

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

REGULAR BOARD MEETING

TUESDAY, SEPTEMBER 10, 2024

Coopers Education Center, Bldg. 8

5:30 p.m.

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

ALSO PRESENT: District Superintendent Stacy Saglibene
Cabinet Members: Jeff Berdine, Colleen Hurd, LeeAnne Jordan, Tracy Loukopoulous, Danielle Major, Patrick Mangino, Vince Moschetti, Rob Sherburne, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor; Guests: Scott Johnson, Heather Saltsman

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:24 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

25-023

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

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Board Member Learn heard on the news that Siemens will be bringing 300 jobs to Horseheads. She asked if BOCES can make a connection. District Superintendent Saglibene said yes that Rick Perkins, Business & Industry Liaison, will reach out. Rob Sherburne said that BOCES is well connected with Siemens in Painted Post so it should be easy to expand our relationship.

District Superintendent Saglibene said that staff conference day events went well. Staff really enjoyed the guest speaker, Manny Scott. Board Vice President Hagenbuch said she attended this presentation in Corning and it was powerful.

4. CONSENSUS ITEMS

25-024

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

A. Approval of Minutes

1. Regular Meeting – August 13, 2024

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – May 2024 (revised)
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – June 2024

C. Internal Claims Auditor Report

1. July 2024

CARRIED UNANIMOUSLY

5. FINANCE

25-025

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

A. General Fund Establishments and Adjustments

1. Budget Increases for 2024-2025:

Item #	CoSer #	Title	Increase	From	To
13-25	426.000	EXPL ENRICHMNT-BASE	\$ 4,956	\$ 69,924	\$ 74,880
14-25	508.000	LIBRARY SERVICE/MEDIA (BASE)	\$ 3,600	\$ 77,774	\$ 81,374
15-25	511.000	PRINTING	\$ 104,220	\$ 1,034,001	\$ 1,138,221
16-25	511.005	PRINTING - COURIER	\$ 1,177	\$ 252,068	\$ 253,245
17-25	512.000	COMP SVC-CAI/LAN	\$ 369,038	\$ 103,615	\$ 472,653
18-25	528.003	IND-ED ACT COOR-CDC SERVICE LRN	\$ 92,413	\$ -	\$ 92,413
19-25	537.000	SCH CURR-BASE	\$ 159,772	\$ 249,776	\$ 409,548
20-25	605.000	CSC- BASE	\$ 30,799	\$ 196,423	\$ 227,222
21-25	609.000	SAFETY/RISK MGT-BASE	\$ 9,503	\$ 1,208,618	\$ 1,218,121

These increases will be supported as follows:

13-25	426.000	Arkport: \$3,690, BT BOCES: (Owego Apalachin: \$1,266)
14-25	508.000	Elmira: \$3,600
15-25	511.000	Addison: \$5,289, Alfred-Almond: \$191, Arkport: \$186, Avoca: \$54, Bath: \$7,368, Bradford: \$1,769, Campbell-Savona: \$7,055, Canaseraga: \$645, Canisteo-Greenwood: \$569, Elmira: \$13,513, Elmira Heights: \$4,536, Hammondsport: \$3,105, Hornell: \$2,405, Horseheads: \$36,355, Odessa-Montour: \$5,975, Prattsburgh: \$599, Spencer-Van Etten: \$2,095, Watkins Glen: \$3,689, Waverly: \$8,315, Misc. Revenue: (Chemung County: \$96, Corning Community College: \$104, Village of Horseheads: \$77, St. Mary Our Mother: \$230)
16-25	511.005	BT BOCES: (Owego Apalachin: \$1,177)
17-25	512.000	Elmira: \$369,038
18-25	528.003	Misc. Revenue: (Career Development Council, Inc.: \$92,413)
19-25	537.000	CEWW BOCES: (Beekmantown: \$107,100), Oswego BOCES: (Mexico: \$45,472), GV BOCES: (Oakfield-Alabama: \$7,200)
20-25	605.000	Eastern Suffolk BOCES: (Bayport-Blue Point: (\$14,178)), Misc. Revenue: (Finn Academy: \$6,000, Schuyler County: \$38,977)
21-25	609.000	Corning: \$1,625, Spencer-Van Etten: \$7,878

2. Budget Decreases for 2024-2025:

Item #	CoSer #	Title	Decrease	From	To
22-24	525.000	I/S TCHRS-BASE (INCLUDES PVS .004)	\$ (4,530)	\$ 710,390	\$ 714,920
23-24	527.000	INSTR MAT DEVEL-ELEM SCIENCE	\$ (6,056)	\$ 400,571	\$ 406,627
24-24	528.000	IND-ED ACT COOR-CDC	\$ (75,720)	\$ 826,177	\$ 901,897
25-24	606.000	SUBSTITUTE COORDINATION	\$ (8,526)	\$ 144,690	\$ 153,216

