

ADMINISTRATIVE SERVICES

DISTRICT SUPERINTENDENT'S SERVICE – 001 (1981)

The District Superintendent of Schools is a salaried public officer of the State of New York, serving both the State Education Department and the Board of Cooperative Educational Services. As local-regional representative of the Commissioner of Education, the District Superintendent is responsible for providing leadership within the Cayuga-Onondaga Supervisory District. In this capacity, the District Superintendent is often called upon to interpret and assist in the implementation of New York State Education Law and the rules and regulations of the Board of Regents and the Commissioner of Education. The Commissioner may, from time to time, designate the District Superintendent to represent him on special assignment in the school districts within the supervisory area.

Under Education Law, the District Superintendent is also responsible for functioning as the executive officer of the Board of Cooperative Educational Services which serves the school districts in the supervisory district. In this capacity, the District Superintendent plans, administers and supervises area wide educational and related managerial support services, which are provided at the request of the component districts. Specific examples of activity include:

ASSISTANCE WITH THE SELECTION OF SUPERINTENDENTS

The District Superintendent is available, upon request, to act as a consultant and assist the Board in selecting a Superintendent.

LIAISON WITH THE STATE EDUCATION DEPARTMENT

The District Superintendent facilitates communication between districts and the State Education Department. In this capacity, the District Superintendent interprets and clarifies Commissioner's regulations, Regents' Rules and statewide initiatives. The District Superintendent serves as the field representative to the Commissioner of Education and assists component districts with certification, building plans and implementation of state mandates.

CONSULTANT

The District Superintendent is available to consult with school districts on a variety of educational issues including:

- ◆ Management and Planning
- ◆ Reorganization and Merger
- ◆ Facilitation of Shared Services
- ◆ Career & Technical Education
- ◆ Special Education student access to registered programs
- ◆ Development of Local Programs for Students with disabilities

In providing consultant services, the District Superintendent is able to call upon the resources of the State Education Department and BOCES professional staff.

CENTRAL SERVICES

The Administration budget also includes four additional district program budget allocations which are mandated by law. These include support for:

1. The Board of Education – 001 (1981);
2. The General Cost of Administration of all BOCES activities – 001 (1981);
3. Central Support for business operations, and – 001 (1981);
4. Expenses related to Rental of Facilities – 002 (1981).

AIDABILITY: BOCES

CHARGE BASIS: RWADA PERCENTAGE

CAREER AND TECHNICAL EDUCATION PROGRAMS

SECONDARY CAREER AND TECHNICAL EDUCATION PROGRAMS - 101 (2280)

A. CAREER AND TECHNICAL EDUCATION COMPONENT:

The Secondary Education Program offers vocational instruction and related support services to approximately five hundred students annually. Courses are available in fifteen different career and technical education areas. Career and personal counseling, job placement, and basic skills tutoring are also provided to assist students in developing world-of-work competencies and in their transition from school to work and post secondary education. Community based student internships are an integrated component of these programs. Eligible students can receive Career & Technical Endorsement on their New York State Regents diplomas.

Applied Electrical Technology
Auto Body Repair
Automotive Technology
Computer Systems & Network Administration
Construction/Building Trades
Cosmetology
Criminal Justice
Culinary Arts

Early Childhood Education
Emerging Careers in Commerce
Graphic Design & New Media
Health Related Occupations
Heavy Equipment Repair & Operation
Machining & Welding
Outdoor Power Equipment/Power Sports
Plant, Animal & Life Science

B. PROFESSIONAL STUDIES COMPONENT (NEW VISIONS):

The Professional Studies Program is a total immersion approach to education that integrates 12th grade English, Economics, Government and Career Exploration into one program of study. The Program places high school seniors in the actual working environment of the career area they are most interested in pursuing:

MEDICAL PROFESSIONS:

In the Medical Professions program, students will develop competencies applicable to a wide range of careers within the health professions. Through involvement within various departments at the hospital, students will learn what is required of a health care professional on a daily basis and how their education applies to real life situations. Transferable knowledge gained by students will include that which is needed to meet the credit requirements for Senior English and Social Studies and provide two (2) credits in Health Occupations CORE. The curricula in these three areas will be closely related to topics and issues in health professions.

AIDABILITY: BOCES

CHARGE BASIS: STUDENT TUITION (Based on previous November 15th enrollment)

CAREER & TECH – 102 (3010): Cross Contract with OCM BOCES

CAREER & TECHNICAL SUPPORT (CTS) - 103 (2250)

Career & Technical Support (CTS) provides support to students with disabilities in preparation for post-school employment and/or training. The program provides students several options for training over a three (3) year period and the ability to earn a CDOS Credential.

Consultant Teacher Support: Consists of placement within one of the Career and Technical Education programs at the Regional Education Center with consultant teacher services and aide support.

Housekeeping and Maintenance: The curriculum for this program includes soft skills necessary to acquire and maintain paid employment. Housekeeping, Office Cleaning and Laundry are the focus of the program. Opportunities to practice these skills are provided in a variety of CTE programs. This program is designed to meet requirements of the CDOS Credential.

Food Industry: The curriculum for this program includes soft skills necessary to acquire and maintain paid employment. Food Prep, Dishwashing, Fast Food Prep, Bussing, Waiting and Hostessing are areas that are addressed in this course. The Culinary Arts program provides the opportunity to practice and refine skills. This program is designed to meet requirements of the CDOS Credential.

General Mechanics: The curriculum for this program includes soft skills necessary to acquire and maintain paid employment related to basic mechanics. Skills addressed in this program include: performing oil changes, tire rotation, tune-ups, overall car maintenance, brake work and car detailing. The program offers credit-bearing coursework with work-based learning experiences. This program is designed to meet the requirements of the CDOS Credential.

Basic Construction: The curriculum for this program includes soft skills necessary to acquire and maintain paid employment related to the construction field. Skills addressed in this program include instruction in the use of various tools of the trade (both hand and power tools), proper building techniques, and the opportunity to build both small and large structures. The program offers credit-bearing coursework with a focus on work-based learning experiences. This program is designed to meet the requirements of the CDOS Credential.

Work-Based Learning Experiences/Job Placement: Work-Based Learning experiences are conducted in both the workplace and classroom, and give students an opportunity to apply academic skills to real work situations. Work-Based Learning is an important part of transition planning and provides occasions for meaningful career exploration. One type of Work-Based Learning is job placements in the community. These assignments afford students with disabilities the opportunity to train in age-appropriate, integrated community businesses in order to learn desired work behaviors. Student performance is assessed and skills and interests are determined. These Work-Based Learning experiences count toward the required hours mandated for the NYS CDOS Commencement Credential.

