

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 William Andre
Carol Quill Deborah Schwarting

Members Absent: Melinda Quanbeck

Others Present: Scott Bischooping Drew Yakawiak
Jessica Docteur Steve Woodard
Susan Conway Greg Hinman
Peter Colucci Randy Ray
Kathy Rhodes Jarett Powers
Tony Abbatiello Tom Hayden – (arrived at 6:50 p.m.)
Jeff Matteson- (entered 7:05 p.m.)

Opening of Meeting The regular meeting of the Cooperative Board was called to order by Kathryn Carlson, Board President 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 Kathryn Carlson.

Executive Session Upon the recommendation of Kathryn Carlson, Board President, a motion was made by Dean Winspear, seconded by Larry Hartle to adjourn the meeting to executive session at 6:01 p.m. for the purpose of discussing the employment history of a particular person and collective negotiations. The motion was carried unanimously by the Board members present.

Susan Conway, Peter Colucci, Kathy Rhodes, Tony Abbatiello, Drew Yakawiak, Steve Woodard, and Jarett Powers left the meeting at 6:01 p.m.

Regular Session Upon the recommendation of Kathryn Carlson, Board President, a motion was made by William Andre, seconded by Douglas Hart to return to regular session at 6:08 p.m. The motion was carried unanimously by the Board members present.

Susan Conway, Peter Colucci, Kathy Rhodes, Drew Yakawiak, Steve Woodard, Tony Abbatiello and Jarett Powers returned to the meeting at 6:10 p.m.

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

Approval of the Special Meeting and Regular Minutes of December 17, 2015 and December 30, 2015 Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Lee Epprecht, to approve the Special Meeting and Regular Minutes of December

- 17, 2015 and December 30, 2015. The motion was carried unanimously by the Board members present.
- Approval of Treasurer's Report – December 31, 2015
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Douglas Hart, to approve the Treasurer's Report for the period ending December 31, 2015. The motion was carried unanimously by the Board members present.
- Extra Classroom Activity Funds Report
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by William Andre, to approve the Extra Classroom Activity Funds Report for the period ending December 31, 2015. The motion was carried unanimously by the Board members present.
- BOCES Claims Auditor's Report – December 1, 2015-December 31, 2015
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Carol Quill, seconded by Dean Winspear, to approve the BOCES Claims Auditor's Report for the period December 1, 2015 through December 31, 2015. The motion was carried unanimously by the Board members present.
- Quarterly Treasurer's Report – October 1, 2015-December 31, 2015
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Quarterly Treasurer's Report for the period of October 1, 2015 through December 31, 2015. The motion was carried unanimously by the Board members present.
- Budget Amendments Report – October 1, 2015-December 31, 2015
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Budget Amendments Report for the period of October 1, 2015 through December 31, 2015. The motion was carried unanimously by the Board members present.
- Recognition of Board Achievement
Douglas Hart has earned the New York State School Boards Association Board of Achievement Award (Level 3) for the Cayuga-Onondaga BOCES. Congratulations to Doug Hart for his continued service and commitment.
- Stipulation of Settlement Agreement/Frank Janas
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Douglas Hart, seconded by William Andre, to approve the Stipulation of Settlement agreement between Frank Janas and the Cayuga-Onondaga BOCES. The motion was carried unanimously by the Board members present.
- Resignation/Career & Technical Education Teacher
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Douglas Hart, seconded by William Andre, to accept the resignation of Frank Janas, effective June 30, 2016. The motion was carried unanimously by the Board members present.
- Resignation/Cleaner
Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Douglas Hart, seconded by William Andre, to accept the resignation of Melissa Hopkins from the position of Cleaner in the Maintenance Department to accept the position of Clerk in the

Instructional Support Services Department, effective January 22, 2016. 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 Lee Epprecht, seconded by Dean Winspear, to approve the medical leave of absence request of Maria Myhill 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 4, 2015 through December 11, 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 Lee Epprecht, seconded by Dean Winspear, to approve the medical leave of absence for maternity request of Jennifer Balliette 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 February 25, 2016 through April 7, 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 Lee Epprecht, seconded by Dean Winspear, to approve the medical leave of absence request of Mary Anne Galka with the use of accumulated available leave time as appropriate, effective January 14, 2016 for six to eight weeks, or until released by her physician. The motion was carried unanimously by the Board members present.

