

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

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

Members Absent:

Others Present: Scott Bischoping Drew Yakawiak  
Jessica Docteur Mark Snyder  
Susan Conway Randy Ray  
Peter Colucci Steve Woodard  
Claire Colella Sharon Goskoski  
Greg Hinman Jarett Powers

Opening of Meeting The regular meeting of the Cooperative Board was called to order by Kathryn Carlson, Board President at 6:30 p.m. in the Board Room of the Regional Education Center, 1879 West Genesee Street Road, Auburn, NY 13021.

Approval of Agenda with Addendum Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by William Andre, seconded by Carol Quill, to approve the agenda as amended. The motion was carried unanimously by the Board members present.

Approval of the Minutes of November 19, 2015 Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Carol Quill, seconded by Dean Winspear, to approve the minutes from the November 19, 2015 board meeting. The motion was carried by a vote of 2 Abstentions-(William Andre, Deborah Schwarting) 7-Yes.

Approval of Treasurer's Report – November 30, 2015 Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the Treasurer's Report for the period ending November 30, 2015. The motion was carried unanimously by the Board members present.

Extra Classroom Activity Funds Report Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Douglas Hart, seconded by Dean Winspear, to approve the Extra Classroom Activity Funds Report for the period ending November 30, 2015. The motion was carried unanimously by the Board members present.

BOCES Claims Auditor's Report – November 1, 2015- November 30, 2015 Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Lee Epprecht, to approve the BOCES Claims Auditor's Report for the period November 1, 2015 through November 30, 2015. The motion was carried unanimously by the Board members present.

BOCES Building Access Control Update	Mark Snyder gave the Board an update on access to the building. The Safety Team has met and a recommendation was made to place a staff member at the front door to register visitors on a daily basis. Data of the number of visitors entering the building has been documented and it was recommended to lock the front doors to building and to the district offices until 3:00 p.m. There will be continued discussion on this matter.
Mentoring Update	Jessica Docteur reported to the Board on teacher mentoring procedures and practices and explained that it is an SED requirement for new teachers to be mentored.
Special Education Update	Jessica Docteur and Claire Colella updated the Board with a handout on Special Education enrollment and staffing between 2011-2015 school years. The Cayuga-Onondaga BOCES has added 8 additional classrooms in the past 4 years. There was a recommendation to the Board to create an additional supervisor position in the Special Education Department. This will be a discussion for the January board meeting.
Resignation/Typist	Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by William Andre, to accept the resignation for retirement of Catherine Barlow, from the position of Typist for the Career & Technical Education department, effective February 5, 2016. The motion was carried unanimously by the Board members present.
Resignation/Interim Special Education Director	Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Carol Quill, seconded by Dean Winspear, to accept the resignation of Claire Colella from the position of Interim Special Education Principal/Director, effective December 30, 2015. The motion was carried unanimously by the Board members present.
Leave of Absence/Special Education Teacher Aide	Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of James Adsitt with the use of accumulated available leave time as appropriate, effective November 3, 2015 through November 30, 2015, or until released by his physician. The motion was carried unanimously by the Board members present.
Leave of Absence/Special Education Teacher Aide	Upon the recommendation of Interim Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the unpaid leave of absence request of Elizabeth Dunbar, effective March 2, 2016 through March 15, 2016. The motion was carried unanimously by the Board members present.
Leave of Absence/Special Education Teacher Aide	Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Lori Dillon with the use of accumulated available leave time as appropriate, effective November 20, 2015 through December 31, 2015, or until released by her physician. The motion was carried unanimously by the Board members present.

