

Schuyler-Steuben-Chemung-Tioga-Allegany (SSCTA)
Board of Cooperative Educational Services
 9579 Vocational Drive, Painted Post, New York 14870-9518

REORGANIZATIONAL BOARD MEETING**TUESDAY, JULY 9, 2024**

Coopers Education Center, Bldg. 7

5:30 p.m.

PRESENT: Donald Keddell, Alice Learn, Neil Bulkley, Kathleen Hagenbuch,
 Pamela Strollo, Colleen Talada, Robert Wheeler

ALSO PRESENT: District Superintendent Stacy Saglibene
 Cabinet Members: Jeff Berdine, Beth Dryer, Colleen Hurd, Tracy
 Loukopoulous, Danielle Major, Rob Sherburne, Sarah Vakkas, Brad
 Yackel; Board Clerk Kate Taylor; Guests: Nicole Burt, Peter
 Meybaum, Amanda Postma, Jennifer Swayze

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
DISTRICT SUPERINTENDENT SAGLIBENE

District Superintendent Saglibene called the meeting to order and led the Pledge of Allegiance at 5:29 p.m.

2. ACCEPTANCE OF THE AGENDA

25-001

Upon the motion of Learn, seconded by Bulkley, it was resolved to accept the agenda as presented.

CARRIED UNANIMOUSLY

3. APPOINTMENT OF KATHLEEN TAYLOR AS BOARD CLERK FOR THE 2024-2025 FISCAL YEAR, TO REMAIN IN EFFECT UNTIL THE NEXT ANNUAL REORGANIZATIONAL MEETING, OR UPON TERMINATION OF SERVICES

25-002

Upon the motion of Wheeler, seconded by Strollo, it was resolved to appoint Kathleen Taylor as Board Clerk for the 2024-2025 fiscal year.

CARRIED UNANIMOUSLY

4. OATH OF OFFICE TO NEWLY ELECTED BOARD OF EDUCATION MEMBERS
(Kathleen Hagenbuch, Alice Learn)

District Superintendent Saglibene administered the Oath of Office to newly elected Board Members.

5. ELECTION AND OATH OF OFFICERS OF THE BOARD OF EDUCATION

25-003

A. Election of Board President & Oath of Office (conducted by District Superintendent Saglibene)

Alice Learn nominated Donald Keddell as Board President, seconded by Kathy Hagenbuch. No other nominations were made.

CARRIED UNANIMOUSLY**25-004**

B. Election of Board Vice President & Oath of Office (conducted by Board President Keddell)

Neil Bulkley nominated Kathleen Hagenbuch as Board Vice President, seconded by Colleen Talada. No other nominations were made.

CARRIED UNANIMOUSLY

6. APPOINTMENTS

25-005

Upon the motion of Learn, seconded by Wheeler, it was resolved to appoint the following to the indicated positions for the 2024-2025 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services:

- A. Treasurer Merlyn Tiwari
- B. Deputy Treasurer..... Thomas Sheehan
- C. Internal Claims Auditor Christina Beuter
- D. Deputy Internal Claims Auditors Mary Swarthout
- E. School Physician Guthrie Clinic Occupational
Medicine, Sayre & Big Flats
Dr. Anthony Grippo
Karol White, NP
- F. School Physician for Employee Related Needs Guthrie Clinic Occupational
Medicine, Corning & Big Flats
Dr. Anthony Grippo
Dr. Adam Pascoe
Dr. Sisay Akalu
Karol White, NP
Shehla Javed, NP
- G. School Physician as Independent Service
Providers for Student Related Needs Guthrie Southern Tier Pediatrics
Dr. Laura Leonard
- H. School Attorney Ferrara & Fiorenza PC
- I. Special Counsel, Independent Servicer Provider ... Sayles & Evans
Bond, Schoeneck, & King, PLLC
Timothy R. McGill, Esq.
- J. Municipal Advisor Bernard P. Donegan, Inc.
- K. Health Insurance Broker..... ENV, Assured Partners
- L. Student Accounts and Activities as noted below
 - 1. Bush Education Center
 - Central Treasurer Mary Swarthout
 - Deputy Central Treasurer Thomas Sheehan
 - Auditor Merlyn Tiwari
 - 2. Coopers Education Center
 - Central Treasurer Tina Parker
 - Deputy Central Treasurer Kelsey Amidon
 - Auditor Merlyn Tiwari
 - 3. Wildwood Education Center
 - Central Treasurer Michelle Chamberlin
 - Deputy Central Treasurer Sharyl Hammond
 - Auditor Merlyn Tiwari
- M. Independent Auditor Insero & Co.
- N. Records Retention and Disposition Officer..... Danielle Major
- O. Records Access Officer Danielle Major
- P. 403(b) and 457 Plan Administrator..... Tracy Loukopoulous
- Q. Health Reimbursement Account (HRA)
Plan Administrator..... Tracy Loukopoulous
- R. Flexible Spending Account (FSA)
Plan Administrator..... Tracy Loukopoulous
- S. Purchasing Agent Tammy Little
- T. Deputy Purchasing Agent..... Stacy Saglibene
- U. Workplace Violence Prevention Coordinator Danielle Major

- V. Civil Rights Compliance Officer (Dignity for All Students Act, Section 504 and Title IX)..... Danielle Major
- W. Chief Information Officer..... Sarah Vakkas
- X. Chief Emergency Officer Stacy Saglibene
- Y. Data Privacy Officer..... Robert McKenzie
- Z. Asbestos Hazard Energy Response Act Officer (AHERA)..... Brad Yackel
- AA. Designated Educational Official under SAVE Sarah Vakkas
- BB. Integrity Officer..... Beth Dryer
- CC. Medicaid Compliance Officer Patrick Mangino
- DD. Lead Evaluators as noted below
- | | | |
|-----------------------|---------------------|------------------------|
| 1. Jillian Aho | 11. Joni Makowiec | 21. Rob Sherburne |
| 2. Jeff Berdine | 12. Katie McDonough | 22. Stephanie Stephens |
| 3. Michelle Carapella | 13. Caitlin Keller | 23. Sarah Vakkas |
| 4. David Donner | 14. Lori Krelie | 24. Heidi VanWoert |
| 5. Beth Dryer | 15. Kristen Miller | 25. Kathryn Wood |
| 6. Jesse Ferris | 16. Corey Nicholson | |
| 7. Rob Francischelli | 17. Richard Perkins | |
| 8. Camilla Green | 18. Jana Reidy | |
| 9. Stacy Illi | 19. Adam Rundell | |
| 10. Paula Koehler | 20. Chris Sancomb | |
- EE. Dignity Act Coordinators as noted below
- | | | |
|-----------------------|--------------------|------------------|
| 1. Michelle Carapella | 5. Paula Koehler | 9. Chris Sancomb |
| 2. David Donner | 6. Katie McDonough | 10. Kathryn Wood |
| 3. Jesse Ferris | 7. Kristen Miller | |
| 4. Rob Francischelli | 8. Adam Rundell | |
- FF. Designated Board Committees..... as noted below
1. GST BOCES Audit and Finance Subcommittee
Neil Bulkley, Pamela Strollo
 2. GST BOCES Facilities Inspection Subcommittee
Robert Wheeler
 3. GST BOCES Policy Development Subcommittee
Kathleen Hagenbuch, Donald Keddell, Alice Colleen Talada
- GG. Attendance Supervision Officers..... as noted below
1. Career and Technical Education
Bush Education Center Tamara Wassel
Coopers Education Center Kelsey Amidon
Wildwood Education Center Sharyl Hammond
ACA Grant & Principals Tammy Clark
 2. Special Education
Bush Education Center Virginia Hatfield
..... TBD
Corning-Painted Post/Bath/Hornell/
Jasper-Troupsburg Host Sites Melanie Coots
Elmira/Horseheads/Elmira Heights Host Sites Jennifer Mason
Itinerants Michele Hibbard
RPC Grant & Principals Mary Francis

CARRIED UNANIMOUSLY

7. DESIGNATIONS

25-006

Upon the motion of Strollo, seconded by Hagenbuch, the following designations were approved:

A. Official Depository

It is hereby resolved that J.P. Morgan Chase Bank, Chemung Canal Trust Company, M&T Bank, Banc of America Public Capital Corp, Bancorp Bank, Five

Star Bank, New York Liquid Asset Fund, and others as needed are designated for checking and/or savings, for fiscal year 2024-2025 as shown on the attached detailed list.

