

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

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

Members Absent: Douglas Hart

Others Present: William Speck Natalie Scavone  
Jessica Docteur Tony Abbatiello  
Susan Conway Randy Ray  
Peter Colucci Steve Woodard  
Diane Muller-Bennett Mark Snyder  
Stephanie Provo Jennifer Driscoll

Opening of Meeting The regular meeting of the Cooperative Board was called to order by Kathryn Carlson, Board President at 7:00 pm 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 District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Melinda Quanbeck, to approve the agenda as amended. The motion was carried unanimously by the Board members present.

Introduction of Stephanie Provo Stephanie Provo was introduced to the Board and gave a brief description of her job duties as Special Education Teacher located at Cayuga Community College. Stephanie has been with BOCES for the past ten years and is very proud of her student's accomplishments. The Board welcomed Stephanie.

Approval of the Minutes of February 12, 2015 & February 26, 2015 Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the minutes of February 12, 2015 and February 26, 2015. The motion was carried unanimously by the Board members present.

Approval of Treasurer's Report February 28, 2015 Upon the recommendation of District Superintendent William S. Speck, a motion was made by Lee Epprecht, seconded by Larry Hartle, to approve the Treasurer's Report for the period ending February 28, 2015. The motion was carried unanimously by the Board members present.

Extra Classroom Activity Funds Report Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the Extra Classroom Activity Funds Report for the period ending February 28, 2015. The motion was carried unanimously by the Board members present.

BOCES Claims Auditor's Report – February 1, 2015 – February 28, 2015 Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the BOCES Claims Auditor's Report for the period February 1, 2015

through February 28, 2015. The motion was carried unanimously by the Board members present.

Presentation and  
Recommendation for Approval

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle to approve the 2015 BOCES Annual Fire Inspection Report. The motion was carried unanimously by the Board members present.

Mark Snyder left the meeting at 7:10 p.m.

Presentation of NYS Report  
Card for Adult Education  
Providers

Steve Woodard introduced Jennifer Driscoll, Case Manager at the Center for Learning who reported the benchmark and program performance of adult learners at the Center for Learning. The program rating was highly proficient. The Board congratulated Jennifer on a successful report.

Jennifer Driscoll left the meeting at 7:20 p.m.

Resignation/Account Clerk

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the resignation of Annette Vitagliano, Account Clerk with continuation of health insurance into retirement, effective July 31, 2015. The motion was carried unanimously by the Board members present.

Resignation/Special Education  
**Substitute** Teacher Aide

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the resignation of Erin Besecker, **Substitute** Teacher Aide in the Special Education Department, effective March 4, 2015. The motion was carried unanimously by the Board members present.

Resignation/Part-Time Clerk

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the resignation of Alexis Crawford, Part-time Clerk, effective January 14, 2015. The motion was carried unanimously by the Board members present.

Resignation/Special Education  
Teacher Aide

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the resignation of Cara Giannone, Teacher Aide in the Special Education Department, effective March 31, 2015. The motion was carried unanimously by the Board members present.

Leave of Absence/Special  
Education Teacher

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the medical leave of absence for maternity request of Ann Rodak with the use of the Family & Medical Leave Act to run concurrently with the leave of absence and the accumulated available leave time as appropriate, effective February 23, 2015 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 District Superintendent William S. Speck, a motion was made by Lee Epprecht, seconded by Dean Winspear, to approve the medical leave of absence request of Tracy Carr with the use of the Family & Medical Leave Act to run concurrently with the leave of absence

and the accumulated available leave time as appropriate, effective February 26, 2015 through April 2, 2015 or until released by her physician. The motion was carried unanimously by the Board members present.

Leave of Absence/Career &  
Technical Education Teacher

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the medical leave of absence request of Steven Berkey with the use of the Family & Medical Leave Act to run concurrently with the leave of absence and the accumulated available leave time as appropriate, effective February 23, 2015 until released by his physician. The motion was carried unanimously by the Board members present.

Appointment/Substitute Teacher,  
Substitute Teacher Aide &  
Substitute Teacher Assistant

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Cherri Maitland as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective February 23, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Maitland shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Substitute  
Teacher, Substitute Teacher  
Aide & Substitute Teacher  
Assistant

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Carol Famoly as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective February 23, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Famoly shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Long-Term  
Substitute Teacher

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Carol Quill, seconded by Dean Winspear, to approve the appointment of Clancy Edmonds as a Long-Term Substitute Teacher for Career & Technical Education (Construction Building Trades), effective February 20, 2015 until the return of Steven Berkey. Mr. Edmonds shall be compensated at the rate of 1/200<sup>th</sup> of \$49,477/day (\$247.30 per day). The motion was carried unanimously by the Board members present.

