

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 2, 2025

5:30 p.m.

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

ALSO PRESENT: District Superintendent Stacy Saglibene
Cabinet Members: Steve Andrus, Jeff Berdine, Beth Dryer, Colleen Hurd, Doug Johnson, Tracy Loukopoulous, Vince Moschetti, Rob Sherburne, Sarah Vakkas (via Zoom), Brad Yackel
Board Clerk Kate Taylor (via Zoom); Guests: Kim Driskell

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:27 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

Upon the motion of Learn, seconded by Bulkley, it was resolved to accept the agenda. **24-060**

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

None.

4. CONSENSUS ITEMS

Upon the motion of Learn, seconded by Hagenbuch, it was resolved to approve the following consensus items: **24-061**

A. Approval of Minutes

1. Regular Meeting – December 5, 2023

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – November 2023

C. Internal Claims Auditor Report

1. November 2023

CARRIED UNANIMOUSLY

5. FINANCE

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Strollo, it was resolved that the following finance actions are hereby taken: **24-062**

A. General Fund Establishments and Adjustments

1. Budget Increases for 2023-2024:

Item #	CoSer #	Title	Increase	From	To
119-24	403.001	Alternative Education (ABL)	\$ 2,500	\$ 128,061	\$ 130,561
120-24	426.000	Exploratory Enrichment	\$ 1,000	\$ 505,022	\$ 506,022
121-24	500.000	Community Schools	\$ 4,572	\$ 764,668	\$ 769,240
122-24	507.000	Interscholastic Sports Coordination	\$ 1,550	\$ 14,772	\$ 16,322
123-24	511.000	Printing	\$ 53,337	\$ 1,368,402	\$ 1,421,739
124-24	527.000	Instructional Materials	\$ 5,272	\$ 1,180,295	\$ 1,185,567
125-24	537.000	School Curriculum	\$ 24,270	\$ 2,042,500	\$ 2,066,770
126-24	540.698	Staff Dev.: Cert. & Admin. w/PNW BOCES	\$ 12,340	\$ 1,685	\$ 14,025
127-24	579.492	Staff Development: Other w/Erie 2 BOCES	\$ 259	\$ 509	\$ 768
128-24	605.000	Comp. Svc.: Mgmt.	\$ 113,650	\$ 191,723	\$ 305,373
129-24	608.000	Negotiations (Labor Relations)	\$ 30,341	\$ 542,850	\$ 573,191
130-24	629.591	Comp. Svc.: Mgmt. w/Erie 1 BOCES	\$ 50,781	\$ 3,166,334	\$ 3,217,115
131-24	631.694	Comp. Svc.: Mgmt. w/E. Suffolk BOCES	\$ 5,865	\$ 11,284	\$ 17,149
132-24	670.494	Comp. Svc.: Mgmt. w/Monroe 1 BOCES	\$ 1,689	\$ 23,791	\$ 25,480
133-24	671.592	Coord. of Insurance Mgt. w/Questar III BOCES	\$ 4,472	\$ 19,836	\$ 24,308
134-24	674.591	Negotiations w/Erie 1 BOCES	\$ 3,827	\$ 14,704	\$ 18,531
135-24	676.599	Planning Service w/Broome-Tioga BOCES	\$ 1,112	\$ 27,783	\$ 28,895
136-24	681.492	Planning Svcs.: Mgmt. w/Erie 2 BOCES	\$ 17,710	\$ 87,604	\$ 105,314

These increases will be supported as follows:

