

FINANCE

Upon the recommendation of the Superintendent, and on the motion of _____, seconded by _____, it is resolved that the following finance actions are hereby taken:

A. General Fund Establishments and Adjustments.

1. Budget Increases for 2015-2016:

Item #	CoSer #	Title	Increase	From	To
119-16	252.495	Staffing 1:6:1 w/WFL BOCES	\$ 2,642	\$ 92,999	\$ 95,641
120-16	401.000	Arts in Education	\$ 7,860	\$ 387,340	\$ 395,200
121-16	403.000	Alternative Education Program (ABL and CDU)	\$ 2,750	\$ 104,793	\$ 107,543
122-16	419.693	Academic Prog., Spec.Facilities w/TST BOCES	\$ 900	\$ 630	\$ 1,530
123-16	511.000	Printing	\$ 20,036	\$ 1,166,975	\$ 1,187,011
124-16	537.000	School/Curriculum Improvement Planning	\$ 180	\$ 1,415,898	\$ 1,416,078
125-16	567.690	SIP w/Sullivan BOCES	\$ 5,000	\$ 5,000	\$ 10,000
126-16	569.495	Interscholastic Sports Coord. w/WFL BOCES	\$ 13	\$ 315	\$ 328
127-16	605.000	Computer Service: Management	\$ 14,610	\$13,128,478	\$13,143,088
128-16	629.591	Computer Service: Management w/Erie 1 BOCES	\$ 14,664	\$ 3,240,299	\$ 3,254,963
129-16	648.698	Recruiting Service: w/Putnam BOCES	\$ 750	\$ 10,314	\$ 11,064
130-16	651.495	Computer Service: Management w/WFL BOCES	\$ 819	\$ 1,221	\$ 2,040
131-16	659.591	Planning Service: Management w/Erie 1 BOCES	\$ 70	\$ 48,059	\$ 48,129

These increases will be supported as follows:

119-16	252.495	Prattsburgh: \$2,642
120-16	401.000	Coming: \$5,860 and Hammondsport: \$2,000
121-16	403.000	Bath \$1,000 and Misc. Revenue: \$1,750
122-16	419.693	Spencer-Van Etten: \$900
123-16	511.000	Addison: \$235, Alfred-Almond: \$111, Arkport: \$232, Bath: \$20, Bradford: \$110, Campbell-Savona: \$1,136, Canaseraga: \$47, Canisteeo-Greenwood: \$26, Coming: \$5,771, Elmira: \$5,975, Elmira Heights: \$17, Homell: \$150, Horseheads: \$3,559, Odessa-Montour: \$322, Prattsburgh: \$112, Spencer-Van Etten: \$112, Watkins Glen: \$202, Waverly: \$1,600 and Misc. Revenue: \$299
124-16	537.000	Hammondsport: \$180
125-16	567.690	Coming: \$5,000
126-16	569.495	Bath: \$5, Canaseraga: \$4 and Homell: \$4
127-16	605.000	Misc. Revenue: \$14,610
128-16	629.591	Addison: \$5,855, Alfred-Almond: \$685, Bath: \$6,025, Canisteeo-Greenwood: \$2,724, Coming: (\$819) and Hammondsport: \$194
129-16	648.698	Avoca: \$750
130-16	651.495	Prattsburgh: \$819
131-16	659.591	Canisteeo-Greenwood: \$35 and Homell: \$35

2. Budget Decreases for 2015-2016:

Item #	CoSer #	Title	Decrease	From	To
132-16	328.693	Internal Auditor w/TST BOCES	\$ 3	\$ 67,223	\$ 67,220
133-16	342.494	Itinerant-Physical Therapy w/Monroe 1 BOCES	\$ 3,826	\$ 9,292	\$ 5,466
134-16	550.591	Computer Service: Instructional w/Erie1 BOCES	\$ 7,760	\$ 1,175,183	\$ 1,167,423
135-16	611.000	Transportation: Other Programs (Drug & Alcohol)	\$ 244	\$ 54,046	\$ 53,802
136-16	627.495	Staff Development: Clerical w/WFL BOCES	\$ 927	\$ 1,182	\$ 255

These decreases will be supported as follows:

132-16	328.693	Coming: (\$1), Hammondsport: (\$1) and Homell: (\$1)
133-16	342.494	Avoca: (\$3,826)
134-16	550.591	Alfred-Almond: \$633, Arkport: (\$686), Bath: (\$7,853) and Canisteeo-Greenwood: \$146
135-16	611.000	Elmira Heights: (\$244)
136-16	627.495	Avoca: (\$192) and Coming: (\$735)

3. Transfers within programs for 2015-2016:

a. Transfers in excess of \$10,000.

<u>COSER</u> <u>NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER</u> <u>IN</u>	<u>TRANSFER</u> <u>OUT</u>
605	Computer Service: Mgmt.	A605-7710-200-8-01 Equipment		\$32,687
		A605-7710-400-E-08 Contract & Other		\$15,000
		A605-7710-150-C-07 Certified Salaries		\$39,184
		A605-7710-200-B-09 Equipment		\$10,005
		A605-7710-204-8-01 Small Equipment	\$24,987	
		A605-7710-400-8-01 Contract & Other	\$ 7,700	
		A605-7710-400-9-09 Contract & Other	\$15,000	
		A605-7710-160-C-07 N-I Salaries	\$39,184	
		A605-7710-210-B-09 Large Equipment	\$10,005	
		TOTAL	\$96,876	\$96,876

B. Federal Fund Establishments and Adjustments.

1. Budget Establishment for 2015-2016:

- a. Extended School Year with Cattaraugus-Allegany BOCES budget be established in the amount of \$9,695.40 for the period July 1, 2015 through June 30, 2016. Revenue for this budget comes from Canisteo-Greenwood Central School District.

C. Purchasing.

1. Approval of Resolution, as attached, to participate in cooperative bidding with Eastern-Suffolk BOCES for participation in the Copier Bid.

D. Acceptance of Donated Items.

1. Joint models to the Bush Campus Animal Science Program from Chemung Valley Veterinary Clinic, 2046 Lake Road, Elmira, NY 14903.

E. Fire Inspection Reports.

1. Acceptance of the fire inspection reports for the Bush, Coopers and Wildwood campuses, as attached.

F. Approval of Cost Methodology for 2016-2017 as attached.

School Year 2015-2016

RESOLUTION (A)

JOINT MUNICIPAL COOPERATIVE BIDDING PROGRAM

WHEREAS, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

WHEREAS, the _____, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

WHEREAS, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

WHEREAS, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

WHEREAS, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

BE IT RESOLVED that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

BE IT FURTHER RESOLVED that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

BE IT FURTHER RESOLVED that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

BE IT FURTHER RESOLVED that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

BE IT FURTHER RESOLVED that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

Dated:

Name of Educational or Municipal Corporation

Name of Official

Title

Contact Person - Name

Title

E-Mail Address



TO: Margaret Munson, Assistant Superintendent for Finance/Admin Svcs
FROM: Brian Bentley CDF, Director of Facilities III *BBB*
RE: Fire Inspection Report
DATE: February 9, 2016

As in the past we have engaged Tompkins-Seneca-Tioga BOCES and the Cayuga-Onondaga BOCES to perform the required annual fire inspection for the Bush, Coopers and Wildwood Campuses.

Mr. James Drew from the Tompkins-Seneca-Tioga BOCES performed the inspections at Coopers Campus on December 23, 2015 and the Bush Campus on December 22, 2015, respectfully. Mr. Mark Snyder from the Cayuga-Onondaga BOCES performed the inspection at the Wildwood Campus on December 29, 2015, respectfully.

A summary of the deficiencies for each campus is attached. All non-conformances cited in the summary for all three campuses were minor in nature and have been addressed.

Please ask the Board to accept the Fire Inspection Report at the March 1st meeting. After the Board takes action, the reports will be forwarded to the Fire Departments.

Please let me know if any additional information is needed.

BB:lmb

Attachments

Cc: Michael Cadek, Chief, Elmira Heights Fire Department (Bush)
Mike Robbins, Chief, North Hornell Fire Department (Wildwood)
Robert Ellison, Chief, East Campbell Fire Department (Coopers)
James Frame, District Superintendent

TST BOCES

TOMPKINS • SENECA • TIOGA

James Drew, A.I.A.
Coordinator Work Environment Health and Safety

555 Warren Road, Ithaca, NY 14850
607-257-1551, ext. 6005
jdrew@tstboces.org

December 22, 2015

Brian Bentley
Director of Facilities
GST BOCES
459 Philo Road
Elmira, New York 14903

RE: 2015 Fire Inspection, Bush Campus

Dear Brian:

Attached are the results of the fire inspection completed on December 22, 2015 at the above referenced school facility.

Please follow the rules for filing the fire inspection reports to the SED found in the manual available at:

[Http://www.p12.nysed.gov/facplan/documents/PUBLICFireSafetyManual.pdf](http://www.p12.nysed.gov/facplan/documents/PUBLICFireSafetyManual.pdf) to enter the data and complete the process and obtain your occupancy permit.

Please fill in the date for correction of each violation noted on Page 4. Page 5 is for district signatures upon correction of violations.

Please send one copy of the report to the Elmira Fire Department for their records. Please let me know when you would like me to present the findings to the board of education.