B. Board of Education Meetings

It is hereby resolved that the date and time for holding BOCES Board of Education Meetings are as follows:

Regular Meeting	July 9, 2024	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	August 13, 2024	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	September 10, 2024	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	October 1, 2024	5:30 p.m.	Bush, Bldg. 1
Regular Meeting	November 5, 2024	5:30 p.m.	Wildwood, Bldg. 7
Regular Meeting	December 3, 2024	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	January 7, 2025	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	February 4, 2025	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	March 4, 2025	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	April 8, 2025	4:30 p.m.	Coopers, Bldg. 7
Annual Meeting	April 8, 2025	6:00 p.m.	Coopers, Bldg. 7
Regular Meeting	May 13, 2025	5:30 p.m.	Coopers, Bldg. 8
Regular Meeting	June 3, 2025	5:30 p.m.	Coopers, Bldg. 8

C. Official Newspapers

It is hereby resolved that the Star-Gazette of Elmira, New York and the Evening Tribune of Hornell, New York are designated as the official newspapers for fiscal year 2024-2025.

CARRIED UNANIMOUSLY

8. AUTHORIZATIONS

25-007

Upon the motion of Learn, seconded by Bulkley, the following authorizations were approved:

A. Certification of Payroll

It is hereby resolved that the Assistant Superintendent of Finance, Tracy Loukopoulous, is authorized to certify payroll and that the Director of Human Resources, Danielle Major, is authorized to certify payroll in the absence of the Assistant Superintendent of Finance for fiscal year 2024-2025.

B. Approval of Staff and Board Member Conference Attendance and Expenses

It is hereby resolved that the District Superintendent or his/her designee are appointed to approve all conference attendance and expenses for fiscal year 2024-2025.

C. Establishment of Petty Cash Funds

It is hereby resolved that the establishment of Petty Cash Funds in the amounts designated and custodians thereof on the attached list be established and that the Treasurer and/or Deputy Treasurer are responsible for maintaining funds for fiscal year 2024-2025.

D. Signatures on Checks

It is hereby resolved that authorization to sign checks for the 2023-2024 fiscal year is given to the following listed personnel:

All Checks

Merlyn Tiwari
Thomas Sheehan

Student Activity Accounts

Bush Education Center:

Coopers Education Center:

Wildwood Education Center:

Mary Swarthout
Thomas Sheehan

Tina Parker

Kelsey Amidon

Michelle Chamberlin

Sharyl Hammond

E. Budget Transfers

It is hereby resolved that authorization is granted to the District Superintendent or his/her designee to approve Budget Transfers up to \$10,000 for fiscal year 2024-2025.

F. Apply for Grants

It is hereby resolved that the District Superintendent or his/her designee is authorized to approve applications for grants for fiscal year 2024-2025.

G. Employment of Temporary, Substitute, Full-Time and Part-Time Employees

It is hereby resolved that authorization is granted to the District Superintendent or his/her designee to employ temporary, substitute, full-time and part-time employees on an interim basis for fiscal 2024-2025 until such time as the Board of Education is able to act upon a formal recommendation for appointment.

H. Internal Controls Procedure

It is hereby resolved that the attached Internal Controls Procedure is accepted for fiscal year 2024-2025.

I. Legal Indemnification

It is resolved that the Board does and hereby approves legal indemnification of Board Members, Officers, the District Superintendent and School Administrators against all uninsured financial or property loss arising out of any proceeding, claim, demand, suit, tort, arbitration or judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while Board Member, Officer, District Superintendent, and School Administrator is acting within the scope of his/her employment or at the discretion of the Board of Education for fiscal year 2024-2025.

J. Liability Insurance

It is hereby resolved that the Board does and hereby approves the liability insurance carrier to be Utica National Insurance Company for fiscal year 2024-2025.

K. Employee Theft (Bonding)

It is hereby resolved that bonding for fiscal year 2024-2025 of all personnel in the amount of \$5,000,000 per loss plus \$1,000,000 for treasurers and internal claims auditors will be carried with Utica National Insurance Company.

L. Student Field Trips and Itineraries

It is hereby resolved that the District Superintendent or his/her designee is authorized to approve student field trips for fiscal year 2024-2025.

M. Food Service Advertise and Accept Bids for Food Items and Perishables

It is resolved that the Board authorizes the Food Service Director and bid/specification committee to advertise and accept bids for food items and perishables based on the bid schedules. Furthermore, the Board awards the bid for purchase of said food items and perishables to the lowest, responsible bidding firm meeting the specifications as advertised. Be it further understood that the Food Service Director shall inform said lowest, responsible bidder of the bid award.

N. Disposal of BOCES Property

It is hereby resolved that the Assistant Superintendent of Finance, Tracy Loukopoulous, or his/her designee, Director of Facilities, Brad Yackel, is authorized to dispose of obsolete and surplus property for fiscal year 2024-2025.

O. Extracurricular Activities Accounts

It is hereby resolved that the Board authorizes the establishment of Extracurricular Activities Accounts at the Bush Education Center, Coopers Education Center, and Wildwood Education Center as shown on the attached list.

P. Execution of All Contracts

It is hereby resolved that the Board delegates to the District Superintendent the authority to execute all contracts on behalf of the BOCES. The District Superintendent may delegate such authority to the District Superintendent's Cabinet.

CARRIED UNANIMOUSLY

9. OTHER ITEMS

25-008

Upon the motion of Wheeler, seconded by Talada, the following other items were approved:

A. Adoption of All Policies, Code of Ethics, and Code of Conduct

It is hereby resolved that all policies, code of ethics, code of conduct, regulations and procedures in effect in the GST BOCES during the 2023-2024 fiscal year shall be carried over into the 2024-2025 fiscal year.

B. Authorization to Establish Mileage Reimbursement

It is hereby resolved that the mileage reimbursement rate is to follow the IRS standard rate per mile for fiscal year 2024-2025.

CARRIED UNANIMOUSLY

10. MOTION TO ADJOURN REORGANIZATIONAL MEETING

25-009

Upon the motion of Hagenbuch, seconded by Strollo, it was resolved to adjourn the reorganizational meeting at 5:39 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
July 12, 2024

Kathleen E. Taylor
Board Clerk

DRAFT

Schuyler-Steuben-Chemung-Tioga-Allegany (SSCTA)
Board of Cooperative Educational Services
 9579 Vocational Road, Painted Post, New York 14870

DRAFT

REGULAR BOARD MEETING

TUESDAY, JULY 9, 2024

Coopers Education Center, Bldg. 7

5:30 p.m.

PRESENT: Donald Keddell, Alice Learn, Neil Bulkley, Kathleen Hagenbuch, Pamela Strollo, Colleen Talada, Robert Wheeler

ALSO PRESENT: District Superintendent Stacy Saglibene
 Cabinet Members: Jeff Berdine, Beth Dryer, Colleen Hurd, Tracy Loukopoulous, Danielle Major, Rob Sherburne, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor; Guests: Nicole Burt, Peter Meybaum, Amanda Postma, Jennifer Swayze

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

Upon the motion of Learn, seconded by Strollo, it was resolved to accept the agenda, as presented.

