

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

REGULAR BOARD MEETING

Coopers Education Center, Bldg. 8
Large Conference Room

TUESDAY, JANUARY 3, 2023

5:30 p.m.

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

EXCUSED: Neil Bulkley

ALSO PRESENT: District Superintendent Kelly Houck, Board Clerk Kate Taylor
Cabinet Members: Steve Andrus, Beth Dryer, Colleen Hurd, Doug Johnson, Vince Moschetti, Stacy Saglibene, Rob Sherburne, Sarah Vakkas, Brad Yackel

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President Keddell called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

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

23-062

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Board Member Hagenbuch thanked Vice President Learn, Board Member Strollo, and the Cabinet Members, for their support and attendance at the Campbell-Savona Board Meeting in December.

4. CONSENSUS ITEMS

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

23-063

A. Approval of Minutes

1. Regular Meeting – December 6, 2022

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – October 2022

C. Internal Claims Auditor Report – November 2022

CARRIED UNANIMOUSLY

5. FINANCE

23-064

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

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2022-2023:

Item #	CoSer #	Title	In the Amount of
80-23	213.693	Staffing 1:8:1 w/TST BOCES	\$ 2,534
81-23	356.696	Itinerant Audiologist w/Citi BOCES	\$ 1,562
82-23	674.591	Negotiations w/Erie 1 BOCES	\$ 2,132

These establishments will be supported as follows:

80-23	213.693	Spencer-Van Etten: \$2,534
81-23	356.696	Spencer-Van Etten: \$1,562
82-23	674.591	Elmira: \$2,132

2. Budget Increases for 2022-2023:

Item #	CoSer #	Title	Increase	From	To
083-23	350.492	Itinerant HR Manager w/Erie 2 BOCES	\$ 2,720	\$ 7,500	\$ 10,220
084-23	508.000	Library Service/Media	\$ 1,050	\$ 560,440	\$ 561,490
085-23	511.000	Printing	\$ 51,863	\$ 1,237,381	\$ 1,289,244
086-23	512.000	Comp. Svc.: Instr.	\$ 1,264,118	\$ 4,272,689	\$ 5,536,807
087-23	513.000	Library Automation	\$ 100	\$ 275,865	\$ 275,965
088-23	527.000	Instructional Materials	\$ 376	\$ 1,033,013	\$ 1,033,389
089-23	537.000	School Curriculum	\$ 22,262	\$ 1,584,071	\$ 1,606,333
090-23	540.698	Staff Dev.: Cert. & Admin. w/PNW BOCES	\$ 3,300	\$ 1,650	\$ 4,950
091-23	550.591	Comp. Svc.: Instr. w/Erie 1 BOCES	\$ 64,536	\$ 2,395,202	\$ 2,459,738
092-23	562.493	School Curriculum w/GV BOCES	\$ 152,000	\$ 40,428	\$ 192,428
093-23	608.000	Negotiations (Labor Relations)	\$ 2,250	\$ 496,144	\$ 498,394
094-23	609.000	Safety/Risk Management	\$ 100	\$ 1,063,617	\$ 1,063,717
095-23	620.596	Public Info.: Central w/Albany BOCES	\$ 1,906	\$ 269,476	\$ 271,382
096-23	629.591	Comp. Svc.: Mgmt. w/Erie 1 BOCES	\$ 28,443	\$ 3,349,328	\$ 3,377,771
097-23	652.594	Comp. Svc.: Mgmt. w/OCM BOCES	\$ 1,475	\$ 10,325	\$ 11,800
098-23	659.591	Policy Manual Service w/Erie 1 BOCES	\$ 600	\$ 223,392	\$ 223,992
099-23	670.494	Comp. Svc.: Mgmt. w/Monroe 1 BOCES	\$ 1,466	\$ 34,656	\$ 36,122

These increases will be supported as follows:

083-23	350.492	Addison: \$2,050, Hammondsport: \$670
084-23	508.000	Arkport: \$1,050
085-23	511.000	Addison: \$1,246, Arkport: \$320, Avoca: \$74, Bath: \$2,461, Bradford: \$1,414, Campbell-Savona: \$2,810, Canaseraga: \$157, Elmira: \$20,506, Elmira Heights: \$3,555, Hammondsport: \$1,211, Hornell: \$1,254, Horseheads: \$9,457, Jasper-Troupsburg: \$50, Odessa-Montour: \$1,120, Prattsburgh: \$40, Spencer-Van Etten: \$101, Waverly: \$5,259, Misc. Revenue: (Chemung County: \$82, Village of Horseheads: \$746)
086-23	512.000	Elmira: \$1,264,118
087-23	513.000	Bradford: \$100
088-23	527.000	Alfred-Almond: \$376
089-23	537.000	Hammondsport: \$13,500, Hornell: \$5,000, Horseheads: \$3,762
090-23	540.698	Canistota-Greenwood: \$1,650, Hornell: \$1,650