I trust that this inspection was done to your satisfaction. If you have any questions or concerns, please do not hesitate to contact me. Please notify me when the violations have been completed.

Respectfully submitted,



James K. Drew, AIA
Work Environment Health and Safety Coordinator

cc: file

Together we learn, lead, support and serve

Candor • Dryden • George Junior Republic • Groton • Ithaca • Lansing • Newfield • South Seneca • Trumansburg

December 22, 2015

Brian Bentley
Superintendent of Buildings & Grounds
GST BOCES
459 Philo Road
Elmira, New York 14903

RE: Fire Inspection violations found during inspection, 2015

Dear Brian:

During our annual fire inspection of your campus held on December 22, 2015 the following violations were observed:

Building 1, Administration:

23B-1 Forced fan heater with faulty tip-over protection.

23B-1 Forced fan heater with no tip-over protection.

15D-2 Combustible material suspended from wall

Sincerely,



James K. Drew, AIA
Coordinator, Work Environment Health & Safety
T-S-T BOCES
555 Warren Road
Ithaca, New York 14850

cc: file

TST BOCES

TOMPKINS • SENECA • TIOGA

James Drew, A.I.A.
Coordinator Work Environment Health and Safety

555 Warren Road, Ithaca, NY 14850
607-257-1551, ext. 6005
jdrew@tstboces.org

December 23, 2015

Brian Bentley
Director of Facilities
GST BOCES
459 Philo Road
Elmira, New York 14903

RE: 2015 Fire Inspection, Coopers Campus

Dear Brian:

Attached are the results of the fire inspection completed on December 23, 2015 at the above referenced school facility.

Please follow the rules for filing the fire inspection reports to the SED found in the manual available at:

[Http://www.p12.nysed.gov/facplan/documents/PUBLICFiresafetyManual.pdf](http://www.p12.nysed.gov/facplan/documents/PUBLICFiresafetyManual.pdf) to enter the data and complete the process and obtain your occupancy permit.

Please fill in the date for correction of each violation noted on Page 4. Page 5 is for district signatures upon correction of violations.

Please send one copy of the report to the local Fire Department for their records. Please let me know when you would like me to present the findings to the board of education.

I trust that this inspection was done to your satisfaction. If you have any questions or concerns, please do not hesitate to contact me. Please notify me when the violations have been corrected.

Respectfully submitted,



James K. Drew, AIA
Work Environment Health and Safety Coordinator

cc: file

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December 23, 2015

Brian Bentley
Superintendent of Buildings & Grounds
GST BOCES
459 Philo Road
Elmira, New York 14903

RE: Fire Inspection violations found during inspection, 2015 – Coopers Campus

Dear Brian:

During our annual fire inspection of your campus held on December 23, 2015 the following violations were observed:

Building 2, Equipment Office:

9D-1 Storage of combustible materials within 24 inches of ceiling with no sprinkler system.

9D-1 Storage of combustible materials within 24 inches of ceiling with no sprinkler system.

Building 6, Cosmetology:

21A-3 Storage of flammable liquids outside of approved storage locker. — *Complied on site*

Building 5, Dark Room:

12J-1 Extension cord used as a substitute for permanent wiring.

Sincerely,

James K. Drew, AIA
Coordinator, Work Environment Health & Safety
T-S-T BOCES
555 Warren Road
Ithaca, New York 14850

cc: file

CAYUGA-ONONDAGA
BOCES

a celebration of learning

1879 West Genesee Street Road • Auburn, New York 13021

RECEIVED
JAN 05 2016

BY:

December 30, 2015

Mr. Brian Bentley
Director of Facilities
Greater Southern Tier BOCES
459 Philo Road
Elmira, NY 14903

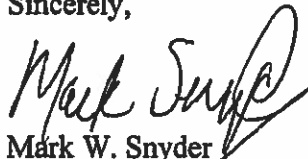
Dear Brian:

The annual fire inspections for the District were completed on December 29, 2015. A summary of the violations noted in the District's facilities is enclosed. Forms that reference items of non-conformance for each building are also enclosed.

Items of non-conformance must be addressed before fire inspection reports are entered in to the NYSED business portal. The District Superintendent of Schools may delegate the fire inspection data input process; however the District Superintendent must still certify the accuracy of the data. After the fire inspection data is entered, the Certificates of Occupancy must be printed and posted in a prominent place in each building. Please note that this process must be completed prior to February 1, 2016.

I trust that this matter has been handled to your satisfaction. If you have any questions or need assistance entering the reports do not hesitate to contact me.

Sincerely,



Mark W. Snyder
Safety Coordinator
NYS Code Enforcement
Certification #1090-7558B

MWS
Enclosures

**SED FIRE INSPECTION
G-S-T BOCES Wildwood Campus
December 29, 2015**

BUILDING #1 - ADMINISTRATION

No violations noted.

BUILDING #2 – AUTO BODY/AUTO TECH

Insulation damaged on extension cord in Auto body shop.

(Section 12 Item #E-1)

Electrical wiring, devices, appliances and other equipment that is modified or damaged and constitutes an electrical shock or fire hazard shall not be used. Fire Code of New York State §605.1

No documentation available to indicate that the sprinkler system for the Auto body shop spray booth has been tested (required quarterly). Wire attached to sprinkler head must be removed. Sprinkler heads have accumulation of paint that may interfere with the activation of fusible links.

(16 Item #A-2)

Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standard listed in Table 901.6.1 (sprinkler systems - NFPA 25). Fire Code of New York State §906.1

BUILDING #3 – COSMETOLOGY/NURSING

Space heaters in Room #334 and Office #325 plugged in to power strips.

(Section 12 Item #J-1)

Portable, electric space heaters shall be plugged directly into an approved receptacle. Fire Code of New York State §605.10.2

BUILDING #4 – CAREER MAJORS

Insert around circuit breakers has been removed, leaving access to live conductors in panel #A in Room #404.

(Section 12 Item #E-1)

Electrical wiring, devices, appliances and other equipment that is modified or damaged and constitutes an electrical shock or fire hazard shall not be used. Fire Code of New York State §605.1

BUILDING #5 – TRADES/WELDING

Storage of materials and equipment blocks access to electrical disconnect in Wood Shop #503.

(Section 12 Item #G-1)

A working space of not less than 30 inches in width, 36 inches in depth and 78 inches in height shall be provided in front of electrical service equipment. Where the electrical service equipment is wider than 30 inches, the working space shall not be less than the width of the equipment. No storage of any equipment shall be located within the designated working space. Fire Code of New York State §605.3

BUILDING #6 – TRADES

Fire-rated door between Mechanical Room and corridor damaged, does not close properly.

(Section 14 Item #B-2)

Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable. Fire Code of New York State §703.2

Fire-rated door to Room #601C held open with wooden wedge.

(Section 14 Item #C-2)

Fire doors and smoke barrier doors shall not be blocked or obstructed or otherwise made inoperable. Fire Code of New York State §703.2

Need to provide emergency lighting in Conservation Shop Room #605.

(Section 17 Item #H-2)

In the event of power supply failure, illumination shall automatically be provided from an emergency system for interior stairs, corridors, windowless areas with student occupancy, shops, and laboratories. Fire Code of New York State §1029.9

BUILDING #7 – CULINARY ARTS

No violations noted.

BUILDING #10 – FILE ROOM

Emergency light inoperable.

(Section 17 Item #H-2)

In the event of power supply failure, illumination shall automatically be provided from an emergency system for interior stairs, corridors, windowless areas with student occupancy, shops, and laboratories. Fire Code of New York State §1029.9

BUILDING #11 - MAINTENANCE

No violations noted.

BUILDING #12 – TRADES

Insulation damaged on extension cord in main shop.

(Section 12 Item #E-1)

Electrical wiring, devices, appliances and other equipment that is modified or damaged and constitutes an electrical shock or fire hazard shall not be used. Fire Code of New York State §605.1

BUILDING #13 – HEAVY EQUIPMENT

Emergency light inoperable.

(Section 17 Item #H-2)

In the event of power supply failure, illumination shall automatically be provided from an emergency system for interior stairs, corridors, windowless areas with student occupancy, shops, and laboratories. Fire Code of New York State §1029.9

CRIMINAL JUSTICE STORAGE GARAGE

No violations noted.

BUILDING #18 – CRIMINAL JUSTICE

No violations noted.

BUILDING #19 – CRIMINAL JUSTICE STORAGE SHED

Fire extinguisher overdue for monthly inspection.

(Section 16 Item #B-2)

Fire extinguishers shall be selected, installed and maintained in accordance with NFPA 10. Fire Code of New York State §906.2

GARAGE VEHICLE STORAGE

No violations noted.

TO: Superintendents, GST BOCES

FROM: Margaret N. Munson, Assistant Superintendent
Finance & Administrative Services

DATE: December 21, 2015

RE: 2016-2017 Cost Allocation Methodology

The cost methodology must be “approved annually by at least three-quarters of the participating component school districts after consultation by local school officials with their respective Boards” (Education Law §1951 , sub 1). Please consult with your Board of Education regarding the attached cost methodology for Cosers to be offered by the GST BOCES for 2016-2017 prior to the regular Superintendents’ meeting scheduled for February 9, 2016.