AIDABILITY: Public Excess Cost

CHARGE BASIS: PER STUDENT SLOT RESERVED

SUMMER CAREER & TECHNICAL EDUCATION PROGRAMS - 105 (2280)

Summer Career and Technical Education Programs currently include extended school year experiences for secondary level Cosmetology students. This course contains New York State requirements for instructional hours exceeding the total that students can acquire in two years of enrollment during the regular school year.

Cosmetology students attend a three-week summer session between the junior and senior year.

AIDABILITY: BOCES

CHARGE BASIS: Part of 101

SCHOOL TO WORK PROGRAM – 108 (3010): Cross Contract with OCM BOCES

CROSS CONTRACTED PROGRAMS – 203, 205, 206, 207, 209, 225 (2250)

Cross-contracted Special Education Programs are provided, from time to time, to individual students who require specific services beyond those offered by our BOCES. For these individuals, arrangements have been made with nearby BOCES to provide the following services, Hearing and Visually Impaired Education programs and classes for Autistic children. These arrangements are made in consultation with the Director of Special Education to assure that local program options do not exist.

AIDABILITY: Public Excess Cost

CHARGE: Varies with BOCES Providing Service

INSTRUCTION FOR STUDENTS WITH DISABILITIES

SPECIAL EDUCATION 6:1+1 – 210 (2250)

CAMPUS BASED 6:1+1: This class serves secondary students who have autism and intensive management needs. The focus of the program is to teach real-life, meaningful skills, including emotional control and self-regulation, that will allow student to become as independent as possible. Evidence based instructional and behavioral stratifies are utilized. The goal is to reintegrate student into a public school setting.

AIDABILITY: Public Excess Cost
CHARGE BASIS: STUDENT TUITION

SPECIAL EDUCATION 12:1:1 - 213 (2250)

DISTRICT BASED ENHANCED 12:1:1: This program serves students with moderate-severe disabilities including intellectual disability, autism, and multiple disabilities. The program is “enhanced” by the provision of additional teacher aide staffing, beyond what is mandated by regulation, to meet individual student needs as identified in their IEPs. These needs may be health-related, behavioral, physical, or instructional. The curriculum is standards-based and outcome oriented, representing a balance of both academic and functional life skills. Staffing ensures that the necessary supports are provided to each student across a variety of learning environments including general education, vocational sites and community instruction. These classes serve students in grades K-12. Credit-bearing, common core aligned curriculum is provided to all students.

AIDABILITY: Public Excess Cost
CHARGE BASIS: STUDENT TUITION

SPECIAL EDUCATION 8:1:1 - 214 (2250)

CAMPUS BASED 8:1:1: This program is designed for middle and high school students aged 12-18, classified as having a disability and consistently demonstrating very intense management needs. The students attending this program have a history of unsuccessful placements in public school and/or residential placement. This alternative 8:1:1 program provides academic instruction, credit-bearing common core aligned curriculum and teaches students self-management of behaviors. Staffing includes a special education teacher, multiple teacher aides, and a School Social Worker.

DAY TREATMENT 8:1:1: These students have intensive management needs which require both educational and mental health services. Although primary disabilities may vary, all students referred to this program have difficulty with behavior management that requires a teacher and multiple teacher aides within each classroom. Special Education teachers, School Psychologists, Social Workers, and a consulting Psychiatrist design individualized treatment plans for the students and provide counseling to families. These classrooms serve students aged 5-18. Credit-bearing, common core aligned curriculum is provided to all students.

DISTRICT BASED 8:1:1: These classes are for students who’s instructional and management needs are intense. Special Education teachers in concert with School Psychologists and Social Workers provide highly individualized approaches to academic programs and behavior modification. These classes are located in general education buildings in our component school districts. They serve students in grades K-12. Credit-bearing, common core aligned curriculum is provided to all students.

AIDABILITY: Public Excess Cost
CHARGE BASIS: STUDENT TUITION

ITINERANT SERVICES

TRANSITIONAL SUPPORT SERVICES - 301 (2250)

The Assistive Technology Coordinator assists component districts in the education process for students with disabilities who may require assistive technology evaluations and the loan of assistive technology devices to meet IEP goals and objectives. In addition, the Coordinator provides technical support and training to school staff and families in the use of these devices and computer hardware and software.

The Community Vocational Support Teacher develops and analyzes community vocational training sites for students with disabilities, facilitates post-school transition planning, serves as a liaison between the BOCES component schools, community agencies and parents, and provides in-service to school districts and community agencies regarding the transitioning of students from school to adult living.

AIDABILITY: Public Excess Cost

CHARGE BASIS: RWADA

AUTISM SUPPORT SERVICES – 301.001 (2250)

This service provides consultation to assist in program development for school-age students with autism. The major focus is to ensure a continuum of quality, research-based educational programs for this population.

AIDABILITY: Public Excess Cost

CHARGE BASIS: PER DIEM

OTHER ITINERANT SERVICES

An important function of BOCES is offering part-time services of teachers and administrators. These services fill needs for districts which cannot afford full time staffing in these areas. The State has given special incentives to districts that avail themselves of this service by paying BOCES aid on the salary and benefits of those special employees. It has been proven that through this cooperative approach to providing shared services, a wide range of educational needs can be addressed in a cost-effective manner while assuring quality services to children. Current examples of shared itinerant personnel include:

210 - 6:1 Phy. Therapy & Occ. Therapy **	(2250)
213 – 12:1 Phy. Therapy & Occ. Therapy **	(2250)
214 – 8:1 Phy. Therapy & Occ. Therapy **	(2250)
303 – Shared Social Worker	(6910)
305 – Shared Technology	(5610)
311 – Shared Facilities Director	(7411)
314 -- Adaptive Physical Education Teacher	(2250)
315 -- Hard of Hearing	(2250)
316 - Hard of Hearing – CC with Oswego	(4640)
317 – English as Second Language ***	(2340)
318 – Tutoring Spec. Ed. Prog – CC with Monroe 1	(4670)
321 -- Visually Impaired- CC with OCM	(2250)
322 – Visually Impaired – CC with Oswego	(2250)
330 – Health Education – CC with OCM	(2110)
331 – Internal Auditor – CC with TST	(1680)
352 – Handicapped Counseling – CC with Oswego	(2250)

AIDABILITY: BOCES Aid; Public Excess Cost if provided as handicapped services

CHARGE BASIS: FTE (Full Time Equivalent)

** Physical and Occupational Therapy services for students within the BOCES Special Education program are provided through contractual agreements with private therapists.

