

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, JUNE 4, 2024

5:30 p.m.

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

ALSO PRESENT: District Superintendent Stacy Saglibene
Cabinet Members: Jeff Berdine, Beth Dryer, Tracy Loukopoulous, Patrick Mangino, Vince Moschetti, Rob Sherburne, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor; Guests: Stacy Klug, Brian McDonnell, Heather Saltsman, Janice Swett

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:29 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

Upon the motion of Bulkley, seconded by Hagenbuch, it was resolved to accept the agenda, with addenda.

24-103

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Rob Sherburne introduced Brian McDonnell, the Coopers Campus instructor for Collision Repair & Refinishing. Brian was named SkillsUSA Advisor of the Year. Board President Keddell gave Brian a plaque that will be displayed in the Coopers Main Office and the Board congratulated him on this great achievement.

Board Vice President Learn mentioned how impressive the GST website is. It is always changing and always up to date.

Board Member Wheeler recently watched a YouTube video of Phil Robinson and Dave Comstock rebuilding a Monte Carlo at BOCES.

Board Member Strollo said that Corning, Inc. posted the Vibrant Community Award on LinkedIn.

4. CONSENSUS ITEMS

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

24-104

A. Approval of Minutes

1. Regular Meeting – May 14, 2024

B. Treasurer's Reports

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

C. Internal Claims Auditor Report

1. April 2024

CARRIED UNANIMOUSLY

5. FINANCE

24-105

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

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2023-2024:

These establishments will be supported as follows:

2. Budget Increases for 2023-2024:

Item #	CoSer #	Title	Increase	From	To
245-24	401.000	ARTS IN ED (BASE)	\$ 709	\$ 461,848	\$ 462,557
246-24	500.000	COMMUNITY SCHOOLS-BASE	\$ 3,450	\$ 781,143	\$ 784,593
247-24	512.000	COMP SVC-CAI/LAN	\$ 203,666	\$ 4,483,540	\$ 4,687,206
248-24	536.000	MODEL SCHOOLS-BASE	\$ 3,450	\$ 879,591	\$ 883,041
249-24	537.000	SCH CURR-BASE	\$ 5,418	\$ 2,163,410	\$ 2,168,828
250-24	605.000	CSC- BASE	\$ 165,961	\$ 18,144,526	\$ 18,310,487

These increases will be supported as follows:

245-24	401.000	Alfred-Almond: \$709
246-24	500.000	Alfred-Almond: \$3,450
247-24	512.000	Addison: \$188,190, Spencer-Van Etten: \$20,637, Watkins Glen: (\$16,161), Waverly: \$11,000
248-24	536.000	Addison: \$3,050, Corning: \$400
249-24	537.000	Hammondspport: \$5,418
250-24	605.000	Arkport: \$5,022, Bradford: \$8,832, Elmira Heights: \$4,000, Hammondspport: \$8,702, Spencer-Van Etten: \$60,000, Watkins Glen: \$16,161, CAEW BOCES: (Whitesville: \$16,080), Eastern Suffolk BOCES: ((\$3,090)), Erie 2 BOCES: (\$10,304), FEH BOCES: (St. Regis Falls: \$9,149), HFM BOCES: (Greater Amsterdam: \$19,457), Questar III BOCES: (Taconic Hills: \$11,344)

3. Budget Decreases for 2023-2024:

Item #	CoSer #	Title	Decrease	From	To
251-24	532.499	EXTRACURRICULAR COORD.W/CAEW BOCES	\$ 58	\$ 518	\$ 460

These decreases will be supported as follows:

251-24	532.499	Watkins Glen: (\$58)
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4. Transfers within programs for 2023-2024:

a. Report of all fund transfers for the period 4/1/2024-4/30/2024, 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.	A605-7710-205-2-99 Software	\$ 14,713	
		A605-7710-400-2-99 Contractual	\$ 63,002	
		A605-7710-813-2-99 NYS ERS	\$ 19,618	

A605-7710-816-2-99 Health Ins		\$ 97,333
A605-7710-816-A-99 Health Ins	\$ 16,693	
A605-7710-400-A-99 Contractual		\$ 16,693
A605-7710-411-1-99 Telephone	\$ 37,754	
A605-7710-400-A-99 Contractual		\$ 37,754
A605-7710-815-1-99 Social Security	\$ 10,253	
A605-7710-400-A-99 Contractual		\$ 10,253
Total	\$ 162,033	\$ 162,033

B. Purchasing

1. Approval of Resolution, as attached, for the Installment Purchase Agreement for Laptops, Damage Protection, Chrome Upgrade, and Cases in the amount of \$82,000 plus any additional fees. This IPA is for Elmira Heights Central School District for a five-year term.
2. Permission to bid for a UTV (Utility Task Vehicle) for Operations & Maintenance.