Please return this certification to me before the Superintendents’ meeting on February 9, 2016. At that meeting, a resolution will be offered seeking component district approval of the 2016-2017 Cost Methodology.

ENC
MNM:mtm

District
Name: _____

Approve the 2016-2017 Cost Methodology as depicted on the attached Cost Allocation Methodology:

- YES NO

Upon consultation with my Board of Education on _____, I certify that _____ District approved the Cost Methodology for Cosers to be offered by the GST BOCES for 2016-2017.

Signature of Superintendent

Date

001	Central Administration	2 Years Prior RWADA (2014-2015)	BOCES Aid
002	Capital/Rental	2 Years Prior RWADA (2014-2015)	BOCES Aid-Current Year
101	Career & Technical Education	Percentage of Total Averaged Enrollment from 2014-15 Fiscal Year	BOCES Aid
203	Special Class: S/P Ratio 1:12:1 (Academic Delay & ACCESS/EOP Transition Program)	Actual FTE of Enrollment	Excess Cost Aid
205	Special Class: S/P Ratio 1:15 (Elismere)	Actual FTE of Enrollment	Excess Cost Aid
209	Special Class: S/P Ratio 1:8:1 (Emotionally Disabled, Broad Horizons)	Actual FTE of Enrollment	Excess Cost Aid
216	Special Class: S/P Ratio 1:6:1 (Autism, Broad Horizons Academy, Emotionally Disabled, Day Treatment-Pathways, Multiply Disabled)	Actual FTE of Enrollment	Excess Cost Aid
301	Itinerant - Music	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
303	Itinerant - Art	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
304	Itinerant - Visually Impaired		
305	A) Visually Impaired - Instructional B) Visually Impaired - Instructional Support	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
307	Itinerant - Physical Therapy	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
308	Itinerant - English as a Second Language	Pooled Percentage of a Full-Time Equivalent Requested by District	ESL Aid
309	Itinerant - Physical Education	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
310	Itinerant - Speech Improvement	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
312	Itinerant - Speech Impaired	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
313	Itinerant - School Psychologist	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid for regular ed students and Excess Cost Aid for students with disabilities
316	Itinerant - Interpreter for the Deaf	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
318	Itinerant - Home & Careers	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
320	Shared Supervision	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
323	Itinerant - Supervisor of Special Education Programs	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
324	Itinerant - Comprehensive Diagnostic Services	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess cost aid for students with disabilities. BOCES aid on coordination only for regular ed students
326	Itinerant - Occupational Therapy	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
327	Itinerant - Hard of Hearing	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
330	Itinerant - Teacher of the Deaf	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
331	Itinerant - Nurse/Nurse Teacher	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
332	Itinerant - Consultant Teacher	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
332	Itinerant - School Social Worker	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid for regular ed students and Excess Cost Aid for students with disabilities
		Base Cost: 2 Years Prior RWADA (2014-2015)	

GST PROPOSED COST METHODOLOGY 2016-17

GST
COSER
NUMBER

PROGRAM DESCRIPTION

PROPOSED COST METHODOLOGY

AID STATUS

<u>GST</u> <u>COSER</u> <u>NUMBER</u>	<u>PROGRAM DESCRIPTION</u>	<u>PROPOSED COST METHODOLOGY</u>	<u>AID STATUS</u>
401	Arts In Education	Flat Fees Based on Artist/Performance Requested.	BOCES Aid
403	Alternative Education Program		
	A) Alternative Education - Secondary	July 1st Numbers with June Adjusted Per Agreement (see attached)	BOCES Aid
	B) Alternative Education Middle School (Hornell & Coopers)	July 1st Numbers with June Adjusted Per Agreement (see attached)	BOCES Aid
	C) Adventure Based Learning	Actual Number of Student Days Enrolled	BOCES Aid
409	Academic Programs-Special Facilities (Detention Center)	Daily rate based on actual pupil days of service	BOCES Aid for regular ed students & Excess Cost Aid for students with disabilities
412	Advanced Placement Courses-Accelerated College Education (ACE)	ACE Courses-Based on Number of Course Enrollments for CCC credit. Advanced Placement (AP) Test Fee Paid by Students; Corning Community College Course Credit Fee Paid by Student.	BOCES Aid
415	Summer School	Tuition Rate Per Course Registration	BOCES Aid
426	Exploratory Enrichment	Base Cost: Percentage of funds committed by the district.	
430	Distance Learning	District Specific: Flat fees based on event requested	BOCES Aid
	A) Distance Learning/Video Conferencing	Coordination: 2 Years Prior RWADA (2014-2015) District Specific Requests: Based on Actual Usage.	BOCES Aid
	B) Virtual Worlds/Distance Learning	Coordination: Base Cost-Flat Rate Per School District Specific Requests: Based on Actual Usage	BOCES Aid
	C) Virtual Learning	Coordination: Two years prior RWADA (2014-2015) District Specific Requests: Based on Actual Enrollment in Virtual Learning Courses and Online Teacher of Record, if needed	BOCES Aid
506	Shared Curriculum Development Coordinator	Pooled percentage of a Full-Time Equivalent Requested by District. Substitute reimbursement, specific district requests available on per diem basis, stipends an additional charge	BOCES Aid
507	Interscholastic Sports Coordination	Flat Rate Per District	BOCES Aid
508	Library Services/Media	Base Cost: Flat Rate per District Collection Development: Based on \$100 Blocks Databases: Based on the Rate Charged by Vendor for Specific District Requests (as used)	BOCES Aid
511	A) Printing	Labor: 3-Year Average (2012-13 through 2014-15) Supplies: Based on Actual Usage Note: District Supplies are not eligible for BOCES Aid	BOCES Aid (District Supplies w/o Aid).
	B) Courier Service	Percent of Usage Comprised of Number of Delivery Days Multiplied by Number of Locations	BOCES Aid

GST
COSER

PROGRAM DESCRIPTION

PROPOSED COST METHODOLOGY

PROGRAM DESCRIPTION

NUMBER

AID STATUS

<u>NUMBER</u>	<u>PROGRAM DESCRIPTION</u>	<u>PROPOSED COST METHODOLOGY</u>	<u>AID STATUS</u>
512	Computer Service, Instructional	Pooled Percentage of a Full-Time Equivalent Requested plus district specific requests for software and hardware	BOCES Aid
513	Library Automation	Base Service: Flat Rate Per Library. Additional Services Based on District Specific Requests	BOCES Aid
514	Academic All Stars Coordinator	Flat Fee Per Team	BOCES Aid
516	Planning, Instructional (Grant Writing)	Based On FTE Requested	BOCES Aid
517	Coordination, Other (Central) Superintendents Development Program	Flat Rate Per Participant	BOCES Aid
518	Coordinator of Home Instruction	Per Student Fee	BOCES Aid
520	Comprehensive Support Services	Pooled Percentage of a Full-Time Equivalent Requested by District	Excess Cost Aid
522	Equipment Repair (AV/Micro Computer/Electronic)	Based on Actual Number of Units Repaired from July 2014 to June 2015 plus cost of parts	BOCES Aid (District Supplies w/o Aid)
525	Staff Development: Certified & Administrative	Curriculum Mentor-Pooled Percentage of a Full-Time Equivalent Requested by District	
527	Instructional Materials	Substitute Reimbursement	
	A) Science Resource Center	District Specific Requests -available on a per diem basis, stipends an additional charge	BOCES Aid
	B) Science and Discovery Center	Base cost: Two years prior RWADA (2014-2015) District Specific: Cost Per Kit	BOCES Aid
528	Industry/Education Activities Coordination (Career Development Council-CDC)	Base cost: Percentage of funds committed by districts District Specific: Cost Per Program	BOCES Aid
	A) Basic Career Education Services	Based on District K-12 Enrollment (BEDS Fall 2014)	BOCES Aid
	B) Mentoring Programs	Specific Requests/Staff Time/Direct Program Expenses	BOCES Aid
	C) High School Internships	Specific Requests/Staff Time/Direct Program Expenses	BOCES Aid
	D) Service Learning	Specific Requests/Staff Time/Direct Program Expenses	BOCES Aid
	E) Additional Career Services	Specific Requests/Staff Time/Direct Program Expenses	BOCES Aid
	F) Youth Leadership Institute	Cost Per Participant	BOCES Aid
536	Model Schools	Base Service: 2 Years Prior RWADA (2014-2015)	BOCES Aid
537	School/Curriculum Improvement Planning	Stipends: Based on Actual Participation	BOCES Aid
	A) Workshop Costs	Base Service: 2 Years Prior RWADA (2014-2015) Based on Number of Workshop Days Districts Request on May 1 of Prior Year With Billing Adjusted Per Agreement (See Attached)	BOCES Aid
	B) Data Analysis	Flat Rate Per Building	BOCES Aid

