

CAYUGA-ONONDAGA **BOCES**

a celebration of learning

AGENDA

CAYUGA-ONONDAGA BOCES COOPERATIVE BOARD MEETING

Thursday, May 15, 2014

7:00 p.m. BOARD ROOM

1879 West Genesee Street Road, Auburn, NY 13021

- 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 April 24, 2014
- F. Treasurer’s Report – April 30, 2014
- G. Extra Classroom Activity Funds Report – April 30, 2014
- H. BOCES Claims Auditor’s Report – April 1, 2014 – April 30, 2014
- I. Utica National School Safety Excellence Award 2014
- J. Presentation and Recommendation for Approval – BOCES Annual Fire Inspection Report – Mark Snyder
- K. Acceptance of the 2014-2015 Administrative Budget Vote

BE IT RESOLVED, that as a result of the annual meeting and election conducted in the component school districts of the Board of Cooperative Education Services for the Sole Supervisory District of Cayuga and Onondaga Counties on April 23, 2014, that the Board of Cooperative Educational Services hereby acknowledges receipt of the ballots for the approval or disapproval of the Administrative Budget of the Board of Cooperative Educational Services in the amount of \$1,691,032 for the fiscal year commencing on July 1, 2014, and ending on June 30, 2015. The results of the vote are as follows:

Auburn	YES (8 YES – 0 NO)	Skaneateles	YES (6 YES – 0 NO)
Cato-Meridian	YES (7 YES – 0-NO)	Southern Cayuga	YES (7 YES – 0 NO)
Jordan-Elbridge	YES (Unanimous)	Union Springs	YES (8 YES – 0 NO)
Moravia	YES (Unanimous)	Weedsport	YES (5 YES – 0 NO)
Port Byron	YES (7 YES – 0 NO)		

L. Acceptance of the 2014-2015 Board Election Results

BE IT RESOLVED, that as a result of the annual meeting and election conducted in the component school districts of the Board of Cooperative Education Services for the Sole Supervisory District of Cayuga and Onondaga Counties on April 23, 2014, that the Board of Cooperative Educational

Services hereby acknowledges receipt of the ballots for the election of members of the Board of Education and upon examination and review of the ballots declares the following persons to be elected to the office of member of the Board of Cooperative Educational Services.

Length of Terms – Three (3) years – July 1, 2014, to June 30, 2017

1. **L. Lee Epprecht**
PO Box 71
Meridian, NY 13113
District of Residence: Cato-Meridian
2. **Kathryn Carlson**
18 W. Austin Street
Skaneateles, NY 13152
District of Residence: Skaneateles
3. **Melinda Quanbeck**
1243 Moody Road
Port Byron, NY 13140
District of Residence: Port Byron

Enclosures:

1. Minutes of April 24, 2014
2. Extra Classroom Activity Funds Report –April 30, 2014
3. Treasurer’s Report – April 30, 2014
4. Claims Auditor’s Report – April 1, 2014 – April 30, 2014
5. Articles from the Citizen:
 - a. *BOCES Looks to the Future – April 30, 2014*
 - b. *Being Prepared – May 4, 2014*

NEW BUSINESS PERSONNEL

A. RESIGNATIONS

B. LEAVES OF ABSENCE

1. Janine Svitavsky – Teacher – Special Education - request for an extended 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 April 10, 2014 through April 28, 2014 or until released by her physician
2. Amy Blowers – Teacher Aide – Special Education - 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 April 28, 2014 through May 12, 2014 or until released by her physician
3. Patricia Hinman – Teacher Aide – Special Education - request for a medical leave of absence with the use of accumulated available leave time as appropriate – effective April 21, 2014 through May 26, 2014 or until released by her physician

C. CREATION/CHANGE IN STATUS OF POSITIONS

1. Creation of Position – Director/Principal of Career and Technical & Adult Education in the administrative tenure area of Director of Career and Technical Education /12 months – effective July 1, 2014
2. Creation of Position – Assistant Superintendent of Curriculum, Instruction and Educational Programs in the administrative tenure area of Director of Curriculum and Staff Development/12 months – effective July 1, 2014
3. Creation of Position – Director/Principal of Alternative Education & High School Equivalency Programs in the administrative tenure area of Principal for Alternative Education/12 months – effective July 1, 2014
4. Creation of Positions – Two (2) part-time librarians to help with the conversion of our media records to our new catalog and help reorganize media resource in our current space – 20 days during the summer of 2014 – effective July 1, 2014 through August 30, 2014 – compensation at \$17.50 per hour for 20 days for a total of \$2,800 each

D. APPOINTMENTS

1. Teacher Aide – **Kayla VanNorstrand** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position - effective April 23, 2014 through April 22, 2015 – graded at the compensation rate of \$16.61 per hour
2. Substitute Teacher Aide – **Lori Dillon** for the Special Education Department – effective November 22, 2014 through June 30, 2014 – compensation at the Board approve hourly rate of \$10.00 per hour

