

**Cayuga-Onondaga BOCES  
Cooperative Board Meeting  
Minutes**

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 Kathleen Bratt  
Dean Winspear Kathryn Carlson  
Douglas Hart Melinda Quanbeck  
Carol Quill

Members Absent: William Andre Colleen Borza

Others Present: Christopher Todd Drew Yakawiak  
Mark Vivacqua Linda Brown  
Peter Colucci Randy Ray  
Susan Lynch Elaine Buchberger  
Jessica Docteur Jean Goetzmann  
Steve Woodard Michelle Dimon-Borowski  
Tony Abbatiello

Opening of Meeting	The regular meeting of the Cooperative Board was called to order by Board President Melinda Quanbeck at 6:00 p.m. 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	A motion was made by Dean Winspear, seconded by Larry Hartle, to approve the agenda as amended. The motion was carried unanimously by the Board members present.
Approval of the Minutes of September 21, 2017	A motion was made by Dean Winspear, seconded by Larry Hartle, to approve the minutes of the September 21, 2017 Board meeting. The motion was carried by a vote of 5-Yes, 0-Against, 2-Absent (William Andre and Colleen Borza), 2-Abstentions (Kathryn Carlson and Douglas Hart).
Treasurer's Report September 30, 2017	A motion was made by Douglas Hart, seconded by Dean Winspear, to approve the Treasurer's Report for September 30, 2017. The motion was carried unanimously by the Board members present.
Extra Classroom Activity Funds Report September 30, 2017	A motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Extra Classroom Activity Funds Report for the period ending September 30, 2017. The motion was carried unanimously by the Board members present.
BOCES Claims Auditor's Report September 1-30, 2017	A motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the BOCES Claims Auditor's Report for the period September 1, 2017 through September 30, 2017. The motion was carried unanimously by the Board members present.
Quarterly Treasurer's Report July 1, 2017-September 30, 2017	A motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Quarterly Treasurer's Report for the period July 1, 2017 through September 30, 2017. The motion was carried unanimously by the Board members present.

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<p>Budget Amendments Report July 1, 2017- September 30, 2017</p>	<p>A motion was made by Kathryn Carlson, seconded by Larry Hartle, to approve the Budget Amendments Report for the period July 1, 2017 through September 30, 2017. The motion was carried unanimously by the Board members present.</p>
<p>BOCES Personnel Report</p>	<p>Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made Dean Winspear, seconded by Carol Quill, to approve the BOCES Personnel Report and accept the resignations, approve the leaves of absence, the creation and abolition of positions, terminations, substitute appointments, staff appointments, changes in appointment status, provisional appointments, temporary appointments, probationary appointments, classified appointments, tenure appointments, and amendments, as listed in the Personnel Report, noting the salary, certification, and tenure status of all appointees, as appropriate. The motion was carried unanimously by the Board members present.</p>

**Resignations**

1. **Phillip Deacy** – Head Building Maintenance Person – resignation for purpose of retirement – effective October 31, 2017
2. **Catherine Coretti** – Special Education Teacher Aide – effective October 14, 2017
3. **David Briest** – School Psychologist – effective November 10, 2017
4. **Brad Vargason** – Special Education Teacher Aide – effective October 11, 2017

**Leaves of Absence**

1. **Brett Janes** – TASC Teacher – request for a military leave of absence in accordance with Sections 242 and 243 of Military Law – effective the following dates: October 13, 2017, December 1, 2017, April 13, 2018, and June 8, 2018
2. **Jule DiRenzo** – Account Clerk Typist in Central Business Office - request for a medical leave of absence with the use of 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 October 20, 2017 until November 20, 2017, or until released by her physician

**Creation/Abolition of Position(s)**

None

**Terminations**

1. **Julie Brandstetter** – Teacher Aide in a 1:1 position for the Special Education Department – effective August 31, 2017, due to the departure of her student from the program
2. **Tyler Condes** – Teacher Aide in a 1:1 position for the Special Education Department – effective October 2, 2017
3. **Linda Hetherington** – Office Machine Operator in the Instructional Support Services Department – effective October 6, 2017

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**Appointments – Substitute**

1. Substitute Cleaner – **William Barlow** – effective September 1, 2017 for the 2017-2018 school year – at Board approved hourly rate of \$10.00
2. Substitute Teacher for Career and Technical Education/Alternative Education/Special Education/TASC Programs – **Kelly Cunningham** – effective September 22, 2017 for the 2017-18 school year – compensation at Board approved rate of \$14.00 per hour
3. Substitute Teacher for Nursing Programs/Part-Time Nursing Clinical Instructor – **Lois Seamans** – effective September 25, 2017 for the 2017-18 school year – compensation at Board approved rate of \$28.80 per hour
4. Substitute Teacher Aide for Special Education Programs – **Renee Hudson** – effective October 1, 2017 through June 30, 2018 – compensation at Board approved hourly rate of \$11.00