GST PROPOSED COST METHODOLOGY 2016-17

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NUMBER

PROGRAM DESCRIPTION

PROPOSED COST METHODOLOGY

AID STATUS

	C) Leadership	Flat Rate Per District	BOCES Aid
	D) Sub Reimbursement	Based on District Sub Rate	BOCES Aid
	E) Stipends	Based on Regional Stipend Rate	BOCES Aid
	F) Superintendents' Retreat	Flat Rate Per District	BOCES Aid
	G) NYSCOSS	Flat Rate Per District	BOCES Aid
	H) Principal's Coalition	Flat Rate Per Participant	BOCES Aid
	I) Network Team	Flat Rate Per School Building	BOCES Aid
	J) Additional Services	Based on District Specific Requests	BOCES Aid
602	Employee Benefit Coordination	Steuben Plan: Fee Per Enrollee in Health Care Plan December 2015	BOCES Aid
605	Computer Service: Management	Worker's Comp: Flat Rate Per Participating District	BOCES Aid
	A) Desktop Technicians	Pooled Percentage of a Full-Time Equivalent Requested by District	BOCES Aid
	B) Electronic E-Mail Service	Number of District E-mail Accounts as of September 1, 2015	BOCES Aid
	C) Network Core Services		
	C-1) Help Desk (Core Service)	Effective July 1, 2013 Help Desk was incorporated into the following services: Telecom, Backup, Desktop, Email, Instructional and Server	
	C-2) Server Team	Number of District Computers With an Installed Network Card as of September 1, 2015	BOCES Aid
	C-3) Telecommunications	Number of District Computers With an Installed Network Card as of September 1, 2015	BOCES Aid
	C-3a) VOIP Communications Systems Service	Per License Plus Equipment, Maintenance and Support Costs	BOCES Aid
	C-3b) Backup & Data Restoration Services	Number of district computers with an installed network card as of September 1, 2015	BOCES Aid
	C-3c) IP Security Service	Number of district security cameras as of September 1, 2015 plus system maintenance	BOCES Aid
	C-3d) Fax Service	Based on Number of District Fax Lines as of September 1, 2015	BOCES Aid
	D) Instructional Network Service	Per Student Fee Based on K-12 Enrollment (BEDS Fall 2014)	BOCES Aid
	E) Regional Infrastructure Service	Based on a Per DEMARC as of September 1, 2015	BOCES Aid
	F) Distributed Systems Resource Service [DSRS]	District K-12 Enrollment (BEDS Fall 2014) and FTE Requested (Level of Service)	BOCES Aid
	G) Financial Services	Per Paycheck July 2014 to June 2015 Plus Software License Fee	BOCES Aid
	G-1) Tax Bill Printing & Collection System	Per Tax Bill July 2014 to June 2015	BOCES Aid
	G-2) Inventory & Asset Management Services	Flat Rate per District Plus Per Asset Charge Plus Software Maintenance Fee Per Module	BOCES Aid
	H) Student Management Service [SchoolTool]	2 Years Prior RWADA (2014-2015)	BOCES Aid
	I) Clear Track 200 & Centris	Number of Special Education Students as of September 1, 2015	BOCES Aid

GST PROPOSED COST METHODOLOGY 2016-17

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<u>NUMBER</u>	<u>PROGRAM DESCRIPTION</u>	<u>PROPOSED COST METHODOLOGY</u>	<u>AID STATUS</u>
	I-1) Academic Intervention Service	Per Student Fee Based on K-12 Enrollment (BEDS Fall 2014)	BOCES Aid
J)	Student Assessment & Accounting System Services		BOCES Aid
	J-1) Test Scoring	Number of Tests Scored and Test Booklets from September 1, 2014 through August 31, 2015	BOCES Aid
	J-2) State Data Collection Service	Flat Fee for Datawarehouse Hosting	BOCES Aid
	J-3) Data Administrator Consultation Service	Equal Share Per District	BOCES Aid
K)	Instructional Development of Educational Application Service [IDEAS]		
	L) Internet Service	Per Student Fee Based on K-12 Enrollment (BEDS Fall 2014)	BOCES Aid
	M) Cafeteria Point of Sales	Percentage of Utilization from July 2014 to June 2015	BOCES Aid
	N) Student/Staff ID Card	Per Student Fee Based on K-12 Enrollment (BEDS Fall 2014) in Each School Building	BOCES Aid
	O) Medicaid Reimbursement Service	Initial Card-\$2, Additional Card-\$1, Clip-\$0.25, Badge Holder-\$55, Lanyard-\$1.50, ProxCard-\$5.00 July 2014 to June 2015	BOCES Aid
	P) Document Imaging Service	Per Student Fee Based on K-12 Enrollment (BEDS Fall 2014)	BOCES Aid
	Q) Shared Chief Information Officer (CIO) Service	2 Years Prior RWADA (2014-2015)	BOCES Aid
	R) Energy Utilization Metering and Management Service	District Requested FTE	BOCES Aid
606	Substitute Coordination (Sub-Teacher Registry)	Per Installed Building	BOCES Aid
607	Staff Development: Bus Drivers	Number of District Employees Requiring a Sub as of October 1, 2015	BOCES Aid
608	Negotiations (Labor Relations)	Flat Rate Per Participant Based on Number Participating	Transportation Aid
609	Safety/Risk Management	Flat Rate Per District for Coordination Plus a Rate Based on Number of District Employees Reported by District October 1, 2015	BOCES Aid
	A) Coordination	Flat Fee (Required for Participation in Additional Services in This CO-SER)	BOCES Aid
	B) Training	Based on Number of District Employees Reported by District October 1, 2015	BOCES Aid
	C) Option A Testing	Flat Fee (Lab Fees Not Included)	BOCES Aid
	D) Asbestos Service	Total Square Footage of District	BOCES Aid
	E) Fire/Structural Inspections	Total Square Footage of District	BOCES Aid
610	Employee Assistance Program	Based on Number of District Employees Reported by District October 1, 2015	BOCES Aid
611	Transportation: Other Programs (Drug and Alcohol Testing)	Based on Number of Drivers with CDL Licenses as of October 1, 2015	Transportation Aid
612	Business Office Support (CBO)	CBO Administration charge based on 2 year prior RWADA (2014-2015)	BOCES Aid
614	Public Information Service: Central	Requested Services - Based on FTE of Staff Requested	Claims auditing is not eligible for aid
617	School Food Management: Central	Pooled Rate Based on FTE of Service Requested	BOCES Aid
		Based on FTE Requested by District	BOCES Aid
618	GASB-45 Planning and Valuation Service	Coordination: Flat Fee	BOCES Aid
		Actuarial Consultant: Based on BOCES Contract w/Consultant	
623	Recruiting Service (Cooperative Advertising)	Coordination: Percentage of FTE Based on District Participation.	BOCES Aid
624	Staff Development: Board of Education	Advertising: Based on Flat Fee Per District Request	BOCES Aid
725	Related Service - Occupational Therapy	Charge Per District/BOCES Board	Excess Cost Aid
726	Related Service - Physical Therapy	Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid

GST PROPOSED COST METHODOLOGY 2016-17

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NUMBER	PROGRAM DESCRIPTION	PROPOSED COST METHODOLOGY		AID STATUS
		Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid	
728	Related Service - Vision	Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid	
729	Related Service - Speech	Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid	
731	Related Service - Adapted Physical Education	Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid	
732	Related Service - 1:1 Aides Multiple Options	Flat Pooled Rate Based on Actual FTE of Aide	Excess Cost Aid	
733	Related Service - 1:1 Interpreters Multiple Options	Flat Pooled Rate Based on Actual FTE of Interpreter	Excess Cost Aid	
734	Related Service - Counseling	Rate Per Individual or Group Session Per Student IEP	Excess Cost Aid	
735	Related Service - Mainstreaming	Rate Per 1-Credit Course of Mainstreaming (see attached)	Excess Cost Aid	
737	Related Service - 1:1 Nurse	Flat Pooled Rate Based on Actual FTE of Nurse	Excess Cost Aid	
837	Summer Portion of 12 Month Program (Extended School Year)			
	A) Multiply Disabled, Day Treatment, Broad Horizons Academy, Autism	Actual FTE of Enrollment	Regional Rates set by NYS Program Reimbursement Unit	
	B) Multiply Disabled, Day Treatment, Broad Horizons Academy, Autism - 1:1 Aides	Flat Pooled Rate Based on Actual FTE of Aide	Regional Rates set by NYS Program Reimbursement Unit	
	C) Multiply Disabled, Day Treatment, Broad Horizons Academy, Autism - Related Service Only	Actual FTE of Staff Time	Regional Rates set by NYS Program Reimbursement Unit	

GST Proposed Cost Methodology 16-17
12/21/15

2016-17 COST METHODOLOGY ATTACHMENT

403.000 - ALTERNATIVE EDUCATION-MIDDLE SCHOOL AND SECONDARY BILLING

Districts will submit to BOCES by July 1 the names of students who plan to enroll in the Alternative Education program in September. Each district will be billed based on the number given on July 1.

1. Those districts that sent more FTE students to Alternative Education than the number reported on July 1 will be billed the per FTE student charge for each FTE student (daily rate).
2. If total actual enrollment equals or exceeds the July 1 total, the bills to those districts that sent fewer FTE students than reported on July 1 will be reduced to the actual enrollment.
3. If total enrollment is less than the July 1 total, but some districts sent more students than reported on July 1, the bills to those districts that sent fewer students than reported July 1 will be reduced on a prorated basis by taking the total number of fewer students than the July 1 commitment multiplied by the tuition per student to arrive at the total revenue shortfall. The revenue shortfall is then divided by the total negative student number to arrive at a prorated cost per student not sent.