These decreases will be supported as follows:

22-24	525.000	BT BOCES: (Owego-Apalachin: (\$4,530))
23-24	527.000	Arkport: \$784, Sullivan BOCES: (East Moriches: \$797), BT BOCES: (Owego-Apalachin: (\$7,637))

24-24	528.000	Misc. Revenue: Career Development Council: (\$75,720)
25-24	606.000	Canisteo-Greenwood: (\$8,526)

3. Transfers within programs for 2024-2025:

- a. Report of all fund transfers for the period 7/1/2024-7/31/2024, 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 Services	A605-7710-205-D-01 Software	\$ 109,443	
		A605-7710-400-D-01 Contractual		\$ 109,443
		A605-7710-205-D-02 Software	\$ 28,544	
		A605-7710-400-D-02 Contractual		\$ 28,544
		A605-7710-205-D-03 Software	\$ 126,788	
		A605-7710-400-D-03 Contractual		\$ 126,788
		A605-7710-205-D-06 Software	\$ 35,445	
		A605-7710-400-D-06 Contractual		\$ 35,445
		A605-7710-205-D-07 Software	\$ 20,721	
		A605-7710-400-D-07 Contractual		\$ 20,721
		A605-7710-205-D-08 Software	\$ 61,790	
		A605-7710-400-D-08 Contractual		\$ 61,790
		A605-7710-205-D-09 Software	\$ 16,653	
		A605-7710-400-D-09 Contractual		\$ 16,653
		A605-7710-205-D-14 Software	\$ 49,356	
		A605-7710-400-D-14 Contractual		\$ 49,356
		A605-7710-205-D-17 Software	\$ 11,852	
		A605-7710-400-D-17 Contractual		\$ 11,852
		A605-7710-400-D-24 Contractual	\$ 19,950	
		A605-7710-205-D-24 Software		\$ 19,950
Total			\$ 480,542	\$ 480,542

B. Purchasing

1. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software and learning packages for the 2024-2025 fiscal year, for Aperture Education, LLC.
2. Permission to bid for removal and installation of the 500-gallon diesel tank and supply a new 1000-gallon Fireguard UL 2085 tank, per NYSDEC, OSHA & EPA guidelines. This work will be done at the GST BOCES Coopers Campus, located at 9579 Vocational Dr., Painted Post, NY 14870.

C. Corrective Action Plan in Response to the Comptroller Audit

1. Acceptance of the 2023-2024 Corrective Action Plan, in response to the NY State Comptroller Audit, for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES, as attached.

CARRIED UNANIMOUSLY

6. PERSONNEL

25-026

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. RETIREMENT

Name	Position	Eff. Date	Date of Hire
1. Susan Pawlak	Exec Dir of Career Dev Council	08/30/24	09/03/13
2. James Wyant	Cleaner	09/16/24	07/16/07

B. RESIGNATIONS

Name	Position	Eff. Date	Date of Hire
1. Jennifer Hamilton	Computer Apps Specialist <i>To accept internal GST BOCES position of: Sr Account Clerk, effective 08/14/24</i>	08/13/24	01/27/20
2. Patricia Hourihan	Adult Ed Instructor	08/14/24	04/08/19
3. Julie Babcock	School Social Worker	09/02/24	10/22/07
4. Mallary Scheepsma	Teacher	09/05/24	05/22/16
5. Madison Taft	Teacher Aide	08/20/24	03/15/24
6. Miranda Miller	Teacher Aide	08/23/24	01/03/24
7. Dorinda Clark	Teacher Aide	08/31/24	05/30/23
8. Tina Morrison	Teacher Aide	08/31/24	09/11/23
9. Nancy Wegman	Career Education Resource Spec	09/03/24	03/01/18
10. Jessica Remza	Health & Safety Compliance Spec	09/05/24	08/31/20

C. INCREASE IN ASSIGNMENT

Name	Position	Increase	Eff. Date
1. Moriah McNeill	Food Service Helper	.46 FTE to .81 FTE	09/01/24
2. Irene Cavalier	Teaching Assistant	.86 FTE to 1.0 FTE	09/03/24

D. AMENDED APPOINTMENTS

Name	Position	Probationary Period	Status
<i>Board date: 08/31/2021: Probationary period</i>			
1. Pamela Bement	Instructional Support Teacher	09/03/21 – 09/02/24	Probationary
Tenure Area: Instructional Support Svcs in Professional Development			
<i>Board date: 06/04/2024: Certification</i>			
2. Skylar Harwood	Teacher – certified	09/03/24 – 09/02/28	TRAA
Tenure Area: Business and Marketing			
<i>Board date: 07/09/2024: Certification</i>			
3. Jordan Reiser	Teacher – certified	09/03/24 – 09/02/28	Initial
Tenure Area: Edu of Child with Handicapping Conditions – Gen Spec Ed			

