

CAYUGA-ONONDAGA  
**BOCES**  
*a celebration of learning*

**CAYUGA-ONONDAGA BOARD OF COOPERATIVE EDUCATIONAL SERVICES**

**REORGANIZATION MEETING**

**Thursday, July 17, 2014**  
**7 p.m. – Reorganization Meeting Time**

- A. Opening of Meeting by District Superintendent William S. Speck
  - 1. Pledge of Allegiance
- B. Oath of Office to Board Members:  
Term: July 1, 2014 to June 30, 2017
  - 1. Kathryn Carlson
  - 2. Melinda Quanbeck
  - 3. Lee Epprecht
- C. Approval of the Reorganization Agenda
- D. Election of Officers
  - 1. President
  - 2. Vice-President
- E. Appointments & Salaries (incumbents in parenthesis)
  - 1. Clerk (Mrs. Susan Conway) 2014-2015
  - 2. Treasurer (Mrs. Lucinda Pattington)
  - 3. Deputy Treasurer (Libby Halverson)
  - 4. Claims Auditor (Linda Brown) 2014-2015
  - 5. Claims Auditor in the absence of auditor (Mr. Brent Cooley)
  - 6. Internal Auditor 2014-2015 - (Ms. Alicia Mattie)
  - 7. Independent Auditor 2014-2015 (Cuddy & Ward, LLP)

8. Attorney Mr. Randy Ray
  9. Purchasing Agent/Payroll Certification - Mr. Peter Colucci – effective July 1, 2014 to June 30, 2015 and Alternate Purchasing Agent/Payroll Certification Officer – District Superintendent or designee
  10. Title IX/Section 504/Records Access Officer Mr. Randy Ray
  11. Chief Advisor to Student Extra Classroom Activity Funds (Mr. Steven Woodard)
  12. Treasurer – Student Extra Classroom Activity Funds – (Libby Halverson)
  13. Legislative Liaison – Board President
  14. BOCES School Physician Services – East Hill Family Medical, Inc. - \$600 per month - effective July 1, 2014 through June 30, 2015
  15. BOCES Audit Committee – Melinda Quanbeck, Larry Hartle, Kathryn Carlson
  16. 2014-2015 BOCES Safety Team Committee
    - Bill Speck (administrator representative)
    - Jessica Docteur (administrator representative)
    - Diane Bennett (administrator representative)
    - Steve Woodard (administrator representative)
    - Karen Kopec (teacher representative)
    - Larry Garuccio (facilities representative)
    - Pete Colucci (administrator representative)
    - Tony Abbatiello (administrator representative)
    - Mark Snyder (school safety personnel)
    - Kathryn Carlson (Board of Education representative)
    - Deputy Nicole Stewart (school safety personnel)
    - Lt. Michael Wellauer (law enforcement representative)
    - Kevin Foster, Fire Marshall, Aurelius Fire Dept. (local emergency response)
- F. Designation of Depositories for Funds –
- A. M&T Bank
    1. General Fund
    2. Special Aid Fund
    3. Trust & Agency Fund
    4. Student Extracurricular Fund
    5. Scholarship Accounts T&E Fund
    6. Capital Project
  - B. As designated by the District Superintendent
    1. Other funds as established by the Board of Education
- G. Designation of Official Newspaper (The Citizen)

- H. Establish Date, Time, and Place for Meetings (proposed dates listed in parenthesis)
  - 1. Regular Meetings – Third Thursday of Month, 7 p.m.,  
except as otherwise indicated – see Attachment #1  
location of meetings is 1879 West Genesee Street Road, Auburn, NY
  - 2. Nominations for BOCES Board of Education (March 23, 2015)
  - 3. Annual Meeting (Thursday, April 2, 2015)
  - 4. Annual Budget/Election Vote (Wednesday, April 22, 2015)
  - 5. 2015-2016 Reorganization Meeting (July 16, 2015)
  
- I. Petty Cash Funds 2014-2015
  - 1. Business Office - \$100
  - 2. Culinary Arts - \$30 – cash advance
  - 3. Center for Learning - \$30
  
- J. Resolution authorizing District Superintendent to grant requests for conference attendance, and leaves of absence in accordance with Board policy
  
- K. Memberships
  - 1. New York State School Boards Association (NYSSBA)
  - 2. Central New York School Boards Association  
Midstate School Finance Consortium
  - 3. Cayuga-Onondaga Counties School Boards Association – (COSBA)
  - 4. Rural Schools Program
  - 5. Chamber of Commerce of Auburn & Cayuga Co., Inc.
  - 6. Association of Educational Service Agencies (AESA)
  - 7. AESA/BOCES Coordinator 2014-2015
  - 8. Study Council at Syracuse University
  - 9. BOCES Educational Consortium (BEC)
  
- L. Resolution authorizing District Superintendent to transfer funds within the legal limitations of the State of New York
  
- M. Resolution authorizing the Treasurer to invest revenues, with the approval of the District Superintendent
  
- N. Resolution to establish the cost of copying documents for the public at \$0.25/per page for the 2014-2015 school year
  
- O. Resolution authorizing District Superintendent to require that employees be examined by a physician as designated, in accordance with Section 913 of the New York State Education Law
  
- P. Resolution establishing classroom and related space rentals of \$5,000 per room for the 2014-2015 school year
  
- Q. Resolution authorizing District Superintendent to temporarily fill administrative, instructional and non-instructional vacancies pending consideration and appointment by the Board of Education