Creation of Position/Senior
Typist

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to create of one (1) full time, 12-month position in the classified Civil Service title of Senior Typist with a starting salary range of \$25,150.00 - \$28,532.50. The motion was carried unanimously by the Board members present.

Creation of Position/Special
Education Supervisor

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to create one (1) full time, 12-month Special Education Supervisor position, effective January 25, 2016 with a starting salary range of \$75,000-\$85,000. The motion was carried unanimously by the Board members present.

Appointment/Search
Facilitator

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 William Speck as Search Facilitator for the Moravia Central School District

“RESOLVED, that the Cayuga-Onondaga BOCES Board of Education authorizes the appointment of William Speck to serve as search facilitator to assist Scott Bischooping in the search for a new Superintendent of Schools for the Moravia Central School District and

authorizes payment to William Speck in the amount of \$3,500 for his services as search facilitator; and

“BE IT FURTHER RESOLVED that the that Cayuga-Onondaga BOCES Board of Education authorizes the expenditure of funds directly related to the recruitment and selection of the Superintendent of Schools for the Moravia Central School District, to be reimbursed by the Moravia Central School District. Such expenses shall include, but not be limited to, expenses for advertisement and publishing the notice of vacancy and related information, postage, mileage, travel, meals, lodging and incidental expenses. All expenses submitted for reimbursement shall be submitted on appropriate requisitions, purchase orders or claim forms to the Cayuga-Onondaga BOCES.

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 Dean Winspear, seconded by Larry Hartle, to approve the appointment of Maureen Tillman 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 21, 2015 through June 30, 2016 for the 2015-2016 school year. Ms. Tillman 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/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 Sarah Blake as a Substitute Teacher Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective January 4, 2016 through June 30, 2016 for the 2015-2016 school year. Ms. Blake 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/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 Brandy Townsend as a Substitute Teacher Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective January 4, 2016 through June 30, 2016 for the 2015-2016 school year. Ms. Townsend 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/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 Holly Kelsey as a Substitute Teacher

Aide & Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education, Adult Education and Special Education programs, effective January 6, 2016 through June 30, 2016 for the 2015-2016 school year. Ms. Kelsey 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/ Teacher Aide -
Special Education

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 Rachael Dixon 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 January 4, 2016 through January 3, 2017. Ms. Dixon shall be graded at the Board approved negotiated compensation rate, with additional appointment for Staff Development Training, effective January 4, 2016 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 Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Samantha Smith 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 January 13, 2016 through January 12, 2017. Ms. Smith shall be graded at the Board approved negotiated compensation rate, with additional appointment for Staff Development Training, effective January 13, 2016 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 Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Joshua Martin 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 January 13, 2016 through January 12, 2017. Mr. Martin shall be graded at the Board approved negotiated compensation rate, with additional appointment for Staff Development Training, effective January 13, 2016 through June 30, 2016 at the Board approved negotiated rate. The motion was carried unanimously by the Board members present.

Appointment/Day Care
Specialist

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve Amy Jordan, to a provisional appointment as Day Care Specialist, effective January 11, 2016. Ms. Jordan shall be graded at the annual level of \$21,500/12 months, prorated. The motion was carried unanimously by the Board members present.