*** English As Second Language generates EPE/ESL Aid.

GENERAL INSTRUCTION SERVICES

EXPLORATORY ENRICHMENT – 401 (2110)

Offered as a cross contract through Jefferson-Lewis BOCES.

ARTS IN EDUCATION - 402 (2110)

The Arts in Education Program developed from a need to bring more cultural activities into the classroom. To this end, a sustained partnership between the educational and cultural community has been fostered by providing project support for collaborative programs. These programs involve the interaction of students, teachers, artists, cultural organizations, and educational institutions to improve student learning in the arts.

Presentations by Merry-Go-Round Playhouse and other visiting artists will be coordinated through this COSER. Presentations will be offered to both large and small student audiences.

AIDABILITY: BOCES Aid and grant

CHARGE BASIS: Per Participation by number of classes

EXPLORATORY ENRICHMENT-403 (2110)

Offered as a regional service through Oswego BOCES. This CoSer enables school districts to participate in programs outside of the arts in the areas of social studies, science, technology and health. Students visit planetariums, science museums, technology fairs, historical sites and resource management facilities.

AIDABILITY: BOCES

CHARGE BASIS: As described above

REGIONAL ARTS IN EDUCATION - 404 (2110)

Offered as a regional BOCES service, it is available to all component school districts of the Cayuga BOCES through a cross contract with the OSWEGO BOCES.

Basic subscription fee for district membership in 2010-2011 was \$2,478 (aidable) plus service percentage charges on all expenditures.

The base fee provides districts with membership on the BOCES Arts Advisory Council, publications, on-site consultation, staff development programs, grants services, Showcases, and access to a full range of K-12 programs, and of arts providers. The base fee also supports each district's design of a K-12 instructional plan for Arts in Education as related to the Regents Goals, and the New Compact for Learning.

AIDABILITY: BOCES

CHARGE BASIS: As described above

HOSPITAL BASED - CROSS CONTRACTS- 405, 406, 407, 408, 410 (2110)

Provides general instruction for students receiving long term hospital care.

AIDABILITY: BOCES

CHARGE BASIS: Per Participation

Compass Grades 7 - 12 - 418 (2110)

The Compass Program is for students grades 7-12 who struggle in a traditional school setting. Compass is designed to provide highly engaging academic instruction connected to Common Core with an additional emphasis on career exploration.

Program Components:

Instructional

- Based on Problem-Based Learning
- Technology infusion - 1:1 tablet access
- Humanities co-teaching approach – 7th and 8th grade – extended period
- STEM co-teaching approach – 7th and 8th grade – extended period
- Re-order Social Studies – US History in 9th, Global in 10th and 11th, PIG/Econ in 12th
- Increasing student engagement

Beyond the Classroom

- Career and College readiness
- Internships and shadows
- College and industry visits
- Service Learning component with internal and external projects
- Online learning for credit recovery and accrual

Partnerships

- Connection to CTE student leaders
- Connection to CTE teachers
- Connection to local industry and non-profit organizations
- Connection to Higher Education
- Connection to component schools, home, and community agencies

Design

- Flexible scheduling – some classes double period and others single period
- Career interest exploration within the daily student schedule
- Innovation Room for group think and group work
- Data-driven instruction

Who Should Participate

Characteristics of the typical Alternative Education students who have become the most successful include:

- Can be successful with grade level academic work yet have failed to demonstrate the ability
- Are average ability or higher
- May have a number of risk factors operating within their life setting yet are able to develop some positive relationships with peers and/or adults
- Appear to be not benefiting from the traditional school environment
- Can be successful interacting with adults and peers in the community
- Are actively seeking a high school diploma

AIDABILITY: BOCES

CHARGE BASIS: Per student slot reserved

SUMMER SCHOOL - 420 (2330)

Opportunities for students to attend summer school classes are offered through the BOCES. Component districts may elect to participate in these programs which stress remedial classes. A full range of course offerings is available for grades 9 through 12 while a number of selected classes are offered for grades 6 through 8. In addition, review classes in Regents examination areas and RCT have been offered where interest has been sufficient. Test only registrations are also available to re-take Regents exams.

SUMMER DRIVER EDUCATION

Some schools elect to offer driver education during the summer through the BOCES Regional Summer School.

AIDABILITY: BOCES

CHARGE: Per course enrollment as of 2nd day of attendance.

SUMMER SCHOOL – 421 (2330)

This service is similar to the 420 Service, above. However, it is operated by the Wayne-Finger Lakes BOCES for the benefit of Red Creek and Cato-Meridian School Districts.

AIDABILITY: BOCES

CHARGE: Per Course

HIGH SCHOOL EQUIVALENCY – 430 (2110)

The High School Equivalency Program at the Regional Education Center is designed to provide test when ready preparation for the General Equivalency Diploma/GED/Test Assessing Secondary Completion (TASC) examinations. The program meets SED requirements to operate as a Transitional Education Program (TEP) and as an Alternative High School Equivalency Program (AHSEP). Students spend half of their day in the classroom. Some students may spend the other half of their day in a career & technical education program. GED/TASC examinations are offered monthly, students sit for the exam when they have met all requirements. Once they have successfully completed the GED/TASC exam, students may complete the Career Tech Ed program that academic year.

A student must have reached the “maximum compulsory school attendance age” to participate in the AHSEP program. This means that the students must have completed the school year in which they turned 16. To accommodate students who have not reached “maximum compulsory school attendance age” the High School Equivalency program has also been approved to operate a Transitional Education Program (TEP), these students must understand they will remain in the program for the full school year. They will be eligible to sit for the July exam.

Students are transported to the program via home school BOCES bus. Component school districts submit annual requests for services. A tuition rate is established according to district responses and program need. School districts are billed based on number of students in the program.

AIDABILITY: BOCES

CHARGE BASIS: Tuition

EQUIVALENCY ATTENDANCE AID – 431 (5916): Cross Contract TST BOCES

INCARCERATED YOUTH PROGRAM - 435 (2330)

This is an educational program for youth under 21 years of age who have not received a high school diploma, and are incarcerated in a correctional facility maintained by a county. The program offerings at the Cayuga County Jail include: Basic Education, GED Preparation, Counseling and Career Exploration.

AIDABILITY: State Reimbursement **CHARGE: Grant funded**

DISTANCE LEARNING - 450 (2110)

This educational project encompasses all of Cayuga County and part of Onondaga County. It presently includes all public school districts and Cayuga-Onondaga BOCES. Each school system is linked via audio/video equipment located onsite at each of the organizations. Each location receives and transmits audio/video and data through their individual IP network. This service includes access and coordination to virtual field trip opportunities for educational enhancement activities. In addition a desktop video conferencing solution is also available.