119-24	403.001	Campbell-Savona: \$2,500
120-24	426.000	Spencer-Van Etten: \$1,000
121-24	500.000	Canisteo-Greenwood: \$4,572
122-24	507.000	Bradford: \$1,550
123-24	511.000	Addison: \$768, Arkport: \$328, Avoca: \$321, Bath: \$65, Bradford: \$48, Campbell-Savona: \$1,776, Canaseraga: \$137, Canisteo-Greenwood: \$1,537, Elmira: \$24,313, Elmira Heights: \$1,278, Hammondspport: \$3,275, Hornell: \$2,065, Horseheads: \$6,550, Odessa-Montour: \$2,217, Prattsburgh: \$767, Spencer-Van Etten: \$46, Watkins Glen: \$161, Waverly: \$3,499, Misc. Revenue: (Chemung County: \$94, Chemung Fire District: \$382, Corning Community College: \$93, Town of Big Flats: \$133, Village of Horseheads: \$3,484)
124-24	527.000	Arkport: \$1,526, BT BOCES: (Harpurville: \$3,746)
125-24	537.000	Arkport: \$12,968, Elmira Heights: \$4,036, Jasper-Troupsburg: \$5,044, Odessa-Montour: \$2,222
126-24	540.698	Canisteo-Greenwood: \$6,170, Hornell: \$6,170
127-24	579.492	Canaseraga: \$259
128-24	605.000	Bath: \$61,402, Watkins Glen: \$1,334, Orleans-Niagra BOCES: (Lockport: \$32,645), Erie 2 BOCES: (Brocton: \$18,269)
129-24	608.000	Bath: \$30,341
130-24	629.591	Addison: \$4,272, Alfred-Almond: \$49,140, Arkport: (\$2,376), Avoca: (\$1,138), Bath: (\$12,587), Bradford: \$1,790, Canaseraga: \$3,372, Canisteo-Greenwood: \$441, Hammondspport: (\$5,873), Hornell: \$12,145, Jasper-Troupsburg: (\$5,135), Prattsburgh: \$6,730
131-24	631.694	Horseheads: \$5,865
132-24	670.494	Elmira: \$1,689
133-24	671.592	Hornell: \$4,472
134-24	674.591	Addison: \$1,455, Elmira: \$2,372
135-24	676.599	Arkport: \$1,112
136-24	681.492	Bath: \$17,710

2. Budget Decreases for 2023-2024:

Item #	CoSer #	Title	Decrease	From	To
137-24	550.591	Comp. Svc.: Instr. w/ Erie 1 BOCES	\$ 21,661	\$ 2,384,981	\$ 2,363,320
138-24	609.000	Safety/Risk Management	\$ 25,143	\$ 1,192,064	\$ 1,166,921

139-24 612.000 Central Business Office \$ 130,390 \$ 4,333,621 \$ 4,203,231

These decreases will be supported as follows:

137-24 550.591 Addison: (\$788), Alfred-Almond: (\$49,140), Arkport: \$2,343, Avoca: \$1,139, Bath: \$12,588, Bradford: \$2,137, Canaseraga: \$178, Canisteo-Greenwood: (\$441), Hammondsport: \$5,873, Hornell: (\$835), Jasper-Troupsburg: \$5,140, Prattsburgh: \$145
 138-24 609.000 Avoca: \$927, Elmira: (\$26,070)
 139-24 612.000 Watkins Glen: (\$130,390)

3. Transfers within programs for 2023-2024:

- a. Report of all fund transfers for the period 11/1/2023 – 11/30/2023, 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>
101/102/103	CTE	A102-3342-200-0-01 Equip \$500-\$4999		\$ 25,000
		A102-3342-205-0-01 Software	\$ 3,310	
		A102-3342-210-0-01 Lg Equip >\$5000	\$ 11,257	
		A102-3342-300-0-01 Supplies	\$ 10,433	
		Total	\$ 25,000	\$ 25,000
605	Computer Svc.: Mgmt.	A605-7710-400-D-01 Contractual		\$ 94,605
		A605-7710-205-D-01 Software	\$ 94,605	
		Total	\$ 94,605	\$ 94,605

B. Federal Fund Establishments and Adjustments

1. Budget Establishments for 2022-23:

- a. SNAP Venture V grant accepted, and the budget established in the amount of \$125,000 for the period December 1, 2022, through November 30, 2023, as attached. Approval was received on December 5, 2023.