Appointment/Part-Time
Adult Education Instructor

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 Jennifer Trice as a Part-time Adult Education Instructor, effective January 4, 2016. Ms. Trice shall be

compensated at the Board approved hourly rate of \$28.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/ISS Clerk
Seasonal Help

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 Eva Poupore as a Seasonal Clerk in the Instructional Support Services Department, effective May 1, 2016 through August 31, 2016. Ms. Poupore shall be compensated at the Board approved hourly rate of \$12.00 per hour. The motion was carried unanimously by the Board members present.

Appointment/Teacher
Substitute

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 Matthew Ryan as a Teacher Substitute, effective September 2, 2015 through June 30, 2016 for the 2015-2016 school year. Mr. Ryan shall be compensated at the Board approved flat rate of \$15.00 extra pay per day or \$7.50 for ½ day. The motion was carried unanimously by the Board members present.

Appointment/Regular
Teacher Substitute

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 Soryoung Kim-Feneck as a Regular Teacher Substitute in the Special Education Department, effective January 29, 2016 through June 30, 2016. Ms. Kim-Feneck shall be compensated at a rate of 1/200th of \$49,477 per day (\$247.39). The motion was carried unanimously by the Board members present.

Appointment/Regular
Teacher Substitute

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 Danielle Manzone as a Regular Teacher Substitute in the Special Education Department, effective January 29, 2016 through June 30, 2016. Ms. Manzone shall be compensated at a rate of 1/200th of \$48,025 per day (\$240.13). The motion was carried unanimously by the Board members present.

Appointment/Clerk

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Carol Quill, to approve the appointment of Melissa Hopkins to a fifty-two (52) week probationary appointment in the classified Civil Service position of Clerk in the Instructional Support Services Department, effective January 25, 2016 through January 24, 2017. Ms. Hopkins shall be graded at the annual compensation level of \$30,382/12 months, prorated. The motion was carried unanimously by the Board members present.

Appointment/Talented and
Gifted Program

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Carol Quill to approve the appointment of Clark Culver as a Mini Course Instructor, effective January 12-13, 2016. Mr. Culver 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.

- Appointments/Online
Teacher Training
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Carol Quill to approve the appointments of Susan Lane, Tonette Orlando, Sally Kingsbury, Jennie Higgins and Tamara Whidden to attend professional development for the BUZZ Learning Management System, effective February 19, 2016. 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/Teacher Center
Consultant
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Carol Quill, to approve Renee Lawrence to provide a daylong workshop to provide participants skills necessary to utilize Microsoft Excel software for a variety of educational tasks, effective January 26, 2016. Ms. Lawrence shall be compensated a total of \$160.00 for services. The motion was carried unanimously by the Board members present.
- Appointment/ Teacher Aide -
Special Education
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Carol Quill, to approve the appointment of Maureen Tillman 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 January 19, 2016 through January 18, 2017. Ms. Tillman shall be graded at the Board approved negotiated compensation rate, with additional appointment for Staff Development Training, effective January 19, 2016 through June 30, 2016 at the Board approved negotiated rate. The motion was carried unanimously by the Board members present.
- Appointment/Director/
Principal of Special
Education
- Attachment #1
- Appointment/Labor Relations
Specialist
- Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Larry Hartle, seconded by Dean Winspear, to approve the appointment of Nicholas Minderler to a (26) twenty-six week probationary appointment in the classified competitive Civil Service position of Labor Relations Specialist, effective February 8, 2016 to August 7, 2016. Mr. Minderler shall be graded at the annual compensation level of \$85,000/12 months, prorated, with (10) ten additional sick days above the prorated amount at this date of hire. 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 Douglas Hart, seconded by Larry Hartle, to approve the recommendation for termination of Brian Kelley due to student exiting the program, effective January 8, 2016. 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 Douglas Hart, seconded by Larry Hartle, to approve the change in appointment status of Tiffany (Campanian) Gregg 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 February 8, 2016. 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 Douglas Hart, seconded by Larry Hartle, to approve the change in appointment status of Katelyn Donovan 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 February 26, 2016. 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 Douglas Hart, seconded by Larry Hartle, to approve the change in appointment status of Sara Wells upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Account Clerk Typist, effective February 1, 2016. The motion was carried unanimously by the Board members present.

