

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, MAY 14, 2024

5:30 p.m.

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

ALSO PRESENT: District Superintendent Stacy Saglibene
Cabinet Members: Jeff Berdine, Colleen Hurd, Tracy Loukopoulous,
Vince Moschetti, Rob Sherburne, Sarah Vakkas, Brad Yackel; Board
Clerk Kate Taylor; Guests: Roger Parulski, Heather Saltsman

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:28 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

24-095

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

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Board President Keddell recognized Board Member Wheeler for his recent nomination by the Bath Board of Education to the Hall of Distinction.

4. CONSENSUS ITEMS

24-096

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

A. Approval of Minutes

1. Regular Meeting – April 9, 2024

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – March 2024
2. Student Activities – Bush Education Center: 1/1/24-3/31/24
3. Student Activities – Coopers Education Center: 1/1/24-3/31/24
4. Student Activities – Wildwood Education Center: 1/1/24-3/31/24

C. Internal Claims Auditor Report

1. March 2024

CARRIED UNANIMOUSLY

5. FINANCE

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

Tracy Loukopoulous introduced Roger Parulski who reviewed the Internal Audit Report with the Board.

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2023-2024:

Item #	CoSer #	Title	In the Amount of
221-24	505.494	ED COMM-MUSIC LIB-MONROE #1 BOCES	\$ 66

These establishments will be supported as follows:

221-24 505.494 Arkport: \$66

2. Budget Increases for 2023-2024:

Item #	CoSer #	Title	Increase	From	To
222-24	318.000	GENERAL SUPERVISION/COORDINATION	\$ 6,624	\$ 326,227	\$ 332,851
223-24	328.693	INTERNAL AUDITOR W/TST BOCES	\$ 4,224	\$ 81,515	\$ 85,739
224-24	401.000	ARTS IN ED(BASE)	\$ 304	\$ 57,668	\$ 57,972
225-24	419.693	ACADMIC PRGS SPEC FACLTY W/TST BOCE	\$ 750	\$ 4,800	\$ 5,550
226-24	426.000	EXPL ENRICHMNT-BASE	\$ 5,352	\$ 94,715	\$ 100,067
227-24	430.000	E-LEARNING BASE-COORD	\$ 8,750	\$ 143,746	\$ 152,496
228-24	500.000	COMMUNITY SCHOOLS-BASE	\$ 650	\$ 60,471	\$ 61,121
229-24	511.000	PRINTING	\$ 108,959	\$ 1,532,374	\$ 1,641,333
230-24	512.000	COMP SVC-CAI/LAN	\$ 195,417	\$ 97,406	\$ 292,823
231-24	533.698	SCHOOL IMPROVEMENT W/PNW	\$ 18,803	\$ 6,268	\$ 25,071
232-24	537.000	SCH CURR-BASE	\$ 11,554	\$ 261,633	\$ 273,187
233-24	540.698	STAFF DEV W/PUTNAM WESTCHESTER BOCE	\$ 14,027	\$ 19,080	\$ 33,107
234-24	548.596	SCH CURR W/ALBANY BOCES	\$ 75	\$ 4,834	\$ 4,909
235-24	554.494	SCH CURR-W/MONROE #1 BOCES	\$ 3	\$ 2,120	\$ 2,123
236-24	605.000	CSC- BASE	\$ 63,412	\$ 197,805	\$ 261,217
237-24	609.000	SAFETY/RISK MGT-BASE	\$ 5,781	\$ 1,186,932	\$ 1,192,713
238-24	616.594	COOP BDNG COORD (ENERGY) W/OCM BOCE	\$ 947	\$ 30,925	\$ 31,872
239-24	620.596	PUBLIC INFO-BASE W/ALBANY BOCES	\$ 9,844	\$ 209,217	\$ 219,061
240-24	629.591	COMPUTER SERVICE:MGMT W/ ERIE 1 BOC	\$ 106,416	\$ 3,346,575	\$ 3,452,991
241-24	655.596	BUSINESS OFC SUPPORT W/ALBANY BOCES	\$ 1,841	\$ 49,329	\$ 51,170
242-24	659.591	PLANNING SERVICE W/ERIE 1 BOCES	\$ 11,443	\$ 230,058	\$ 241,501
243-24	662.699	CLEARGOV SETUP & BCM BUNDLE W/CEWW	\$ 625	\$ 4,167	\$ 4,792