25-010

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

A. Presentation on Solar Field – Amanda Postma, Renovus

Brad Yackel introduced Amanda Postma from Renovus, who presented an update on the solar field system (attached). The equipment was turned on in February 2024 and has been right on track for energy production. Board President Keddell asked if we could work on teaching students about this. Amanda said yes, Renovus has worked this into curriculums in other districts and can do this for BOCES as well.

B. Student Intern Idea – Jennifer Swayze

Jennifer Swayze started by saying the best people to tell our story are the students. With this in mind, she introduced an idea to Stacy Saglibene and Sarah Vakkas about having student interns help with GST BOCES' social media. Her proposal would use students from the Innovation, Leadership, & Business New Visions class (two in the morning and two in the afternoon), who would oversee students from Digital Media Arts and Audio Media Design from the morning and afternoon classes. These interns would be able to earn internship hours for these duties. Beth Dryer stated that this opportunity ties to the DEI policy and civic readiness requirements.

4. CONSENSUS ITEMS

Upon the motion of Learn, seconded by Strollo, it was resolved to approve the following consensus items:

25-011

A. Approval of Minutes

1. Regular Meeting – June 4, 2024

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – May 2024

C. Internal Claims Auditor Report

1. May 2024

CARRIED UNANIMOUSLY

5. FINANCE

25-012

Upon the recommendation of the Superintendent, and on the motion of Hagenbuch, seconded by Wheeler, it was resolved that the following finance actions are hereby taken.

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2023-2024:

Item #	CoSer #	Title	In the Amount of
252-24	322.591	ATTENDANCE SUPERVISOR W/ERIE 1	\$ 5,000

These establishments will be supported as follows:

252-24	322.591	Arkport: \$5,000
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2. Budget Increases for 2023-2024:

Item #	CoSer #	Title	Increase	From	To
253-24	204.000	Special Class 1:12 +(3:1)	\$ 1,946	\$ 512,490	\$ 514,436
254-24	216.214	Special Class 1:6:1 ED	\$ 158,885	\$ 2,060,947	\$ 2,219,832
255-24	216.217	Special Class 1:6:1 ASD	\$ 51,039	\$ 3,164,187	\$ 3,215,228
256-24	203.220	Special Class 1:12:1	\$ 11,851	\$ 529,605	\$ 541,456
257-24	240.000	Special Class Preschool	\$ 241,666	\$ 1,853,945	\$ 2,095,611
258-24	304.001	Itinerant-Visually Impaired-Braille Prep	\$ 22,850	\$ 24,240	\$ 47,090
259-24	305.000	Itinerant-Physical Therapy	\$ 48,569	\$ 544,485	\$ 593,054
260-24	310.000	Itinerant-Speech Impaired	\$ 20,370	\$ 499,152	\$ 519,522
261-24	312.000	Itinerant-School Psychologist	\$ 45,489	\$ 516,101	\$ 561,590
262-24	330.000	Itinerant- Nurse/Nurse Teacher	\$ 2,801	\$ 51,699	\$ 54,500
263-24	403.001	ALT ED - AD BASED LRNG (ABL)	\$ 1,200	\$ 133,564	\$ 134,764
264-24	419.693	ACADMIC PRGS SPEC FACLT Y W/TST BOCE	\$ 3,200	\$ 5,550	\$ 8,750
265-24	430.000	E-LEARNING BASE-COORD	\$ 12,000	\$ 803,702	\$ 815,702
266-24	511.000	PRINTING	\$ 49,227	\$ 1,885,182	\$ 1,934,409
267-24	512.000	COMP SVC-CAI/LAN	\$ 2,182	\$ 4,687,206	\$ 4,689,388
268-24	540.698	STAFF DEV W/PUTNAM WESTCHESTER BOCE	\$ 3,370	\$ 33,107	\$ 36,477
269-24	550.591	COMPUTER SVC, INSTR W/ ERIE 1 BOCES	\$ 239,485	\$ 2,301,504	\$ 2,540,989
270-24	555.591	MODEL SCHOOLS W/ERIE 1 BOCES	\$ 13	\$ 90,471	\$ 90,484
271-24	605.000	CSC- BASE	\$ 764,697	\$ 18,310,487	\$ 19,075,184
272-24	616.594	COOP BDNG COORD (ENERGY) W/OCM BOCE	\$ 422	\$ 31,872	\$ 32,294
273-24	620.596	PUBLIC INFO-BASE W/ALBANY BOCES	\$ 5,191	\$ 219,061	\$ 224,252
274-24	629.591	COMPUTER SERVICE:MGMT W/ ERIE 1 BOC	\$ 276,240	\$ 3,452,991	\$ 3,729,231

275-24	669.697	COMPUTER SVC. W.S.WESTCHESTER BOCES	\$	363	\$	58,095	\$	58,458
276-24	671.592	COORDINATION OF INSURANCE MGT W/QUE	\$	7,804	\$	24,308	\$	32,112
277-24	677.592	BUSINESS OFC SUPPORT W/QUESTAR	\$	2,500	\$	43,822	\$	46,322

These increases will be supported as follows:

253-24	204.000	Various Component and Non-Component Districts
254-24	216.214	Various Component and Non-Component Districts
255-24	216.217	Various Component and Non-Component Districts
256-24	203.220	Various Component and Non-Component Districts
257-24	240.000	Various Component and Non-Component Districts, Allegany County, Chemung County, Steuben County, Tioga County
258-24	304.001	Alfred-Almond 3,873, Corning \$18,977
259-24	305.000	Addison \$2,639, Arkport (\$9,287), Avoca \$5,512, Bath 42,991, Bradford \$8,674, Campbell-Savona (\$23,717), Canaseraga (\$1,381), Corning \$12,894, Dansville \$1,102, Elmira Heights \$4,075, Hammondsport \$11,926, Horseheads (\$891), Jasper-Troupsburg (\$1,648), Odessa-Montour \$5,267, Watkins Glen (\$8,919), Waverly (\$668)
260-24	310.000	Arkport (\$17,475), Avoca \$8,862, Bath \$7,641, Canaseraga \$6,285, Elmira \$14,287, Elmira Heights \$8,749, Hammondsport \$1,108, Horseheads (\$36,668), Jasper-Troupsburg \$5,539, Spencer-Van Etten \$16,616, Waverly \$5,426
261-24	312.000	Addison \$11,991, Alfred-Almond \$8,994, Canisteo-Greenwood (\$15,966), Elmira \$8,994, Prattsburgh \$11,991, Spencer Van-Etten \$7,494, Waverly \$11,991
262-24	330.00	Horseheads \$2,801
263-24	403.001	Prattsburgh: \$1,200
264-24	419.693	Bath: \$125, Bradford: \$125, Corning: \$75, Horseheads: \$325, Odessa-Montour: \$75, Spencer-Van Etten: \$100, Watkins Glen: \$2,375
265-24	430.000	Watkins Glen: \$12,000
266-24	511.000	Addison: \$1,706, Arkport: \$1,972, Avoca: \$410, Bath: \$275, Bradford: \$80, Campbell-Savona: \$3,131, Canisteo-Greenwood: \$164, Elmira: \$8,581, Elmira Heights: \$3,911, Hammondsport: \$2,531, Hornell: \$1,133, Horseheads: \$9,950, Odessa-Montour: \$1,088, Prattsburgh: \$241, Spencer-Van Etten: \$2,557, Watkins Glen: \$647, Waverly: \$6,896, WFL BOCES: (Dundee: \$224), Misc. Revenue: (Chemung County: \$118, Chemung County Youth Bureau: \$695, Chemung Fire District: \$26, City of Hornell: \$195, Corning Community College: \$1,094, Steuben County: \$96, Village of Painted Post: \$369, Village of Horseheads: \$943, Horseheads Historical Society: \$194)
267-24	512.000	Odessa-Montour: \$2,182
268-24	540.698	Hornell: \$3,370
269-24	550.591	Addison: \$85,208, Alfred-Almond: (\$2,768), Arkport: \$32,675, Avoca: \$1,364, Bath: \$85,297, Bradford: \$1,076, Canaseraga: (\$3,930), Canisteo-Greenwood: (\$11,753), Hammondsport: \$48,866, Hornell: (\$1,426), Jasper-Troupsburg: (\$5,879), Prattsburgh: \$10,757
270-24	555.591	Arkport: \$13
271-24	605.000	Addison: \$40,600, Bath: \$24,050, Bradford: \$9,347, Corning: \$317,706, Elmira: \$223,394, Waverly: \$88,000, Erie 2 BOCES: (Fredonia: \$22,495) Nassau BOCES: (Uniondale: \$39,105)
272-24	616.594	Horseheads: \$422
273-24	620.596	Arkport: \$5,191
274-24	629.591	Addison: \$14,662, Alfred-Almond: \$2,988, Arkport: \$3,181, Avoca: (\$79), Bath: \$9,699, Bradford: \$13,491, Canaseraga: \$59, Canisteo-Greenwood: \$38,373, Hammondsport: \$3,257, Hornell: \$19,121, Jasper-Troupsburg: \$20,665, Prattsburgh: \$150,823
275-24	669.697	Elmira: \$363
276-24	671.592	Prattsburgh: \$7,804
277-24	677.592	Elmira Heights: \$2,500