This project is designed to provide full motion, two way interactive voice, video and data among the ten sites listed as well as access to sites across the region, state, nation and world. Equipment is provided to all participating entities that enable the services to be accessed at all buildings. The service provides support and coordination to districts to facilitate access to providers of video conferencing fields trips. Connections can be made to museums, zoos, historical centers, etc. The service also includes support and training for desktop video conferencing. This includes webinars and internet based training software.

AIDABILITY: BOCES
CHARGE BASIS: Per Distance Learning classroom and upon request of services.

E-LEARNING ACADEMY – 450

Cayuga-Onondaga BOCES currently offers online courses to component school districts that are interested in providing additional educational opportunities to their students. In return, students can earn high school credit by taking online courses.

AIDABILITY: BOCES
CHARGE BASIS: Per Student/Per Semester or Per Slot

RESOURCE CENTER FOR THE GIFTED – 451 (2610)

Instructional Support Services coordinates a number of cooperative activities carried out by the district's teachers of the gifted including:

- ◆ mini courses for students in grades 5-8 in January
- ◆ publication of the "Three Lakes Sampler" a volume of student art and written work
- ◆ First LEGO League Robotics Program

AIDABILITY: BOCES
CHARGE BASIS: Per District

SUMMERFAME - A SUMMER HIGH SCHOOL FOR PERFORMING ARTS – 452 (2110)

Available through a cross contract with Oswego BOCES, it is an intensive summer high school experience offered to students with talent and training in one or more of six performance disciplines: dance, instrumental music, technical design, theater, vocal and musical theater.

AIDABILITY: BOCES
CHARGE BASIS: As described

JR. SUMMERFAME is an intensive one-week (mornings only) instrumental music program for students going into the 6th, 7th and 8th grades.

AIDABILITY: BOCES

CHARGE BASIS: As described

MASTERMINDS-MONROE 2 BOCES – 453 (2110)

Available through a cross contract with Monroe 2 BOCES. This program is an academic team competition for high school students at both the varsity and junior varsity levels. Competition question topics include history, political science, literature, math, science, sports, the arts, religion, pop culture and current events.

AIDABILITY: BOCES

CHARGE BASIS: As described

INSTRUCTIONAL SUPPORT

REPAIR SERVICE – 501 (2610)

Technical Services center based repairs and maintenance of audio-visual equipment and computers. It carries out a major preventive maintenance program for equipment in the districts during the summer. Technical Services also provide selected AV and printer supplies. Service is also provided to the districts to install and configure interactive smart boards and projectors.

EDUCATIONAL COMMUNICATIONS - 502 - (2610)

This service provides instructional support by acquiring and sharing instructional resources, operating a multi-use media center, and operating a daily delivery service to all school buildings in the supervisory district.

The activities of these services involve:

ISS: All of the video titles are in a digital format. Commercial digital streaming packages have been purchased to make instructional videos available anytime/anyplace. The Snap Media Catalog offers more than 700,000 digital titles that support the curriculum in all academic disciplines. Vendors include Discovery Education, NBC Learns, PBS Premium Content, CCC! New Dimension Video, and Learn360. There is also an image database from Britannica ImageQuest and a music and sound effects database called Soundzabound that allows student to use multimedia resources that are copyright friendly and royalty free.

The service offers video in the classroom software and support. Enrichment Collections and Site-Based Collections are loaned to schools on a long-term basis. Parent collections are available upon request. Schools may also order guidance software such as Choices/Bridges, Colledgeview, and Guidance Direct.

- All county music repository and distribution library.
- Digital Signage software.
- Microsoft Office Suite training.
- Mobile Device management service and support

This service offers video solutions and software support for integrating both pre-made and self-created video for the classroom. The Ensemble video management service provides publishing and sharing features as well as a means for broadcasting and recording live events. Training and support for Ensemble along with video editing, converting and integration is provided through this service.

- Video creation, editing, and encoding software support.
- Adobe Suite training.
- Ensemble video management training and support.
- Video device management service, training, and support

Media Center is a local resource for SETRC materials.

Delivery Service: Each day, delivery service vans carry I.S.S. materials and inter/intra school mail to and from all school buildings in the districts.

AIDABILITY: BOCES

CHARGE BASIS: RWADA percentage

REPRODUCTION OF INSTRUCTIONAL MATERIALS - 503 (1680)

I.S.S. uses high speed, high quality Xerography equipment to promptly process black and white or color copies of originals in sizes up to 11"x17". The I.S.S. delivery service provides daily pick up and delivery services. The service also provides online submittal of copy requests.

AIDABILITY: BOCES (no aid on paper)
CHARGE BASIS: Per copy

PRINTING – 503 (1680)

BOCES provides coordination in securing the best price for printing services. Included are: design, typesetting, layout, multi-color printing, collating, folding and binding as well as all types of printing and graphics work. The range of printing includes: stationery, handbooks, carbonless forms, newsletters and calendars.

AIDABILITY: BOCES (no aid on paper)
CHARGE BASIS: Per job quote

PRINTING – 504 (1680): Cross Contract with Madison-Oneida BOCES

LEARNING TECHNOLOGIES AND CENTER FOR EDUCATIONAL MULTI-MEDIA – 505 (2630)

Services offered through the Regional Information Center at Onondaga BOCES through a cross contract and outlined in detail in their Guide. The basis of this service is to focus on the integration of instructional technology on regionally developed curriculum objectives that are based on the New York State Frameworks. Key components of the support are to provide access to staff development, developing site based teams for local support, and ongoing support of hardware and software that are aligned with those objectives. Regional data will be collected and shared.

AIDABILITY: BOCES
CHARGE BASIS: Per participation

PRINTING – 506 (1680): Cross Contract with OCM BOCES

INTEGRATED PROFESSIONAL LEARNING - 508 (2070)

The Integrated Professional Learning Service is a site-based staff development service. Providers in this service will deliver staff development in the areas of curriculum, instruction, assessment and data. This service is provided by three Professional Learning Coaches with the depth and the breadth of knowledge in these areas. By design of the model, each Professional Learning Coach provides high-quality, research-based, customized, job-embedded opportunities for learning.

Districts that purchase the Integrated Professional Learning service will receive a fixed number of on-site professional development days and can use their assigned Professional Learning Coach to develop inquiry teams and/or conduct mini-sessions, workshops, data-gathering observations, observations with feedback of instructional strategies, model lessons, planning sessions, problem solving, and facilitation of study groups. The service calendar is developed in the spring for the following academic year and districts are provided with a schedule of delivery for the entire year. In addition to receiving a fixed number of on-site days, districts who participate in the Integrated Professional Learning Service have unlimited access to all workshops offered through the service.