537.000 – SCHOOL/CURR. IMPROVEMENT PLANNING WORKSHOP BILLING

Districts will submit to BOCES by May 1 the numbers of teachers who plan to attend staff development the following school year. Each district will be billed based on the May 1 number.

1. Those districts that sent more participants to staff development workshops than reported on May 1 will be billed the per participant day for each additional participant day (daily rate).
2. If the total actual enrollment equals or exceeds the May 1 total, the bills to those districts that sent fewer participants than reported on May 1 will be reduced to actual enrollment.
3. If the total actual enrollment is less than the May 1 total, but some districts sent more participants than reported on May 1, the bills to those districts that sent fewer participants than reported May 1 will be reduced on a prorated basis by taking the total number of fewer participant days than the May 1 commitment multiplied by the daily rate to arrive at the total revenue shortfall. The revenue shortfall is then divided by the total negative participant days to arrive at a prorated cost participant day not sent.

735.000 – MAINSTREAMING

1. Mainstreaming is not covered as part of the tuition rate and will be charged separately just as related services are. Any mainstreaming event that can be considered a one-credit course will be billed at \$500. The cost for other mainstreaming courses will be prorated.

**CHANGES IN PROPOSED 2016-17
COST METHODOLOGY FROM 2015-2016**

Updated Years

Deleted Co-Sers

402	Equivalent Attendance Education (GED)
502	Educational Television

Change in Service in Existing Coser

412	Advanced Placement Courses Deleted Cooperative College Level w/Alfred State
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Change in Aid Status

312	Itinerant School Psychologist Changed from "BOCES Aid" to "BOCES Aid for regular ed students and Excess Cost Aid for students with disabilities" per Coser requirement
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PERSONNEL

Upon the recommendation of the Superintendent, and on the motion of _____, seconded by _____, it is resolved that the following personnel actions are hereby taken:

A. Retirements

1. **Susan Kramer**
 Position: **Cook Manager**
 Effective: **June 29, 2016**
 Date of Hire: **July 1, 2005**

2. **John Forenz**
 Position: **Teacher, Auto Technology**
 Effective: **June 30, 2016**
 Date of Hire: **September 1, 1985**

3. **Timothy Quinlan**
 Position: **Teacher, Criminal Justice**
 Effective: **July 1, 2016**
 Date of Hire: **October 30, 2000**

4. **David Strickarz**
 Position: **Teacher, Building Trades**
 Effective: **July 1, 2016**
 Date of Hire: **November 16, 1981**

5. **Margaret Smith**
 Position: **Cook Manager**
 Effective: **September 2, 2016**
 Date of Hire: **September 1, 2006**

B. Resignations

1. **Joseph Bilek**
 Position: **Health and Safety Compliance Specialist**
 Effective: **end of day March 10, 2016**
 Date of Hire: **June 16, 2014**
 Reason: **personal reasons**

2. **Shannon Pfuntner**
 Position: **Teacher Aide**
 Effective: **end of day March 3, 2016**
 Date of Hire: **October 19, 2015**
 Reason: **personal reasons**

C. Civil Service Permanent Appointments, due to successful completion of Probationary Period, no change in salary

1. **Maryanne Hitchcock**
Position: **Teacher Aide**
Permanent Date: **March 8, 2016**

2. **Tyler Comstock**
Position: **Computer Programmer/Analyst**
Permanent Date: **March 12, 2016**

3. **Kenneth Knowles**
Position: **Registered Professional Nurse**
Permanent Date: **March 15, 2016**

4. **Christopher Mayer**
Position: **Network Technology Specialist**
Permanent Date: **March 30, 2016**

5. **Margaret VanSant**
Position: **Licensed Practical Nurse**
Permanent Date: **April 5, 2016**

D. Creation of Positions

1. **Teacher Aide**, three (3) full-time (1.0 FTE), 10 month, school calendar, Non-Competitive Civil Service positions, effective February 8, 2016, due to the increase in districts' requests for services.

2. **Senior Account Clerk Typist**, one (1) full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective March 7, 2016, due to the reorganization of duties within the department.

E. Appointments

1. **Ashley N. Rose**
Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment
Effective: **February 8, 2016**
Location: **T.A. Edison, Elmira Heights CSD**
Education: **High School Diploma, Spencer VanEtten CSD**
Probationary Period: **February 8, 2016 through April 11, 2017**
Experience: **substitution**
Salary: **\$9.00 per hour**
Reason for Appt: **due to the increase in districts' requests for services**

- 2. Rachel Tuttle**
 Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment
 Effective: February 29, 2016
 Location: Elmira Heights host site
 Education: High School Diploma, Corning-Painted Post CSD
 Probationary Period: February 29, 2016 through May 8, 2017
 Experience: Extended School Year
 Salary: \$9.00 per hour
 Reason for Appt: due to the increase in districts' requests for services
- 3. Meaghan Krazinski**
 Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment
 Effective: March 1, 2016
 Location: Bush Education Center
 Education: Master of Science, Inclusive Special Education 7-12 (generalist), Syracuse University
 Probationary Period: March 1, 2016 through May 9, 2017
 Experience: 5 months Teacher, Special Education
 Salary: \$9.00 per hour
 Reason for Appt: due to the increase in districts' requests for services
- 4. Teresa Dean**
 Position: **Payroll Specialist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, Civil Service List # 65701
 Effective: March 1, 2016
 Location: Bush Education Center
 Education: High School Diploma, Horseheads CSD
 Probationary Period: March 1, 2016 through February 28, 2017
 Experience: 6 years' related experience
 Salary: \$35,000.00 per year, prorated
 Reason for Appt: due to a resignation
- 5. Scott Semski**
 Position: **Working Foreperson**, full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, **Probationary** appointment
 Effective: March 7, 2016
 Location: Bush Education Center
 Education: High School Diploma, Elmira CSD
 Probationary Period: March 7, 2016 through March 6, 2017
 Experience: 14 years' related experience

Salary: \$44,500.00 per year, prorated
Reason for Appt: due to a resignation

6. Emily Stephenson

Position: **Senior Account Clerk Typist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service Exam
Effective: March 7, 2016
Location: Dormann Library, Bath
Education: Bachelor of Science, Management, RIT
Experience: 2 years' related experience
Salary: \$16.12 per hour (grade 11, step 2)
Reason for Appt: due to the reorganization of duties within the department

7. Marlowe Lowe

Position: **Printing Clerk**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, Civil Service List # 60804
Effective: March 14, 2016
Location: Print Shop
Education: Master of Art, Studio Arts, University of N. Carolina at Greensboro
Probationary Period: March 14, 2016 through March 13, 2017
Experience: 1 year related experience
Salary: \$13.91 per hour (grade 2, step 1)
Reason for Appt: due to an internal transfer

F. Temporary Appointments

1. Thomas Burgess

Position: **Long-Term Substitute Teaching Assistant, Auto Body**, part-time (.5 FTE), 10 month, school calendar position, **Temporary** appointment
Effective: September 8, 2015 through June 23, 2016
Location: Wildwood Education Center
Education: Associate in Applied Science, Computer Information Systems, SUNY Alfred
Certification: Level 1, Teaching Assistant, June 5, 2015 through August 31, 2018
Experience: substitution
Salary: \$27,754.00 per year, prorated (step 1 + Credit Hour Stipend)
Reason for Appt: due to an internal transfer

2. Jean Papandrea

Position: **Shared Staff Evaluator**, time-sheet basis, 12 month

position, **Temporary** appointment
Effective: February 10, 2016 through June 30, 2016
Location: Waverly CSD
Education: Ph.D., Leadership, Andrews University, MI
Certification: Permanent, School District Administrator, September 1, 2003
Salary: \$325.00 per day, time-sheet, as needed basis
Reason for Appt: providing support to the district, evaluating programming and staff

G. Annual Appointment

1. **Floor Hockey Coach**, Stipend \$314.50, Elsmere program, Bush Education Center, effective September 8, 2015 through June 23, 2016
 - a. **Frank Speciale**, Co-Advisor, Stipend

REPORT OF TEMPORARY AND SUBSTITUTE PERSONNEL**Substitute Appointments**

<u>Name</u>	<u>Position</u>	<u>Rate**</u>	<u>Effective Date</u>	<u>End Date***</u>
Abrunzo, William	Courier	\$9.00/Hour	02/08/2016	
Brewster, Joann	Offset Press Operator	\$9.50/Hour	03/14/2016	
Empson, Julia	Teacher	\$75.00/Day	02/08/2016	
Empson, Julia	Teaching Assistant	\$75.00/Day	02/08/2016	
Empson, Julia	Teacher Aide	\$9.00/Hour	02/08/2016	
McLaughlin, Ellen	Teacher	\$65.00/Day	01/12/2016	
Robinson, Dalton	Teacher Aide	\$9.00/Hour	01/19/2016	
Robinson, Dalton	Teacher	\$65.00/Day	01/05/2016	
Teeter, Kara	Teacher	\$95.00/Day	02/08/2016	
Tuttle, Rachel	Teacher Aide	\$9.00/Hour	02/29/2016	

