

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, FEBRUARY 4, 2025

5:30 p.m.

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

EXCUSED: Robert Wheeler

ALSO PRESENT: District Superintendent Stacy Saglibene
Cabinet Members: Jeff Berdine, LeeAnne Jordan, Tracy Loukopoulous, Danielle Major, Patrick Mangino, Vince Moschetti, Rob Sherburne, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor; Guests: Dan Copp, Todd LaBarr, Peter Meybaum, Heather Saltsman, Jennifer Swayze

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 5:32 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

25-058

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

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

A. Update on Capital Project from Watchdog

President & owner of Watchdog, Todd LaBarr, presented an update on the capital project (attached).

Board Member Bulkley asked if there was anything to date that could jeopardize BOCES' financial situation specifically due to federal funding. District Superintendent Saglibene said no, not at this point. Tracy Loukopoulous stated that GST does not receive federal funds; districts do to pay for their own needs and BOCES services. Board Member Bulkley informed the Board that his term is ending on June 30 and he will not be seeking reelection.

4. CONSENSUS ITEMS

25-059

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

A. Approval of Minutes

1. Regular Meeting – January 7, 2025

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – November 2024
2. Student Activities – Bush Education Center: 10/1/24-12/31/24
3. Student Activities – Coopers Education Center: 10/1/24-12/31/24
4. Student Activities – Wildwood Education Center: 10/1/24-12/31/24

CARRIED UNANIMOUSLY

5. FINANCE

25-060

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

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2024-2025:

Item #	CoSer#	Title	Establishment
126-25	419.693	ACADMIC PRGS SPEC FACLT Y W/TST BOCES	\$ 1,225
127-25	539.697	STATE MANDATED COURSES W/SW	\$ 174
128-25	684.697	THREAT ASSESSMENT W/SW	\$ 4,634

These establishments will be supported as follows:

126-25	419.693	Watkins Glen: \$1,225
127-25	539.697	Corning: \$ 174
128-25	684.697	Avoca: \$4,634

2. Budget Increases for 2024-2025:

Item #	CoSer #	Title	Increase	From	To
129-25	401.000	ARTS IN EDUCATON	\$ 16,892	\$ 469,512	\$ 486,404
130-25	430.000	E-LEARNING	\$ 7,500	\$ 758,943	\$ 766,443
131-25	511.000	PRINTING	\$ 35,695	\$ 1,138,221	\$ 1,173,916
132-25	512.000	INSTRUCTIONAL TECHNOLOGY	\$ 124,180	\$ 4,614,864	\$ 4,739,044
133-25	537.00	SIP-SCHOOL IMPROVEMENT PROGRAM	\$ 56,284	\$ 2,027,092	\$ 2,083,376
134-25	537.005	SCH CURR-DISTRICT SPEC	\$ 9,000	\$ 935,563	\$ 944,563
135-25	540.698	STAFF DEV W/PNW BOCES	\$ 9,975	\$ 6,170	\$ 16,145
136-25	555.591	MODEL SCHOOLS W/ERIE 1 BOCES	\$ 15,475	\$ 80,623	\$ 96,098
137-25	605.000	COMPUTER SVC: MGMT	\$ 2,225	\$19,022,610	\$19,024,835
138-25	609.000	SAFETY/RISK MGT-BASE	\$ 15,946	\$ 1,214,246	\$ 1,230,192
139-25	629.591	COMPUTER SERVICE: MGMT W/ERIE 1	\$ 68,873	\$ 2,781,790	\$ 2,850,663
140-25	638.495	COOP BIDDING COORD(ENERGY) W/WFL	\$ 3,181	\$ 30,925	\$ 32,323
141-25	659.591	PLANNING SERVICE W/ERIE 1 BOCES	\$ 25,502	\$ 182,305	\$ 207,807
142-25	671.592	COORD. OF INSURANCE MGMT W/QUEST.	\$ 10,063	\$ 26,398	\$ 36,461
143-25	674.591	NEGOTIATIONS W/ERIE1 BOCES	\$ 12,042	\$ 17,306	\$ 29,348

These increases will be supported as follows:

129-25	401.000	Arkport: \$1,192, Hammondsport: \$15,700
130-25	430.000	Watkins Glen: \$7,500
131-25	511.000	Addison: \$797, Alfred-Almond: \$160, Arkport: \$977, Avoca: \$140, Bath: \$750, Campbell-Savona: \$541, Canaseraga: \$835, Elmira: \$9,821, Elmira Heights: \$1,936, Hammondsport: \$59, Horseheads: \$7,140, Odessa-Montour: \$640, Prattsburgh: \$106, Spencer-Van Etten: \$187, Watkins Glen: \$1,134, Waverly: \$6881, Chemung County: \$544, Corning Community College: \$560, City of Hornell: \$1,559, CCA: \$928
132-25	512.000	Addison: \$30,082, Corning: \$91,126, Horseheads: \$32,972, Watkins Glen: (\$30,000)
133-25	537.000	Bath: \$2,330, Corning: \$13,373, Jasper-Troupsburg: \$4,414, Odessa-Montour: \$26,935, Prattsburgh: \$2,332, Monroe 1 BOCES: (6,300 WFL BOCES: \$600)
134-25	537.005	Hornell: \$9,000
135-25	540.698	Canisteo-Greenwood: \$3,325, Hornell: \$6,650
136-25	555.591	Elmira Heights: \$1,225, Hammondsport: \$4,750, Jasper-Troupsburg: \$9,500
137-25	605.000	Bath: \$16,195, WSWHE BOCES: (13,970)
138-25	609.00	Vestal: \$15,946
139-25	629.591	Addison: \$3,712, Alfred-Almond: \$30,280, Arkport: \$2,442 Avoca: (\$1,949), Bath: (\$414), Bradford: (\$2,339), Campbell-Savona: (\$145), Canaseraga: (\$677), Canisteo-Greenwood: \$14,740, Hammondsport: \$749, Hornell: \$7,714, Jasper-Troupsburg: (\$807), Prattsburgh: \$15,567
140-25	638.495	Avoca: (\$124), Campbell-Savona: (\$151), Canisteo-Greenwood: \$3,293Hammondsport: \$33Hornell: \$33, Jasper-Troupsburg: \$16, Prattsburgh: \$33
141-25	659.591	Hammondsport: \$9,457, Jasper-Troupsburg: \$16,045
142-25	671.592	Arkport: \$10,063
143-25	674.591	Addison: \$12,042

3. Budget Decreases for 2024-2025:

Item #	CoSer #	Title	Decrease	From	To
144-25	328.693	INTERNAL AUDITOR W/TSTBOCES	\$ (2728)	\$ 85,587	\$ 82,859
145-25	434.591	DISTANCE LEARNING W/ERIE 1 BOCES	\$ (6186)	\$ 32,089	\$ 25,903
146-25	550.591	COMPUTER SVC. INSTR. W/ERIE 1 BOCES	\$ (27,651)	\$ 2,065,724	\$ 2,038,073
147-25	569.492	INTER-SCHOOL COORD. W/WFL BOCES	\$ (5,764)	\$ 72,042	\$ 66,278
148-25	651.495	COMPUTER SERVICE MGMT W/WFL BOCES	\$ (82)	\$ 1,057	\$ 975
149-25	660.591	SUBSTITUTE COORD. W/ERIE 1 BOCES	\$ (12,100)	\$ 14,446	\$ 2,346

These decreases will be supported as follow:

144-25	328.693	Jasper-Troupsburg: (\$2,728)
145-25	434.591	Horseheads: (\$6,186)
146-25	550.591	Addison: \$8,200Alfred-Almond: (\$29,316), Arkport: (\$2,145), Avoca: \$1,951 Bath: \$414 Bradford: (\$713), Canaseraga: (\$642), Canisteo-Greenwood: (\$15,100), Elmira Heights: (\$1,225), Hammondsport: \$9,793 Hornell: \$1,257Jasper-Troupsburg: (\$494), Prattsburgh: (\$369)
147-25	569.495	Addison: (\$317), Alfred-Almond: (\$317), Arkport: (\$317), Avoca: (\$317), Bath: (\$317), Bradford: (\$317), Campbell-Savona: (\$317), Canaseraga: (\$317), Canisteo-Greenwood: (\$317), Hammondsport: (\$318), Hornell: (\$2,276), Prattsburgh: (\$317)

148-25	651.495	Prattsburgh: (\$82)
149-25	660.591	Jasper-Troupsburg: (\$12,100)

4. Transfers over 10K within programs for 2024-2025:

<u>COSER</u> <u>NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER IN</u>	<u>TRANSFER OUT</u>
605	COMPUTER SVCS MGMT	605-7710-400-2-99		37,297
		605-7710-205-2-99	37,297	
		605-7710-205-9-99	38,062	
		605-7710-400-9-99		38,062
		605-7710-160-C-99	15,592	
		605-7710-150-C-99		15,592
		605-7710-160-B-99	11,985	
		605-7710-816-B-99		11,985
		605-7710-205-R-99	17,973	
		605-7710-400-R-99		17,973
		605-7710-200-D-00	200,713	
		605-7710-204-D-00		200,713
		605-7710-400-D-00	130,100	
		605-7710-205-D-00		130,100
		609-7470-160-0-00	69,000	
		609-7470-160-0-03		69,000

B. Purchasing

1. 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," for the 2025-2026 fiscal year.
2. Approval of the 2023-2024 School Library Systems (SLS) Annual Report, as attached.
3. Approval of Resolution, as attached, to bid to purchase the following: grocery, meat, equipment, produce, paper, ice cream, milk, and bread for 2025-2026 for various component and non-component districts in the Food Management Program and BOCES programs.
4. Approval of Resolution, as attached, to participate, with other BOCES, with the RIC One Risk Operations Center ("ROC") for the 2024-2025 fiscal year. The purpose of the ROC is to improve vendor management and data security and private practices for school districts and/or BOCES statewide.
5. Award of the paper/supplies bid, for the Print Shop, based on the lowest bid meeting specifications for each line item, as attached.