COMPREHENSIVE SCHOOL/CURRICULUM IMPROVEMENT – 511 (2060)

STAFF DEVELOPMENT SERVICES

ADMINISTRATORS/LEADERSHIP

The work of the Assistant Superintendent for Curriculum, Instruction, and Educational Programs provides dual impact for staff development initiatives in the component districts, overseeing the quality of service delivery provided through the Integrated Professional Learning Service, and providing professional development opportunities uniquely designed for administrators. The Assistant Superintendent plans and delivers coaching, training, and retreats for district, building, and program administrators, department and team leaders, as well as boards of education. The Assistant Superintendent plans and facilitates the Curriculum and Staff Development Council of the Cayuga-Onondaga BOCES and attends the monthly regional principal group meetings in a resource capacity.

The Assistant Superintendent for Curriculum, Instruction, and Educational Programs coordinates the requests for collaborative staff development activities between component districts, other BOCES and NYSED. Through participation in the school improvement coser, districts have access to collaborative opportunities that can impact the goals of their individual School Improvement Plans as related to acquiring, updating, and maintaining competencies that will impact local results. All requests are subject to the guidelines and approval processes of the School Improvement coser.

DRUG EDUCATION – 513 (2110) Cross Contract with OCM BOCES

SCHOOL IMPROVEMENT – (2060) Cross Contracts with Other BOCES

- 518 – Cross Contract with OCM BOCES**
- 524 – Cross Contract with WSWHE BOCES**
- 525 – Cross Contract with ONC BOCES**
- 526 – Cross Contract with Jeff Lewis BOCES**
- 528 – Cross Contract with Madison-Oneida BOCES**
- 529 – Cross Contract with Franklin BOCES**
- 532 – Cross Contract with Questar III BOCES**
- 533 – Cross Contract with Genesee Valley BOCES**
- 534 – Cross Contract with Oswego BOCES**
- 539 – Cross Contract with TST BOCES**
- 541 – Cross Contract with Monroe 1 BOCES**
- 542 – Cross Contract with Broome Tioga BOCES**

ODYSSEY OF THE MIND – 521 (2830)

Instructional Support Services Coordinates the regional K-12 problem solving competition, Odyssey of the Mind Tournament.

AIDABILITY: BOCES

CHARGE BASIS: Per District

ELEMENTARY SCIENCE PROGRAM – 522, 523 (2110)

This Science Curriculum program emphasizes a hands-on approach to the student's participation in instruction. Districts may support their elementary science curriculum by choosing from among three distinct types of science kits. Each option not only provides the lease of kits, but also provides for training in the use of the kits. Currently, leases may be arranged through Monroe II BOCES (Elementary Science Program), Onondaga BOCES (ESP Plus Textbook Kit), and the Wayne Finger Lakes BOCES (CIMS).

AIDABILITY: BOCES

CHARGE BASIS: Per usage

PROJECT LEAD THE WAY – 527 (2060) Cross Contract with Monroe 2 BOCES

INTERSCHOLASTIC SPORTS COORDINATION - 531 (2855)

Coordination of intramural sports provided by the Delaware-Chenango BOCES and Wayne Finger Lakes BOCES. It coordinates sports officials and related scheduling.

MASTERMINDS VARSITY – 535 (6111) Cross Contract with Monroe 2 BOCES

STAFF DEVELOPMENT-543 (2070) Cross Contract with Madison-Oneida BOCES

READING RECOVERY – 544 (2110) Cross Contract with OCM BOCES

SCHOOL LIBRARY AUTOMATION - 545 (2610)

The School Library System will provide coordination, professional consultation and technical assistance to implement and support library automation systems through (MARC) record database conversion services and hardware and software selection and installation per state approved guidelines. The service shall provide for initial installation of library automation systems and ongoing annual support and training.

AIDABILITY: BOCES

CHARGE BASIS: Per unit

LIBRARY MEDIA SERVICES – 546 (2610)

Provides online databases, ebooks and coordinated collection development for libraries and schools. Through this service, library media specialists and other educators receive training on online search strategies and technical support for utilizing electronic resources.

AIDABILITY: BOCES

CHARGE BASIS: Per Unit

LEARNING TECHNOLOGIES – 550 (2630)

The instructional technology CoSer is designed to meet the needs of our districts by providing a continuum of services including planning, support and maintenance, and evaluation specifically focused on the implementation of the New York State Standards through the use of technology. Specific components of the service consist of:

- ◆ Technology planning facilitation with districts;
- ◆ Support for the ongoing use of technology as an instructional tool through the development and implementation of a common set of learning objectives;
- ◆ Agreements between BOCES and participating districts to provide ongoing technical support and maintenance of the hardware and software.
- ◆ Includes Internet access via fiber.
- ◆ This service may also include software such as Project Lead the Way, Brainpop, APPR evaluation platforms, and credit recovery solutions.
- ◆ Reading Programs/platforms (Lightsail)
- ◆ Credit Recovery

Districts have access to web-based instruction and blended learning platforms that support classroom curriculum as well as common core. Support and training is provided with a Learning Management System (LMS)

AIDABILITY: BOCES

CHARGE BASIS: Per Unit

MODEL SCHOOLS – 551 (2630)

Combined with Learning Technologies (550) provides staff development in learning technology. This service must be purchased if using CoSer 550.

Model School services are provided to school districts in order to successfully integrate technology with curriculum and instruction. Promotion of technology in education includes training and support for implementation and assessment in the following areas:

- Productivity software applications such as: Google Apps, Drive, and Classroom, Microsoft Office & Office 365, and Adobe Suite
- Video Software and Device Management
- LMS and CMS Platforms
- Digital Readers & Learning Platforms
- Video Conference and Virtual Field Trips
- STEM and STEAM

ADABILITY: BOCES

CHARGE BASIS: Per Unit

HOME SCHOOL COORDINATION – 555 (2060)

BOCES employees coordinate the process for determining instructional and procedural compliance as required by law. This process is in response to Education Law sections 3204(2) and 3210(2)(d) and Commissioner's Regulations 100.10. While BOCES staff will coordinate the process, it remains the responsibility of the local school Superintendent to determine competence of instruction and compliance with the law for instruction being provided to home schooled students residing in his/her district.

