

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

Members Present: William Andre Melinda Quanbeck
Lee Epprecht Dean Winspear
Kathryn Carlson Carol Quill
Douglas Hart

Members Absent: Larry Hartle Colleen Battalino

Others Present: Steve Woodard Randy Ray
Susan Conway Peter Colucci
Susan Lynch Drew Yakawiak
Tony Abbatiello Jennifer Banas
Jessica Docteur Mark Vivacqua
Christopher Todd

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- 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 Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the agenda as amended. The motion was carried unanimously by the Board members present.
- Approval of the Minutes of March 16, 2017 Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the minutes of March 16, 2017. The motion was carried unanimously by the Board members present.
- Approval of the Minutes of Special Board Meeting of March 30, 2017, April 6, 2017 & April 12, 2017 Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Douglas Hart, seconded by Dean Winspear, to approve the minutes of March 30, 2017, April 6, 2017 and April 12, 2017. The motion was carried by a vote of 6-Yes 2-Absent 1-Abstention (William Andre).
- Approval of Treasurer's Report – March 31, 2017 Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the Treasurer's Report for the period ending March 31, 2017. The motion was carried unanimously by the Board members present.
- Extra Classroom Activity Funds Report Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the Extra Classroom Activity Funds Report for the period ending March 31, 2017. The motion was carried unanimously by the Board members present.
- BOCES Claims Auditor's Report – March 1, 2017- March 31, 2017 Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart to approve the BOCES Claims Auditor's Report for the period March 1, 2017 through March 31, 2017. The motion was carried unanimously by the Board members present.

- Quarterly Treasurer's Report – January 1, 2017 to March 31, 2017
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the Quarterly Treasurer's Report for the period of January 1, 2017 to March 31, 2017. The motion was carried unanimously by the Board members present.
- Budget Amendments Report – January 1, 2017 to March 31, 2017
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Kathryn Carlson, to approve the Budget Amendments Report for the period of January 1, 2017 to March 31, 2017. The motion was carried unanimously by the Board members present.
- NYS Adult Education Report Card – Steve Woodard
Steve Woodard updated the Board of Education regarding the Adult Education Report Card. The Cayuga-Onondaga BOCES has met three out of three benchmarks, the program rating was highly proficient and the Adult Education staff is meeting the needs of the community. Steve also informed the Board that the Adult LPN program ranked #1 in New York State. He complimented the staff at the Center for Learning on a job well done.
- Resignation/Office Machine Operator
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to accept the resignation of Craig Kastick from the position of Office Machine Operator, effective March 15, 2017. The motion was carried unanimously by the Board members present.
- Resignation/Director of Facilities III
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to accept the resignation of Larry Garuccio from the position of Director of Facilities III to accept a lateral transfer as Director of Facilities III for the Auburn City School District effective April 14, 2017. The motion was carried unanimously by the Board members present.
- Resignation/Special Education Teacher Aide
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to accept the resignation of Jerilyn Lawyer from the position of Special Education Teacher Aide, effective April 7, 2017. The motion was carried unanimously by the Board members present.
- Resignation/Special Education Teacher Aide
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to accept the resignation of Elizabeth Dunbar from the position of Special Education Teacher Aide, effective June 30, 2017. The motion was carried unanimously by the Board members present.
- Leave of Absence/Day Care Specialist
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by William Andre, to approve the medical leave of absence for maternity request of Danielle Fantasia, with the use of the Family and Medical Leave Act to run concurrently with the use of accumulated available leave time to be used as appropriate, effective on or about April 18, 2017 until released by her physician; and continue for child rearing through August 1, 2017. The motion was carried unanimously by the Board members present.
- Leave of Absence/Special Education Teacher Aide
Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by William Andre, to approve the medical leave of absence request of Amber Liccion, with the use of accumulated available leave time to be used as appropriate, effective March 30, 2017 to April 14,