091-23	550.591	Alfred-Almond: (\$553), Arkport: \$50, Avoca: \$127, Bath: (\$6,423), Canaseraga: (\$43), Canisteo-Greenwood: (\$4,121), Corning: (\$250), Hammondsport: \$1,651, Hornell: \$167, Jasper-Troupsburg: \$73,931
092-23	562.493	Hornell: \$152,000
093-23	608.000	Misc. Revenue: (Elmira Water Board: \$2,250)
094-23	609.000	BT BOCES: (Chenango Valley: \$100)
095-23	620.596	Arkport: \$1,906
096-23	629.591	Alfred-Almond: \$1,634, Arkport: \$64, Avoca: \$4,191, Bath: \$3,663, Bradford: (\$362), Canaseraga: \$44, Canisteo-Greenwood: (\$226), Hammondsport: \$14,149, Hornell: \$2,048, Jasper-Troupsburg: \$3,238
097-23	652.594	Waverly: \$1,475
098-23	659.591	Spencer-Van Etten: \$600
099-23	670.494	Elmira: \$1,466

3. Budget Decreases for 2022-2023:

Item #	CoSer #	Title	Decrease	From	To
100-23	419.693	Academic Program Spec. Fac. w/TST BOCES	\$ 1,400	\$ 2,750	\$ 1,350
101-23	611.000	Transportation: Other Programs	\$ 270	\$ 47,115	\$ 46,845

These decreases will be supported as follows:

100-23	419.693	Bath: \$900, Watkins Glen: (\$2,750), Waverly: \$450
101-23	611.000	Misc. Revenue: (Town of Erin: \$270)

4. Transfers within programs for 2022-2023:

- Report of all fund transfers for the period 11/1/2022 - 11/30/2022, as attached.
- Transfers in excess of \$10,000.

B. Purchasing

- Bids for the Paper & Supplies Bid, for the Print Shop, were opened December 20, 2022, at 10:08 AM, and the following bid was received:

- Southwest Binding & Lamination, 109 Millwell Court, Maryland Heights, MO 63043 (supplies only, paper – no bid)

Recommend rejecting this bid due to lack of Paper & Supplies Bids received.
If the bid is rejected, we will issue a new Paper & Supplies Bid.

Recommendation to reject this bid approved.

- Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software and licensing packages. Air Tutors, BookNook, Inc., Brainfuse, Inc, to name a few.

C. Authorization to Pay the Following Membership Dues

- Chemung County Chamber of Commerce dues in the amount of \$620 for 2023 for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

D. Acceptance of Donations

- 2016 Nissan Versa to the Bush CTE Auto Tech I Class from Thomas Spencer, 401A Wygant Road, Horseheads, NY 14845.

2. Classroom materials, gift cards, hygiene, and sensory items to the GST BOCES Autism students from Arnot School of Nursing, Laura Pierce, 600 Roe Avenue, Elmira, NY 14905.

E. Activities Clubs

1. Requested name change of the following club at the Coopers Campus:
 - a. From Computers R Us to CISCO Networking Academy Club. Club Advisor is Steve Hoyt.

CARRIED UNANIMOUSLY

6. PERSONNEL

23-065

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

A. RETIREMENTS

Name	Position	Eff. Date	Date of Hire
1. Karen Jackson	Supervisor of Data Services	01/01/23	08/11/08
2. William Rusby	Teachers Assistant	01/02/23	10/20/04

B. RESIGNATIONS

Name	Position	Eff. Date	Date of Hire
1. Jeanette Plummer	Teacher Aide	12/31/22	05/07/84
2. Megan Thomas	Teacher Aide	12/31/22	09/28/15
3. Karen Archer	Teaching Assistant	01/01/23	09/05/06
4. Melissa McArthur	Teacher	01/06/23	09/14/17
5. Edward Gryska	Courier	02/17/23	07/24/18

C. AMMENDED APPOINTMENTS,

Name	Position	Corrective Action	Eff. Date	Status
1. From 08/30/22 Board meeting: Avery Forcier-Rodabaugh	Instructional Support Teacher	Probationary Period: 09/01/22 – 08/31/25	09/01/22	Professional
Tenure Area: Instructional Support Services in Professional Development				
2. From 12/06/2022 Board meeting: Theresa Morseman	Teaching Assistant	Probationary Period: 09/08/22 – 09/07/26	09/08/22	Level 1 Teach Assist Renewal
Tenure Area: Teaching Assistant				
3. From 08/30/22 Board meeting: Lori Hardee	Career Education Resource Specialist	FTE: 1.0 to .475	09/01/22	Probationary
4. From 12/06/2022 Board meeting: Kaitlin Beardslee	Teacher Aide	Probationary Period: 11/30/22 – 02/13/24	11/30/22	Probationary