AIDABILITY: BOCES

CHARGE BASIS: Per Unit

GRANT WRITING & DEVELOPMENT – 557 (6160): Cross Contract with Capital Region BOCES

MOBILE LEARNING – 563 (6368): Cross Contract OCM BOCES

OTHER SERVICES

NEGOTIATION SERVICES - 601 (1420)

With the advent of the Public Employees Fair Employment Act (Taylor Law) in 1967, **collective negotiations with employee organizations** have emerged as an integral part of the activities of the participating School Districts and Boards of Cooperative Educational Services. The vast majority of employees have been organized and, at the present time, there are approximately one hundred thirty (130) negotiated agreements with recognized or certified labor unions among the forty-seven (47) educational institutions that are administered through the Cayuga-Onondaga BOCES Office of Personnel Relations (OPR).

The OPR, which started providing service in the 1970-71 school year, is now in its fifth decade of successful work. At the outset, the principal services that were offered included table negotiations, the collection and dissemination of comparative data, and in-service training for administrators and school board members. While these activities remain important, additional services have been added to provide comprehensive and continuous assistance to participants.

Today, staff members are advising and representing clients on matters pertaining to unit representation proceedings, improper labor practice charges, grievances, arbitrations, human rights complaints, personnel policies, and most recently, unemployment insurance hearings. On a daily basis, school district administrative staff members receive answers to questions relating to a variety of concerns on employment matters. The staff conducts periodic workshops, publishes a monthly newsletter on topics germane to personnel and labor relations and updates area wage comparisons, supplemental benefits and contractual information to Superintendents through the management of negotiated agreement books.

The key to over four decades of success has been in the ability of the OPR to foresee and confront emerging personnel and labor relation problems. Most recently, school administrators, as well as Boards of Education, are confronting the need to reduce escalating healthcare insurance premiums, provide a safe working environment for employees, reduce costs and deal with new educational mandates. As a result, future bargaining may become more difficult, complex, and perhaps philosophically agonizing as issues of labor peace confront issues of pay and conditions of employment. Consequently, the experience and expertise of the OPR, which has generated success in the past, will be needed to generate success in the future.

The need for services in the area of **student discipline hearings** has become more evident and complex within the past several years. The provisions of Section 3214 of the Education Law authorize either a Board of Education or Superintendent of Schools to designate a person to act as a hearing officer in those instances when a student may be subject to suspension from instruction for more than five school days. In smaller school districts, administrative staffing is not sufficient in many instances to permit a building Principal or Superintendent to personally conduct a hearing. In cases of serious discipline, a school attorney is frequently representing a school district at the hearing, and therefore, is not available to act as a hearing officer.

AIDABILITY: BOCES

COST BASIS: Base Service - Per Contract

Student Discipline Hearing - Per Hour

STAFF DEVELOPMENT - BUS DRIVERS - 602 (5510)

This service is coordinated due to the need for training new bus drivers and providing the two-hour refresher courses needed yearly. The twenty-hour basic level course is available when enough applications are received to make it viable. Two-hour refresher courses are offered as needed, including the ones on handicapped children.

As a cooperative service, this training can be presented through the cooperation of our local Transportation Supervisors. This activity generates Transportation Aid to the participating districts.

AIDABILITY: TRANSPORTATION AID
CHARGE BASIS: Per district/per activity

COMPUTER SERVICES- ADMINISTRATIVE - 603 (1680)

These are cross contracted computer services provided through the Regional Information Center at the Onondaga-Cortland-Madison BOCES. The services available are numerous and far ranging in scope. Detailed descriptions are given in the Regional Center's catalog. Some general categories are:

- ◆ Student Support and Information (attendance, marking, scheduling, census, etc.)
- ◆ Test Scoring (Leap reporting, PEP scores plus a wide variety of other tests as outlined)
- ◆ Financial Support (NYSSCSS, FAME, MUNIS [Payroll, Accounts Payable, General Ledger, Budgeting, Employee Census, etc.]);
- ◆ General Data Processing Support (Statewide Data Collection, Daily District Delivery Service);
- ◆ Technology & Telecommunications Infrastructure Support (planning, installation and maintenance of networking systems, hardware purchase/lease arranging, etc.)

Districts complete an on-line request via the OCM RIC for these services.

AIDABILITY: BOCES
CHARGE BASIS: Per usage

TRANSPORTATION SERVICES

AIDABILITY: TRANSPORTATION AID

CHARGE BASIS: As listed

STAND-BY - 604 - (5581)

Provided to transport Career & Technical Education students to various worksites and off-campus clinical sites (e.g. Auburn Community Hospital) in the area.

SUMMER - 605 - (5581)

Provided by districts to their students who are attending summer Cosmetology classes in order to meet State requirements for classroom time. Students are bused from their homes to BOCES Campus and returned. This arrangement assures a safe and dependable means for students to fully participate in this extended school year program.

SPECIAL EDUCATION - 606 (5581)

Provided for students with disabilities attending 12:1:1 programs that require transportation during the school day in accordance with their I.E.P. BOCES contracts with the transportation provider; the districts then contract with the BOCES for the transportation to be provided to their own students.

% of district enrollment in 213

TO OTHER FACILITIES - 607 (5581)

This is specially arranged transportation, usually on a weekly basis, for students attending such facilities as the Batavia School for the Blind or the Rome School for the Deaf. This is a cross-contracted service, presently through the Oswego BOCES.

Per Contract

SCHOOL YEAR TRANSPORTATION-611 (5581) Cross Contract with OCM BOCES

PLANNING SERVICE – 613 (7210): Cross Contract with WSWHE BOCES

DISTRICT FIBER – 614 (7711): Cross Contract with OCM BOCES

TEACHER CERTIFICATION – 615 (1480)

This service assists employees of component school districts in applying for various teacher certifications operable in New York State. As such, the Regional Certification Officer (RCO) acts as an extension of the State Education Department. The RCO will evaluate applicant's qualifications and offer advisement. The RCO also provides information on New York State certification, which is required for all teachers, administrators, teaching assistants, and pupil personnel professionals employed in the State's public schools.

CENTRAL BUSINESS OFFICE – 617 (1680)

BOCES operates a Central Business Office (CBO) for participating component school districts. Shared personnel of the CBO perform processing of payroll, accounts payable, Civil Service MSD forms and Civil Service quarterly payroll certification reports. The CBO is coordinated by a Principal Account Clerk employed by BOCES. A committee comprised of Superintendent Designees from the participating school districts provides recommendations regarding management direction and oversight for the shared service to participating Superintendents for their collective approval. The CBO utilizes the Budgetsense Enterprise Software Service (Unifund), and Finance Manager which is supported by the Onondaga-Cortland-Madison Regional Information Center.