2. Budget Establishments for 2023-24:

- a. TABE (Test of Adult Basic Education) Steuben County contract for services accepted and the budget established in the amount of \$20,000 for the period January 1, 2024, through December 31, 2024, as attached. Approval was received on December 8, 2023.

C. Purchasing

- 1. Approval of the 2022-2023 School Library Systems Annual Report, as attached.
- 2. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by the Capital Region BOCES for software and database access for use in School Library Systems, "Dream Consortium."
- 3. Permission to open BOCES credit card accounts with Community Bank and once open, close the Chemung Canal Mastercards.
- 4. Permission to bid truck kit, for Coopers CTE Collision Repair, from funds awarded by Harbor Freight.

5. Permission to bid paper and supplies for the Print Shop.
6. Permission to bid recycling and trash removal services for GST BOCES campuses (Bush, Coopers and Hornell).

D. Acceptance of Donation

1. 2007 Pontiac Grand Prix to the Wildwood Auto Tech program from Simmons Rockwell, 1160 County Rte. 66, Hornell, NY 14843.

CARRIED UNANIMOUSLY

6. PERSONNEL

24-063

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

A. RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>	<u>Date of Hire</u>
1. Kaeden Weakland	Teaching Assistant	12/03/23	09/01/23
2. Sarah Pragle	Physical Therapist	01/11/24	09/23/11

B. AMENDED APPOINTMENTS Corrective Action from 12/05/23 Board Meeting

<u>Name</u>	<u>Position</u>	<u>Eff Date</u>	<u>Corrective Action</u>
1. Fionna O'Connor	Education Grant Specialist	12/29/23	Resignation
2. Andrea Lewis	Cook Manager	12/18/23	Permanent date
3. Noah Gardiner	Net Tech Spec Trainee	11/06/23	Provisional

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

<u>Name</u>	<u>Position</u>	<u>Effective</u>	<u>Status</u>
1. Daniel Conklin	Teaching Assistant	01/13/24	Level 3 TA
Tenure Area: Teaching Assistant			

D. APPOINTMENTS

<u>Name</u>	<u>Position</u>	<u>Probationary Period</u>	<u>Status</u>
1. John Moore	Teacher - Math	No Probation	Permanent
Tenure Area: No Tenure due to part time position			
2. Miroslava McNamara	Teaching Assistant	11/14/23 – 01/13/27	Level 1 TA
Tenure Area: Teaching Assistant			
3. Kaitlin Beardslee	Teaching Assistant	11/27/23 – 11/26/27	Level 1 TA
Tenure Area: Teaching Assistant			

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

<u>Name</u>	<u>Position</u>	<u>Probationary Period</u>	<u>Certification</u>
1. Kalyska Payne	Teaching Assistant	11/22/23 – 11/21/27	L1 Teaching Assistant
2. Halle Kastenhuber	Teaching Assistant	12/09/23 – 12/08/27	L1 Teaching Assistant

F. TEMPORARY APPOINTMENTS, appointment pending completion of certification requirements expiring June 26, 2024

Name	Position	Eff Date
1. Jennifer Grasmeyer	School Social Worker	12/18/23
Certification Area: Not certified, School Social Worker required		
2. Ashley Durfee	Teacher	01/16/24
Certification Area: Not certified, Special Education required		
3. Jenna Audinwood	Teaching Assistant	12/08/23
Certification Area: Not certified, Teaching Assistant required		
4. Brittaney Rogers	Teaching Assistant	12/14/23
Certification Area: Not certified, Teaching Assistant required		
5. Melissa Hooker	Teaching Assistant	12/18/23
Certification Area: Not certified, Teaching Assistant required		
6. Brianne Tucker	Teaching Assistant	12/21/23
Certification Area: Not certified, Teaching Assistant required		
7. Dylan Hembrooke-Turner	Teaching Assistant	12/21/23
Certification Area: Not certified, Teaching Assistant required		