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

Name	Position	Effective	Status
1. Pamela Bement	Teacher	09/03/24	Professional
Tenure Area: Instructional Support Svcs in Professional Development			
2. Ellen VanHorn	Teacher	09/28/24	Professional
Tenure Area: English to Speakers of Other Languages			

F. APPOINTMENTS

Name	Position	Probationary Period	Status
1. LeeAnne Jordan	Asst Superintendent of Instruction	09/09/24 – 09/08/28	Professional
Tenure Area: Assistant Superintendent of Instruction			
2. Pamela Bement	Teacher (FTE 0.4 – Part Time)	Exempt	Professional
Instructional Support Teacher (FTE 0.6 – Part Time)			
Tenure Area: English 7 – 12			
3. Angela Herman	Teacher	09/03/24 – 09/02/27	Permanent
Tenure Area: Edu of Child with Handicapping Cond – Speech & Hearing			
4. Regan Kenney	Teacher	09/03/24 – 09/02/28	Professional
Tenure Area: Edu of Child with Handicapping Cond – Gen Spec Ed			
5. Michelle Rossman	Teacher	09/03/24 – 09/02/27	Professional
Tenure Area: English to Speakers of Other Languages			
6. Eva Smith	Teacher	09/03/24 – 09/02/28	Initial
Tenure Area: Food Service Occupations			
7. Kelly Bracken	teacher (FTE 0.4 – Part Time)	Exempt	Permanent
Social Worker (FTE 0.6 – Part Time)			
Tenure Area: Social Worker			

8.	Barbara Sweet	Teacher (FTE 0.5 – Part-Time)	Exempt	Permanent
	Tenure Area:	Mathematics		
9.	Felicia Riley	Teacher	09/30/24 – 09/29/28	Professional
	Tenure Area:	Social Studies 7 – 12		
10.	Paulette Adams	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
11.	Kristina Bement	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
12.	Sandra Butler	Teaching Assistant	09/03/24 – 09/02/28	Level 3
	Tenure Area:	Teaching Assistant		
13.	Carmen Enge	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
14.	Jennifer French	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
15.	Ryan Masti	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
16.	Xiao Mei Shi	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
17.	Kathleen Tubbs	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		
18.	Roxane White-Wright	Teaching Assistant	09/03/24 – 09/02/28	Level 1
	Tenure Area:	Teaching Assistant		

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

Name	Position	Probationary Period	Certification
1. Meg Bush	Teacher	08/03/24 – 08/02/28	TRAA
	Tenure Area: Cosmetology Occupations		

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

Name	Position	Eff Date
1. Benjamin Erway	Teacher	09/03/24
	Certification Area: Not certified, Vehicle Mechanical Repair required	
2. Christina Thorp	Teacher	09/03/24
	Certification Area: Not certified, English 7 – 12 required	
3. Amber Alexin	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
4. Kurt Amidon	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
5. Peter Clearwater	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
6. Samuel Forenz	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
7. Danylle Lindsey	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
8. Brienne Lounsbury	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	
9. Ashley White	Teaching Assistant	09/03/24
	Certification Area: Not certified, Level 1 Teaching Assistant required	

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

Name	Position	Permanent Date
1. Jennifer Hamilton	Sr. Account Clerk	06/08/23
2. Janet Longwell	Accountant	09/14/24
3. Adrienne Summers	Teacher Aide	09/25/24
4. William Polcyn	Courier	09/18/24

J. CIVIL SERVICE PERMANENT APPOINTMENT, 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. Adam Piasecki	Labor Relations Specialist	85563	09/03/24
2. Margaret Soper	Payroll Specialist	60554	09/01/24
3. William VanAlstyne	Payroll Specialist	60554	09/01/24
4. James Goodwin	Systems Engineer	79002	09/05/24

K. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT

Name	Position	Probationary Period
1. Lisa Booth	Teacher Aide	09/03/24 – 11/08/25
2. Gabriel Brumfield	Teacher Aide	09/03/24 – 11/08/25
3. Mikayla Cusac	Teacher Aide	09/03/24 – 11/08/25
4. Jasmond Dyer	Teacher Aide	09/03/24 – 11/08/25
5. Karter Hooley	Teacher Aide	09/03/24 – 11/08/25
6. Mindy Mattison	Teacher Aide	09/03/24 – 11/08/25
7. Alexis Moore	Teacher Aide	09/03/24 – 11/08/25
8. Olivia Pribulick	Teacher Aide	09/03/24 – 11/08/25
9. Amanda Talvi	Teacher Aide	09/03/24 – 11/08/25
10. Cadence Woodworth	Teacher Aide	09/03/24 – 11/08/25