End Substitute Appointments

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective Date</u>	<u>End Date</u>
Anderson, Ryan	Teacher	\$70.00/Day	07/01/2015	01/03/2016
Anderson, Ryan	Teaching Assistant	\$65.00/Day	09/11/2015	01/03/2016
Batrowny, Thomas	Teacher	\$70.00/Day	07/01/2015	01/03/2016
Batrowny, Thomas	Teaching Assistant	\$65.00/Day	09/09/2015	01/03/2016
Dean, Teresa	Clerk	\$8.50/Hour	01/07/2014	02/29/2016
Rountree, Kelly	Teacher	\$70.00/Day	06/15/2015	06/25/2015

Temporary Appointments

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective Date</u>	<u>End Date</u>
Fairbrother, Carol	Adult Ed Instructor	\$25.00/Hour	02/08/2016	
Fairbrother, Carol	Instructional Hourly - CTE	\$25.00/Hour	02/08/2016	
Giammichele, Marlene	Adult Ed Instructor	\$25.00/Hour	01/15/2016	
Wacenske, Jennifer	Tutor	\$25.00/Hour	01/20/2016	06/10/2016

After School Learning Center, 02/11/2016 - 06/30/2016

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Coldiron, Nancy	Sub Principal	\$40.00/Hour

SciFair Coach, 07/01/2015 - 06/30/2016, \$26.00/Hour

<u>Name</u>
Menechella, Lynne
Tenbus, Alisha

Extended School Day MAD Learn Instructor, 01/12/2016 - 03/01/2016 Session

<u>Name</u>	<u>Rate</u>
Clement, Kelly	\$650.00
Henry, Heather	\$650.00
Hogue, Rachel	\$325.00

Extended School Day - Robotics Instructor, 02/01/2016 - 04/30/2016 Session

<u>Name</u>	<u>Rate</u>
Brant, Charlene	\$650.00
Briggs, Kristi	\$650.00
Gargiulo Jr, Charles	\$650.00
Gebhard, Glenn	\$650.00
Howe, Patricia	\$325.00
Kashmer, Katy	\$325.00
Keenan, Patricia	\$325.00
Malone, Kimberly	\$325.00
Melanson, Joseph	\$650.00
Raish, Jeanne	\$650.00
Schultz, Jeanine	\$650.00
Smith, Nate	\$650.00
Swett, Melyssa	\$650.00
Tuppen, Meredith	\$650.00
Wassink, Ryan	\$650.00

Curriculum Workshop - 07/01/2015 to 06/30/2016

<u>Name</u>	<u>Rate</u>	<u>Rate</u>
Andrus, Tracy	\$17.50/Hour	

**Rate increases to \$75.00/Day, effective 02/03/2016

***No end date indicates position is ongoing

**GST BOCES ADDITIONAL COMPENSATION SHEET
2015-2016**

Revised 02/24/2016

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
MINIMUM WAGE		\$8.00 per hour	01/01/2014
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015

SUBSTITUTE			
Building Maintenance Mechanic		\$15.00 per hour	01/28/2016
Building Maintenance Mechanic – BOCES Retiree	Retired BOCES Building Maintenance Mechanic subbing as a Building Maintenance Mechanic	\$20.00 per hour	01/28/2016
Cleaner/Offset Press Operator		\$9.00 per hour	10/01/2013
		\$9.50 per hour	07/01/2016
Clerical - BOCES Retiree		\$9.00 per hour	11/03/2010
		\$11.00 per hour	11/19/2014
Clerical/Printing Clerk		\$8.50 per hour	07/01/2006
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Cook Manager		\$9.25 per hour	07/01/2002
Courier/Bus Driver		\$8.50 per hour	07/01/2002
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Laid Off Employee who subs in their former title (SSA, TAA, hard-to-fill titles in EA)		Will be paid the hourly rate they were paid at time of such Lay Off	07/01/2011
LPN		\$9.00 per hour	07/01/2008
		\$14.00 per hour	03/02/2015
Payroll Specialist/Clerk		\$20.00 per hour	07/01/2011
Registered Professional Nurse (RN not LPN)		\$17.00 per hour	07/01/2008
Repair Technician		\$8.00 per hour	07/01/2006
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Secretary		\$8.50 per hour	07/01/2002
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
SUBSTITUTE - Continued			
Teacher Aide		\$8.00 per hour \$8.75 per hour \$9.00 per hour	07/01/2008 12/31/2014 12/31/2015
Teacher Aide – BOCES retiree	Retired BOCES Teacher Aide subbing as a Teacher Aide	\$11.00 per hour	11/19/2014
Teacher (Aide who subs for their Teacher w/sub aide)		\$35.00 per day	07/01/2010
Teacher (Aide who subs for their Teacher w/no sub aide)		\$60.00 per day	07/01/2010
Teacher/School Social Worker – Non-Baccalaureate		\$65.00 per day \$75.00 per day	07/01/2001 02/03/2016
Teacher/School Social Worker – Baccalaureate		\$70.00 per day \$85.00 per day	07/01/2001 02/03/2016
Teacher/School Social Worker – with NYS Certification		\$75.00 per day \$95.00 per day	07/01/2001 02/03/2016
Teacher/School Social Worker – BOCES retiree w/NYS Certification	Retired BOCES NYS Certified Teacher subbing as a Teacher	\$100.00 per day \$110.00 per day	07/01/2002 02/03/2016
Teaching Assistant		\$65.00 per day \$75.00 per day	07/01/2005 02/03/2016
Teaching Assistant – BOCES Retiree	Retired BOCES NYS Certified Teaching Assistant subbing as a Teaching Assistant	\$75.00 per day \$85.00 per day	11/19/2014 02/03/2016
Teaching Assistant, Interpreter – w/NYS Certification		\$25.00 per hour	02/27/2013
Long-Term Substitute	More than 93 consecutive days in a single, encumbered position, Approved by BOE	Step 1 of EA Salary Schedule	07/01/2006

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
TEMPORARY			
Administrator/Supervisor	Contract Daily	\$325.00 per day	07/01/2010
Supervisor Mentor	Contract Daily	\$325.00 per day	07/01/2010
Labor Relations Specialist Facilitator/Hearing Officer		\$40.00 per hour	01/26/2012
BOCES Adventure Course Facilitator/Teacher		\$35.00 per hour	03/01/2004
Bus Driver	Bush, Coopers & Wildwood	\$12.00 per hour	07/01/2009
Extra Summer Help (O&M Cleaner, Food Services Cook Manager)		\$8.50 per hour	10/01/2013
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Extra Summer Help (O&M Building Maintenance)		\$9.50 per hour	07/01/2010
Science Fair Coach		\$26.00 per hour	07/01/2013
Student Aides (Broad Horizons & Elsmere work- study)		\$8.00 per hour	01/01/2014
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Student Interns (CSC)		\$8.00 per hour	01/01/2014
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Student Laborer (Conservation Program)		\$8.00 per hour	01/01/2014
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Tutor	For All Students	\$25.00 per hour	04/01/2004
Online Virtual Learning (Teacher)	Training (one-time)	\$350 per training	09/01/2013
Online Virtual Learning (Teacher)	Per student, per successful completion of full course	\$145 per course	09/01/2013
Online Virtual Learning (Teacher)	Per student, per day of incomplete full course	\$.96 per day	09/01/2013
CTE/ALTED Proctor		\$9.00 per hour	06/01/2013

EXTRA WORK	Current employee who provides program or services beyond normal workday or work year, and does not provide these services in any other category.		
Non-Instructional Staff	Non-Instructional and Teacher Aide; anything in addition to normal work day	1.5 times regular hourly rate	07/01/2010
Instructional Staff		1/200 th of salary if performing regular duties; \$25.00 per hour for school related duties w/out students	07/01/2010

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
CURRICULUM & STAFF DEVELOPMENT			
Professional Teaching Professionals/Facilitator		\$35.00 per hour	07/01/2006
Co-Presenter Professional Teaching Professionals		\$25.00 per hour	07/01/2006
BOCES Teacher participant in (BOCES ONLY) program	Beyond regular work day	\$20.00 per hour	07/01/2006
BOCES Teacher Aide participant in (BOCES ONLY) program	Beyond regular work day	\$12.50 per hour	07/01/2006
Teacher participant in shared Regional programs		\$17.50 per hour	07/01/2001
Non-BOCES Teaching Assistant participant in shared Regional program		\$12.50 per hour	07/01/2014
Non-BOCES Teacher Aide participant in shared Regional programs		\$8.00 per hour	07/01/2006
		\$8.75 per hour	12/31/2014
		\$9.00 per hour	12/31/2015
Regional Teacher Center Presenter		\$45.00 per hour	07/01/2008
Examination Scorer (NYS Certified Teacher)		\$35.00 per hour	12/06/2011
TEACHER CENTER			
On-Line Facilitator		\$300.00 per workshop	07/01/2010