3. Teacher Aide – Kelly Fitts - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position - effective **April 21, 2014 through April 20, 2015** – graded at the compensation rate of \$16.61 per hour
4. NOCTI Evaluators – Joe Angiolillo (Machining & Welding), Steven Giovannetti (Criminal Justices), and Rick Evans (Auto Body Repair) – to proctor the NOCTI Performance component of our approved program assessments – only for the 2013-2014 school year – compensation at \$13.50 per hour
5. Special Education Teachers, Psychologist, School Nurse and Teacher Aides – Special Education Summer School as listed below – effective July 7, 2014 through August 13, 2014:

Lead Teacher – rate per contract

Jenilee Weisbrod

Teachers – rate per contract

Joshua Blair	Soryoung Kim-Feneck
Ryan Brunelle	Stephanie Semple
Helen Day	Janine Svitavsky
Melissa Doherty	Tom Warner
Al Giannone	

Psychologist – rate per contract

Larry Pelkey

School Nurse (seasonal) – at Board approved rate

Lois Seamans

Teacher Aides – hourly rate per contract

Barbara Beam	Aileen Jasniewski	Amalia Richards
Heidi Belles	Dawn Jorolemon	Bethany Slayton
Joseph Bennett	Alisa Kimak	Nicole Sliwka
Kelsey Bennett	Lorie Knapp	Tina Smith
Ann Marie Bizzari	Shontelle Lamphere	Denise Spafford
Amy Blowers	Carole Mello	Lindsey Stevens
Tracy Carr	Melissa Morrissey	Maritsia Stevens
Mary Ellen Casper	Suzanne Murray	Nicole Swietoniowski
Nancy Cheney	Joanne Oliver	Brandy Townsend
Amelia Coleman	Connie Oram	Rebecca VanNorstrand
Mary Cornell	Erica Paddock (seasonal)	Colleen Wilbur
Jenna DeLapp	Helen Pflueger	Cheryl Williams
Marni Falsey	Darlene Pinckney	Donna Wright
Kelley Fitts	Nicole Pollock	
Cara Giannone	Julie Quill	
Lisa Hudson	Rebecca Reed	

E. CHANGE IN APPOINTMENT STATUS

1. Recommendation for Tenure – **Peter Colucci** – in the administrative tenure area of Associate Superintendent of Finance and Management Services – effective July 17, 2014
2. Recommendation for Permanent Appointment – **Laura Torres** – Senior Account Clerk – in the classified Civil Services position of Senior Account Clerk – effective February 18, 2014
- *3. Change in Appointment Status – **Carol Famoly** – from 1:1 Special Education Teacher Aide to a Special Education Teacher Aide due to increased enrollment – effective April 21, 2014 – compensation rate of \$16.61 per hour. Additional appointment as Substitute Teacher – effective April 21, 2014 through June 30, 2014 – additional \$.80 per hour

F. STAFF REDUCTIONS:

1. Tenure Area of English as a Second Language

- a. To abolish (2) two positions in the Tenure Area of English as a Second Language due to final requests from the component districts which equates the need of 1.0 FTE Itinerant teacher, effective June 30, 2014. These positions are currently being held by Steven Blanchard and Brandon Keysor.
- b. To discontinue the employment of Steven Blanchard and Brandon Keysor who have been determined to be the least senior individuals in the Tenure Area of English as a Second Language, effective June 30, 2014, in accordance with Section 3013 of Education Law
- c. Preferred List of Eligibles –To place Steven Blanchard and Brandon Keysor on a preferred list of eligibles for recall to a similar position in the English as a Second Language tenure area for a period of seven (7) years from the effective date of layoff. The effective date of layoff is June 30, 2014.

G. Appointment of Hearing Officers

“RESOLVED, that the Board of Cooperative Educational Services hereby appoints the following individuals as Hearing Officers to take evidence and make recommendations to the Board for its consideration and action concerning any disputes or claims as to the seniority status and employment rights of employees being laid off or reduced as a result of the cost reductions in service and program areas:

Randy Ray, Brent Cooley, and Emily Brown

BE IT FURTHER RESOLVED, this resolution shall take effect immediately and continue in effect through June 30, 2015.