3. Budget Decreases for 2023-2024:

Item #	CoSer #	Title	Decrease	From	To
278-24	205.000	Special Class 15:1	\$ 5,301	\$ 1,088,073	\$ 1,082,772
279-24	209.000	Special Class 1:8:1	\$ 167,346	\$ 9,079,608	\$ 8,912,262
280-24	209.215	Special Class 1:8:1 Project Search	\$ 190,764	\$ 401,436	\$ 210,672
281-24	216.000	Special Class 1:6:1 EPC	\$ 191,848	\$ 1,692,880	\$ 1,501,032
282-24	304.000	Itinerant- Visually Impaired	\$ 127,634	\$ 371,493	\$ 243,859
283-24	307.000	Itinerant English as Second Language	\$ 297,901	\$ 508,912	\$ 211,011

284-24	309.000	Itinerant Speech Improvement	\$ 16,809	\$ 482,967	\$ 466,158
285-24	313.000	Itinerant- Interpreter for the Deaf	\$ 132,182	\$ 771,320	\$ 639,138
286-24	324.000	Itinerant-Occupational Therapy	\$ 23,721	\$ 693,449	\$ 669,728
287-24	326.000	Itinerant-Hard of Hearing	\$ 48,437	\$ 246,273	\$ 197,836
288-24	327.000	Itinerant- Teacher of Deaf	\$ 20,513	\$ 160,821	\$ 140,308
289-24	328.693	INTERNAL AUDITOR W/TST BOCES	\$ 2,111	\$ 85,739	\$ 83,628
290-24	331.000	Itinerant- Consultant Teacher	\$ 130,669	\$ 1,102,798	\$ 972,129
291-24	332.000	Itinerant-School Social Worker	\$ 54,660	\$ 160,092	\$ 105,432
292-24	401.000	ARTS IN ED(BASE)	\$ 11,250	\$ 462,557	\$ 451,307
293-24	520.000	Itinerant-Comprehensive Support Services	\$ 1,218	\$ 112,483	\$ 111,265
294-24	529.499	PRINTING W/CAEW BOCES	\$ 1,527	\$ 1,700	\$ 173
295-24	535.499	EQUIP REPAIR W/CAEW	\$ 128	\$ 59,034	\$ 58,906
296-24	626.499	PUBLIC INFO-BASE W/CAEW BOCES	\$ 821	\$ 1,105	\$ 284

These decreases will be supported as follows:

278-24	205.000	Various Component and Non-Component Districts
279-24	209.000	Various Component and Non-Component Districts
280-24	209.215	Various Component and Non-Component Districts
281-24	216.000	Various Component and Non-Component Districts
282-24	304.000	Alfred-Almond (\$79,900), Arkport (\$2,385), Bath (\$21,811), Campbell-Savona (\$6,930), Canisteo-Greenwood (\$19,614), Corning \$8,036, Dansville \$1,098, Elmira \$2,477, Elmira Heights (\$2,536), Hornell (\$2,911), Horseheads \$3,266, Jasper-Troupsburg \$5,492, Odessa-Montour (\$4,122), Spencer-Van Etten (\$4,544), Trumansburg \$5,492, Watkins Glen (\$28,477), Waverly \$19,735
283-24	307.000	Addison (\$53,622), Alfred-Almond \$26,710, Arkport (\$54,958), Bath (\$30,919), Campbell-Savona (\$12,091), Elmira (\$77,249), Elmira Heights (\$74,743), Prattsburgh (\$20,647), Spencer-VanEtten (\$10,827), Watkins Glen \$18,908, Waverly (\$8,463)
284-24	309.000	Addison \$571, Arkport \$23,308, Bath (\$20,999), Bradford \$1,574, Canaseraga (\$4,048), Elmira Heights \$12,320, Jasper-Troupsburg (\$24,024), Odessa-Montour (\$1,738), Prattsburgh (\$3,476), Waverly (\$297)
285-24	313.000	Corning \$6,792, Elmira (\$256,362), Elmira Heights \$79,396, Hornell (\$5,676), Spencer-VanEtten \$43,668
286-24	324.000	Addison (\$6,597), Alfred-Almond (\$4,066), Arkport (\$26,052), Avoca, \$5,875, Bath \$5,875, Bradford \$6,553, Campbell-Savona \$11,614, Canaseraga (\$15,139), Canisteo-Greenwood (\$4,881), Corning (\$2,033), Dansville \$4,700, Elmira Heights \$5,830, Hammondsport \$5,875, Hornell \$2,350, Horseheads (\$11,297), Jasper-Troupsburg (\$2,328)
287-24	326.000	Bath (\$24,505), Canisteo-Greenwood (\$24,505), Corning (\$43,481), Elmira \$36,084, Elmira Heights \$30,417, Hornell (\$6,126), Horseheads (\$36,971), Spencer-Van Etten \$32,763, Waverly (\$12,113)
288-24	327.000	Corning \$22,032, Elmira (\$54,792), Hornell \$13,915, Odessa-Montour (\$1,668)
289-24	328.693	Alfred-Almond: (\$135), Bath: (\$225), Campbell-Savona: (\$225), Canisteo-Greenwood: (\$112), Corning: (\$315), Elmira Heights: (\$112), Hornell: (\$315), Horseheads: (\$315), Jasper-Troupsburg: (\$67), Prattsburgh: (\$67), Waverly: (\$225)
290-24	331.000	Addison (\$15,588), Alfred-Almond (\$7,527), Arkport \$7,058, Avoca (\$49,829), Bath \$55,476, Bradford (\$35,883), Campbell-Savona (\$67,866), Canaseraga \$19,076, Canisteo-Greenwood \$4,898, Corning \$23,974, Elmira (\$56,426), Elmira Heights \$24,619, Hammondsport (\$4,784), Hornell (\$73,176), Horseheads (\$19,847), Jasper-Troupsburg \$4,986, Odessa-Montour (\$5,954), Prattsburgh \$34,363, Spencer-Van-Etten \$3,965, Watkins Glen \$26,893, Waverly \$903
291-24	332.000	Addison \$1,308, Canaseraga (\$85,382), Elmira Heights \$22,225, Spencer-Van Etten \$7,189
292-24	401.000	Alfred-Almond: \$70, Bradford: \$680, Watkins Glen: (\$12,000)
293-24	520.000	Addison (\$174), Bradford (\$174), Campbell-Savona (\$174), Hornell (\$174), Odessa-Montour (\$348), Prattsburgh (\$174)
294-24	529.499	Bath: (\$700), Prattsburgh: (\$827)
295-24	535.499	Hornell: (\$128)
296-24	626.499	Bath: (\$55), Prattsburgh: (\$766)

4. Transfers within programs for 2023-2024:

- a. Report of all fund transfers for the period 5/1/2024-5/31/2024, as attached.
- b. Transfers in excess of \$10,000.