These increases will be supported as follows:

222-24	318.000	Avoca: \$6,624
223-24	328.693	Addison: \$4,224
224-24	401.000	Arkport: \$166, Avoca: (\$1,903), Bradford: \$2,041
225-24	419.693	Bradford: \$750
226-24	426.000	Avoca: \$1,903, Bradford: (\$1,551), Canisteo-Greenwood: \$5,000
227-24	430.000	Bradford: (\$490), Spencer-Van Etten: \$9,240
228-24	500.000	Addison: \$650

229-24	511.000	Addison: \$4,314, Alfred-Almond: \$1,644, Bath: \$9,115, Bradford: \$859, Campbell-Savona: \$440, Canaseraga: \$553, Canisteo-Greenwood: \$1,012, Elmira: \$45,108, Elmira Heights: \$2,782, Hammondsport: \$3,147, Hornell: \$1,282, Horseheads: \$11,288, Jasper-Troupsburg: \$567, Odessa-Montour: \$4,918, Prattsburgh: \$1,190, Spencer-Van Etten: \$2,248, Watkins Glen: \$5,939, Waverly: \$8,676, Misc. Revenue: (Chemung County: \$1,044, City of Hornell: \$448, Corning Community College: \$1,225, Steuben County: \$88, Village of Horseheads: \$120, Horseheads Historical Society: \$212)
230-24	512.000	Campbell-Savona: \$110,642, Elmira Heights: \$84,775
231-24	533.698	Hornell: \$18,803
232-24	537.000	Arkport: \$2,000, Campbell-Savona: \$30,554, Monroe 2 BOCES: (Hilton: (\$21,000))
233-24	540.698	Canisteo-Greenwood: \$6,171, Hornell: \$7,856
234-24	548.596	Waverly: \$75
235-24	554.494	Arkport: \$3
236-24	605.000	Bath: \$16,434, Bradford: \$6,704, Campbell-Savona: \$20,072, Hammondsport: \$17,005, Horseheads: (\$52,500), Jasper-Troupsburg: \$9,751, Waverly: (\$11,000), Eastern Suffolk BOCES: \$3,090, Nassau BOCES: (Carle Place: \$10,909, Roosevelt Union Free: \$18,699) WFL BOCES: \$6,000, Misc. Revenue: (Autism/DASA/Save Trainings: \$18,248
237-24	609.000	ONC BOCES: (South Kortright: \$5,781)
238-24	616.594	Elmira: \$947
239-24	620.596	Arkport: \$2,476, Spencer-Van Etten: \$7,368
240-24	629.591	Alfred-Almond: \$14,629, Avoca: (\$1,483), Bath: \$86,519, Canaseraga: (\$2,750), Canisteo-Greenwood: \$8,925, Hornell: (\$500), Jasper-Troupsburg: \$1,039, Prattsburgh: \$37
241-24	655.596	Addison: \$1,841
242-24	659.591	Addison: \$4,247, Bath: \$5,570, Elmira: \$1,626
243-24	662.699	Alfred-Almond: \$625

3. Budget Decreases for 2023-2024:

Item #	CoSer #	Title	Decrease	From	To
244-24	550.591	COMPUTER SVC, INSTR W/ ERIE 1 BOCES	\$ 52,214	\$ 2,353,718	\$ 2,301,504

These decreases will be supported as follows:

244-24	550.591	Alfred-Almond: (\$14,629), Avoca: \$17,034, Bath: (\$47,475), Canaseraga: \$2,750, Canisteo-Greenwood: (\$8,925), Jasper-Troupsburg: (\$1,039), Prattsburgh: \$69
--------	---------	---

4. Transfers within programs for 2023-2024:

- a. Report of all fund transfers for the period 3/1/2024-3/31/2024, as attached.
- b. Transfers in excess of \$10,000.