Paper and supply bids were opened January 23, 2025, at 10:00 AM and the following bids were received and awarded:

- a. Lindenmeyr Munroe, 20 Hemlock St., Latham, NY 12110-Awarded
 - b. Relyco Sales, 121 Broadway, Dover, NH 03820-Awarded
 - c. Veritiv, 1000 Abernathy Rd., NE, Suite 1700, Atlanta, GA 30328-Awarded
 - d. Southwest Binding, PO Box 150, Maryland Heights, MO 63043-Awarded
 - e. Quill, 300 Tri-State Inter. Drive, Suite 300, Lincolnshire, IL 60069-Awarded
 - f. WB Mason, 1200 State Fair Blvd., Syracuse, NY 13209-Awarded
6. One (1) year extension of the Signage Bid for the GST BOCES Bush, Coopers, and Wildwood Campuses, per the terms of the original bid. JH Design, Jeremy Hogan, has agreed to the (1) year extension of the bid. The extension dates will be March 4, 2025, through March 4, 2026.

C. Authorization to Pay the Following Membership Dues

1. Chemung County Chamber of Commerce dues in the amount of \$638.60, for 2025, for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.
2. Hornell Area Chamber of Commerce dues in the amount of \$250.00, for 2025, for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

D. Club Accounts

1. Open Club Account:
 - a. Digital Media Arts Club, Bush Campus, Club Advisors are Daniel Talvi and Mitchell McElroy.

E. Filing Trade and Service Marks with NYS for the Superintendent Development Program (SDP)

1. Permission to file trade and service marks with NY State in relation to BOCES ongoing Superintendent Development Program, and to authorize the registration as follows. If BOCES authorizes the registration of its SDP logo and trade phrases, the marks will have a ten-year term and may be renewed for additional ten-year periods.
 - a. the logo; and the following phrases in relation to the services of training superintendents
 - b. New York State Superintendent Development Program
 - c. SDP
 - d. Superintendent Development Program; and
 - e. NYSSDP

CARRIED UNANIMOUSLY

6. PERSONNEL

25-061

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. Amy Towery	Teaching Assistant	02/21/25	02/09/15
2. Sharon Theetge	Cleaner	06/30/25	10/04/99

B. RESIGNATIONS

Name	Position	Eff. Date	Date of Hire
1. Nicki Watson	Teacher Aide	01/15/25	01/08/25
2. Justin Newton	Network Technology Specialist	01/22/25	08/08/22
3. Michael Rodabaugh	Network Technology Specialist	01/28/25	11/14/22
4. LaTasha Blaney	Teacher Aide	01/31/25	01/15/25
5. Sarah Smith	Career Education Specialist	01/31/25	03/25/24
6. Kristy Cragle	Career Program Specialist	02/07/25	09/03/19
7. Kelli Castellano	Teaching Assistant	02/21/25	08/31/22

C. RECLASSIFICATION OF POSITION

Position	Eff. Date
1. Administrative Assistant (1.0 FTE) to Program Assistant (1.0 FTE)	01/27/2025

D. DECREASE IN ASSIGNMENT

Name	Position	Decrease	Eff. Date
1. Maggie Schanbacher	Physical Therapist	1.0 FTE to .52 FTE	01/06/25
2. Amna Gafsi	Teaching Assistant	1.0 FTE to .86 FTE	01/06/25

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

Name	Position	Effective	Status
1. Theresa Houck	School Social Worker	03/01/2025	Provisional
Tenure Area: School Social Worker			

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

Name	Position	Probationary Period	Certification
1. Camilla Green	Assistant Principal - CTE	01/01/25 – 12/31/29	Initial
Tenure Area: Assistant Principal			
2. Anamaria Milazzo	Teaching Assistant	12/25/24 – 12/24/28	Level 1 TA
Tenure Area: Teaching Assistant			
3. Kevin Kurcoba	Teaching Assistant	01/07/25 – 01/06/29	Level 1 TA
Tenure Area: Teaching Assistant			
4. Kirk Hoad	Teaching Assistant	01/16/25 – 01/15/29	Level 1 TA
Tenure Area: Teaching Assistant			