<u>COSER NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER IN</u>	<u>TRANSFER OUT</u>
002	Capital and Rental	A002-1900-470-0-02 Facility Rental	\$ 1,200	
		A002-1900-470-0-04 Facility Rental	\$ 67,450	
		A002-1900-470-0-09 Facility Rental	\$ 4,650	
		A002-1900-470-0-10 Facility Rental	\$ 1,800	
		A002-1900-400-0-00 Contractual	\$ 84,102	
		A002-1900-470-0-01 Facility Rental		\$ 42,300
		A002-1900-470-3-00 Facility Rental		\$ 104,184
		A002-1900-470-1-00 Facility Rental		\$ 4,996
		A002-1900-470-0-05 Facility Rental		\$ 3,764
		A002-1900-470-0-03 Facility Rental		\$ 3,958
		Total	\$ 159,202	\$ 159,202
511	Print Shop	A511-6313-160-0-09 N-I Salaries		\$ 30,000
		A511-6313-454-0-09 Photo Copying	\$ 30,000	
		Total	\$ 30,000	\$ 30,000
605	Computer Services	A605-7710-163-0-99 N-I Stipend		\$ 10,000
		A605-7710-163-1-99 N-I Stipend	\$ 10,000	
		A605-7710-400-A-99 Contractual		\$ 140,000
		A605-7710-210-1-99 Lg Equip >\$5000	\$ 108,000	
		A605-7710-205-1-99 Software	\$ 32,000	
		A605-7710-300-V-99 Supplies		\$ 9,000
		A605-7710-400-V-99 Contractual		\$ 11,000
		A605-7710-813-1-99 NYS ERS	\$ 11,000	
		A605-7710-204-1-99 Small Equip	\$ 4,500	
		A605-7710-801-1-99 Post Employment	\$ 3,500	
		A605-7710-829-1-99 TRS Reserve	\$ 1,000	
		A605-7710-160-S-99 N-I Salaries		\$ 8,000
		A605-7710-300-S-99 Supplies		\$ 6,000
		A605-7710-818-1-99 Unemp Ins	\$ 1,500	
		A605-7710-824-1-99 Dental	\$ 2,500	
		A605-7710-400-1-99 Contractual	\$ 10,000	
		Total	\$ 184,000	\$ 184,000
608	Labor Relations	A608-7111-408-0-09 Publications		\$ 11,000
		A608-7111-205-0-09 Software	\$ 11,000	
		Total	\$ 11,000	\$ 11,000
612	Central Business Office	A612-7017-163-0-01 N-I Stipend	\$ 15,438	
		A612-7017-160-0-00 N-I Salaries		\$ 15,438
		Total	\$ 15,438	\$ 15,438

B. Federal Fund Establishments and Adjustments

1. Budget Establishments for 2024-2025

- a. Extended School Year (ESY) budget established in the amount of \$1,792,991 for the period July 1, 2024, through June 30, 2025.
Revenues for this program come from districts requesting the service.
- b. Extended School Year (ESY) Preschool budget established in the amount of \$321,720 for the period July 1, 2024, through June 30, 2025.
Revenues for this program come from districts requesting the service.

C. Purchasing

1. Approval of Resolution, as attached, for the Installment Purchase Agreement for Laptops, Towers, Charging Carts, Interactive Panels, Laser Engraver, Attachment for Laser, Fume Extractor, and Misc. Supplies, in the amount of \$125,000.00 plus any additional fees. This IPA is for Odessa-Montour Central School District for a five-year term.
2. Award of the UTV Bid, for O&M, to Jim's Equipment & Repair, Inc. This was the only bid received.

The bid was opened June 18, 2024, at 10:00 AM and the following bid was received:

Jim's Equipment & Repair, Inc., 8597 Main St., Campbell, NY 14821,
\$15,649.00.

3. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software and licensing packages for the 2024-2025 fiscal year. A few of the vendors are: 3DUX Design, 7 Mindset Academy, A+ Educators (dba Woz ED Education).
4. Approval of Resolution, as attached, to participate in the cooperative electricity bid (WFL10/01/2024-09/30/2025) with Wayne-Finger Lakes BOCES for the Coopers and Wildwood Campuses.
5. Approval of Resolution, as attached, to participate in the cooperative gas bid (WFL 10/01/2024-09/30/2025) with Wayne-Finger Lakes BOCES for the Coopers and Wildwood Campuses.
6. Approval of the updated Purchasing Manual, as attached.

D. Acceptance of Donations

1. 2013 Kia Sportage, V# KNDPBCA26D7388228, to the Bush Campus Auto Tech II class from Todd Lewis, 314 Spring Creek #4, Horseheads, NY 14845.
2. 2003 Honda CRV, V# SHSRD78863U134735, to the Bush Campus Auto Tech II class from Rick Oliver, 38 N. Church Street, Canaseraga, NY 14822.
3. 2011 Volvo XC60, V# YV4940DZ9B2220570, to the Bush Campus Auto Tech II class from Marissa Thrower, 1260 Chambers Road, Horseheads, NY 14845.
4. 2011 Nissan Rogue, V# JN8AS5MV2BW255089, to the Bush Camus Auto Tech II class from Marissa Thrower, 1260 Chambers Road, Horseheads, NY 14845.

E. Authorization to Pay the Following Membership Dues

1. National School Boards Association (NSBA) dues in the amount of \$2,700 for the 2024-2025 fiscal year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.
2. Watkins Glen Chamber of Commerce dues in the amount of \$250 for the

2024-2025 fiscal year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

F. Appointment of Bernard P. Donegan, Inc. as Municipal Advisor

BE IT RESOLVED, by this Board of Education, as follows:

1. The firm of Bernard P. Donegan, Inc. is hereby designated Municipal Advisor to the Greater Southern Tier BOCES.
2. Said firm shall be compensated for its services to be rendered in accordance with its Letter of Services dated June 20, 2024 (attached).
3. The GST BOCES District Superintendent is hereby authorized to sign the Letter of Services.
4. This resolution shall take effect immediately.

G. NYSED Accredited Training Courses

1. Approval to offer occupational/career programs to adult populations under the oversight and accreditation of the local boards of education (without the need for additional NYSED program-level approval or oversight), as attached.

CARRIED UNANIMOUSLY

6. PERSONNEL

25-013

Upon the recommendation of the Superintendent, and on the motion of Bulkley, seconded by Learn, it was resolved that the following personnel actions are hereby taken. Board President Keddell stated that in regard to Letter W., the Board has very little wiggle room with adjusting the District Superintendent's contract. The only change to this item is the salary.