<u>COSER NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER IN</u>	<u>TRANSFER OUT</u>
605	Computer Svc.: Mgmt.	A605-7710-160-1-99 N-I Salaries	\$ 81,983	
		A605-7710-160-2-99 N-I Salaries		\$ 43,365
		A605-7710-816-2-99 Health Ins		\$ 38,618
		A605-7710-205-1-99 Software	\$ 152,987	
		A605-7710-210-1-99 Lg Equip >\$5000	\$ 144,145	
		A605-7710-200-1-99 Equip \$500-\$4999		\$ 237,593
		A605-7710-300-1-99 Supplies		\$ 23,555
		A605-7710-200-2-99 Equip \$500-\$4999		\$ 35,984
		A605-7710-210-V-99 Lg Equip >\$5000	\$ 16,811	
		A605-7710-400-V-99 Contractual		\$ 16,811
		A605-7710-205-R-99 Software	\$ 17,222	
		A605-7710-300-R-99 Supplies		\$ 1,399
		A605-7710-400-R-99 Contractual		\$ 15,823
		A605-7710-400-1-99 Contractual	\$ 137,557	
		A605-7710-400-A-99 Contractual		\$ 137,557
		Total	\$ 550,705	\$ 550,705

	\$	12,000		
Total	\$	12,000	\$	12,000

B. Purchasing

1. Award of cooperative bid for the purchase of Copy Paper for GST BOCES component school districts and the Friendship Central School. The bid was awarded by line item, to the lowest bid meeting specifications, as per attached.

The bid was legally advertised and sent to eight vendors. The bid was opened on April 3, 2024, at 2:00 pm and the following bids were received:

a. Copy Paper

- 1.) Contract Paper Group, Inc., 1013 Portage Trail Unit 2, Cuyahoga Falls, OH 44221
- 2.) Quill Corporation, PO Box 94080, Palatine, IL 60094
- 3.) W. B. Mason Co. Inc., 1200 State Fair Blvd., Syracuse, NY 13209

2. Award of cooperative bid for the purchase of Musical Instruments and Supplies for GST BOCES component school districts and the Friendship Central School District was awarded to the following vendors, based on the lowest bid meeting specifications, as per attached.

The bid was legally advertised and sent to seven vendors. The bid was opened on April 3, 2024, at 2:00 pm, and the following bids were received.

a. Musical Instruments and Supplies

- 1.) Band Shoppe, PO Box 428, Cynthiana, IN 47612-0428
- 2.) Robert M. Sides Inc., 3300 Chambers Road #5128, Horseheads, NY 14845
- 3.) Steve Weiss Music Inc., 2324 Wyandotte Road, Willow Grove, PA 19090
- 4.) Wenger Corporation, 555 Park Drive, Owatonna, MN 55060

3. Approval of Resolution, as attached, to participate with other BOCES, in an agreement negotiated by Erie 1 BOCES for software/licensing packages for 2024-2025, including but not limited to: Acture, Aktivate, Apptegy, ArbiterSports LLC and Axio Global.
4. Approval of Resolution, as attached, to participate with other BOCES, in an agreement negotiated by Erie 1 BOCES for Software/licensing packages for 2024-2025, including but not limited to: Air Tutors, BookNook Inc., Brainfuse Inc., and Desire to Learn.
5. Approval of Resolutions, as attached, to participate in cooperative bidding for the purchase of equipment, supplies, cafeteria supplies including food and paper items, and contract items with Delaware-Chenango-Madison-Otsego BOCES (DCMO BOCES) for the 2024-2025 fiscal year.
6. Award of the Fuel Tank Removal & Installation Bid, for the Coopers Campus, to Beavers Petroleum, based on the lowest bid meeting specifications, as attached.

Bids were opened April 30, 2024, at 10:00 AM and the following bids were received:

1. Beavers Petroleum Equip. Co., 88 B Ridge Road, Horseheads, NY 14845
\$27,930.00.
2. Lift Safe Fuel Safe Inc., 515 E. Brighton Avenue, Syracuse, NY 13210
\$48,000.00.

C. Approval of Lease Agreement

1. Approval of lease, as attached, authorizing the signing of an agreement with the North Presbyterian Church effective July 1, 2024, through June 30, 2029.

D. Approval of Textbook

1. Approval of the textbook, Milady Standard Cosmetology with Standard Foundations 14th Edition 2023, including the workbook, the guide, and videos, for use in the Cosmetology Program, as attached.

E. 2023-2024 Internal Audit Report

1. Acceptance of the 2023-2024 Internal Audit Report, as attached.

F. Adoption of the Budget

1. Adoption of the 2024-2025 Schuyler-Steuben-Chemung-Tioga-Allegany BOCES budget in the total amount of \$133,402,921 comprised of the General Fund in the amount of \$128,875,682 and the Capital Budget in the amount of \$4,527,239.