- Leave of Absence/Special Education Teacher
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Peggy Richards 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 as appropriate, effective November 19, 2015 through December 1, 2015, 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 Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Christine Lepak with the use of accumulated available leave time as appropriate, effective December 11, 2015 to January 28, 2016, 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 Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Cheryl Williams with the use of accumulated available leave time as appropriate, effective January 8, 2016 for approximately four weeks, or until released by her physician. The motion was carried unanimously by the Board members present.
- Leave of Absence/Adult Education Teacher
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Jean Rhodes with the use of accumulated available leave time as appropriate, effective February 5, 2016 through March 1, 2016, or until released by her physician. The motion was carried unanimously by the Board members present.
- Leave of Absence/Special Education Teacher
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Peggy Richards 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 as appropriate, effective December 21, 2015 through January 8, 2016, or until released by her physician. The motion was carried unanimously by the Board members present.
- Creation of Position/Typist
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Douglas Hart, seconded by Dean Winspear, to create of one (1) full time, 12-month position in the classified Civil Service title of Typist with a starting salary of \$22,230. The motion was carried unanimously by the Board members present.
- Creation of Position/Labor Relations Specialist
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Larry Hartle, seconded by Dean Winspear, to create one (1) full time, 12-month position in the classified Civil Service title of Labor Relations Specialist, effective February 1, 2016 with a starting salary range of \$80,000-\$95,000. The motion was carried unanimously by the Board members present.

Appointment/Teacher Aide -  
Special Education

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Amanda Jennings to a fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide, effective November 30, 2015 through November 29, 2016. Ms. Jennings shall be graded at the Board approved negotiated compensation rate, with an additional appointment of Substitute Teacher, effective November 30, 2015 through June 30, 2016 at the Board established rate of an additional \$.80 per hour, with additional appointment for Staff Development Training, effective November 30, 2015 through June 30, 2016 at the Board approved negotiated rate. The motion was carried unanimously by the Board members present.

Appointment/ Teacher Aide -  
Special Education

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Elissa Vargason to a fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position, effective December 3, 2015 through December 2, 2016. Ms. Vargason shall be graded at the Board approved negotiated compensation rate, with additional appointment for Staff Development Training, effective December 3, 2015 through June 30, 2016 at the Board approved negotiated rate. The motion was carried unanimously by the Board members present.

Appointment/Teacher Aide -  
Special Education

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Katelyn Donovan to a fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide, effective November 19, 2015 with continuation of her probationary appointment February 26, 2015 through February 25, 2016 at the Board approved rate. The motion was carried unanimously by the Board members present.

Appointment/Substitute  
Teachers, Substitute Teacher  
Aides & Substitute Teacher  
Assistants

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Glenn Cummings as Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective December 17, 2015 through June 30, 2016 for the 2015-2016 school year. Mr. Cummings shall be compensated at the Board approved hourly rates of: Substitute Teacher & Substitute Teacher Assistant-\$14.00/hr. - Substitute Teacher Aide - \$11.00/hr. The motion was carried unanimously by the Board members present.

Appointment/Special  
Education Teacher

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Lee Epprecht, seconded by Carol Quill, to approve the annual compensation for Aaron Ingersoll of \$52,200.00/10 months prorated, with additional appointment of Staff Development Training, effective January 4, 2016 through June 30, 2016. Mr. Ingersoll shall be compensated at the Board approved rate of \$125.00 per day. The motion was carried unanimously by the Board members present.

Appointment/Professional  
Development Presenter

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve Lana Craig to provide up to (7) seven days of professional development for foreign language teachers during the 2015-2016 school year. The cost for services is \$500.00 per day for a total not to exceed \$3,500.00. The motion was carried unanimously by the Board members present.

Appointment/Teacher Center  
Consultant

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve Brenda Klaben to provide a daylong Technology Conference in cooperation with the BOCES ISS program for component district's teachers and administrators, effective December 8, 2015. Ms. Klaben shall be compensated a total of \$500.00 for services. The motion was carried unanimously by the Board members present.

Appointments/Teacher Center  
Action Research Program  
Teachers

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointments of the following teachers in Action Research Projects, effective for the 2015-2016 school year. They shall be compensated at a rate of \$1,500.00/per person for a total of \$7,500.00.

Lauren Ciraolo – Auburn

Prin Furst - Auburn

Deborah Reilly – Auburn

Janet Sheffler – Auburn

Sandra Depew Taylor – Skaneateles

The motion was carried unanimously by the Board members present.