A. RETIREMENT

Name	Position	Eff. Date	Date of Hire
1. Gale Oliver	Teacher	08/31/24	09/01/04
2. Michael Lederman	Teacher	10/30/24	10/31/05

B. RESIGNATIONS

Name	Position	Eff. Date	Date of Hire
1. Erin Heffner	Adult Program Counselor	06/26/24	08/27/18
2. Melissa Alajmi	Teaching Assistant	06/26/24	08/31/22
3. Kathryn Maher	Teaching Assistant	06/26/24	09/01/22
4. Beverly Swarthout	Teaching Assistant	06/26/24	09/05/23
5. Megan Jones	Teaching Assistant	06/30/24	01/18/24
6. Shelli Altopp-Miller	School Social Worker	07/23/24	10/07/19
7. Emily Kies	Occupational Therapist	07/31/24	03/21/23
8. Christopher Jones	Teacher	07/09/24	09/07/21
9. Courtney Aronstam	Teacher	08/31/24	09/02/14
10. Kurtis Mullen	Teacher	09/01/24	09/18/12
11. Jacob Davis	Network Technology Specialist	06/07/24	08/21/23
12. Phillip O'Dell	Edu Grant Specialist Trainee	06/14/24	01/17/24

13. Salli Mehlenbacher	Food Service Helper	06/20/24	09/14/18
14. Jessica Clarkson	Sr. Account Clerk	06/24/24	08/14/23
15. Karissa Clark	Teacher Aide	06/26/24	09/03/23
16. Mark Arnold	Computer Services Coordinator	08/02/24	04/10/17

C. LAYOFF

Name	Position	Eff. Date	Date of Hire
1. James Vandright	Computer Programmer/Analyst	06/28/24	09/20/21

D. AMENDED APPOINTMENTS, from 07/11/23 Board Meeting.

Name	Position	Corrective Action
1. From Angie Finlayson	Accountant	Permanent Date: 07/01/23

E. CREATION OF POSITIONS

Position	Eff. Date
1. Assistant Superintendent of Finance and Operations	07/01/24
2. Director of Human Resources	07/01/24

F. TENURE APPOINTMENT, due to successful completion of Probationary Period, no change in salary.

Name	Position	Effective	Status
1. Francis Wing	Teacher Tenure Area: Trade Subjects (Welding)	07/23/24	Initial
2. Richard Dutko	Regional Behavior Education Specialist Tenure Area: Inst Support Services in Special Education	08/04/24	Professional

G. CHANGE IN TENURE APPOINTMENT, due to successful completion of Probationary Period, no change in salary.

Name	Position	Effective	Status
1. Emilie Carney	Teacher Tenure Area: Business (CTE) 7-12	09/01/24	Initial

H. BOARD APPOINTMENT, Appointment from the 07/09/24 Reorganizational Meeting

Name	Position	Eff Date
1. Tammy Little	Purchasing Agent	07/01/24

I. APPOINTMENTS

Name	Position	Probationary Period	Status
1. Tracy Loukopoulous	Asst Super of Finance and Ops Tenure Area: School Business Administrator	04/01/21 – 03/31/25	Professional
2. Danielle Major	Director of Human Resources Tenure Area: School District Leader	07/01/24 – 06/30/27	Professional
3. Erica Warrick	Adult Ed Instructor Tenure Area: Not Required	No Prob Period	Unclassified
4. Angela Holmes	Staff Development Coordinator Tenure Area: School District Leader	08/12/24 – 08/11/28	Professional

J. TEMPORARY TO PROBATIONARY APPOINTMENTS, due to successful completion of certification requirements. No change in Salary

Name	Position	Probationary Period	Certification
1. Zachary Perkins	Teaching Assistant Tenure Area: Teaching Assistant	06/08/24 – 06/07/28	Level 1 TA

K. TEMPORARY APPOINTMENTS, appointment pending completion of certification requirements expiring

June 27, 2025

Name	Position	Eff Date
2. Camilla Green	Assistant Principal	07/01/24
Certification Area: Not certified, School Business Leader required		
3. Nicholas Demuth	Teacher	09/03/24
Certification Area: Not certified, Natural Resources and Ecology 7 – 12 required		
4. Jordan Peiser	Teacher	09/03/24
Certification Area: Not certified, Special Education required		
4. Taylor Vandine	Teaching Assistant	06/10/24
Certification Area: Not certified, Teaching Assistant required		

- L. **CIVIL SERVICE PERMANENT APPOINTMENTS**, due to successful completion of Probationary Period, no change in salary

Name	Position	Permanent Date
1. Michelle Pelchy	Personnel Clerk	08/10/24
2. Michelle Manning	Computer Application Specialist	07/30/24
3. Courtney Derr	Computer Applications Specialist Trainee	07/11/24
4. Chase Johnston	Network Technology Specialist Trainee	07/18/24
5. Christopher Salter	Network Technology Specialist Trainee	07/30/24
6. Kayla Kendall	Sr Comp Svs Program Aide	07/26/24
7. Marisa Martin	Teacher Aide	07/24/24

M. **CHANGE IN CIVIL SERVICE APPOINTMENTS**

Name	Position	Permanent Date
1. Courtney Derr	Computer Applications Specialist	07/11/24
2. Chase Johnston	Network Technology Specialist	07/18/24
3. Christopher Salter	Network Technology Specialist	07/30/24

- N. **CIVIL SERVICE PERMANENT APPOINTMENT**, due to passing Civil Service Exam

Name	Position	Exam No	Permanent Date
1. Robert McKenzie	Supervisor of Computer Services	86094	07/01/24

- O. **CIVIL SERVICE PERMANENT APPOINTMENT**, due to passing Civil Service Exam and time spent in a provisional appointment credited to the employee's probationary term in accordance with Civil Service Law 63(1), no change in salary

Name	Position	Exam No	Permanent Date
1. Christopher Caccia	Supervisor of Comp Services	790010	06/04/24
2. Valerie Bond	Supervisor of Comp Services	790010	06/04/24
3. Jason Johnson	Systems Engineer	79002	06/04/24
4. Robert Santiago	Systems Engineer	79002	06/04/24
5. Nathan Lamonski	Systems Engineer	79002	06/04/24
6. Dylan Dewert	Systems Engineer	79002	06/04/24

P. **REINSTATEMENT OF CIVIL SERVICE APPOINTMENT**

Name	Position	Permanent Date
1. Jennifer Swayze	Public Information Coordinator	07/01/24

Q. **REINSTATEMENT OF CIVIL SERVICE PROBATIONARY APPOINTMENT**

Name	Position	Probationary Date
1. Mark Manns	Network Technology Specialist	06/24/24 – 06/23/25

R. **NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT**

Name	Position	Probationary Period	Salary
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- | | | |
|-------------------|-------------------------------|---------------------|
| 1. Curtis Craft | Building Maintenance Mechanic | 05/30/24 – 05/29/25 |
| 2. Carolyn Noyes | Cook Manager | 06/10/24 – 10/16/25 |
| 3. Rianne Collson | Printing Clerk | 07/01/24 – 06/30/25 |

S. CERTIFICATION OF BOCES BUS DRIVERS FOR 2024 – 2025

19A

<u>Name</u>	<u>Vehicle Type</u>	<u>Name</u>	<u>Vehicle Type</u>
Alan Ackley	DOT Van	Bev Matern	DOT Van
Mary Campbell	DOT Van	Laurie McKinney	School Bus
Lisa Cooker	School Bus	Frank Speciale	DOT Van
Andrew Dennis	School Bus	Jonathan Stocum	School Bus
Kim Driskell	School Bus	Larry Switzer Jr.	School Bus
Michael Fodge	School Bus	Amy Towery	DOT Van
Ryan Goodridge	School Bus	Russell Tubbs	DOT Van
Kellyann Holzlein	School Bus	Tyler Wilson	School Bus
Jill Marsh	School Bus	Elizabeth Zolkosky	DOT Van

