

CAYUGA-ONONDAGA  
**BOCES**

*a celebration of learning*

**AGENDA**  
**CAYUGA-ONONDAGA BOCES**  
**COOPERATIVE BOARD MEETING**

**Thursday, January 15, 2015**

**7:00 p.m. BOARD ROOM**

**1879 West Genesee Street Road, Auburn, NY 13021**

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- A. Opening of the Meeting by Board of Education President
- B. Pledge of Allegiance
- C. Approval of Agenda with Addendum
- D. Opportunity to be Heard – Public Comments
- E. Approval of the Minutes of December 18, 2014
- F. Treasurer’s Report – December 31, 2014 (not available for this email)
- G. Extra Classroom Activity Funds Report – December 31, 2014
- H. BOCES Claims Auditor’s Report – December 1, 2014 – December 31, 2014
- I. Quarterly Treasurer’s Report – October 1, 2014 – December 31, 2014
- J. Budget Amendments Report – October 1, 2014 – December 31, 2014
- K. Acceptance of the nomination of Carol Quill at the January 12, 2015 Union Springs School District Board Meeting

BE IT RESOLVED, that as a result of the meeting conducted in the component school district of Union Springs of the Board of Cooperative Education Services for the Sole Supervisory District of Cayuga and Onondaga Counties on January 12, 2015, that the Board of Cooperative Educational Services hereby acknowledges receipt of the nomination for the election of member of the Board of Education and upon examination and review of the ballot appoints Carol Quill to the office of member of the Board of Cooperative Educational Services.

Term of Office – January 15, 2015 – June 30, 2015

Carol Quill  
867 W. Genesee Street Road  
Auburn, NY 13021  
District of Residence: Union Springs

- L. Oath of Office - BOCES Board Member Carol Quill

**Enclosures:**

1. Minutes of December 18, 2014
- \*2. Treasurer's Report – December 31, 2014 (not available for this email)
2. Extra Classroom Activity Funds Report – December 31, 2014
3. Claims Auditor's Report – December 1, 2014 – December 31, 2014
4. Quarterly Treasurer's Report – October 1, 2014 – December 31, 2014
5. Budget Amendments Report – October 1, 2014 – December 31, 2014
6. Leadership Cayuga Thank you letter from Ginny Kent
7. 2015-2016 Visits to Component Districts (Attachment)
8. Letter of Recognition to Jean Rhodes – Adult Incarcerated Youth Instructor (Attachment)
9. Articles from the Citizen:
  - a. *Cayuga-Onondaga BOCES trains truck drivers amid nationwide shortage*

## **NEW BUSINESS PERSONNEL**

### **A. RESIGNATIONS**

### **B. LEAVES OF ABSENCE**

1. Kimberly Sochan - Special Education Teacher - request for a medical leave of absence with the use of the Family & Medical Leave Act to run concurrently with the leave of absence and the use of accumulated available leave time as appropriate – effective December 31, 2014 to on or about January 12, 2015, or until released by her physician

### **C. CREATION/CHANGE IN STATUS OF POSITIONS**

### **D. APPOINTMENTS**

1. Teacher – Special Education Department – **Kimberly Kelley** – three (3) year probationary appointment in the tenure area of Education of Children with Handicapping Conditions-General Special Education – effective January 20, 2015 through January 19, 2018 – compensation at the annual level of \$49,477/10 months, prorated
2. Staff Development Training – **Kimberly Kelley** – effective January 20, 2015 through June 30, 2015 for the 2014-2015 school year – compensation at the stipend of \$125.00 per day
3. Long-Term Substitute Teacher Aide – Special Education Department – **Kirsten Strube** – effective November 5, 2014 through January 19, 2015 to fill the leave of absence request of Helen Pflueger - compensation at the hourly rate of \$16.94 per hour with additional appointment of Substitute Teacher – effective November 5, 2014 through June 30, 2015 at the Board established rate of an additional \$0.80 per hour
4. Teacher Assistant – Compass Program – **Omar Bailey** – three (3) year probationary appointment in the special subject tenure area of Teaching Assistant – effective January 5, 2015 through January 4, 2018 – compensation at the annual salary of \$20,500/10 months
5. Substitute Clinical Lab Instructor – **Daniel Mackey** – effective December 19, 2014 through June 30, 2015 for the 2014-2015 school year – compensation at the board approved hourly rate of \$28.80 per hour
6. Long-Term Substitute Teacher – Special Education – to extend the appointment of **Soryoung Kim-Feneck** - effective December 22, 2014 through January 30, 2015 - compensation rate of 1/200<sup>th</sup> of \$49,477 per day – additional appointment of Regular Substitute Teacher – effective February 2, 2015 through June 30, 2015 – compensation rate of 1/200 of \$49,477 per day with benefits governed by negotiated agreement with the Teachers' Association