2017, or 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 Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by William Andre, to approve the medical leave of absence request of Heidi Belles, with the use of accumulated available leave time to be used as appropriate, effective March 30, 2017 to April 16, 2017, or until released by her physician. The motion was carried unanimously by the Board members present.
- Creation of Position Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the creation of a Temporary Day Care Specialist to fill maternity leave vacancies and provide required child to staff ratios as required by the Office of Children and Family Services. The motion was carried unanimously by the Board members present.
- Creation of Position Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the creation of a Day Care Specialist to fulfill the needs in the preschool classroom. The motion was carried unanimously by the Board members present.
- Creation of Position Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the creation of an additional Head Building Maintenance position to clearly define the day-to-day supervision and direction of the Operations and Maintenance Department, effective April 15, 2017. The motion was carried unanimously by the Board members present.
- Appointment/Special Education Teacher Aide Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Stacey Schram 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 March 20, 2017 through March 19, 2018. Ms. Schram shall be graded at the Board approved negotiated rate, with additional appointment as a Substitute Teacher Aide in the Special Education Department, effective March 20, 2017 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/Part-Time Adult Education Nursing Instructors Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of Marjorie Davoli and Michael DeForrest as Part-Time Adult Education Nursing Instructors, effective April 24, 2017 through June 30, 2017. They shall be compensated at the Board approved hourly rate of \$28.80 per hour. The motion was carried unanimously by the Board members present.
- Appointment/Substitute Nurses Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of Bernadine Oliver and Lois Seamans as Substitute Nursing Instructors, effective March 27, 2017 through June 30, 2017. They shall be compensated at the Board approved hourly rate of \$28.80 per hour. The motion was carried unanimously by the Board members present.

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| Appointment/Office Machine Operator | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Casey Derby to the (52) week probationary appointment in the classified Civil Service position of Office Machine Operator in the copy service, effective April 11, 2017 through April 10, 2018. Ms. Derby shall be compensated at the graded annual salary of \$23,230.00/12 months prorated. The motion was carried unanimously by the Board members present. |
| Appointment/Day Care Specialist | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Jaynie Ventura to the temporary appointment of Day Care Specialist, to fill the temporary vacancy for maternity purposes, effective April 24, 2017 to June 30, 2017. Ms. Ventura shall be compensated \$30,000, annually prorated. The motion was carried unanimously by the Board members present. |
| Appointment/Substitute Teacher | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Aileen Jasniewski to the position of Substitute Teacher for the Special Education Department, effective April 1, 2017 to June 30, 2017. Ms. Jasniewski shall be compensated at the Board approved hourly rate of \$18.59 per hour. The motion was carried unanimously by the Board members present. |
| Appointment/Substitute Teachers | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of Sherri Finizio, Tiffany Whittaker, Cheryl Festa, James Fedigan and Leigh Reilley to the position of Substitute Teacher for the Alternative Education, Career & Technical Education and Special Education Departments, effective April 25, 2017 to June 30, 2017. They shall be compensated at the Board approved hourly rate of \$14.00 per hour. The motion was carried unanimously by the Board members present. |
| Appointment/Substitute Clerks | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of Sherri Finizio, Tiffany Whittaker and Cheryl Festa to the position of Substitute Clerk for the Alternative Education, Career & Technical Education and Special Education Departments, effective April 25, 2017 to June 30, 2017. They shall be compensated at the Board approved hourly rate of \$10.00 per hour. The motion was carried unanimously by the Board members present. |
| Recommendation for Termination | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the recommendation to terminate Caroline Cregg, from the 1:1 Special Education Teacher Aide position, effective March 13, 2017. The motion was carried unanimously by the Board members present. |
| Recommendation for Termination | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the recommendation to terminate Lynsey Potter, 1:1 Special Education Teacher Aide, effective February 20, 2017. The motion was carried unanimously by the Board members present. |
| Change in Appointment Status | Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the change in appointment status of Al Albring from Building Maintenance Mechanic to the |

(12) twelve-week probationary appointment in the classified Civil Service position of Head Building Maintenance Person, effective April 15, 2017 through June 23, 2017. Mr. Albring shall be compensated at the annual salary of \$55,895, prorated for 2016-2017. The motion was carried unanimously by the Board members present.

Recommendation for Termination

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the recommendation to terminate Travis McLeod, from the position of Special Education Teacher Aide, effective April 25, 2017. The motion was carried unanimously by the Board members present.