T. STIPENDS

<u>Name</u>	<u>Stipend</u>	<u>Eff. Date</u>	<u>Amount</u>
1. Brian King	Assistant Auto Mechanic	07/01/24 – 06/30/25	\$ 300.00
2. Patrick Grabowski	Auto Mechanic	07/01/24 – 06/30/25	\$ 600.00
3. Kathleen Taylor	Board Clerk	07/01/24 – 06/30/25	\$12,500.00
4. David Kunath	Computer Services	07/01/24 – 06/30/25	\$ 2,500.00
5. Ryan Phenes	Energy Technician	07/01/24 – 06/30/25	\$ 1,200.00
6. Jeffrey Black	Exec Dir of School Boards Assoc	07/01/24 – 06/30/25	\$11,000.00
7. Benjamin Hourihan	Pesticides	07/01/24 – 06/30/25	\$ 1,500.00
8. Toni Wilson	Regional Counselor Leader	07/01/24 – 06/30/25	\$ 1,376.00
9. Michelle Carapella	Regional Summer Coordinator	07/08/24 – 08/23/24	\$ 6,200.00
10. Corey Nicholson	Regional Summer Coordinator	07/08/24 – 08/23/24	\$ 6,200.00
11. Jana Reidy	Regional Summer Coordinator	07/08/24 – 08/23/24	\$ 6,200.00
12. Nancy Stratton	Team Leader	07/01/24 – 06/30/25	\$ 2,500.00

*To the extent required by the applicable provisions of Education Law section 3014, in order to be granted tenure, the classroom teacher or building principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law section 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years, and if the classroom teacher or building principal receives an ineffective composite or overall rating in the final year of the probationary period, he or she shall not be eligible for tenure at that time

U. Approval of the Attached Report Regarding Temporary and Substitute Personnel

V. Approval of the Attached Report List of Occasional Drivers for 2024-2025

W. RESOLVED, to approve the extension of the District Superintendent's employment contract through June 30, 2027

CARRIED UNANIMOUSLY

7. PUBLIC HEARING & 30-DAY COMMENT PERIOD

A. Greater Southern Tier District-Wide School Safety Plan for 2024-2025

Brad Yackel reported that the Safety Committee met and updated the District-Wide Plan and this will be on the next Board agenda for approval.

Public Comment: Peter Meybaum, GST BOCES Health & Safety Specialist, noted that this year's plan is much lengthier than last year's plan. He noted items that need to be changed on the following pages: 103 – Executive Law; 106 – policy numbers are missing; 173 – PDF scan is barely readable.

8. BOARD PRESIDENT'S REPORT

A. Preferred Educational Future

Board President Keddell asked District Superintendent Saglibene to address the state expectations related to reorganization. District Superintendent Saglibene stated that SED is encouraging all regions and districts to discuss regionalization, which would require districts and communities to work together to create shared services to provide equitable opportunities for students. Districts will complete a needs assessment, provided by the state, by November 1. This will be led by BOCES. The actual plan will be due October 2025 and plans will be updated/reviewed every 10 years. Stacy said this work will help the Board assist in one of their goals of outreach to component districts.

9. SUPERINTENDENT'S REPORT

None.

10. RECOMMENDATION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF PARTICULAR PERSONS AND PENDING LITIGATION

25-014

Upon the motion of Bulkley, seconded by Learn, it was resolved to move into Executive Session at 6:28 p.m. to discuss 3 employment histories of particular persons and one (1) pending litigation.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

25-015

Upon the motion of Strollo, seconded by Learn, it was resolved to end Executive Session and to adjourn the meeting at 7:40 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
July 12, 2024

Kathleen E. Taylor
Board Clerk

BUSH CAMPUS
STUDENT ACTIVITIES - 4th Quarter Report
FOR THE PERIOD: 4/1/2024 To 6/30/2024

<i>Club Name</i>	<i>Balance Fwd</i>	<i>Received</i>	<i>Disbursed</i>	<i>Transfers</i>	<i>Ending Bal.</i>
A-01 -Auto Tech 1	\$ 1,014.88	\$ 1.73	\$ -	\$ -	\$ 1,016.61
A-02-Auto Tech 2	\$ 2,614.49	\$ 4.47	\$ -	\$ -	\$ 2,618.96
A-03 Auto Body	\$ 1,008.73	\$ 1,203.63	\$ (173.60)	\$ -	\$ 2,038.76
A-09-Junior Carpentry	\$ 95.72	\$ 0.16	\$ -	\$ -	\$ 95.88
A-10-Nat'l Tec Honor Society	\$ 95.81	\$ 0.16	\$ -	\$ -	\$ 95.97
A-11-CHEF (Culinary Arts)	\$ 11,483.23	\$ 19.64	\$ (14.69)	\$ -	\$ 11,488.18
A-22-Security & Protective Services	\$ 336.71	\$ 0.57	\$ -	\$ -	\$ 337.28
A-24 Fashion Design	\$ 361.94	\$ 0.61	\$ -	\$ -	\$ 362.55
A-26-FFA Charter	\$ 5,700.55	\$ 2,898.13	\$ (87.80)	\$ -	\$ 8,510.88
A-30-Skills USA	\$ 2,626.34	\$ 2,895.71	\$ (2,689.62)	\$ -	\$ 2,832.43
A-33-Cosmetology	\$ 233.66	\$ 0.40	\$ -	\$ -	\$ 234.06
A-35-Welders	\$ 7,234.64	\$ 1,060.74	\$ (3,959.47)	\$ -	\$ 4,335.91
A-38-FCCLA	\$ 725.49	\$ 1.06	\$ (189.98)	\$ -	\$ 536.57
A-53-Gen'l Youth Organization	\$ 10,354.78	\$ 17.42	\$ (342.27)	\$ -	\$ 10,029.93
A-60-Eagles Floor Hockey	\$ 842.83	\$ 156.71	\$ -	\$ -	\$ 999.54
A-62-Broad Hzns (Garden Café)	\$ -	\$ -	\$ -	\$ -	\$ -
A-64-Broad Hzn Student Acct	\$ 1,005.67	\$ 1.71	\$ (21.84)	\$ -	\$ 985.54
A-65 Worker's Club - Ernie Davis	\$ 384.95	\$ 0.65	\$ -	\$ -	\$ 385.60
A-66 Phoenix Academy Fundraising	\$ 2,203.72	\$ 13.87	\$ (479.21)	\$ -	\$ 1,738.38
A-74-Elsmere Farms Deli	\$ 3,762.01	\$ 2,768.72	\$ (3,878.35)	\$ -	\$ 2,652.38
A-80 New Visions Hosa	\$ 1,098.47	\$ 1.89	\$ -	\$ -	\$ 1,100.36
A-81 BH School Spirit Fund	\$ 217.41	\$ 0.37	\$ -	\$ -	\$ 217.78
A-82 Autism Program Fund	\$ 1,343.56	\$ 2,003.85	\$ (194.82)	\$ -	\$ 3,152.59
A-83 Career & Tech Exploration	\$ 64.28	\$ 0.11			\$ 64.39
A-84 Freedom Academy Sch Store					\$ -
					\$ -
					\$ -
Totals	54809.87	13052.31	\$ (12,031.65)	0.00	\$ 55,830.53

Balance carried forward	54,809.87
Cash received during quarter	13,052.31
Cash disbursed during quarter	(12,031.65)
4th Quarter 'transfer during quarter	0.00
Cash balance year to date	55,830.53

Prepared by M. Swarthout 6/21/24

June 11, 2024

To Whom it May Concern:

The Career Connections Program, formerly called the Career Exploration and Tech Exploration classes have a club account under this former name. The account number is A-83. When this account was created the plan was to transfer 20% of the profit of the sales at the store in building 2 under the Skills USA Club. After monitoring the plan for a few years, the process has not gone as expected and there has been very little activity in this account. The small balance is from funds transferred from the Skills USA club. Our request is to transfer the balance of account A-83 back to the Skills USA account and close this club account. Thank you for your time and assistance.

David Donner

A stylized, handwritten signature in black ink, appearing to read 'David Donner'.