7. Long-Term Substitute Teacher – Special Education – **Danielle Manzone** - effective November 18, 2014 through June 30, 2015 - compensation rate of 1/200<sup>th</sup> of \$48,025 (Correction) per day
8. Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant – for the Compass, High School Equivalency, Career & Technical Education and Special Education programs – **Stephen Bersani** –effective January 5, 2015 through June 30, 2015 – compensation at the Board approved hourly rates
9. Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant – for the Compass, High School Equivalency, Career & Technical Education and Special Education programs – **Shannon Bachman** –effective January 5, 2015 through June 30, 2015 – compensation at the Board approved hourly rates
10. Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant – for the Compass, High School Equivalency, Career & Technical Education and Special Education programs – **Tiffany Campanian** –effective January 5, 2015 through June 30, 2015 – compensation at the Board approved hourly rates
- \*11. Teacher Center Workshop Instructors – **Mary Jo Gavitt**, NBCT from Union Springs School District and **Cheryl Schulte**, NBCT from Port Byron School District – to provide two (2) one-hour workshops for teachers to gain information and knowledge about the certification process – effective January 21, 2015 – compensation payment of \$160.00 per instructor for preparing and presenting the two National Board For Professional Teacher Standards Workshops
- \*12. Teacher Center Workshop Instructor – **Renee Lawrence** to provide two (2) two hour workshops on the use of Microsoft Publisher and ACCESS software for teachers at the BOCES – effective February 12 and February 26, 2015 – compensation of \$160.00 per workshop for preparation – total of \$320.00
- \*13. Account Clerk Typist – **Sara Wells** – 52 week probationary appointment in the classified Civil Service position of Account Clerk/Typist – effective February 2, 2015 through February 1, 2016 – graded at the annual level of \$33,750/12 months, prorated
- \*14. Teacher Aide – Special Education – **Bradley LaSagna** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide position - effective January 20, 2015 through January 19, 2016 – graded at the hourly compensation rate of \$16.94 - additional appointment of Substitute Teacher effective January 20, 2015 through June 30, 2015 at the Board established rate of an additional \$.80 per hour

#### **E. CHANGE IN APPOINTMENT STATUS**

1. Recommendation for Permanent Appointment – **Matthew Finn** – in the Civil Service position of Teacher Aide – effective February 24, 2015
2. Recommendation for Permanent Appointment – **Lindsay Stevens** – in the Civil Service position of Teacher Aide – effective February 10, 2015
3. Change of Appointment Status – **Natalie Dale** – Special Education - from a 1:1 Teacher Aide to the classified Civil Service position of Teacher Aide in the Special Education Department – effective January 5, 2015 with a continuation of her probationary appointment – September 12, 2014 through September 11, 2015 - compensation at the Board approved negotiated hourly rate of \$16.94 - additional appointment of Substitute Teacher effective January 5, 2015 through June 30, 2015 at the Board established rate of an additional \$.80 per hour

**NEW BUSINESS – FINANCIAL**

1. Recommendation for Approval – to approve a grant that will allow five librarians from component districts to meet for ten (10) hours to develop posters, a presentation, several short instructional videos and print brochures that outline copyright law and Fair Use guidelines that apply to schools – effective February 1, 2015 - compensation at a stipend of \$250 each to complete the project – meetings will be scheduled through and facilitated by the School Library System Coordinator
  
2. Recommendation for Approval – to approve a grant that will allow three (3) primary level teachers and a librarian from Cayuga Elementary School to meet for ten (10) hours to develop an inquiry based research unit for students in Grade 1 – effective February 1, 2015 - compensation at a stipend of \$250 each to complete projects – meetings will be scheduled through and facilitated by the School Library System Coordinator
  
- \*3. Recommendation for Award of Bid – to award and approve the bid for the removal, purchase and installation of four (4) HVAC units and additional air conditioner for the server room at the Center for Learning, the lowest responsible bidder meeting specifications – D’Alberto Refrigeration Service, 1957 Pinckney Road, Auburn, NY 13021- in the amount of \$47,000

**NEW BUSINESS – LEGAL**

1. Off Campus Work Agreement - Rhonda Stanford-Zahn – construction to interior of metal garage on property

**NEW BUSINESS – MISCELLANEOUS**

- A. Recommendation for Acceptance – to accept a donation from Wegman’s in the amount of a \$100.00 gift card to use towards the cost of food for a student activity function
- B. Recommendation for Approval - 2015-2016 BOCES School Calendar (Attachment)
- C. **Superintendent’s Report**  
1. Special Education Data  
2. Update on BOCES Budget Development  
3. Nominations due for BOCES Board of Education – Monday, March 23, 2015 – Terms expiring:  
*Larry Hartle, Douglas Hart, Dean Winspear, Carol Quill*
- D. **Board Member Reports**
- E. **Meetings/Workshops**
- 5<sup>th</sup> Annual Pasta for Paws Event to benefit Clear Path for Veteran’s program – Friday, January 16, 2015 – REC 3:30 – 7:00 p.m.
  - Special Board Meeting – Thursday, January 22, 2015 - 5:00 p.m. – 9:00 p.m. – Board Room
  - CNYSBA – Auburn Community Forum – West Middle School – Auburn – Tuesday, February 3, 2015 – 6:30 p.m. – 8:30 p.m.
  - COSBA Dinner Meeting – Thursday, March 26, 2015- Hilton Garden Inn
- F. Executive Session for the discussion of the continued employment of a particular person.
- G. **Next Board Meeting – February 12, 2015**
- H. Adjournment