



**CAYUGA-ONONDAGA BOCES  
COOPERATIVE BOARD MEETING  
Thursday, September 15, 2016  
6:00 P.M.**

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

## **Agenda**

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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 August 18, 2016
- F. Treasurer’s Report – August 31, 2016
- G. Extra Classroom Activity Funds Report – August 31, 2016
- H. BOCES Claims Auditor’s Report – August 1, 2016 – August 31, 2016
- I. Presentation on BOCES External Audit Report and Recommendation for Approval – Ciaschi, Dietershagen, Little, Mickelson, a Division of Insero & Co.

**Enclosures:**

- 1. Minutes of August 18, 2016
- 2. Treasurer’s Report – August 31, 2016
- 3. Extra Classroom Activity Funds Report – August 31, 2016
- \*4. Claims Auditor’s Report – August 1, 2016 – August 31, 2016 (Addendum Item)
- 5. Articles from the Citizen:

## **NEW BUSINESS PERSONNEL**

### **A. RESIGNATIONS**

1. Staci Berg – School Social Worker – resignation – effective August 17, 2016
2. Amanda Jennings – Special Education Teacher Aide – resignation – effective August 19, 2016
3. Lisa Lloyd – Special Education Teacher Aide – resignation to accept the position of Teacher Assistant – in the Special Education Department - effective August 19, 2016
4. Omar Bailey – Teacher Assistant for Compass Program – resignation – effective August 24, 2016
5. Tanja Cosentino – English Teacher – resignation – effective September 30, 2016
6. Cynthia Hinman – Early Childhood Education Teacher - resignation for retirement with request to carry family health insurance into retirement – effective December 16, 2016

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

1. Natalie Scavone – Data Administrator - request for a medical leave of absence 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 to be used as appropriate - effective September 8, 2016 to December 1, 2016 or until released by her physician
2. Meghan Ragucci – Physical Education Teacher - request for a medical leave of absence for maternity 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 to be used as appropriate - effective on or about November 30, 2016 to on or about January 30, 2017, or until released by her physician
3. Natalie Dale – Special Education Teacher Aide - request for a medical leave of absence for maternity with the use of accumulated available leave time to be used as appropriate - effective on September 1, 2016 to approximately six weeks, or until released by her physician
4. Rhonda Warn - Special Education Teacher Aide - request for an intermittent leave of absence to care for a family member who was in a car accident - with the use of accumulated available leave time to be used as appropriate - effective September 6, 2016

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

### **D. APPOINTMENTS**

1. Substitute Teacher Aide & Substitute Teacher Assistant – **Stephen Hodge** - for the Compass, High School Equivalency, Career & Technical Education and Special Education programs –effective September 1, 2016 through June 30, 2017 – compensation at the Board approved hourly rates- Substitute Teacher Assistant - \$14.00/hr. - Substitute Teacher Aide - \$11.00/hr.

2. Substitute Teacher Aide & Substitute Teacher Assistant – **Rebecca Mack** - for the Compass, High School Equivalency, Career & Technical Education and Special Education programs –effective September 1, 2016 through June 30, 2017 – compensation at the Board approved hourly rates- Substitute Teacher Assistant - \$14.00/hr. - Substitute Teacher Aide - \$11.00/hr.
3. Substitute Teacher Aide & Substitute Teacher Assistant – **Elizabeth Meyer** - for the Compass, High School Equivalency, Career & Technical Education and Special Education programs –effective September 1, 2016 through June 30, 2017 – compensation at the Board approved hourly rates- Substitute Teacher Assistant - \$14.00/hr. - Substitute Teacher Aide - \$11.00/hr.
4. Substitute Teacher – **Patricia DeLong** - for the Compass, High School Equivalency, Career & Technical Education and Adult Education programs –effective September 1, 2016 through June 30, 2017 – compensation at the Board approved hourly rate of \$14.00/hr.
5. Teacher Aide – **Travis McLeod** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate – with additional appointment as a Substitute Teacher – effective September 1, 2016 through June 30, 2017 – compensation at the Board established rate of an additional \$.80 per hour
6. Teacher Aide – **Meghan Betancourt** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate – with additional appointment as a Substitute Teacher – effective September 1, 2016 through June 30, 2017 – compensation at the Board established rate of an additional \$.80 per hour
7. Teacher Aide – **Amanda Feocco-O’Grady** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate – with additional appointment as a Substitute Teacher – effective September 1, 2016 through June 30, 2017 – compensation at the Board established rate of an additional \$.80 per hour
8. Teacher Aide – **Colleen Fuller** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective September 1, 2016 through June 30, 2017 at the Board approved negotiated rate – with additional appointment as a Substitute Teacher – effective September 1, 2016 through June 30, 2017 – compensation at the Board established rate of an additional \$.80 per hour
9. Teacher Aide – **Devyn Jones** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate
10. Teacher Aide – **Barbara Dart** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate

11. Teacher Aide – **Rosalind Fallat** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective August 22, 2016 through June 30, 2017 at the Board approved negotiated rate
12. Teacher Aide – **Cyndi Greveling** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective September 1, 2016 with continuation of her probationary appointment – October 26, 2015 through October 25, 2016 - graded at the Board approved negotiated rate
13. Teacher Aide – **Erica Pidlypchak** - fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective September 1, 2016 through August 31, 2017 - graded at the Board approved negotiated rate - with additional appointment for Staff Development Training – effective September 1, 2016 through June 30, 2017 at the Board approved negotiated rate
14. Teacher Mentor – **Elaine Hobart**, Compass Guidance Counselor, as mentor for newly hired Compass Social Worker– effective September 1, 2016 through June 23, 2017 – compensation at a stipend of \$70 per day for up to 20 mentoring days
15. Teacher Mentor – **Crystal Ponto**, Compass ELA Teacher, as mentor for newly hired Compass STEM Coordinator– effective September 1, 2016 through June 23, 2017 – compensation at a stipend of \$70 per day for up to 20 mentoring days
16. Compass Guidance Counselor – **Elaine Hobart** – to be appointed (5) five additional summer days during July and August 2016 - compensation at her per diem rate
17. Substitute Clerk – **Priscilla Johnson** – ISS Department - effective September 6, 2016 to December 31, 2016 for the 2016-2017 school year – at the Board approved compensation rate of \$13.00 per hour
18. STEM Coordinator for Alternative Education Program – **Jenn Marie Kelly Wall** – three (3) year probationary appointment in the tenure area of Science Teacher/10 months - effective October 3, 2016 through October 2, 2019 – compensation at the annual level of \$55,000/10 months
19. Teacher Center Director – **Kathleen Rhodes** - .5 FTE Cayuga-Onondaga Teacher Center Director - effective October 1, 2016 to June 30, 2017 – compensation at the annual level of \$16,875
20. Teacher Assistant – Compass Program – **Dawn Taylor** –four (4) year probationary appointment in the special subject tenure area of Teaching Assistant – effective August 31, 2016 through August 30, 2020 – compensation at the annual salary of \$20,500/10 months
21. Itinerant Music Teacher - **Jennifer Diana** - .6 FTE Itinerant Music Teacher for the Union Springs School District – effective September 1, 2016 for the 2016-2017 school year– compensation at the annual level of \$48,625.00 prorated on a .6 FTE basis for a total salary of \$29,175/10 months
22. Teacher Mentor – **Amanda Franco** as mentor for Jennifer Diana, .6 FTE Music Teacher Teacher– effective for the 2016-2017 school year - compensation at a stipend of \$70 per day for up to 20 mentoring days
23. Summer School Substitute Teacher – **Michele Persad** – Union Springs School District (inadvertently left off the prior list) – effective July 1, 2016 – compensation at the Board approved rate of \$16.40 per hour

24. Substitute Teacher Aides, Substitute Teacher Assistants and Substitute Teachers – to appoint the following individuals for the Special Education, TASC and Compass Programs – effective September 6, 2016 through June 30, 2017 – compensation at the Board approved hourly rates of \$11.00 per hour for Substitute Teacher Aide and \$14.00 per hour for Substitute Teacher Assistant or Substitute Teacher