Appointments/Odyssey of the  
Mind Staffing

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Larry Hartle, seconded by Lee Epprecht, to approve the appointments of Head Judges, effective March 21, 2015. They shall be compensated \$75.00 for the day. The motion was carried unanimously by the Board members present.

<u>Title</u>	<u>First</u>	<u>Last Name</u>
Head Judge	Robert	Drake
Head Judge	Nancy	Murinka
Head Judge	Kellie	Stiadle
Head Judge	Pat	Kinney
Head Judge	Sharon	Botsford

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Head Judge	Robert	Eggelston
Head Judge	Carol	Knowles
Nurse	Anne	Bishop

Appointment/Student Hearing Officer  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of John Zappia to conduct student suspension hearings for superintendents on an as needed basis. Mr. Zappia will be compensated at the hourly rate of \$75.00 per hour, plus reimbursement for mileage at the current IRS rate. The motion was carried unanimously by the Board members present.

Appointment/Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Pam Cushing as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective February 25, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Cushing shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Special Education Teacher Aide  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Pam Cushing 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 March 3, 2015 through March 2, 2016. Ms. Cushing shall be graded at the hourly compensation rate of \$16.94 per hour. The motion was carried unanimously by the Board members present.

Appointment/Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Ranny Peacock as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective February 26, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Peacock shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Substitute Teacher, Substitute Teacher Aide & Substitute Teacher Assistant  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Hollie Wood as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective March 4, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Wood shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Substitute Teacher, Substitute Teacher Aide  
Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Jane Trufant as a Substitute Teacher, Substitute Teacher Aide for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective March 2, 2015 through

June 30, 2015 for the 2014-2015 school year. Ms. Trufant shall be compensated at the Board approved hourly rates of \$13.50 per hour. The motion was carried unanimously by the Board members present.

Appointment/Substitute  
Teacher, Substitute Teacher  
Aide & Substitute Teacher  
Assistant

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Sherri Springer as a Substitute Teacher, Substitute Teacher Aide and Substitute Teacher Assistant for the Compass, High School Equivalency, Career & Technical Education and Special Education programs, effective March 20, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Springer shall be compensated at the Board approved hourly rates. The motion was carried unanimously by the Board members present.

Appointment/Special Education  
Teacher Aide

Upon the recommendation of District Superintendent William S. Speck, 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 February 26, 2015 through February 25, 2016. Ms. Donovan shall be graded at the hourly compensation rate of \$16.94 per hour. The motion was carried unanimously by the Board members present.

Appointment/Long-Term  
Substitute Teacher

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Helen Pflueger as a Long-Term Substitute Teacher for Special Education, effective February 23, 2015 until the return of Ann Rodak. Ms. Pflueger shall be compensated at the rate of 1/200<sup>th</sup> of \$49,477/day (\$247.30 per day). The motion was carried unanimously by the Board members present.

Appointment/Part-time Adult  
Education Clinical Lab  
Instructor/Substitute Clinical  
Lab Instructor

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the appointment of Patricia Vaughn as a Part-time Adult Education Clinical Lab Instructor/Substitute Clinical Lab Instructor for the LPN and CNA programs and for the Health Related Occupations program, effective March 20, 2015 through June 30, 2015 for the 2014-2015 school year. Ms. Vaughn shall be compensated at the Board approved rate of \$28.80 per hour. The motion was carried unanimously by the Board members present.

Change in Appointment Status

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to approve the change in appointment status of Lisa Dinneen upon the completion of the 52-week probationary appointment to the permanent appointment in the classified Civil Service position of Personnel Clerk, effective March 24, 2015. The motion was carried unanimously by the Board members present.

Change in Appointment Status

Upon the recommendation of District Superintendent William S. Speck, a motion was made by Carol Quill, seconded by Lee Epprecht, to approve the change in appointment status of Alexis Crawford from the 1:1 Teacher Aide position to the classified Civil Service position of Teacher Aide in the Special Education Department, effective March 3, 2015 with a continuation of her probationary appointment, September 3, 2014 through September 2, 2015. Ms. Crawford shall be compensated at the Board approved negotiated hourly

rate of \$16.94 with additional appointment of Substitute Teacher effective March 3, 2015 through June 30, 2015 at the Board established rate of an additional \$.80 per hour. The motion was carried unanimously by the Board members present.