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

Name	Position	Permanent Date
1. Kristin Farwell	Physical Therapist	01/04/24
2. Kathleen Burns-Carne	Physical Therapist	01/30/24
3. Kathy Jo Minnick	Registered Nurse	02/05/24
4. Tammy VanEtten	Printing Clerk	01/04/24
5. Kimberly Koval	Teacher Aide	01/08/24

H. COMPETITIVE CIVIL SERVICE PROVISIONAL APPOINTMENTS, pending successful Civil Service Exam results.

Name	Position	Eff Date
1. Tammy Miller	Education Grant Specialist	12/18/23
2. Jason Ford	Net Tech Spec Trainee	12/18/23

I. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT

Name	Position	Probationary Period
1. Kahlia Rivera	Teacher Aide	11/13/23 – 01/20/25
2. Erica Ehrhardt	Teacher Aide	12/08/23 – 02/14/25

J. Certification of BOCES Bus Drivers for 2023 – 2024

Volunteers

Carol Buckley
 Angela Dickinson
 Jennifer Wacenske

K. STIPENDS

Name	Stipend	Eff. Date	Amount
1. Kelly Benjamin	Drug & Alcohol Program	07/01/23 – 12/31/23	\$5,000.00
2. Nicole Elston	Drug & Alcohol Program	01/01/24 – 06/30/24	\$5,000.00
3. Andrew Olin	Skills USA	09/05/23 – 06/26/24	\$1,376.00
4. Janice Swett	Skills USA	09/05/23 – 06/26/24	\$1,376.00
5. Allen Orshall	Mentor for M. Martuscello Year 1	12/01/23 – 12/31/23	\$ 114.60
6. Allen Orshall	Mentor for M. Martuscello Year 2	01/01/24 – 06/24/24	\$ 550.20

*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

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

M. Approval of the Attached Report Regarding GST BOCES Additional Compensation for 2023-2024, effective January 1, 2024

CARRIED UNANIMOUSLY

7. BOARD POLICY

24-064

Upon the recommendation of the Superintendent, and on the motion of Hagenbuch, seconded by Strollo, it was recommended that Items A. and B. be approved:

A. First Reading & Approval – Revised Policy #5315: Student Dress Code

B. First Reading & Approval – New Policy #8130: Student and Staff Safety

Board Member Bulkley suggested that in Policy #5315, the word stomach be changed to abdomen.

24-065

Upon the motion of Hagenbuch, seconded by Learn, it was recommended to amend the language of Policy #5315 by removing the word “stomach” and replacing with the word “abdomen.”

CARRIED UNANIMOUSLY

24-066

Upon the motion of Learn, seconded by Hagenbuch, it was resolved that Items A. and B. are approved, with the amendment to Item A.

CARRIED UNANIMOUSLY

C. First Reading – Revised Policy #9110: Salary for Non-Unit Employees

A second reading and approval will be listed on the February agenda for Item C.

8. BOARD PRESIDENT’S REPORT

A. Preferred Educational Future

Initial planning for Board goals was discussed.

9. SUPERINTENDENT'S REPORT

District Superintendent Saglibene said that updates have been shared via email.

EXECUTIVE SESSION

24-067

Upon the motion of Bulkley, seconded by Learn, it was resolved to move into Executive Session at 6:56 p.m. to discuss employment histories of particular persons.

CARRIED UNANIMOUSLY

24-068

Upon the motion of Learn, seconded by Bulkley, it was resolved to end Executive Session at 7:02 p.m. and resume Public Session.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

24-069

Upon the motion of Hagenbuch, seconded by Bulkley, it was resolved to adjourn the meeting at 7:02 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
January 3, 2024

Kathleen E. Taylor
Board Clerk