**Appointments - Staff**

1. Staff Development Training – effective for the 2017-18 school year – compensation at the stipend of \$125 per day:

First	Last	District	Workshop
Lyndsey	Stupp	Union Springs	Shared Summer Workshops
Scott	Zippel	Union Springs	Shared Summer Workshops
Barbara	Drozynski	Skaneateles	Shared Summer Workshops
Kelly	Gunderson	Skaneateles	Shared Summer Workshops
Mary Lou	Ingram	Skaneateles	Shared Summer Workshops

2. Mentor/Trainer – **Jennifer Balliette** – for Special Education Classrooms – effective August 1, 2017 through June 30, 2018 for the 2017-2018 school year – compensation at a stipend of \$70 per day for up to 20 days
3. Part-Time Nursing Instructors for Adult Education – effective October 10, 2017 through June 30, 2018 – compensation at the Board approved hourly rate of \$28.80:

Chelsea DeBois	Jennifer Newcomb
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4. Teacher Mentor/Coaches – to mentor/coach for literacy and math instruction in Special Education Classrooms – effective August 1, 2017 through June 30, 2018 – compensation at stipend of \$70 per day for up to 20 days:

Stephanie Provo	Kim Manzare	Kim Sochan
Randy Liberty	Melisa Vormwald	Larry Pelkey
David Briest	Helen Day	Joann Tarolli

**Change in Appointment Status**

None

**Appointments – Provisional**

1. Computer Systems Technician – **Kevin Carpenter** – pending results of the Civil Service Computer Systems Technician Exam – effective November 13, 2017 – graded at the annual salary of \$49,950/12 months

**Appointments – Temporary**

1. Teacher-Special Projects – **Debra House** – supporting the Teacher Center – effective August 19, 2017 through June 30, 2018 for the 2017-2018 school year, at the Board approved hourly rate of \$10.00
2. Clerk – **Brittany Ward** – in the Business Office – effective September 15, 2017 through June 30, 2018, at the hourly rate of \$25.00 for approximately 10 hours per week
3. Registered Nurse – **Joe Goodsell** – for the Finger Lakes First Lego League competition – effective for November 11, 2017, at the Board approved hourly rate of \$28.80

**Appointments – Probationary**

1. Teacher Aide – **Heather McKeen** – 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 September 25, 2017 through September 24, 2018 – compensation at the Board approved hourly rate of \$18.23, with additional appointment as a Substitute Teacher Aide in the Special Education Department – effective 2017-2018 school year – compensation at the Board approved hourly rate of \$11.00
2. Cleaner - **Beth Longo** – fifty-two (52) week probationary appointment in the classified Civil Service position of Cleaner in the Operations & Maintenance Department – effective October 16, 2017 through October 15, 2018 – graded at the Board approved annual compensation level of \$27,419/12 months, prorated
3. Building Maintenance Helper – **Tom Coleman** – fifty-two (52) week probationary appointment – in the classified Civil Service position of Building Maintenance Helper for the Operations & Maintenance Department – effective October 31, 2017 through October 30, 2018 – graded at the Board approved annual compensation level of \$32,933/12 months, prorated
4. Teacher – Special Education Department – **Corey Jones** – four (4) year probationary appointment in the special subject tenure area of Education of Children with Handicapping Conditions – General Special Education – effective October 31, 2017 through October 30, 2021 – compensation at the annual level of \$49,500/10 months – with additional appointment for approved in-service training – effective October 31, 2017 through June 30, 2018 – compensation at the per diem rate of \$125.00

*The expiration dates of the 4-year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.*

*The expiration date of the 3-year probationary appointments are tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.*

**Appointments – Classified**

1. Recommendation for Permanent Appointment – **Shannon Clark** from the fifty-two (52) week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide for the Special Education Department, effective November 7, 2017
2. Recommendation for Permanent Appointment – **Phillip Tabone** from the fifty-two (52) week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide for the Special Education Department, effective November 16, 2017

**Appointments – Tenure**

1. **Morgan Parkison** – Special Education Teacher in the special subject tenure area of Education of Children with Handicapping Conditions – General Special Education – effective November 3, 2017