Appointments/Teacher Center  
Collegial Circle Facilitators  
and Participants

Upon the recommendation of Interim District Superintendent Scott Bischoping, a motion was made by Dean Winspear, seconded by Lee Epprecht, to approve the appointments of the following facilitators and team participants, effective for the 2015-2016 school year. They shall be compensated as follows: Facilitators - \$400.00 – Team Participants - \$250.00 for a total cost of \$4,350.00.

**Facilitators:**

Prin Furst – Auburn

Jennifer Bell – Weedsport

Becky Davis – Southern Cayuga

Bryn Speer - Weedsport

**Team Participants:**

Stephanie Quill – Auburn

Lauren Ciraolo – Auburn

Nina Baker – Weedsport

Erik Untiedt – Auburn

Melissa Beerman – Weedsport

Sara Allen – Southern Cayuga

Alicia Bower – Weedsport

Kath Perez – Southern Cayuga

Taylor Fletcher – Weedsport

Elizabeth Jurkiewicz – Weedsport

Katie McCabe - Weedsport

The motion was carried by a vote of 1 Abstention (Carol Quill) 8-Yes.

Appointments/Talented and Gifted Program

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the appointments of the following as Mini Course Instructors, effective January 12-13, 2016. They shall be compensated at the rate of \$37.50 per instructional session plus materials used. The motion was carried unanimously by the Board members present.

<b>Course Title</b>	<b>Last Name</b>	<b>First Name</b>
A Taste of Ireland	McCurdy	Doug
Australian Aboriginal Culture & Art	Kinney	Pat
Baseball Statistics	McNally	Audrey
Basic Magic	Wolfson	John
Basketmaking	Klem	Barbara
Beginning Knitting	Paddock	Suzanne
Book Arts	Pardee	Richard
Crafty Crafters	Hingston	Gail
Egyptian Metal Working	Sio	Betsy
Emergency Preparedness	Rainville	Helene
Escher Art: Solid Man	McCurdy	Doug
Floral Arranging	Cosentino	Jessica
Games Kids Play	Murinka	Nancy
Greek Vase Chalk & Charcoal Drawing	Sweet	Nancy
History Detectives	Nunno	Patti
History Detectives	Hempson	Karen
History Detectives	Ludwig	Jeffery
Introduction to Quilling	Chapman	Missy
Introduction to Quilling	Mizro	Lisa
Irish Step Dancing	Mahoney	Maureen
Kids & Chemistry	Leonard	Harold
Learn to Crochet	Olszewski	Rose
Making Material Wreaths	Powers	Lisa Ann
Mola Art	Dubos	Amie
Paper Beads	Engle	Mary
Rock & Roll 101	Keegan	Jim
Sweet Dream: Make Your Own Pillowcase	Hamer	Shannon
Tower & Roller Coaster Engineering	Benenati	Frank

Appointment/Substitute Teacher Aide & Substitute Teacher Assistant

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Barbara Beam as a Substitute Teacher Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective December 9, 2015 through June 30, 2016 for the 2015-2016 school year. Ms. Beam shall be compensated at the Board approved hourly rates of: Substitute Teacher Assistant-\$14.00/hr. - Substitute Teacher Aide - \$11.00/hr. The motion was carried unanimously by the Board members present.

Appointment/Interim Director/Principal of Special Education

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Carol Quill, seconded by Dean Winspear, to approve the appointment of Kathy Rhodes as Interim Director/Principal of Special Education, effective December 28, 2015 until a permanent Director is appointed. Ms. Rhodes shall be compensated at the Board approved daily per diem rate of

\$450.00 per day. The motion was carried unanimously by the Board members present.

Appointment/Substitute  
Teacher Aide & Substitute  
Teacher Assistant

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by William Andre, to approve the appointment of Leanne Arnold as a Substitute Teacher Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective December 18, 2015 through June 30, 2016 for the 2015-2016 school year. Ms. Arnold shall be compensated at the Board approved hourly rates of: Substitute Teacher Assistant-\$14.00/hr. - Substitute Teacher Aide - \$11.00/hr. The motion was carried unanimously by the Board members present.

Recommendation for  
Termination/Special  
Education Teacher Aide

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the recommendation for termination of Barbara Beam due to student exiting the program, effective November 16, 2015. The motion was carried unanimously by the Board members present.