Leanne Arnold	Micheline Lavey	Peggy Vivencio
Barbara Beam	Lynne Oliver	Joyce Walter
Julie Brandstetter	Rosemary Olszewski	Jane Williams
Carol (Family) Clark	Christine Rudick	Laura Wood
Glen Cummings	Valerie Short	
Pamela Eisenschmidt	Karen Smith	
Joyce Hodges	Valerie Stone	
Richard Hodges	Mary Swarthout	
Victoria Kopec	Brandy Townsend	
Kay Kraatz		

25. Summer Staff Development Training – effective for the 2016-2017 school year – compensation at the stipend of \$125 per day

<b>First</b>	<b>Last</b>	<b>District</b>	<b>Workshop</b>
Maureen	Carroll	Jordan-Elbridge	Shared Summer Workshops
Christine	McMahon	Jordan-Elbridge	Shared Summer Workshops
Rachel	Socia	Jordan-Elbridge	Shared Summer Workshops
Caitlin	Stamp	Jordan-Elbridge	Shared Summer Workshops
Tara	Clark (Ingerson)	Port Byron	Shared Summer Workshops
Christopher	Ford	Port Byron	Shared Summer Workshops
Jonathan	Gordon	Port Byron	Shared Summer Workshops
Kimberly	Kanuck	Port Byron	Shared Summer Workshops
Jessica	Komoroski	Port Byron	Shared Summer Workshops
Helen	Glowacki	Skaneateles	Shared Summer Workshops
Tonya	Acome	Union Springs	Shared Summer Workshops
Kathleen	Aguilar	Union Springs	Shared Summer Workshops
Stephanie	Berry	Union Springs	Shared Summer Workshops
Lorie	Colbert	Union Springs	Shared Summer Workshops
Holly	Coppola	Union Springs	Shared Summer Workshops
Tracy	Dunn	Union Springs	Shared Summer Workshops
Matthew	Gonio	Union Springs	Shared Summer Workshops
Darlene	Graham	Union Springs	Shared Summer Workshops
Susan	Haag	Union Springs	Shared Summer Workshops
Rachael	Hoadley	Union Springs	Shared Summer Workshops
Kathleen	Horbal	Union Springs	Shared Summer Workshops
Lindsay	Janssen	Union Springs	Shared Summer Workshops
Megan	Kowalski	Union Springs	Shared Summer Workshops
John	Malboeuf	Union Springs	Shared Summer Workshops
Alanna	Matson	Union Springs	Shared Summer Workshops
Janet	Murphy	Union Springs	Shared Summer Workshops
Tom	Owens	Union Springs	Shared Summer Workshops
Joseph	Palmiotto	Union Springs	Shared Summer Workshops
Roberta	Palmiotto	Union Springs	Shared Summer Workshops
Hannah	Russell	Union Springs	Shared Summer Workshops
Todd	Salls	Union Springs	Shared Summer Workshops
Stacey	Sommer	Union Springs	Shared Summer Workshops
Lindsay	Spazioni	Union Springs	Shared Summer Workshops
Kaitlin	Stone	Union Springs	Shared Summer Workshops
Kara	Strods	Union Springs	Shared Summer Workshops
Marianne	Viscardi	Union Springs	Shared Summer Workshops
Gretchen	Weir	Union Springs	Shared Summer Workshops
Mandy	Wheaton	Union Springs	Shared Summer Workshops

26. Substitute Cleaner – **William Barlow** – effective September 15, 2016 through June 30, 2017 – compensation at the Board approved hourly rate of \$10.00 per hour
- \*27. School Social Worker – Compass Program - **Colleen Adams** – four (4) year probationary appointment in the tenure area of School Social Worker - effective October 3, 2016 through October 2, 2020 – compensation at the annual level of \$50,095/10 months

