Adjournment Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Colleen Battalino, seconded by Kathryn Carlson, to adjourn the meeting at 7:22 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway
Clerk of the Board