Recommendation for Termination

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the recommendation to terminate Natalie Dale, from the position of Special Education Teacher Aide, effective April 25, 2017. The motion was carried unanimously by the Board members present.

Recommendation for Termination

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Carol Quill, seconded by Douglas Hart, to approve the recommendation to terminate Maureen Tillman, from the position of 1:1 Special Education Teacher Aide, effective April 27, 2017. The motion was carried unanimously by the Board members present.

Recommendation for Approval/Workshop Consultant

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to approve Susan Gantz, Health Works at Thompson Health to present a half-day workshop on Drug and Alcohol Testing Conference jointly sponsored by the Office of Personnel Relations and the Health and Safety Office, effective April 28, 2017. Compensation of \$350.00 for presentation of workshop The motion was carried unanimously by the Board members present.

Recommendation for Authorization

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Dean Winspear, seconded by Douglas Hart, to conduct a competitive bid, including opportunities to piggyback with other entities bids for a new 2017 delivery van for the Instructional Support Services Department for the courier and delivery services to purchase on or before June 20, 2017. Current estimates for the purchase and delivery of the van are within the range of \$25,000-\$26,000. The motion was carried unanimously by the Board members present.

Agreement/AEI Speakers Bureau – Brian Mendler

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the agreement between AEI Speakers Bureau and the Cayuga-Onondaga Teacher Center to provide a full day presentation for component district and BOCES teachers on preventing and responding to difficult, disruptive and defiant and unmotivated student behavior, effective June 21, 2017. Total cost of \$5,750.00 for speaker fees and expenses. The motion was carried unanimously by the Board members present.

Agreement/Loretto Health and Rehabilitation Center

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the agreement between Loretto Health & Rehabilitation Center and Cayuga-Onondaga BOCES that the BOCES will provide employees with Nurse Aide training for up to (8) eight Loretto employees, effective April 20, 2017 to June 2, 2017. Payment to

the BOCES in the amount of \$10,200.00. The motion was carried unanimously by the Board members present.

Agreement/Cayuga
Community College

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the agreement with Cayuga Community College to provide classroom and meeting space suitable for use by the BOCES Special Education Programs, effective July 1, 2016 through June 30, 2017. The annual rate of \$5,500.00 shall be paid in ten (10) monthly payments. The motion was carried unanimously by the Board members present.

Agreement/Paul
Associates

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the agreement with Paul Associates that Cayuga-Onondaga BOCES will permit Paul Associates to use approved classrooms and equipment, effective July 1, 2016 through June 30, 2017, at the cost of \$50.00 per classroom, per night. The motion was carried unanimously by the Board members present.

Agreement/Paul
Associates

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the agreement with Paul Associates that Cayuga-Onondaga BOCES will permit Paul Associates to use approved classrooms and equipment, effective July 1, 2017 through June 30, 2018, at the cost of \$50.00 per classroom, per night. The motion was carried unanimously by the Board members present.

Off Campus Work
Agreement

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the Off Campus Work agreement for Spring Street Community Care & Recreation, Inc. at Frontenac Elementary School to build an outdoor playground. The motion was carried unanimously by the Board members present.

Recommendation for
Approval of the 2017-
2018 BOCES Office
Calendar

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to approve the 2017-2018 BOCES Office Calendar. The motion was carried unanimously by the Board members present.

Recommendation for
Approval

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Douglas Hart, seconded by Dean Winspear, to accept the following donations:

1. Donation to FEMA Club (Heavy Equipment Rodeo) from Barr Transportation Corp. - \$75.00
2. Donation to FEMA Club (Heavy Equipment Rodeo) from Brown's Moving & Storage Co., Inc. - \$75.00
3. Donation to FEMA Club (Heavy Equipment Rodeo) from Skaneateles Pizza-DBA Mark's Pizzeria- \$75.00
4. Donation to FEMA Club (Heavy Equipment Rodeo) from Greenfield Farms, LLC - \$100.00
5. Donation to FEMA Club (Heavy Equipment Rodeo) from Hourigan's Dairy Farm of Elbridge - \$75.00
6. Donation to FEMA Club (Heavy Equipment Rodeo) from Phillip Auchampaugh - \$75.00
7. Donation to FEMA Club (Heavy Equipment Rodeo) from Jeff's Abrasive Blasting, Inc. - \$75.00
8. Donation to FEMA Club (Heavy Equipment Rodeo) from Brian Leyburn Trucking - \$75.00
9. Donation to FEMA Club (Heavy Equipment Rodeo) from Mike Rood Trucking - \$75.00
10. Donation to FEMA Club (Heavy Equipment Rodeo) from Alnye LLC - \$75.00
11. Donation to FEMA Club (Heavy Equipment Rodeo) from Bibbens Sales and Services - \$75.00
12. Donation to FEMA Club (Heavy Equipment Rodeo) from Matthew & Anita Burhans - \$75.00
13. Donation to FEMA Club (Heavy Equipment Rodeo) from Peterson Geotechnical Construction LLC- \$75.00
14. Donation to FEMA Club (Heavy Equipment Rodeo) from Hayward Baker Inc. - \$75.00
15. Donation to FEMA Club (Heavy Equipment Rodeo) from Cooks Construction & Restoration - \$75.00

16. Donation to FEMA Club (Heavy Equipment Rodeo) from Waterboy Water Hauling, LLC - \$75.00
17. Donation to FEMA Club (Heavy Equipment Rodeo) from Cook Forage Co.- \$75.00
18. Donation to FEMA Club (Heavy Equipment Rodeo) from Auburn Foundry Co. Inc. - \$75.00
19. Donation to FEMA Club (Heavy Equipment Rodeo) from Repair Plus, LLC - \$75.00
20. Donation to FEMA Club (Heavy Equipment Rodeo) from Hometown Serv. Center & Sales, Inc. - \$75.00
21. Donation to FEMA Club (Heavy Equipment Rodeo) from Den-E-Dale Farms, LLC - \$200.00
22. Donation to FEMA Club (Heavy Equipment Rodeo) from Repair Plus, LLC - \$100.00
23. Donation to FEMA Club (Heavy Equipment Rodeo) from C. Janssen Excavation - \$100.00
24. Donation to FEMA Club (Heavy Equipment Rodeo) from Teresa Green - \$75.00
25. Donation to FEMA Club (Heavy Equipment Rodeo) from Pullens Truck Center - \$75.00
26. Donation to FEMA Club (Heavy Equipment Rodeo) from Cedar Creek Farms - \$100.00
27. Donation to FEMA Club (Heavy Equipment Rodeo) from Homer Rice - \$80.00
28. Donation to FEMA Club (Heavy Equipment Rodeo) from Warren Trucking LLC - \$75.00
29. Marion Corrigan Memorial Nursing Scholarship - \$500.00 from Richard Coleman
30. Nursing Scholarship Donation – Carol Gamba - The Auxiliary on St. Anthony - \$500.00
31. Nursing Scholarship Donation – Auburn Community Hospital - \$250.00
32. Cayuga County Deputy Sheriff's Benevolent Association Scholarship Award - \$500.00 to be awarded to a graduating Criminal Justice student from the Cayuga County Deputy Sheriff's Benevolent Association
33. Phyllis Peduto Memorial Nursing Scholarship - \$1,000.00 from Robert & Linda Petrosino

The motion was carried unanimously by the Board members present.

**Superintendent &
Administrator Reports**

1. Hiring Procedure Update – Tabled for the May 18, 2017 board meeting.
2. Special Board Meeting – Scheduled for Wednesday, May 3, 2017 at 6:00 p.m. in the BOCES Board Room for the purpose of discussing board agenda planning throughout the transition.

Committee Reports

1. Audit Committee meeting to be held meeting May 11, 2017

Executive Session

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to adjourn the meeting to executive session at 6:35 p.m. for the purpose of discussing the employment history of a particular person(s) and collective negotiations. The motion was carried unanimously by the Board members present.

Drew Yakawiak, Tony Abbatiello, Steve Woodard, Peter Colucci, Susan Lynch, Jennifer Banas, Jessica Docteur and Susan Conway, left the meeting at 6:35 p.m.

Regular Session

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to return to regular session. The meeting was returned to regular session at 8:00 p.m.

Adjournment

Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to adjourn the meeting at 8:05 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway
Clerk of the Board