Agreement/Loretto Health
and Rehabilitation Center

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by William Andre, seconded by Deborah Schwarting, to approve the agreement between Loretto Health & Rehabilitation Center and Cayuga-Onondaga BOCES that the BOCES will provide Loretto employees with Nurse Aide training for up to (5) five Loretto employees, effective January 14, 2016 through March 28, 2016. Payment to the BOCES in the amount of \$6,375.00. The motion was carried unanimously by the Board members present.

Agreement/Oncenter

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the agreement with The Oncenter who will be paid approximately \$7,330 for room usage, technology and catering services for approximately 200 attendees for the Sam Wineburg – How to Read Like A Historian” workshop to be held on March 2, 2016. The OCM BOCES, Oswego BOCES, Madison Oneida BOCES, TST BOCES, the Cayuga Onondaga Teacher Center and the Oswego Teacher Center will each reimburse the Cayuga-Onondaga BOCES \$2,761.43 and SUNY Cortland will reimburse the Cayuga-Onondaga BOCES \$1,000.00. Contract to be executed by Board President upon approval by the BOCES attorney. The motion was carried unanimously by the Board members present.

Building Conditions Survey

Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve and accept the survey conducted by HUNT Engineering and Architects for the Center for Learning and Regional Education Center. The motion was carried unanimously by the Board members present.

Superintendent’s Report

1. Human Resources Position
2. BOCES Hiring & Evaluation Procedures

- Introduction of Kathy Rhodes Board President Kathryn Carlson introduced Kathy Rhodes who has been appointed as Interim Director/Principal of Special Education. The Board welcomed Kathy.
- Agreement/BOCES Teachers Association Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the 2016-2017 collective bargaining and the funding necessary to implement the agreement with Cayuga-Onondaga BOCES Teachers Association. The motion was carried unanimously by the Board members present.
- Executive Session Upon the recommendation of Interim District Superintendent Scott Bischooping, a motion was made by Lee Epprecht, seconded by Douglas Hart, to adjourn the meeting to executive session at 7:05 p.m. for the purpose of discussing the employment history of a particular person. The motion was carried unanimously by the Board members present.
- Drew Yakawiak, Peter Colucci, Gregory Hinman, Jessica Docteur, Randy Ray, Jarett Powers, Tony Abbatiello, Tom Hayden, Kathy Rhodes, Steve Woodard, and Susan Conway left the meeting at 7:05 p.m. Jeff Matteson entered the meeting at 7:05 p.m.
- Regular Session Upon the recommendation of Board President Carlson, a motion was made by William Andre seconded by Larry Hartle to return to regular session at 8:43 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, Larry Hartle, seconded by Lee Epprecht, to adjourn the meeting at 8:44 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway
Clerk of the Board

UNOFFICIAL

ATTACHMENT #1

Motion made by Lee Epprecht, seconded by Dean Winspear.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Part 30.3 of the Rules of the Board of Regents, upon the recommendation of Scott Bischooping, Interim District Superintendent, does hereby appoint **Susan Lynch** of 10 Hamilton Avenue, Auburn, NY 13021, who holds a valid New York State Certificate in School District Leader, Permanent permitting her to serve as an administrator in the public schools of New York State, to the position of Director/Principal of Special Education, in the administrative tenure area of Director/Principal of Special Education, , effective February 29, 2016.

BE IT FURTHER RESOLVED that the appointment of Susan Lynch shall be a probationary appointment for a period of four (4) years, to commence on February 29, 2016, and to expire on February 28, 2020. 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. Ms. Lynch during the first year of appointment shall be paid at the annual salary of \$112,000.00/12 months, prorated.

Motion carried unanimously by the Board members present.

UNOFFICIAL