Change in Appointment  
Status

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the change in appointment status of Lori Dillon from the position of 1:1 Teacher Aide to the fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in the Special Education Department, effective December 3, 2015 with continuation of her probationary appointment May 11, 2015 through May 10, 2016. Ms. Dillon shall be compensated at the Board approved negotiated rate, with additional appointment of Substitute Teacher, effective December 3, 2015 through June 30, 2016 at the Board established rate of an additional \$.80 per hour. The motion was carried unanimously by the Board members present.

Change in Appointment  
Status

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the change in appointment status of Soryoung Kim-Feneck from Long-Term Teacher Substitute to a Regular Teacher Substitute in the Special Education Department, effective July 1, 2015 through January 29, 2016. Ms. Kim-Feneck shall be compensated at a rate of 1/200<sup>th</sup> of \$49,477.00 per day (\$247.39). The motion was carried unanimously by the Board members present.

Change in Appointment  
Status

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the change in appointment status of Danielle Manzone from Long-Term Teacher Substitute to a Regular Teacher Substitute in the Special Education Department, effective July 1, 2015 through January 29, 2016. Ms. Manzone shall be compensated at a rate of 1/200<sup>th</sup> of \$48,025.00 per day (\$240.13). The motion was carried unanimously by the Board members present.

Change in Appointment  
Status

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the change in appointment status of Jessica Gable upon the completion of the 52-week probationary appointment to the permanent appointment in the classified

Civil Service position of Senior Clerk, effective December 11, 2015. 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 Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, 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, 2015 through June 30, 2016, in the amount of \$128,000.00. 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

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to accept and approve the expenditure of funds, effective July 1, 2015 through June 30, 2016, in the amount of \$45,000.00. The motion was carried unanimously by the Board members present.

Recommendation for Approval/Cayuga Onondaga Teacher Center/Oswego Teacher Center

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Cayuga Onondaga Teacher Center/Oswego Teacher Centers to provide a writing workshop, effective March 16, 2016 in the amount of \$850.00. The motion was carried unanimously by the Board members present.

Agreement/NYSED

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the agreement with NYSED (Contract #C012567) to continue to provide high school equivalency test administration to students, effective January 1, 2016 through December 31, 2017. Funding amount not to exceed \$22,992.00. The motion was carried unanimously by the Board members present.

Agreement/Measured Progress

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the agreement with Measured Progress, Inc. for consulting services in the areas of student assessment and professional development, effective October 26, 2015 through June 30, 2016 at a rate of \$412.00 per day for a minimum of 31 days. The motion was carried unanimously by the Board members present.

Recommendation for Approval

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by William Andre, seconded by Lee Epprecht, to approve and accept a donation for second place as parade float winners from the Auburn Downtown Partnership Inc. in the amount of \$100.00 for the SKILLS USA Student Activity fund. The motion was carried unanimously by the Board members present.

Recommendation for Approval

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Douglas Hart, to approve and accept a gift card from Wegmans in the amount of \$100.00 to be used towards the cost of food for a student activity function. The motion was carried unanimously by the Board members present.

Building Conditions Survey

Upon the recommendation of Board President Kathryn Carlson, to table the Building Conditions Survey conducted by HUNT Engineering and Architects for



the Center for Learning and Regional Education Center until more information is provided.

**Superintendent's Report**

1. Human Resources Job Description (January 21, 2016 board meeting)
2. APPR Update

**Executive Session**

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Carol Quill, seconded by Lee Epprecht, to adjourn the meeting to executive session at 7:45 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, Peter Colucci, Jarett Powers, Mark Snyder, Steve Woodard, Sharon Goskoski, and Susan Conway left the meeting at 7:45 p.m.

**Regular Session**

Upon the recommendation of Board President Carlson, a motion was made by Carol Quill seconded by Lee Epprecht to return to regular session at 8:10 p.m. The motion was carried unanimously by the Board members present.

**Adjournment**

Upon the recommendation of Board President Kathryn Carlson, a motion was made by Lee Epprecht, seconded by William Andre, to adjourn the meeting at 8:10 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway  
Clerk of the Board

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