NEW BUSINESS – FINANCIAL

1. **Recommendation for Adoption** – 2014-2015 Cayuga-Onondaga BOCES Budget (**Final budget number to be provided at the board meeting on May 15, 2014**) **\$31,859,142**
2. **Recommendation for Approval** – To request permission to place the following items from the Machining and Welding Program up for auction using Auctions International On-Line Auctions:
 - 1- CNC Bridgeport Vertical Mill BOSS 5 Series I (#3456)
 - 1-CNC Bridgeport Vertical Mill BOSS 8 Series II (#32R2ES 5077)
 - 4-Standard Bridgeport “J” Head Milling Machines (#12BR 110882) (#12BR125074) (12BR 125088) (12BR 125078)
3. **Recommendation for Approval** – To request permission to place the following item from the Cosmetology Program up for auction using Auctions International On-Line Auctions:
 - 6- Collins Custom Backwash Shampoo Systems
4. **Recommendation for Approval** – To request permission to place the following item from the Heavy Equipment Repair and Operation Program up for auction using Auctions International On-Line Auctions:
 - 1992 CATERPILLAR 416 Backhoe (#5PC13042)
- *5. **Recommendation for Approval** – To request permission to place the following item from the Maintenance Department up for auction using Auctions International On-Line Auctions:
 - Tan Desk
 - Grey Metal Desk
 - Ice Cream Cooler
- *6. **Recommendation for Approval** – To request permission to place the following items from the Outdoor Powersports Technology Program up for auction using Auctions International On-Line Auctions:
 - Lincoln 225 AC Arc Welder (Serial #6304-102)
 - Van Norman 1R-3-22 Milling Machine (Serial #3-6282-768)
- *7. **Recommendation for Approval** – To request permission to place the following items from the Machining & Welding Program up for auction using Auctions International On-Line Auctions:
 - Seven (7) Hobart Welders – Model TR 300 (Serial #12RT28436) (Serial #12RT28011), (Serial #12RT28434), (Serial #12RT28438) (Serial # 12RT28394), (Serial # 12RT28385) and (Serial # 12RT28012)
- *8. **Recommendation for Award of Bid** – CNC Vertical Machining Center – Machining and Welding Program - to the lowest responsible bidder meeting specifications – Nymat Machine Tool Corp., 2650 Baird Road, Fairport, NY 14450 - in the amount of \$57,384.00
- *9. **Recommendation for Authorization to Re-bid** - to conduct a competitive re-bid for the purchase of four new TRAK K3SX Knee Mills for the Machining and Welding Program to replace four Bridgeport Manual Series 1 J-Head Manual Mills all which are at least 40 years old – cost of \$30,815.00 (each)

NEW BUSINESS – LEGAL

1. Agreement – Fuel Education LLC – for the purpose of purchasing online courses and training for the 2014-2015 school year. This is a renewal of a previous agreement that was authorized with K12 Aventa. The agreement renewal needs to also reflect the new company that acquired K12 Aventa under the name of Fuel Education LLC – effective July 1, 2014 through June 30, 2015
2. Agreement – Delaney CMS –to repair cracks in the gym floor and to resurface and restripe the gym floor at the BOCES Regional Education Center with the scope of work and purchase order between Cris Contractors and Delaney CMS - initial advanced payment cost \$11,523.60
- *3. Agreement – Teacher’s Desk Consultants and Cayuga-Onondaga Teacher Center – one day long Teaching for Deeper Understanding workshop contingent on successful funding of the Teacher Center. Without funding contract is void – effective date July 23, 2014 – in the amount of \$1,700.00

NEW BUSINESS – MISCELLANEOUS

- A. First Reading of Policies Scheduled for Annual or Biennial Adoption
 - 1. Code of Conduct (Administration 3500)
 - 2. Comprehensive Student Attendance Policy (Pupils 6100)
 - 3. Dignity of All Students Act (DASA)
 - 4. Revised School-Based Planning and Shared Decision Making Policy (By-Laws 1364)
 - 5. Procedures for Accountability of Officers and Employees of BOCES for Violation of Policy Pertaining to Personal Property Accountability (Business Operations 4990)
 - 6. School Safety Plan
 - 7. Comprehensive School Policy on Alcohol and Other Controlled Substances (Personnel 5515)
 - 8. Drug-Free Workplace (Personnel 5520)
 - 9. Professional Development Plan
 - 10. Annual Professional Performance Review Plan

- B. Recommendation for Approval – Scholarship Donations
 - 1. Laura Deacon-Shenk Memorial Award Scholarship - \$300.00 from Joan Sigona
 - 2. James Marquart Memorial Award Scholarship - \$200.00 from Joan Sigona
 - 3. James Marquart Memorial Award Scholarship - \$100.00 from Mrs. Shirley Marquart & Family

- C. **Superintendent's Report**
 - 1. Center for Learning Update – Rain gutter and drainage
 - 2. Compass Program
 - 3. National Technical Honor Society Induction Ceremony

- D. **Board Member Reports**

- E. **Meetings/Workshops**
 - 1. Business Plan Competition – Thursday, May 22, 2014 – REC – 9:30 a.m. – 2:20 p.m.
 - 2. CNY SBA – Annual Meeting – Thursday, May 29, 2014 – 6:00 p.m. – The Lodge at Welch Allyn - **Attached**
 - 3. COSBA Dinner Meeting and Awards Banquet – Thursday, June 5, 2014 – Springside Inn - **Attached**
 - 4. STARTT MS and HS End of Year Celebration – Tuesday, June 10, 2014 - 9:30 a.m.-REC
 - 5. Summit MS and HS End of Year Celebration – Tuesday, June 10, 2014 – 11:20 – 2nd & 3rd Floor at YMCA
 - 6. CTE Year End Award Ceremony – June 12, 2014 – 7:00 p.m. - AHS

- F. Executive Session for the discussion of collective negotiations and student discipline issues.

- G. **Next Board Meeting: June 19, 2014**

- H. Adjournment