L. COMPETITIVE CIVIL SERVICE PROVISIONAL APPOINTMENT, pending successful Civil Service Exam results.

Name	Position	Effective Date
1. Johanna Barringer Stewart	Education Grant Specialist	09/03/24
2. Hannah Lehman	Physical Therapist	09/03/24
3. Morgan Povoski	Occupational Therapist	09/03/24
4. Mathew Bombarger	Principal Account Clerk	09/03/24

M. Certification of BOCES Bus Drivers for 2024 – 2025

Volunteers

Chris Eagles

N. STIPENDS

Name	Stipend	Effective Date	Amount
1. Mary Ann Munroe	E-Learning Coordinator	07/01/24 – 06/30/25	\$12,000.00
2. Eva Smith	ProStart Culinary Advisor	09/03/24 – 06/27/25	\$ 1,409.00
3. Nicholas Demuth	Greenhouse Manager – Bush	09/03/24 – 06/30/25	\$ 1,409.00
4. Carolyn Connelly	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
5. Kara Sheehan	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
6. Matt Bryant	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
7. Kim Austin	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
8. Tammy Lotocky	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
9. Kathryn Morehouse	Team Leader – Bush Campus	09/01/24 – 06/30/25	\$ 1,409.00
10. Janice Swett	Team Leader – Coopers Campus	09/01/24 – 06/30/25	\$ 1,409.00
11. Tammy Divens	Team Leader – Coopers Campus	09/01/24 – 06/30/25	\$ 1,409.00
12. William Paggio	Team Leader – Coopers Campus	09/01/24 – 06/30/25	\$ 1,409.00
13. Donna Stuckey	Team Leader – Wildwood Campus	09/01/24 – 06/30/25	\$ 1,409.00
14. Kristin Ohradzanski	Team Leader – Wildwood Campus	09/01/24 – 06/30/25	\$ 1,409.00
15. Robert Lemay	Team Leader – Wildwood Campus	09/01/24 – 06/30/25	\$ 1,409.00
16. Melissa Houck	Team Leader – Stem Academy	09/01/24 – 06/30/25	\$ 1,409.00

*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

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

P. Approval of the Attached Report Regarding GST BOCES Additional Compensation

7. OTHER BUSINESS

25-027

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

- A. Resolved, to appoint LeeAnne Jordan to the following positions for the 2024-2025 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services:
1. Integrity Officer
 2. Designated Educational Official Under SAVE
 3. Lead Evaluator

CARRIED UNANIMOUSLY

8. BOARD PRESIDENT'S REPORT

A. Preferred Educational Future

Board President Keddell reviewed the District Superintendent evaluation tool. Board Vice President Hagenbuch would like to add under Finance & Facilities, "Promotes safety of students and staff." It was suggested that an "N/A" column be added to all sections. Goals will be written into the evaluation and the timeline will be adjusted. The final document will be presented for adoption at the October Board Meeting.

9. SUPERINTENDENT'S REPORT

District Superintendent Saglibene reported the following:

- She introduced new Assistant Superintendent of Instruction, LeeAnne Jordan.
- Distributed the roles of the Deputy Superintendent and the Assistant Superintendent of Instruction.
- Distributed the Governor's legislation on student board members. GST will need three, non-voting student members. This goes into effect July 1, 2025. Stacy will pose the question about student members being allowed to Zoom.
- Board Member Talada asked about videoconferencing for members with temporary disabilities. Can they vote via videoconference? Stacy will look this up.
- Shared a mock newsletter showing the Board that quarterly newsletters will be generated by Jen Swayze and distributed within the area.
- Board President Keddell said that one of the action steps for the Board Goals has been initiated by reaching out to component school boards.
- The GST School Boards Association will hold a Zoom event on Regionalization on October 3. Board Members can register via the flyer that was emailed to them.
- The strengths and needs assessment tool will be placed in the SED portal this week. This tool needs to be completed by November 1.

10. RECOMMENDATION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF PARTICULAR PERSONS AND PENDING LITIGATION

25-028

Upon the motion of Hagenbuch, seconded by Bulkley, it was resolved to move into Executive Session at 5:59 p.m. to discuss four (4) employment histories of particular persons.

CARRIED UNANIMOUSLY

25-029

Upon the motion of Wheeler, seconded by Bulkley, it was resolved to end Executive Session at 6:13 p.m. and to resume Public Session.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

25-030

Upon the motion of Strollo, seconded by Learn, it was resolved to adjourn the meeting at 6:13 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
September 13, 2024

Kathleen E. Taylor
Board Clerk