- R. Resolution to establish a 2014-2015 Adult Differential Tuition Rate in the amount of \$4,000.00
- S. Resolution to appoint Mr. Peter Colucci as the Cayuga-Onondaga BOCES representative on the Board of Directors of the Cayuga-Onondaga Area School Employees' Healthcare Plan for the period July 1, 2014 through July 31, 2015
- T. Resolution to authorize the President of the Cayuga-Onondaga Board of Cooperative Educational Services to sign all contracts on behalf of the BOCES organization
- U. Resolution to authorize the Vice-President of the Cayuga-Onondaga Board of Cooperative Educational Services to sign contracts in the absence of the President
- V. Resolution to authorize the District Superintendent of Schools to enter into and execute agreements with public entities and private corporations within the service area for the Cayuga-Onondaga BOCES to provide employer-specific training and to execute the Cayuga-Cortland Workforce Investment Board or its successor Summer Youth Program agreement
- W. Resolution to authorize the District Superintendent of Schools to enter into and execute agreements with consultants to provide services to local school districts as part of the School Improvement Co-Ser
- X. Resolution to conduct annual review, amendment and re-adoption of the Code of Conduct in accordance with Section 2801 of the Education Law during the months of May and June of 2015
- Y. Resolution to conduct annual review of Policy on Personal Property Accountability in accordance with 8 NYCRR Section 170.3 (i) (3) during the months of May and June of 2015
- AA. Resolution to conduct annual review of School Safety Plan in accordance with Section 2801-a of the Education Law during the months of May and June of 2015
- BB. Resolution to conduct biennial review, amendment and re-adoption of Plan for Participation of Teachers and parents in School-based Planning and Shared Decision Making in accordance with 8 NYCRR Section 100.11 (f) during the months of May and June of 2015
- CC. Resolution to conduct annual review, amendment and re-adoption of the Professional Development Plan in accordance with 8 NYCRR Section 100.2 (dd) (1) (i) during the months of May and June of 2015
- DD. Resolution to conduct annual review, amendment and re-adoption of the Annual Professional Performance Review (APPR) in accordance with Education Law 3012-c and 8 NYCRR Section 100.2 (o)
- EE. Resolution to conduct annual review, amendment and re-adoption of the Attendance Policy in accordance with 8 NYCRR Section 104.1 during the months of May and June 2015

- FF. Resolution to conduct biennial review of Policy Concerning Alcohol and Other Controlled Substances during the months of May and June of 2015
- GG. Resolution to readopt all By-Laws, Policies and Administrative Regulations for Personnel of the Cayuga-Onondaga Board of Cooperative Educational Services
- HH. Resolution to appoint Mr. Peter Colucci as Records Management Officer, effective July 1, 2014 to June 30, 2015 in compliance with the Local Government Records Law (Chapter 737, Laws of 1987), Section 57.19
- II. Resolution to appoint Mr. Mark Snyder as School Pesticide Representative, effective July 1, 2014 through June 30, 2015
- JJ. Resolution to appoint Mr. Mark Snyder as Respiratory Protection Program Administrator, effective July 1, 2014 through June 30, 2015
- KK. Resolution to appoint Mr. Mark Snyder as AHERA (Asbestos) Designated Person, effective July 1, 2014 through June 30, 2015
- LL. Resolution to appoint Mr. Larry Garuccio as Capital Assets Preservation Program Coordinator, effective July 1, 2014 through June 30, 2015
- MM. Ratification of prior acts of the Board of Cooperative Educational Services, District Superintendent of Schools and those authorized thereunder
- NN. Resolution to establish Initial Hiring Ranges for the 2014-2015 fiscal year for Non-Instructional Employees.
- OO. Resolution to reimburse administrators who use personal cell phones in the amount of \$50.00 per month for use of their cell phone/smart phone for availability of conducting BOCES business, effective July 1, 2014, through June 30, 2015
- PP. Resolution to establish the 2014-2015 mileage reimbursement rate in the amount of \$.56 cents per mile, effective July 1, 2014 through June 30, 2015
- QQ. Resolution to appoint Randy Ray, Brent Cooley, Emily Brown and Ryan Hatch as Hearing Officers for any and all layoffs, effective July 1, 2014 to July 31, 2015
- RR. Resolution to appoint Steve Woodard, Diane Bennett and Natalie Scavone as the Cayuga-Onondaga BOCES Dignity for all Students Act (DASA) Building Coordinators for the 2014-2015 school year
- SS. Resolution to appoint Susan Conway, Clerk of the Board as the recipient of notices of claim made against the Cayuga-Onondaga BOCES and filed with the New York State Secretary of State.
- TT. Adjournment

**Cayuga-Onondaga BOCES**

**Board Meeting Dates for 2014-2015  
(Third Thursday of the Month at 7 p.m. unless otherwise indicated)**

July 17, 2014

August 21, 2014

September 18, 2014

October 16, 2014

November 20, 2014

December 18, 2014

January 15, 2015

February 12, 2015\*

March 19, 2015

April 2, 2015– Annual Meeting (Thursday)

April 16, 2015

May 21, 2015

June 18, 2015

July 16, 2015 – Reorganization Meeting

Nominations for BOCES Board of Education (**March 23, 2015**)

Annual Meeting (**Thursday, April 2, 2015**)

Annual Budget/Election Vote (**Wednesday, April 22, 2015**)

2014-2015 Reorganization Meeting (**Thursday, July 16, 2015**)

\*not the third Thursday due to Winter Break