**E. CHANGE IN APPOINTMENT STATUS**

1. Change in Appointment Status – **Kayla VanNorstrand** – from 1:1 Teacher Aide to Teacher Aide in the Special Education Department – effective September 1, 2016 - compensation at the graded Board approved negotiated rate – with additional appointment as a Substitute Teacher – effective September 1, 2016 through June 30, 2017 – compensation at the Board established rate of an additional \$.80 per hour
2. Change of Appointment Status – **Jared Cooper** – from .6 FTE Itinerant Technology Teacher to .7 FTE Itinerant Technology Teacher for the Union Springs Central School District – effective September 1, 2016 for the 2016-2017 school year – compensation at the prorated full time salary of \$49,226 on a .7 FTE basis, total salary of \$34,458
3. Recommendation for Termination – **Joshua Martin** – 1:1 FTE Teacher Aide position in the Special Education Department due to student exiting program – effective September 1, 2016

**NEW BUSINESS – FINANCIAL**

1. Professional Development Presenter – **Janet Bowman** - to provide up to (2) two days of professional development for foreign language teachers during the 2016-2017 school year – cost of \$500.00 per day for a total not to exceed \$1,000.00
2. Independent Evaluator – **Janet Cullen Abowd** – to provide evaluation services to requesting districts for a maximum of four (4) days – compensation at a rate of \$800.00 per day

**NEW BUSINESS – LEGAL**

1. **Agreement – Loretto Health and Rehabilitation Center** – BOCES will provide Nurse Aide training for up to sixteen (16) Loretto employees, which shall include classroom instruction, clinical instruction, testing, physicals, books, titers, tuberculosis tests, uniforms and lab materials – effective September 19, 2016 to October 25, 2016- payment to the BOCES in the amount of \$20,400.00
2. **Agreement – Literacy Volunteers of Cayuga County, Inc.** – premises consisting of one room to be occupied by Literacy Volunteers at the Center for Learning on Allen Street – effective September 1, 2016 through August 31, 2016 – annual lease payment shall be \$7,000.00 payable in equal monthly installments of \$583.33. The June 2017 payment shall be in the amount of \$1,750 and shall include the months of June, July and August 2016
3. **Agreement – Cayuga Community College** – Cayuga-Onondaga BOCES will permit the College to use approved instructional space and equipment – Monday through Friday between the hours of 3:30 p.m.-6:00 p.m. – effective September 1, 2016 through June 30, 2017 – at the cost of \$750.00 for each approved instructional space for each semester course
4. **Agreement – Auburn Enlarged City School District Universal Pre-Kindergarten Program** – to provide Full-Day Universal Pre-Kindergarten program services –the budget total will not exceed \$6,600 per child for a maximum of 30 children – effective July 1, 2016 through June 30, 2017
5. **Agreement – Union Springs Central School District Universal Pre-Kindergarten Program** – to provide Full-Day Universal Pre-Kindergarten program services –the budget total will not exceed \$6,000 per child for a maximum of 6 children – effective for the July 1, 2016-June 30, 2017 school year.
6. **Agreement Amendment – Young Men’s Christian Association and Woman’s Educational and Industrial Union of Auburn (YMCA)** – for use of additional classroom space suitable for the BOCES Test Assessing Secondary Completion (TASC) Program – effective August 1, 2016 and ending on June 30, 2017 – annual rate of \$27,500.00 to be paid in 11 equal monthly payments of \$2,500.00 per month. This agreement shall supersede and replace any prior agreement to the parties regarding the rental of YMCA classroom space to the BOCES



**NEW BUSINESS – MISCELLANEOUS**

- A. First Reading of the Opioid Policy (Attached)
- B. **Recommendation for Approval**
  - 1. Wegmans Gift Card in the amount of \$25.00
- C. **Recommendation for Approval** – NYSSBA Conference Voting Delegate and Alternate Delegate
- D. **Superintendent & Administrator Reports**
  - 1. Component Districts Board Meeting Update
  - 2. Lead Testing
  - 3. Opening Day Update
- E. **Committee Reports**
- F. **Board Member Reports**
- G. **Meetings/Workshops**
  - COSBA Meeting – Wednesday, September 21, 2016 – 8:00 -9:00 in Conference Room 1
  - BOCES Open House –Thursday, October 6, 2016 9:30 am – 7:30 pm
  - NYSSBA Convention – October 27-28-29, 2016 – Buffalo, NY
- H. Executive session for the purpose of discussing the employment history of a particular person(s)
- I. **Next Board Meeting – October 20, 2016**
- J. Adjournment