**Amendments**

None

Recommendation for Approval/2018-2019 Budget Development Calendar	A motion was made by Douglas Hart, seconded by Dean Winspear, approve the 2018-2019 Budget Development Calendar. The motion was carried unanimously by the Board members present.
Recommendation for Approval/ Workforce Investment Act (WIA) Title II Adult Basic Education and Literacy Services Grant	A motion was made by Douglas Hart, seconded by Dean Winspear, to accept and approve the expenditure of funds for the WIA Title II Adult Basic Education and Literacy Services Grant, effective July 1, 2017 through June 30, 2018, in the amount of \$44,955.00. The motion was carried unanimously by the Board members present.
Recommendation for Approval/ Workforce Investment Act (WIA) Title II Corrections Grant	A motion was made by Douglas Hart, seconded by Dean Winspear, to accept and approve the expenditure of funds for the WIA Title II Corrections Grant, effective July 1, 2017 through June 30, 2018, in the amount of \$127,875.00. The motion was carried unanimously by the Board members present.
Agreement/ Loretto Health and Rehabilitation Center	A motion was made by Kathryn Carlson, seconded by Dean Winspear, to approve the agreement between Loretto Health and Rehabilitation Center and the Cayuga-Onondaga BOCES that the BOCES will provide Loretto employees with Nurse Aide training, effective October 2, 2017 through October 31, 2017. Payment to the BOCES in the amount of \$6,450.00. The motion was carried unanimously by the Board members present.

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	<p>b) <u>Governance Structure</u> Mark Vivacqua updated the Board on the reclassification of the Director of Human Resources position from NY State Education Department certified to a Civil Service position.</p> <p>Board members held a discussion about the structure of Board committees and the issue of governance vs. management.</p> <p>c) <u>Facilities and Technology Infrastructure</u> Peter Colucci reviewed bids submitted for the Center for Learning project and answered questions from the Board.</p> <p>A motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the low base bid by Bouley Associates, Inc. for replacement of windows and doors with the addition of alternate bid #2 for canopy side doors. The motion was carried unanimously by the Board members present.</p> <p>d) <u>Fiscal Resources</u> Mark Vivacqua reviewed Budget Assumptions for the 2018-2019 Administrative, Capital, and Program Budgets and discussed restructuring of some budget items</p> <p>Carol Quill left the meeting at 7:05 p.m.</p>
Board Member Reports	<p>Board members were reminded that at the November 16, 2017 Board meeting, the first 45 to 60 minutes will be dedicated to BoardDocs training for Board members, conducted by an on-site trainer in the BOCES Board Room.</p> <p>Board members who attended the NYSSBA Annual Convention in Lake Placid, NY on October 12-14, 2017 reported good comments on the convention content and location.</p>
Executive Session	<p>A motion was made by Kathleen Bratt, seconded by Larry Hartle, to adjourn the meeting to executive session 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.</p> <p>Peter Colucci, Susan Lynch, Tony Abbatiello, Jessica Docteur, Steve Woodard, Drew Yakawiak, Elaine Buchberger, and Linda Brown left the meeting at 7:34 p.m.</p> <p>Randy Ray left the meeting at 8:15 p.m.</p>
Regular Session	<p>A motion was made by Kathleen Bratt, seconded by Douglas Hart, to return to regular session. The meeting was returned to regular session at 8:35 p.m. The motion was carried unanimously by the Board members present.</p>
Approval of Contract/ BOCES Teachers' Association	<p>A motion was made by Kathleen Bratt, seconded by Douglas Hart, to approve the 2017-2020 collective bargaining agreement with the Cayuga-Onondaga BOCES Teachers' Association and to approve the funding necessary to implement the agreement. The motion was carried unanimously by the Board members present.</p>

Adjournment	A motion was made by Kathleen Bratt, seconded by Douglas Hart, to adjourn the meeting at 8:38 p.m. The motion was carried unanimously by the Board members present.
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Respectfully submitted,

Linda Brown  
Clerk of the Board

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ATTACHMENT #1

Motion made by Dean Winspear, seconded by Carol Quill.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Part 30-1.3 of the Rules of the Board of Regents, upon the recommendation of Christopher Todd, Interim District Superintendent, does hereby appoint Corey Jones, of Penn Yan, New York, who holds an Initial New York State Certificate in Education of Children with Handicapping Conditions-Social Studies (7-12) permitting him to serve as a teacher providing services related to the education of children with handicapping conditions in the public schools of New York State, to the position of Teacher in the special subject tenure area of Education of Children with Handicapping Condition – General Special Education, effective October 31, 2017.

BE IT FURTHER RESOLVED, that the appointment of Corey Jones shall be a probationary appointment for a period of four (4) years, to commence October 31, 2017 and to expire on October 30, 2021. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Sections 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. Mr. Jones during the first year of appointment shall be paid at the annual salary of \$49,500/10 months.

The motion was carried unanimously by the Board members present.