C. Acceptance of Donation

1. Monetary donation of \$2,000 towards the annual ASD BOCES Prom at TAE from Joel Pearson, 129 Veteran Hill Road, Horseheads, NY 14845.

D. Authorization to Pay the Following Membership Dues

1. Statewide School Finance Consortium dues in the amount of \$725 for the 2024-2025 fiscal year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

E. Transferring Funds to Retirement Contribution Reserve Funds

1. Transfer an additional \$9,349 from 631-ER to 827-00 ERS Reserve, which is comprised of .7% of salaries in the amount of \$134, 692. Plus, the discount received for prepayment of the 2024 Employee’s Retirement System Regular Pension Contribution in the amount of \$14,923, for a total of \$149,615 less the funds previously transferred in August 2023 of \$140,266.
2. Transfer an additional \$75,077 from 631-TR to 827-01 TRS Reserve. The amount is comprised of 1.5% of TRS salaries in the amount of \$530,259.74 less the \$455,183 previously transferred in August 2023.
3. Transfer \$108,789 from the CTE Budget to the CTE Equipment Reserve as approved by District Superintendents. This amount is he annual depreciation of CTE equipment.
3. Resolved, that pursuant to the General Municipal Law, Section 6-R, there shall be transferred from the Retirement Contribution Reserve Fund to the Due to ERS Account the sum of \$120,000, to be applied to the 1st quarter (4/1/2024-6/30/2024), of the 2024 Annual Invoice issued by the Employee Retirement System.

CARRIED UNANIMOUSLY

6. PERSONNEL

24-106

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

A. RETIREMENT

Name	Position	Eff. Date	Date of Hire
1. Elizabeth Connors	Teacher	06/26/24	09/01/84
2. Kelly Hakes	Teacher Aide	06/27/24	09/07/10
3. Frank Speciale	Job Coach	08/30/24	07/05/94

B. RESIGNATIONS

Name	Position	Eff. Date	Date of Hire
1. Noah Grasso	Adult Ed Instructor	05/17/24	03/06/24
2. Allison Wagner	Teaching Assistant	05/24/24	03/23/23
3. Ashley Rose	Teaching Assistant	06/03/24	09/08/15
4. Melissa Alajmi	Teaching Assistant	06/13/24	08/31/22
5. Jourdan Machuga	Teacher	06/26/24	09/05/23
6. Emily Wagner	Teacher	06/26/24	05/23/22
7. Kerrissa Potter	Adult Ed Instructor	06/30/24	01/17/23

C. AMENDED APPOINTMENTS, from 05/14/24 Board Meeting.

Name	Position	Corrective Action
1. Amy Davis	Accountant	Permanent Date: 05/18/24

D. CREATION OF POSITIONS

Position	Eff. Date
1. Computer Services Coordinators: Four (4) Full-time (1.0 FTE)	05/07/24
2. Computer Services Program Aide: One (1) Full-time (1.0 FTE)	05/07/24
3. Program Assistant: One (1) Full-time (1.0 FTE)	05/07/24
4. Public Information Coordinator: One (1) Full-time (1.0 FTE)	05/04/24
5. Employee Assistance Program Specialist	05/04/24

E. RECLASSIFICATION OF POSITION

Position	Eff. Date
1. Account Clerk Typist to Sr. Account Clerk (1) Full-time (1.0 FTE)	05/07/24

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

Name	Position	Effective	Status
1. Nicholas Hart	Teaching Assistant Tenure Area: Teaching Assistant	06/25/24	Level 1 TA

G. APPOINTMENTS

Name	Position	Probationary Period	Status
1. Irene Cavalier	Teaching Assistant Tenure Area: Teaching Assistant	05/13/24 – 05/12/28	Level 1 TA
2. Marcilee Stermer	Teaching Assistant Tenure Area: Teaching Assistant	05/15/24 – 05/14/28	Level 1 TA
3. Sally Dean-Moshier	Exec Dir Career Edu Develop Council Tenure Area: School District Administrator	08/07/24 – 08/06/27	Permanent
4. Andrew Stermer	Teacher Tenure Area: Trade Subjects (Machining/Vehicle Maintenance)	09/03/24 – 09/02/28	Transitional A
5. Patrick Mangino	Director of Computer Services Tenure Area: Director of Computer Services	07/01/24 – 06/30/27	Professional