Aidability: BOCES

CHARGE BASIS: Flat Fee & Percentage

- ★ Energy Watchdog
(Utility bill tracking)
- ★ Utility Bill Management
- ★ Walkthrough Audits
(To identify energy saving opportunities and potential maintenance issues)
- ★ Energy Procurement Negotiations
- ★ EPA Portfolio Manager Tracking
(Energy Star Buildings)
- ★ Customized Training for O&M
- ★ EPC Management
- ★ Renewable Energy Projects
(Wind and solar)
- ★ Facilities Committee Support
(Evaluation of projects' energy impact/grant funding options)
- ★ In Program PE Consultant
- ★ Retro-Commissioning
(HVAC performance verified and brought to original design specifications)
- ★ Service Contract Negotiations
- ★ Grant Submission and Post Award Compliance
(I.e. NYSERDA, NYSEG)
- ★ Energy Conservation Recommendations
- ★ Conservation Awareness
(District & Community)

Energy Management Service



**Joint Management Team
Featured Service**

Benefiting the region by creating efficiencies of scale to lower costs for BOCES service delivery while expanding existing services and simultaneously driving savings to districts as a result of participating in energy efficiency measures.

The TST BOCES Energy Management Service provides a comprehensive and customized approach to district energy consumption and savings. From tracking consumption to selecting equipment, and everything in between, this service aims to provide quality solutions based on existing problems.

- **Are you challenged by changing regulations impacting energy projects?**
- **Are you engaged, or about to be engaged, in a Capital Project?**
- **Looking to access professional services without an RFP?**
- **Do you need access to a Sustainability Coordinator?**
- **Are your latest project systems optimized? Don't know?**
- **Locked into a higher energy rate due to a turn in the market?**

TST BOCES Energy Management Services can help!

Once created, services can easily be replicated, saving you time and money. Increased participation in this service will benefit all participants by lowering costs, and providing a regionalized approach to Energy Management. This COSER is aidable, with the exception of contracted and/or professional services.

For more information or to schedule an appointment contact:
Alwyn John, Coordinator of Energy Management
P: 607-257-2551, ext. 6020 | E: ajohn@tstboces.org



Energy Management
THE CONDUIT TO SAVINGS

TST BOCES
TOMPKINS • SENECA • TIOGA

EMPLOYEE HEALTH & SAFETY AND RISK MANAGEMENT- 630 (1310)

Provides participating school districts with recommendations regarding activities to be conducted to document compliance with employee health and safety laws and regulations in the following:

RIGHT-TO-KNOW LAW AND HAZARD COMMUNICATION

- ◆ Develop and maintain written Hazard Communication Program for district.
- ◆ Provide required annual training for school personnel.

OSHA/PESH COMPLIANCE

- ◆ Assist districts in the completion of illness and injury log (NYS form SH 900 & SH900.1) required by NYS Department of Labor.
- ◆ Conduct Personal Protective Equipment hazard assessments and training for school staff.
- ◆ Assist district officials with PESH audits and compliance directives as needed.

OSHA BLOODBORNE PATHOGENS STANDARD

- ◆ Provide consultation with school health officials on compliance with OSHA Bloodborne Pathogens Standard requirements.
- ◆ Develop and implement Hepatitis B vaccination recordkeeping procedures for district staff.
- ◆ Assist district in compliance with medical waste disposal requirements.
- ◆ Offer training programs to inform school district employees with an occupational risk of exposure.
- ◆ Provide training in universal precautions in conjunction with the Bloodborne Pathogens/Infection Control guidelines.

CONTROL OF HAZARDOUS ENERGY (LOCKOUT/TAGOUT)

- ◆ Conduct training and assist with the development of written lockout/tagout program, procedures and recordkeeping.
- ◆ Assist district with selection of appropriate equipment for control of hazardous energy.

LABORATORY STANDARDS

- ◆ Provide assistance and training to laboratory instructors regarding laboratory safety, chemical handling and disposal, and laboratory inspections.
- ◆ Assist district in the development and implementation of chemical hygiene plan.

PERMIT REQUIRED CONFINED SPACES

- ◆ Assist district in the identification and labeling of permit-required confined spaces.
- ◆ Assist district in the development and implementation of program related to confined space entry work and permit system.

INDOOR AIR QUALITY

- ◆ Investigates, upon district request, indoor air quality issues and complaints in school district buildings.
- ◆ Coordinates response actions (if necessary).

RESPIRATORY PROTECTION

- ◆ Make arrangements for fit testing of employees who use respirators.
- ◆ Complete a model written respiratory protection program for school district use.
- ◆ Provide procedures and formats for recordkeeping of respirator use, fit-tests, and medical examinations for school personnel.
- ◆ Train employees on respirator care and use.

SCHOOL SAFETY PLANS

- ◆ Assist district in the development, implementation and revision of School Safety Plans as required by 8NYCRR 155.17.
- ◆ Train staff to use emergency planning guides and procedures.
- ◆ Assist district with emergency drills.

HAZARDOUS WASTE DISPOSAL COORDINATION

- ◆ Provide training on the handling and labeling of hazardous waste.
- ◆ Provide technical assistance for the proper handling of hazardous waste.
- ◆ Assist district personnel in the development of hazardous waste inventory.

FIRE INSPECTIONS

- ◆ Conduct annual SED fire inspections.
- ◆ Assist in the development of plans to resolve non-compliance.

ANNUAL VISUAL INSPECTIONS

- ◆ Assist district in compliance with Comprehensive Public School Safety regulations.

ASBESTOS MANAGEMENT AHERA COMPLIANCE

- ◆ Provide technical assistance for compliance with all asbestos regulations.
- ◆ Assist the LEA (Local Education Agency) in the development of an Asbestos Management Plan.
- ◆ Advise LEA on selection of the LEA asbestos designated person who is responsible for asbestos management.
- ◆ Assist district in the development of bid specifications for all work involving asbestos inspections, contractors, etc.
- ◆ Assist district in scheduling medical surveys for employees who are asbestos workers.
- ◆ Conduct the required triennial reinspections.
- ◆ Obtain samples for asbestos analysis by accredited laboratories as requested (district billed directly by lab – analysis not included in service).
- ◆ Provide two-hour asbestos awareness training programs for maintenance and custodial staff.

RADON MANAGEMENT

- ◆ Assist district with coordination of radon testing in school facilities, (Test canisters and analysis not included in service – district purchases these services from vendors).

SAFETY COMMITTEES

- ◆ Coordinate and/or conduct district safety committee meetings.

LIAISON WITH LOCAL, STATE, AND FEDERAL REGULATORY AGENCIES

- ◆ Acts as a liaison between school district (administration, staff, and students) and regulatory agencies at the federal, state, and local level.