- Recommendation for Approval Upon the recommendation of District Superintendent William S. Speck, a motion was made by Larry Hartle, seconded by Dean Winspear, for permission to conduct a Request for Proposal for external auditing services for the fiscal years ending June 30, 2016, 2017, 2018, with addition of fiscal years ending June 30, 2019 and 2020 upon mutual agreement of both the BOCES and the auditing firm to comply with the U.S. General Accounting Office's (GAO) Government Auditing Standards (1194), the provisions of the federal Single Audit Act of 1984 and the U.S. Office of Management and Budget (OMB) Circular A-128, Audits of State and Local Governments. The motion was carried unanimously by the Board members present.
- Recommendation for Approval Upon the recommendation of District Superintendent William S. Speck, a motion was made by Larry Hartle, seconded by Dean Winspear, for authorization to purchase an upgrade to the telephone communication system proposed by Teracai. The overall cost proposed is \$124,828.84, this will incorporate the ability to multifunction our email and wireless systems by incorporating the ability to establish a universal communication system with the upgraded technology. The motion was carried unanimously by the Board members present.
- Agreement/New York State Office of Temporary & Disability Assistance Upon the recommendation of District Superintendent William S. Speck, a motion was made by Melinda Quanbeck, seconded by Dean Winspear, to approve the recommendation for authorization to Extend and Modify the Agreement between the New York State Office of Temporary & Disability Assistance and Cayuga-Onondaga BOCES – Contract # CO21206 for SNAP (Supplemental Nutrition Assistance Program) & E&T II (Employment & Training) Encumbrance, effective October 1, 2014-September 30, 2015. The motion was carried unanimously by the Board members present.
- Agreement/NYSED Contract #C009446 Upon the recommendation of District Superintendent William S. Speck, a motion was made by Melinda Quanbeck, seconded by Dean Winspear, to extend the agreement with the New York State Education Department (Contract # C009446) to provide high school equivalency test administration to students, effective January 1, 2015 through December 31, 2015. The funding amount not to exceed \$11,292. The motion was carried unanimously by the Board members present.
- First Reading of Non-Discrimination Policy The first reading of the Non-Discrimination Policy was conducted.
- Letters of Continuance Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Carol Quill, to adopt the following resolution to issue letters of continuance for the 2015-2016 school year:  
“BE IT RESOLVED, that the District Superintendent of Schools is authorized and directed to provide proper notice for continuance of employment pursuant to the New York State Labor Law for those

employees that will be employed by the Cayuga-Onondaga Board of Cooperative Educational Services during the 2015-2016 school year.”  
The motion was carried unanimously by the Board members present.

- Recommendation for Approval      Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry Hartle, to accept a donation for the Future Earth Movers of America (FEMA) Student Activity fund from LTS Enterprises in the amount of \$250.00 to be used for the rodeo. The motion was carried unanimously by the Board members present.
- Superintendent’s Report            1. BOCES Annual Dinner Meeting – April 2, 2015  
2. Sole Supervisory Study  
3. Amendment of the 2015-2016 BOCES School Calendar  
4. BOCES 2015-2016 Budget Presentations
- Executive Session                    Upon the recommendation of District Superintendent William S. Speck, a motion was made by Melinda Quanbeck, seconded by Carol Quill, to adjourn the meeting to executive session at 8:05 p.m. for the purpose of discussing the employment history of a particular person(s). The motion was carried unanimously by the Board members present.
- Natalie Scavone, Tony Abbatiello, Steve Woodard, Stephanie Provo and Susan Conway left the meeting at 8:05 p.m.
- Regular Session                      The meeting was returned to regular session at 9:50 p.m.
- Stipulation Agreement              Upon the recommendation of District Superintendent William S. Speck, a motion was made by Dean Winspear, seconded by Larry, to approve and authorize and Kathryn Carlson to sign the Stipulation Agreement between the Cayuga-Onondaga BOCES and Tara Collins, Special Education Teacher. The motion was carried unanimously by the Board members present.
- Adjournment                          Upon the recommendation of District Superintendent William S. Speck, a motion was made by Lee Epprecht, seconded by Larry Hartle, to adjourn the meeting at 9:51 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway  
Clerk of the Board

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