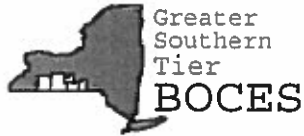
CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
ADULT EDUCATION / COMMUNITY EDUCATION	Providing Programs to adults in post-secondary education. Providing services in special projects or continuing/community education programs.		
Adult Education Instructors in Non-Licensure Programs	Instructors "without" NYS Certification or Adult Education Certification	\$20.00 per hour	07/01/2010
Adult Education Instructors in Licensure Programs	Instructors "without" NYS Certification or Adult Education Certification	\$22.00 per hour	07/01/2010
Adult Education Instructors in Licensure Programs	Instructors "with" NYS Certification or Adult Education Certification	\$25.00 per hour	09/01/2008
Avocational		\$17.00 per hour	07/01/2003
Consultant Instructors	Physical Therapists and Nutritionists	\$25.00 per hour	07/01/2010
Driver Education Instructors		\$26.00 per hour	07/01/2003
Coaching Instructors		\$35.00 per hour	07/01/2010
GED Proctors & Support		\$9.00 per hour	10/07/2008
GED Alternative Examiner		\$17.00 per hour	10/07/2008
Journeyman		\$22.00 per hour	07/01/2010
Lifeguard		\$9.00 per hour	09/01/2008
Literacy Instructor		\$25.00 per hour	09/01/2008
Metal Trades, Health Care, Consultant Instructors and GED Chief Examiners, Journeyman		\$25.00 per hour	10/07/2008

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
REGIONAL SUMMER SCHOOL	Summer Programs for Regents and Driver Education Courses		
Classroom Instructor		\$26.00 per hour	
Driver Education Instructor		\$26.00 per hour	
Librarian		\$26.00 per hour	
Teaching Assistant		\$17.82 per hour (Step 1 Teaching Assistant)	07/01/2011
Registered Nurse		\$18.59 per hour (Step 1 RN)	07/01/2013
Teacher Aide		\$8.82 per hour \$9.00 per hour	07/01/2011 12/31/2015
Office Staff		\$13.71 per hour (Step 1 Typist)	07/01/2013
Registered Nurse Sub		\$17.00 per hour	07/01/2010
Teacher Aide Sub		\$8.00 per hour \$8.75 per hour \$9.00 per hour	07/01/2010 12/31/2014 12/31/2015
NYS Certified Teacher Sub (currently working in program)		\$26.00 per hour	07/01/2010
NYS Certified Teacher Sub (NOT currently working in program)		\$10.00 per hour	07/01/2010
Non-NYS Certified Teacher Sub		\$9.29 per hour	07/01/2010

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
EXTENDED SCHOOL YEAR	Summer Programs for Disabled Students with 12-month IEP's		
INSTRUCTIONAL STAFF			
Teacher	BOCES Teacher	Daily Rate of Pay	07/01/2016
Teacher	BOCES Teaching Assistant	Step 1 of current Teacher salary - \$30.20 per hour	07/01/2016
Teacher	Non-BOCES Employee	Step 1 of current Teacher salary - \$30.20 per hour	07/01/2016
Teaching Assistant	BOCES Teaching Assistant	Daily Rate of Pay	07/01/2016
Teaching Assistant	BOCES Teacher	Step 1 of current TAST salary \$18.12 per hour	07/01/2016
Teaching Assistant	Non-BOCES Employee	Step 1 of current TAST salary \$18.12 per hour	07/01/2016
Teaching Assistant	BOCES Teacher Aide	Step 1 of current TAST salary \$18.12 per hour	07/01/2016
Occupational Therapist	BOCES OT	Daily Rate of Pay	07/01/2016
Occupational Therapist	Non-BOCES Employee	Step 1 of current Teacher salary schedule - \$30.20 per hour	07/01/2016
Physical Therapist	BOCES PT	Daily Rate of Pay	07/01/2016
Physical Therapist	Non-BOCES Employee	Step 1 of current Teacher salary schedule - \$30.20 per hour	07/01/2016
School Social Worker	BOCES SSW	Daily Rate of Pay	07/01/2016
School Social Worker	Non-BOCES Employee	Step 1 of current Teacher salary schedule - \$30.20 per hour	07/01/2016
Speech Therapist	BOCES Speech Therapist	Daily Rate of Pay	07/01/2016
Speech Therapist	Non-BOCES Employee	Step 1 of current Teacher salary schedule - \$30.20 per hour	07/01/2016
Job Coach	BOCES Job Coach	Current Daily Rate of Pay	07/01/2016

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
NON-INSTRUCTIONAL STAFF			
Teacher Aide	BOCES Teacher Aide	Adjusted Hourly Rate of Pay	07/01/2016
Teacher Aide	BOCES Teaching Assistant	\$9.00 Per Hour	07/01/2016
Teacher Aide	BOCES Teacher	\$9.00 Per Hour	07/01/216
Teacher Aide	Non-BOCES Employee	Step 1 of current Salary Schedule - \$9.00 Per Hour	07/01/2016
LPN	BOCES LPN	Adjusted Hourly Rate of Pay	07/01/2016
LPN	Non-BOCES Employee	Step 1 of current salary schedule (Grade 3)	07/01/2016
RN	BOCES RN	Adjusted Hourly Rate of Pay	07/01/2016
RN	Non-BOCES Employee	Step 1 of current salary schedule (Grade 13)	07/01/2016
Clerical	BOCES Clerical	Adjusted Hourly Rate of Pay	07/01/2016
Clerical	Non-BOCES Employee	\$9.00 Per Hour	07/01/2016
SUBSTITUTES – INSTRUCTIONAL STAFF			
Teacher	BOCES Teacher	Daily Rate of Pay	07/01/2016
Teacher	BOCES Teaching Assistant	Regular Rate of Pay	07/01/2016
Teacher	BOCES Teacher Aide	\$75.00 Per Day	07/01/2016
Teacher	Non-BOCES Employee	\$60/\$75/\$85/\$95/\$110 Per Day (based on degree/cert per regular additional comp sheet)	07/01/2016
Teaching Assistant	BOCES Employee	Daily Rate of Pay	07/01/2016
Teaching Assistant	BOCES Teacher	\$75.00 Per Day	07/01/2016
Teaching Assistant	BOCES Teacher Aide	\$75.00 Per Day	07/01/2016
Teaching Assistant	Non-BOCES Employee	\$75.00 Per Day	07/01/2016
Occupational Therapist	BOCES OT	Regular Daily Rate of Pay	07/01/2016
Occupational Therapist	Non-BOCES Employee	Step 1 of current EA salary schedule	07/01/2016
Physical Therapist	BOCES PT	Regular Daily Rate of Pay	07/01/2016
Physical Therapist	Non-BOCES Employee	\$95.00 Per Day	07/01/2016
School Social Worker	BOCES Employee	Regular Daily Rate of Pay	07/01/2016
School Social Worker	Non-BOCES Employee	\$95.00 Per Day	07/01/2016

CATEGORY	DEFINITION	RATE OF PAY	EFFECTIVE
SUBSTITUTES – NON-INSTRUCTIONAL STAFF			
Teacher Aide	BOCES Employee	Adjusted Hourly Rate of Pay	07/01/2016
Teacher Aide	BOCES Teacher	\$9.00 Per Hour	07/01/2016
Teacher Aide	BOCES Teaching Assistant	\$9.00 Per Hour	07/01/2016
Teacher Aide	Non-BOCES Employee	\$9.00 Per Hour	07/01/2016
RN	BOCES Employee	Adjusted Hourly Rate of Pay	07/01/2016
RN	Non-BOCES Employee	\$17.00 Per Hour	07/01/2016
LPN	BOCES Employee	Adjusted Hourly Rate of Pay	07/01/2106
LPN	Non-BOCES Employee	\$14.00 Per Hour	07/01/2105
Clerical	BOCES Employee	Adjusted Hourly Rate of Pay	07/01/2016
Clerical	Non-BOCES Employee	\$9.00 Per Hour	07/01/2016



REQUEST FOR FIELD TRIP APPROVAL

Date: 1/29/16

This request should be filed in the Principal's/Supervisor's office at least four (4) weeks in advance of the date of the trip to provide time to make arrangements for transportation, lodging, chaperone(s), etc., and for Board of Education approval, if required. Parents must be notified of all field trips. Field trips are considered a part of the educational curriculum. Therefore, excluding a student from participating in a field trip requires prior approval from a Supervisor.

* * * * *

Teacher: S. McCracken
Work
Location: Bush, Bldg. #1

Program: BHA
Telephone #: 607-785-2241

Trip Dates: From: 3/4/16 To: 3/4/16

Destination: Millerton, PA

Specify Pick Up Location: BHA Start Time: 9 : 15 AM PM

Drop Off Location: BHA Return Time: 1 : 0 PM AM

Number of Students: 14 Number of Chaperones: 3

Educational Objectives: : I have scheduled this field trip for my CLUSTER- #3, which includes 3 classrooms. It is an educational, yet engaging and fun learning experience. The experience will cover science, geography, history ,work skills, and some math. This experience will give students the opportunity to practice their social skills; interacting and communicating with their peers and staff, in the community. These are skills they have been learning and practicing, in group and individual therapy sessions, and in their work programs, in order to establish healthy peer relationships, positive interactions, effective communication working as a team, following directions, using manners, and being a cohesive group.

This type of experience will also assist in enlarging their life experiences, improving their self-esteem, and interacting as a cohesive group, while having fun, and learning through appropriate avenues. Hopefully this will stimulate students to learn more through their experience gained from this field trip. Students will also be able to share & talk about this experience with family, friends, peers and staff, thus giving them meaningful venues of conversation, as well as, a new experience for some.

Students will earn the field trip by earning an average of 85% or higher, on their Daily Behavioral Tracking Sheets, over a 2 week period ,and having parents sign a written permission form, provided by Sandra McCracken.