NEWSLETTER

- ◆ Monthly newsletter provided to district officials to keep them informed on safety, health, and compliance issues.

AIDABILITY: BOCES

CHARGE BASIS: Per District

SCHOOL FOOD MANAGEMENT – 648 (7612): Cross Contract Greater Southern Tier BOCES

HEALTHCARE BENEFIT COORDINATION - 650 (1310)

BOCES employs a Coordinator for its self-funded healthcare program (the Cayuga-Onondaga Area School Employees' Healthcare Plan) which is comprised of BOCES and eight of its component school districts. The Coordinator is responsible for providing conceptual and operational advice to the Board of Directors and Plan contractors including Claims Administrator, Managed Care Agent, Prescription Drug Card Administrator and the Plan's member districts. Coordination also interfaces with regulatory agencies and insures compliance with mandated issues.

The Plan serves approximately 2,500 members.

AIDABILITY: BOCES

CHARGE BASIS: % as Per District Enrollment in Plan

SUBSTITUTE COORDINATION – 652 (1430)

Districts obtain substitute employees through a computerized system, from lists certified and sent from participating districts. Notification to the school district is made each day and periodic management reports are provided. Districts are responsible for providing approved lists of substitutes to BOCES. Coordination of recordkeeping for personnel and payroll functions are available and at the option of the individual school district.

AIDABILITY: BOCES

CHARGE: Per Employee

OTHER CROSS CONTRACTED SERVICES

PLANNING-STATE AID - 608 (2060)

This service of Questar III BOCES provides regional workshops on State Aid legislation and reporting, as well as actual assistance in the preparation of State Aid reports. The program charts change in demographic data for a district. The charts provide computer readouts based on this data and the various legislative proposals as we go through the state budget cycle.

AIDABILITY: BOCES

CHARGE BASIS: Per District

REGIONAL RECRUITING SERVICE - 609

This is offered via a cross contract with the Putnam/Southern Westchester BOCES. It provides a computerized database for filling personnel vacancies and screening candidates.

AIDABILITY: BOCES

CHARGE BASIS: Per district

FINANCIAL TRACKING SERVICE – 619 (1430) Cross Contract with DCMO BOCES

COMMUNICATIONS – 621 (7511): Cross Contract with Capital Region BOCES

PLANNING-POLICY MANUAL/UPDATE - Erie 1 BOCES - 625 (1010)

This service is offered in two parts. First is the program whereby people will come to your district and, with input from all interested parties, develop a policy book for your district. The second part is a service of monthly "policy updates" which are designed to illustrate timely policy areas. Charges for the Policy Book and updates are separate.

AIDABILITY: BOCES

CHARGE: Per Project

MEDICAID REIMBURSEMENT PROCESSING – 631

Cross Contract with DCMO BOCES

UTILITIES CONSORTIUM - 635 (1345)

Coordination is through the Onondaga-Cortland-Madison BOCES. A consortium of school districts and the BOCES was formed to purchase natural gas and electricity directly from the supplier. The participants are billed by the consortium that, in turn, pays the supplier. The consortium is governed by an Advisory Committee comprised of two representatives from participating districts and the BOCES Business Officials.

AIDABILITY: BOCES (on coordination only)

CHARGE BASIS: Percentage of total Purchases

EMPLOYEE ASSISTANCE PROGRAM – 640 (1430)

With coordination through the Onondaga-Cortland-Madison BOCES, the program offers confidential, professional assistance to employees who are experiencing personal problems which may affect their work performance. Each school district is able to design their own program to meet the individual needs of its staff and to establish its own method of referral for help.

AIDABILITY: BOCES

CHARGE: Per number of employees

COOPERATIVE BIDDING – 643 (1345)

The Cayuga-Onondaga BOCES provides a core selection of cooperative bids at no cost. It is supplemented through the Oswego BOCES for cafeteria food and supplies.

AIDABILITY: BOCES (on coordination only)

CHARGE: Per District

COOPERATIVE BIDDING – 645 (1345)

This is a cross contract offered through OCM BOCES. Many popular and frequently used school items are cooperative bid to lower prices and enhance quality.

AIDABILITY: BOCES on coordination of service

CHARGE: Varies

EMPLOYEE BENEFITS COORDINATION – 651 (1310) Cross Contract with OCM BOCES

MEDICAID BILLING – 665 (7018) Cross Contract with OCM BOCES

TELEPHONE INTERCONNECT – 675 (2110) Cross Contract with OCM BOCES.
(Secures Federal reimbursement through the School and Libraries Department.)

PROGRAMS FUNDED THROUGH OTHER SOURCES

DRIVER REHABILITATION - SELF SUPPORTING - 806

The Driver Rehabilitation Program is a New York State Department of Motor Vehicle supervised program consisting of sixteen hours of instruction over a seven-week time period. The Department of Motor Vehicles District Offices assign motorists who have been convicted of drinking and driving offenses to this program which is designed around behavior modification principles. Referral to alcohol evaluation/treatment agencies is an additional mandated component for clients who are deemed as possible or potential alcohol abusers by course staff.

AIDABILITY: NONE

CHARGE BASIS: Totally Funded by Tuition Charges

SEIS (SPECIAL EDUCATION SCHOOL IMPROVEMENT SPECIALIST) - 818

The role of the SEIS is to support the mission of the NYSED by assisting school districts in building capacity to close the achievement gaps for Students with Disabilities. To accomplish this goal, the specialist will assist identified districts in completing the Diagnostic Tool for School and District Effectiveness (DTSDE), developing District Comprehensive Improvement Plan (DCIP), and developing Quality Improvement Plan (QIP). To support these plans quality professional development, information dissemination and targeted technical assistance will be provided to districts.

AIDABILITY: NONE

CHARGE BASIS: Totally Funded by Grant

SPECIAL EDUCATION SUMMER SCHOOL - 821

Students in 8:1:1 and 12:1:1 programs, who have been identified as meeting the criteria for an extended school year, receive thirty days of instruction during the months of July and August. This continuation of the regular school year is in accordance with each student's "Individual Education Plan" (IEP).

AIDABILITY: Public Excess Cost

CHARGE BASIS: Per Tuition

SCHOOL LIBRARY SYSTEM - STATE FUNDED - 867

The School Library System provides a means for sharing resources among participating schools. In addition, these "interlibrary loans" may be obtained from other school, academic and public libraries from across the nation. A major responsibility of the system is to create and maintain an automated union catalog of books and periodicals in member libraries. Additional services include on-line computer searches, library related in-service education programming, Internet and database training and coordination of consortia pricing for library information services.

AIDABILITY: None

CHARGE BASIS: State Grant funded