CARRIED UNANIMOUSLY

6. PERSONNEL

24-098

Upon the recommendation of the Superintendent, and on the motion of Hagenbuch, seconded by Bulkley, it was resolved that the following personnel actions are hereby taken. Board Member Bulkley noted that the two retirements total 54 years combined of service to GST. He asked if BOCES does anything for retirees. District Superintendent Saglibene said that retirees are honored at the Employee Recognition Ceremonies each year in June. Beginning this year, each retiree will be given a handmade cutting board made by CTE students.

A. RETIREMENT

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>	<u>Date of Hire</u>
1. Richard Little	Teacher	06/28/24	10/30/98
2. Francis Ortell Jr.	Micro Comp Repair Tech	07/11/24	09/16/96

B. RESIGNATIONS

<u>Name</u>	<u>Position</u>	<u>Eff. Date</u>	<u>Date of Hire</u>
1. Jason Ford	Net Tech Spec Trainee	04/19/24	12/18/23
2. Eric Scouten	Teacher	04/19/24	01/10/22
3. Courtney Wayman	Teacher	06/03/24	12/11/23

4. Brendon Dick	Principal Account Clerk	04/30/24	12/04/23
<i>To accept internal GST BOCES position of: Accountant (Schools) effective 05/01/24</i>			
5. Erica Ehrhardt	Teacher Aide	05/01/24	12/08/23
6. Kaitlyn Schultz	Teacher	05/15/24	09/03/13
7. Tiffany Donovan	Cook Manager	05/16/24	02/17/17
8. Sandra Kains	Teaching Assistant	05/17/24	08/31/21
9. Stephen Andrus	Director of Computer Services	05/30/24	11/08/21
10. Susan Woodvine	Cook Manager	06/28/24	09/02/15
11. Tamera Edsall	Account Clerk	07/05/24	03/05/18
12. Lorraine Dennis	Teacher	08/30/24	09/01/21

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

Name	Position	Effective	Status
1. Beth Dryer	Director of School Improvement and ISS Tenure Area: Director of School Improvement and ISS	05/15/24	Professional
2. Colleen Hurd	Director of Adult Education Tenure Area: Director of Adult Education	05/24/24	Permanent
3. Wendy Para	Teacher Tenure Area: Education of Children with Handicapping Conditions – Gen Spec Ed.	05/21/24	Professional
4. Amy Towery	Teaching Assistant Tenure Area: Teaching Assistant	05/29/24	Level 3 TA

D. APPOINTMENTS

Name	Position	Probationary Period	Status
1. Kathleen Carpenter	Teaching Assistant Tenure Area: Teaching Assistant	03/11/24 – 03/10/28	Level 1 TA

E. CHANGE IN APPOINTMENT

Name	Position	FTE
1. Yasmin El-Helaly	Teaching Assistant	0.86 – 0.89

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

Name	Position	Probationary Period	Certification
1. Kimmel Harris	Teaching Assistant Tenure Area: Teaching Assistant	04/27/24 – 04/26/28	Level 3 TA

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

Name	Position	Eff Date
1. Nakita McAtee	Teaching Assistant Certification Area: Not certified, Teaching Assistant required	04/02/24
2. Nora Crawford	Teacher Certification Area: Not certified, Teaching Assistant required	05/06/24

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

Name	Position	Permanent Date
1. Tina Austin	Account Clerk	04/03/24
2. Amy Davis	Accountant	05/03/24
3. Gage Coon	Net Tech Specialist Trainee	05/15/24
4. Nicholas Goltry	Net Tech Specialist Trainee	05/25/24
5. Emily Hammond	Cleaner	06/05/24

I. CHANGE IN CIVIL SERVICE APPOINTMENTS

Name	Position	Permanent Date
1. Gage Coon	Network Technology Specialist	05/15/24
2. Nicholas Goltry	Network Technology Specialist	05/25/24

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

Name	Position	Exam No	Permanent Date
1. Jennifer Mleczynski	Grant Writing Coordinator	74039	04/02/24
2. Maureen Monroe	Sr Printing Clerk	75292	04/02/24

K. COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT, due to passing Civil Service Exam.

Name	Position	Prob Period	Exam No
1. Jessica Molter	Sr Comp Svs Program Aide	04/02/24 – 11/19/24	23269
2. Elizabeth Burgess	Accountant	05/01/24 – 04/30/25	69109

L. COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT

Name	Position	Probationary Period
1. Elizabeth Burgess	Accountant	05/01/24 – 04/30/25

M. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENTS,

Name	Position	Probationary Period
1. Andrew Harvey	Teacher Aide	04/05/24 – 04/04/25

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

Name	Position	Eff Date
1. Whitney Aini	Occupational Therapist	01/22/24
2. Brendon Dick	Accountant	05/01/24
3. Kelly Clark	Computer Apps Specialist	04/22/24

O. Certification of BOCES Bus Drivers for 2023 – 2024

Volunteers

Jessica Acor
 Kelly Bracken
 Ann Howard
 Stacy Illi
 Jennifer King-Keeney
 Jason Peters

P. STIPENDS

Name	Stipend	Eff. Date	Amount
1. David Kunath	Computer Services	04/29/24 – 06/28/24	\$432.69
2. Patrick Mangino	Computer Services	04/29/24 – 06/28/24	\$1,730.77
3. Jesse Ferris	Mentor Administrator	03/04/24 – 06/30/24	\$359.62
4. Elizabeth Connors	Mentor Year 1 for M. Morey	04/08/24 – 06/26/24	\$315.15
5. Robert Lemay	Mentor Year 1 for N. Brewer	03/01/24 – 06/26/24	\$458.40
6. Courtney Perez	Mentor Year 1 for N. Stephens	09/05/23 – 03/18/24	\$750.63
7. Courtney Perez	Mentor Year 1 for R. Weigle	03/19/23 – 06/26/24	\$359.37

Q. AMENDED STIPEND

Name	Stipend	Eff. Date	Amount
1. Elizabeth Connors	Mentor Year 1	Ended early - 07/01/23 – 04/07/24	\$830.85
2. Lisa Goldson	Skills USA	Ended early - 07/01/23 – 04/19/24	\$1,087.04

*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

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

S. Approval of the Attached Report Regarding GST BOCES Additional Compensation for 2023-2024

CARRIED UNANIMOUSLY

7. BOARD PRESIDENT’S REPORT

A. Preferred Educational Future

Board President Keddell said that he is continuing his search to find a way to provide telehealth services to students in school. Sarah Vakkas stated that a grant proposal has been submitted with eight school districts to increase mental health staff in districts as well as retain the current staff in our districts. Michelle Robinette, Grant Services Coordinator, has been involved in preparing a five-year grant proposal for school-based mental health services. The federal government is making available \$70 million in grant money for this initiative.

8. SUPERINTENDENT’S REPORT

Vince Moschetti gave everyone an energy bard from Joe Kilmer, Director of Food Services, and explained that this is a new product that is a big hit with the students.

Rob Sherburne distributed copies of the Summer of Innovation catalog. Rob also reported that he recently presented information about GST BOCES to the Chemung County Rotary, which was a great interaction. He said that GST continues with signing days for students and today, Jeff Berdine’s son, Brayden, signed with Ward Apparatus.

District Superintendent Saglibene said that Jennifer Swayze has started making “Board Books” for the districts. Stacy showed Bath School District’s book, which was presented to them at a recent Board meeting she attended with Bob Wheeler.

9. RECOMMENDATION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF PARTICULAR PERSONS

24-099

Upon the motion of Learn, seconded by Bulkley, it was resolved to move into Executive Session at 6:09 p.m. to discuss 14 employment histories of particular persons.

CARRIED UNANIMOUSLY

24-100

Upon the motion of Learn seconded by Hagenbuch, it was resolved to end Executive Session at 6:50 p.m. and resume Public Session.

CARRIED UNANIMOUSLY

10. PERSONNEL

24-101

Upon the recommendation of the Superintendent, and on the motion of Hagenbuch, seconded by Bulkley, it was resolved that the following personnel action is hereby taken:

- A. Resolved, that the salaries of Non-Unit Employees be increased up to the agreed upon amount directed by the Greater Southern Tier BOCES Board of Education for the 2024-2025 school year, effective July 1, 2024

CARRIED UNANIMOUSLY

11. ADJOURNMENT

24-102

Upon the motion of Learn, seconded by Stollo, it was resolved to adjourn the meeting at 6:51 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
May 17, 2024

Kathleen E. Taylor
Board Clerk