Other (specify) _____

Other (specify) _____

TOTAL ESTIMATED COST: \$0.00

TOTAL ACTUAL COST: \$0.00

Funding Source: _____

Administrative Authorization:

SIGNATURE: _____ DATE: 2/1/16
Principal/Supervisor

SIGNATURE: _____ DATE: 2/8/16
Director

Board of Education Approval Date: _____
(If out-of-state and/or use of chartered bus is requested)

Request for Field Trip Form
(3rd page of 3 pages)

Person(s) Responsible: Sandra McCracken, School Social Worker, Andrea Fisher, Frank Speciale, Patrick McInerney, Carrie Robinson

Name of Participants:

- 1. Douglas Brown
- 2. David Rosabianca
- 3. Michael thompson
- 8. Jamal Coole
- 9. Sean Eck
- 10. Leyshawn Green

4. Damion Gublo

11. Kevin Wydick

Andre Chalk

5. Brian Oyer

12. Anthony Stephens

6. Nicholas Tarby

13. Seth Truax
Samantha Lyle

7. Ryan Bacon

14. Cassie Edkin
Jacob Bacon

List name(s) of person(s) who will remain at the program site:

Person(s) Responsible:

Marc Munley, Molly Morgan, Ms. Gilboy

1. _____

7. _____

2. _____

8. _____

3. _____

9. _____

4. _____

10. _____

5. _____

11. _____

6. _____

12. _____

4/12
cb



REQUEST FOR FIELD TRIP APPROVAL

Date: 1/11/2016

This request should be filed in the Principal's/Supervisor's office at least four (4) weeks in advance of the date of the trip to provide time to make arrangements for transportation, lodging, chaperone(s), etc., and for Board of Education approval, if required.

Teacher: Carol Buckley, Jody Andrus, Janice Swett

Program: Cosmetology

Work

Location: Coopers

Telephone #: 607-654-2243

Trip Dates: From: 3/4/2016

To: 3/6/2016

Destination: New York City Hair Show

Specify Pick Up

Wegmans Hornell/Kmart

Start

Time: 5 : 0

AM PM

Location:

Bath/Coopers Plain BOCES

Drop Off Location: Same as above

Return Time: 10 : 0

PM AM

Number of Students: 23

Number of Chaperones: 3

Educational Objectives: To give students the opportunity to expand their skills by observing techniques in hairstyling, haircutting, permanent waving, haircoloring, artificial nails, and skincare. All the latest trends in the Cosmetology Industry will be shown at the Hairshow. Also providing them with the opportunity to research different retail and salon equipment. We be attending a Broadway Make-up Class to see another career avenue as well as visiting salons in the NYC area.

List Activities: Hairshow, visit NYC Hair salons, Broadway Make-up Class

Transportation Arrangements:

Charter bus School bus Handicap bus Other, describe: _____
 _____ # of Wheelchair students

Bus Driver's Name: Unknown at this time

Lodging Arrangements: Hampton Inn and Suites NJ

Request for Field Trip Form
(2nd page of 3 pages)

*Covered Wagon PNO-5338
Chemung Carol PNO-5339*

<u>Column A – Estimated Cost</u> (Complete this column at time of request)		<u>Column B – Actual Cost</u> (Complete this column for reimbursement - ATTACH ALL RECEIPTS)	
Admission Fee	<u>575</u> <i>Broadway Make up Class</i>	Admission Fee	_____
Transportation (specify)	<u>0</u>	Transportation (specify)	_____
Meals	<u>723.00</u>	Meals	_____
Lodging / Transportation	<u>735</u>	Lodging	_____
Other (specify) <i>3x505</i>	<u>255</u> <i>Hair show tickets</i>	Other (specify)	_____
TOTAL ESTIMATED COST:	<u>\$2,288.00</u>	TOTAL ACTUAL COST:	<u>\$0.00</u>

Funding Source: GST BOCES

Administrative Authorization:

SIGNATURE:
Principal/Supervisor
(Director should also initial)

[Handwritten Signature]

DATE: 1/11/15

SIGNATURE:
Ass't Superintendent for
Instruction:

C. Neemi

DATE: 1/14/16

Board of Education Approval Date:
(If out-of-state and/or use of chartered bus is
requested)

 / /

Request for Field Trip Form
(3rd page of 3 pages)

Person(s) Responsible: Carol Perkins, Jody Andrus, Janice Swett / See attached paper.

Name of Participants:

- | | |
|------------------------------|----------------------------|
| 1. <u>Maegan Bartholf</u> | 8. <u>Alexandria Brotz</u> |
| 2. <u>Madison Wood</u> | 9. <u>Tonya Carpenter</u> |
| 3. <u>Nyasia Griffin</u> | 10. <u>Morgan Hively</u> |
| 4. <u>Alexandera Horning</u> | 11. <u>Megan Jessup</u> |
| 5. <u>Adriana Long</u> | 12. <u>Marissa Loucks</u> |
| 6. <u>Megan Woodworth</u> | 13. <u>Meghan Mitchell</u> |
| 7. <u>Kyra Peoples</u> | 14. <u>Mikayla Pratt</u> |

→ more

List name(s) of person(s) who will remain at the program site:

Person(s) Responsible: Sub

- | | |
|----------------------------|-----------|
| 1. <u>Rikkel Loucks AM</u> | 7. _____ |
| 2. <u>Alicia Butler AM</u> | 8. _____ |
| 3. <u>Junior Class PM</u> | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |



Taylor Rease

Shelby Ribble

Morgan Robinson

Shayna Seymour

Kendra Simpson

Alyssa Smith

Madelynn Swan

Brooke Tietje

Reagan Wilson



Lodging Arrangements: Hotel in Providence

Request for Field Trip Form
(2nd page of 3 pages)

Column A – Estimated Cost
(Complete this column at time of request)

Admission Fee	<u>0</u>
Transportation (specify)	<u>0</u>
Meals	<u>600</u>
Lodging	<u>1080</u>
Other (specify)	<u>0</u>
TOTAL ESTIMATED COST:	<u>\$1,680.00</u>

Column B – Actual Cost
(Complete this column for reimbursement -
ATTACH ALL RECEIPTS)

Admission Fee	_____
Transportation (specify)	_____
Meals	_____
Lodging	_____
Other (specify)	_____
TOTAL ACTUAL COST:	<u>\$0.00</u>

Funding Source: Students will be responsible for meals and class club will be responsible for hotel costs for students.
BOCES to pay for chaperone meals and lodging.

Administrative Authorization:

SIGNATURE:
Principal/Supervisor



DATE: 2/21/16

SIGNATURE:
Director



DATE: 2/23/16

Board of Education Approval Date: _____
(If out-of-state and/or use of chartered bus
is requested)

Request for Field Trip Form
(3rd page of 3 pages)

Person(s) Responsible: Lemay, Rusby and TBD

Name of Participants:

- | | |
|--------------------|--|
| 1. <u>Amann</u> | 8. <u>Barron</u> |
| 2. <u>Brown</u> | 9. <u>Cady</u> |
| 3. <u>Coombs</u> | 10. <u>Elderkin</u> |
| 4. <u>Erskine</u> | 11. <u>Forenz</u> |
| 5. <u>Henry</u> | 12. <u>Saxton</u> |
| 6. <u>Simpson</u> | 13. <u>Tenny</u> |
| 7. <u>VanOrder</u> | 14. <u>Vanskiver</u> 15. <u>Swarts</u> |

List name(s) of person(s) who will remain at the program site:

Person(s) Responsible: Substitute for junior class

- | | |
|----------|-----------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

GST BOCES 2016-17

Proposed Regional School Calendar

<p style="text-align: center;">September 2016</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td></td><td></td><td></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td></tr> <tr><td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td></tr> <tr><td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td></tr> <tr><td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td></tr> <tr><td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td><td style="text-align: center;">30</td><td></td></tr> </table>	S	M	T	W	T	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		<p style="text-align: center;">February</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td></td><td></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td></tr> <tr><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td><td style="text-align: center;">11</td></tr> <tr><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td><td style="text-align: center;">18</td></tr> <tr><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td><td style="text-align: center;">25</td></tr> <tr><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td></td><td></td><td></td><td></td></tr> </table>	S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28											
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09/05/16	Labor Day
09/06/16	Conference Day
10/10/16	Columbus Day
10/21/16	Conference Day
11/11/16	Veterans Day
11/23/16-	Thanksgiving
11/25/16	Recess
12/26/16-	Winter
01/02/17	Recess
01/16/17	Martin Luther King Day
01/30/17	Conference Day
02/20/17-	Mid Winter
02/24/17	Recess
03/10/17	Conference Day
04/10/17-	Spring
04/17/17	Recess
05/29/17	Memorial Day
06/23/17	Last Day of School

Days Schools are in Session:

Sept.....18 + 1	Feb15
Oct19 + 1	Mar22 + 1
Nov.....18	Apr14
Dec.....17	May.....22
Jan.....19 + 1	June.....17
91 + 3	90 + 1

Total Number of Days: 181 + 4 = 185

Holiday or Recess

Conference Day

*October 14 will be the emergency early release day. Students will be dismissed 15 minutes early.

Regents Exams - June 14-22

Rating Day - June 23