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

Name	Position	Probationary Period	Certification
1. Brianne Tucker	Teaching Assistant	05/09/24 – 05/08/28	Level 1 TA
Tenure Area: Teaching Assistant			

I. TEMPORARY APPOINTMENTS, appointment pending completion of certification requirements expiring June 27, 2025

Name	Position	Eff Date
1. Skyler Harwood	Teacher	09/03/24
Certification Area: Not certified, Business (CTE) Gr 7 – 12 required		
2. Anamaria Milazzo	Teaching Assistant	05/20/24
Certification Area: Not certified, Teaching Assistant required		
3. Kirk Hoad	Teaching Assistant	09/03/24
Certification Area: Not certified, Teaching Assistant required		

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

Name	Position	Permanent Date
1. Thomas Sheehan	Accountant (Schools)	06/13/24
2. Merlyn Tiwari	Accountant (Schools)	06/13/24
3. Michael Gardiner	Net Tech Specialist	06/20/24
4. Zachary Richart	Net Tech Specialist Trainee	06/12/24
5. David Kunath	Net Tech Specialist Trainee	06/14/24
6. Justin Newton	Net Tech Specialist Trainee	06/19/24
7. Lindsey Smith	Career Ed Resource Specialist	06/24/24
8. Rebecca E. Ayers	AV Aide	07/01/24
9. Jennifer Hamilton	Computer Apps Specialist	06/28/24
10. Jennifer Gaylor	Computer Apps Specialist	07/06/24

K. CHANGE IN CIVIL SERVICE APPOINTMENTS

Name	Position	Permanent Date
1. Zachary Richart	Network Technology Specialist	06/12/24
2. David Kunath	Network Technology Specialist	06/14/24
3. Justin Newton	Network Technology Specialist	06/19/24

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

Name	Position	Prob Period	Exam No
1. Maggie Hollenbeck	Physical Therapist	05/07/24 – 05/06/25	Cont. Rec

M. COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT

Name	Position	Probationary Period
1. Lisa Picard	Licensed Practical Nurse	06/24/24 – 10/30/25

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

Name	Position	Eff Date
1. Mary Wallis	EAP Specialist	05/07/24
2. Charlene Watson	Library Automation Assistant	07/01/24

O. STIPENDS

Name	Stipend	Eff. Date	Amount
1. Kristie Haberstroh	Regional Crisis Team	04/01/24 – 06/30/24	\$412.80

P. AMENDED STIPEND

<u>Name</u>	<u>Stipend</u>	<u>Eff. Date</u>	<u>Amount</u>
1. Beverly Croston	Mentor Year 1	Ended early - 03/01/24 – 05/31/24	\$229.20
2. Patricia Bushey	Mentor Year 1	Ended early - 10/01/23 – 05/31/24	\$916.80

*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

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

24-107

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

R. 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 distributed a copy of the Board Goals and reviewed to make sure they are on track and action items are still relevant. Don also referred to the sample district superintendent evaluations that were mailed to the board and asked that everyone be ready to discuss at the meeting in July.

8. SUPERINTENDENT’S REPORT

District Superintendent Saglibene said that Board updates were emailed to the Board. Board President Keddell said kudos to the Cabinet on all the work they do. The updates are very informative. He also mentioned that Sarah Vakkas and Tracy Loukopoulous have been doing a great job covering human resources in the absence of a director.

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

24-108

Upon the motion of Learn, seconded by Hagenbuch, it was resolved to move into Executive Session at 5:52 p.m. to discuss 14 employment histories of particular persons and one (1) pending litigation.

CARRIED UNANIMOUSLY

24-109

Upon the motion of Learn seconded by Bulkley, it was resolved to end Executive Session at 6:59 p.m. and resume Public Session.

CARRIED UNANIMOUSLY

10. PERSONNEL

24-110

Upon the motion of Wheeler, seconded by Learn, it was resolved that the following personnel action is hereby taken:

- A. Resolved, that the salary of Sarah Vakkas, Deputy Superintendent, 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

24-111

Upon the motion of Talada, seconded by Bulkley, it was resolved that the following personnel action is hereby taken:

- B. Resolved, that the salary of Stacy Saglibene, District Superintendent, 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

24-112

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

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
June 6, 2024

Kathleen E. Taylor
Board Clerk