Kimberly Austin
Kimberly Austin

COOPERS EDUCATION CENTER
STUDENT ACTIVITIES
FOR THE PERIOD: 4/1/2024 to 6/30/2024

<i>Club Name</i>	<i>Balance Fwd</i>	<i>Received</i>	<i>Disbursed</i>	<i>Transfers</i>	<i>Ending Bal.</i>
Alt Ed	\$ 1,771.58	\$ 0.03	\$ -	\$ -	\$ 1,771.61
Auto Tech	\$ 8,484.29	\$ 2,758.11	\$ (3,565.07)	\$ (34.80)	\$ 7,642.53
BOCES B. H.S.	\$ 879.06	\$ 0.01	\$ -	\$ -	\$ 879.07
Career B&E	\$ 434.58	\$ 100.00	\$ -	\$ -	\$ 534.58
CISCO Networking	\$ 2,120.49	\$ 179.03	\$ (100.00)	\$ -	\$ 2,199.52
Coopers Builders	\$ 3,428.37	\$ 1,281.87	\$ (419.69)	\$ (33.58)	\$ 4,256.97
Coopers Paint Masters	\$ 12,123.73	\$ 360.13	\$ (2,050.00)	\$ -	\$ 10,433.86
Coopers Skills USA	\$ 4,934.42	\$ 402.16	\$ -	\$ -	\$ 5,336.58
Cosmetology	\$ 8,319.92	\$ 913.39	\$ (300.00)	\$ -	\$ 8,933.31
Criminal Justice	\$ 4,679.65	\$ 0.06	\$ -	\$ -	\$ 4,679.71
Digital Media Arts	\$ 990.64	\$ 50.01	\$ (100.00)	\$ -	\$ 940.65
FFA	\$ 1,211.08	\$ 835.02	\$ (223.00)	\$ -	\$ 1,823.10
Epicurean Club	\$ 4,571.17	\$ 5,361.08	\$ (3,569.57)	\$ (9.60)	\$ 6,353.08
Heavy Equipment Club	\$ 15,810.42	\$ 300.45	\$ (4,404.00)	\$ -	\$ 11,706.87
HOSA Nurse Assisting	\$ 744.84	\$ 113.80	\$ (300.00)	\$ -	\$ 558.64
Machine Trades	\$ 3,889.17	\$ 1,606.50	\$ (800.00)	\$ -	\$ 4,695.67
New Vision Medical	\$ 833.64	\$ 0.01	\$ -	\$ -	\$ 833.65
New Vision ILB	\$ 399.73	\$ -	\$ -	\$ -	\$ 399.73
Stem Student Council	\$ 10,707.29	\$ 228.10	\$ (2,743.16)	\$ -	\$ 8,192.23
Stem Yearbook	\$ 337.07	\$ -	\$ -	\$ -	\$ 337.07
Yearbook	\$ 1,204.52	\$ 800.02	\$ -	\$ -	\$ 2,004.54
NYS Sales Tax	\$ 1,538.08	\$ -	\$ (74.10)	\$ 77.98	\$ 1,541.96
Totals	89,413.74	\$ 15,289.78	\$ (18,648.59)	\$ -	86,054.93
<i>Balance carried forward</i>					\$ 89,413.74
<i>Cash received during quarter</i>					\$ 15,289.78
<i>Cash disbursed during quarter</i>					\$ (18,648.59)
<i>Cash transfer during quarter</i>					\$ -
Cash balance year to date					\$ 86,054.93

Prepared by

Tina Parker
7/15/24

WILDWOOD CAREER EDUCATION CENTER
STUDENT ACTIVITIES - 4 TH QUARTER REPORT
FOR THE PERIOD: 4/01/2024 - 6/30/2024

<i>Club Account Name</i>	<i>Balance Carried Forward</i>	<i>Cash Received During Period</i>	<i>Cash Disbursed During Period</i>	<i>Cash Balance Year to Date</i>
JT Work Based Learning	\$605.29	\$268.37	\$157.49	\$716.17
Alternative Education	\$162.72	\$885.00	\$1,000.00	\$47.72
Animal Science	\$1,344.64	\$380.10	\$700.00	\$1,024.74
Auto Technology	\$3,602.33	\$3,203.95	\$2,290.21	\$4,516.07
Computer Graphics/Yearbook DM	\$2,625.97	\$2,797.29	\$1,888.24	\$3,535.02
Computer Information Technology	\$1,356.54	\$0.06	\$846.00	\$510.60
Cosmetology	\$7,822.87	\$2,627.47	\$2,639.48	\$7,810.86
Criminal Justice	\$1,029.66	\$1,304.07	\$1,633.24	\$700.49
Culinary Arts	\$4,009.32	\$261.28	\$1,075.00	\$3,195.60
GST BOCES Jobs Cooperative	\$918.14	\$0.06	\$111.92	\$806.28
Heavy Equipment	\$14,516.27	\$1,681.13	\$1,974.00	\$14,223.40
HOSA	\$1,150.83	\$0.09	\$0.00	\$1,150.92
Introduction to Career Majors ICM	\$873.41	\$142.08	\$0.00	\$1,015.49
New Visions	\$568.64	\$0.05	\$0.00	\$568.69
Professional Business Technology	\$175.25	\$275.94	\$169.53	\$281.66
Project Search	\$247.87	\$0.03	\$0.00	\$247.90
Skills USA	\$1,457.35	\$3,184.27	\$3,451.56	\$1,190.06
Wildwood Builders	\$7,085.20	\$4,365.81	\$1,655.93	\$9,795.08
Welding	\$2,775.32	\$765.85	\$2,257.20	\$1,283.97
New Vision Human Service & Edu	\$997.75	\$0.08	\$0.00	\$997.83
Total	\$53,325.37	\$22,142.98	\$21,849.80	\$53,618.55

Balance Carried Forward	\$53,325.37
Cash Received During Quarter	\$22,142.98
Cash Disbursed During Quarter	-\$21,849.80
<u>Equals Cash Balance Year to Date</u>	<u>\$53,618.55</u>

Date July 22, 2024

Prepared by:



Internal Claims Auditor Report

4.C.1

Jun-24

of Checks Processed- 889

of Invoices Processed- 1834

Discovered Condition	PO#	Internal Claims Auditor Requested Corrective Action	Corrective Action Taken
Appropriate approval signature for authorizing payment lacking.			
Appropriate expense codes not used ie 200 Equipment, 300 Supplies.			
Invoice/Account # on warrant/check doesn't match	24-03866	Incorrect invoice #	Corrected in Wincap
	SS/TA	Incorrect month of invoice	Corrected in Wincap
	24-04886	Incorrect invoice #	Corrected in Wincap
	24-07244	Incorrect invoice #	Corrected in Wincap
	24-06171	Incorrect invoice #	Corrected in Wincap
	24-07225	Incorrect invoice #	Corrected in Wincap
	24-01639	Incorrect account #	Corrected in Wincap
Itemized claims/invoice amounts do not total to check amount.	24-05899	Incorrect dollar amount	Corrected in Wincap
	24-03131	Incorrect dollar amount	Corrected in Wincap
	24-06455	Incorrect dollar amount	Corrected in Wincap
	24-04117	Incorrect dollar amount	Corrected in Wincap
	24-06156	Incorrect dollar amount	Corrected in Wincap
Payment request is lacking sufficient documentation proving receipt of items/services.	24-01124	No attachment	Corrected in Wincap
Remit name/address is incorrect.	24-01881	Incorrect remit address	Corrected in Wincap
OTHER: Specify			

Internal Claims Auditor Signature:



* Envelope made out with correct address

Date:

8-6-24

INTERNAL CLAIMS AUDITOR REPORT ON
ITEMS REPORTED TO MANAGEMENT AND RESOLVED

Jun-24

<u>QUESTION</u>	<u>RESOLUTION</u>
None	None

Christina Bouter
Internal Claims Auditor

8-6-24
Date