D. CREATION OF POSITIONS, due to the districts' need for services

Position	Eff. Date	Status
Teaching Assistant	12/16/22	1.0 FTE 10-month school calendar position
Senior Printing Clerk	12/01/22	1.0 FTE 12-month position

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

Name	Position	Effective	Status
1. Patricia Rhinehart	Staff Development Coordinator	01/07/2023	Professional
= Tenure Area: Staff Development Coordinator			
2. Pamela Failing	Teaching Assistant	01/24/2023	Level 3 Teaching Assistant
Tenure Area: Teaching Assistant			
3. Wyatt Hansell	Teacher	02/02/2023	Initial
Tenure Area: Vehicle Maintenance & Repair Occupations			

F. APPOINTMENTS

Name	Position	Probationary Period	Status
1. Margo Janeski	Teaching Assistant	12/16/22 – 12/15/26	Level 1 Teaching Assistant
Tenure Area: Teaching Assistant			
3. Sarah Burge	Teaching Assistant	12/19/22 – 12/18/26	Level 1 Teaching Assistant
Tenure Area: Teaching Assistant			
4. Nariah Stephens	Teaching Assistant	01/03/23 – 01/02/27	Level 1 Teaching Assistant
Tenure Area: Teaching Assistant			

G. TEMPORARY APPOINTMENTS, appointment pending completion of certification

Name	Position	Effective Dates
1. James Harris	Teaching Assistant	12/08/22 – 06/23/23
Certification Area: Not certified, Teaching Assistant required		
2. Robert Haggard	Teacher	12/15/22 – 06/23/23
Certification Area: Not certified, Work Based Learning Program for Development Required		

H. CIVIL SERVICE PROVISIONAL APPOINTMENTS, pending Civil Service Exam

Name	Position	Eff. Date
1. Maureen Monroe	Senior Printing Clerk	12/01/22
2. Michelle Manning	Computer Applications Specialist	12/26/22

I. STIPENDS:

1. **Computer Applications Specialist:** Stipend of \$2,500.00, per year prorated, effective 12/12/2022 – 06/30/2023

1. Courtney Derr \$1,388.89

2. **Family, Career, & Community Leaders of America:** Stipend of \$1,346.00 per year, effective 09/07/2022 – 06/23/2023

1. Maureen Liberto

3. **Home School Coordinator:** Stipend of \$2,500.00 per year, effective 07/01/2022 – 06/23/2023

1. Deborah Condie

4. **ILT Team Leader Stipend,** Stipend of \$1,346.00 per year, effective 09/01/2022 – 06/23/2023

1. Kathryn Mix-Morehouse

5. Mentor – Partial Year 1: Stipend of \$1,122.00 per year, prorated

- | | | |
|--|-------------------------------|----------|
| 1. Jamie Roche mentoring Chelsea Smith | Effective 12/1/22 – 06/23/23 | \$778.40 |
| 2. Amy Zeches-McCawley mentoring Brian Box | Effective 01/03/23 – 06/23/23 | \$667.20 |

6. Professional Learning Community Leader: Stipend of \$1,346.00 per year, prorated, effective 12/01/2022 – 06/23/2023

1. Kelly Bracken \$942.20

7. Team Leader: Stipend of \$2,500.00 per year, prorated

1. Kristy Perraut Computer Applications Specialist 12/12/22 – 06/30/23 \$1,388.89

8. Yearbook Advisor: Stipend of \$897.50 per year

2. Curtis Chandler 09/01/22 – 06/23/23

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

CARRIED UNANIMOUSLY

7. BOARD PRESIDENT'S REPORT

A. Preferred Educational Future

Board President Keddell said the Regents are finally looking at alternatives to testing for graduation requirements. If they follow through with the portfolio option, Don asked everyone what they think this would look like. Rob Sherburne said professional skills and real-world experiences, which students are getting through their CTE classes. Board Member Strollo said that industries need critical thinkers and people with real skills, not just textbook education. Sarah Vakkas commented that when you're just looking at the standards, you're just looking at meeting those goals, and are not looking to the future of how to apply what has been learned. Stacy Saglibene said that students need to be recognized for excelling in areas that some people don't expect.

8. SUPERINTENDENT'S REPORT

- Steve Andrus provided an update from Computer Services (attached).
- District Superintendent Houck showed a video that highlighted activities at GST in December.

EXECUTIVE SESSION

23-066

Upon the motion of Learn, seconded by Strollo, it was resolved to move to Executive Session at 6:33 p.m. to discuss five (5) employment histories of particular persons.

CARRIED UNANIMOUSLY

9. ADJOURNMENT

23-067

Upon the motion of Learn seconded by Hagenbuch, it was resolved to end Executive Session and adjourn the meeting at 7:28 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
January 9, 2023

Kathleen E. Taylor
Board Clerk