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

Name	Position	Eff Date
1. Tyler Dentzau	Teaching Assistant	02/03/25
Certification Area: Not certified, Teaching Assistant required		

H. CHANGE IN CIVIL SERVICE APPOINTMENT,

Name	Position	Eff Date
1. Jacki Hurd	From Sr Account Clerk to Payroll Specialist	11/21/24

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

Name	Position	Permanent Date
1. Nicole Bordeaux	Registered Nurse	02/18/25
2. Mignon Grunden	Registered Nurse	02/26/25

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

Name	Position	Prob Period	Exam No
1. Julie Wheeler	Occupational Therapist	01/07/25 – 11/07/25	Con't Rec
2. Morgan Povoski	Occupational Therapist	01/07/25 – 11/07/25	Con't Rec
3. Timothy Meyer	Ops Comm Specialist	01/07/25 – 08/31/25	23714020
4. Hannah Lehman	Physical Therapist	01/07/25 – 08/31/25	Con't Rec

K. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT

Name	Position	Probationary Period
1. Nicki Watson	Teacher Aide	01/08/25 – 03/15/26
2. LaTasha Blaney	Teacher Aide	01/15/25 – 03/22/26
3. Alaura Hannan	Teacher Aide	01/17/25 – 03/24/26
4. Morgan Hurd	Teacher Aide	01/21/25 – 03/29/26

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

Name	Position	Eff Date
1. Kaila McElroy	Account Clerk	07/01/24
2. Jacki Hurd	Payroll Specialist	11/21/24
3. Matthew DeGolyer	Network Technology Specialist	01/02/25
4. Edward White	Data Protection Officer	02/01/25
5. Shayna Perry	Comp Apps Specialist Trainee	02/03/25

M. STIPENDS

Name	Stipend	Effective Date	Amount
1. Sharon Theetge	Team Leader	12/17/24 – 06/30/25	\$ 1,341.00

*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

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

O. Approval of the Attached Report Regarding GST BOCES Additional Compensation for 2024-2025

P. Approval of Additional Volunteer Drivers for 2024-2025

1. Skyler Harwood

CARRIED UNANIMOUSLY

7. BOARD POLICY

A. First Reading – Revised Policy #9310: Attendance of Non-Unit Employees

Sarah Vakkas explained that additional language has been added for non-unit certified staff to carry over a maximum of 30 additional sick days from immediate prior employment at a public school district or BOCES. This policy will be added to next month's agenda for second reading and approval.

8. BOARD PRESIDENT'S REPORT

A. Preferred Educational Future

Board President Keddell expressed a concern about broadband capabilities for telehealth in the western districts. Patrick Mangino said that services west of Campbell-Savona are provided by WNYRIC but the bandwidth should be adequate. He will speak with his colleagues at WNYRIC to confirm.

Board President Keddell noted an increase in ESOL students and wondered where they are coming from. District Superintendent Saglibene said that Colleen Hurd can provide more information since the increase is in the Adult Education enrollments. Board Member Talada said that it would be helpful to have enrollment numbers for Adult Education and CTE. Stacy will have Colleen Hurd pull enrollment numbers for the past three years, and CTE numbers will be shared as well.

Board President Keddell asked about middle school alternative education holding virtual weekly collaborations. Jeff Berdine said this was started last year in the summer as a week-long structured "bootcamp" to support the middle school alternative education staff and to ensure consistency across campuses in the areas of curriculum and dealing with behaviors. This has continued into the school year with weekly meetings led by Lori Krelie. Currently, Bush Campus enrollment is approximately 18 and Coopers Campus is approximately 16. Each class has one teacher, two teaching assistants, and a school social worker.

Board President Keddell asked about the software Helperbird for students to get material read to them. Jeff Berdine said that Instructional Support Teacher Patrick Allison has just finished research on this program and has recently introduced to teachers.

Board President Keddell read about the superintendent sprints that are being offered by LeeAnne Jordan. He asked if this was something that could be offered to principals. LeeAnne stated that Stephanie Stephens currently leads monthly meetings with principal groups at the elementary and middle/high school levels.

Board President Keddell said he would like to schedule time with Patrick Mangino to review regionalization data sets. Patrick said that they are currently in development with the RICs across the state.

9. SUPERINTENDENT'S REPORT

District Superintendent Saglibene reported the following:

- All districts that wanted to participate in the regionalization assessment have done so. For GST, 19 of 21 districts have completed the assessment. The RICs are now trying to pull the data together and make it useful. Interim progress reports are due on April 1. Stacy will be convening with the districts on data and setting of goals prior to this date.
- Stacy shared the first newsletter that developed by Jennifer Swayze.
- Jeff Black will be attending the Chief School Officers meeting in March to discuss a survey for Boards of Education.
- The “Crucial Conversations” offering is a kickoff to Sarah Vakkas’ goal to increase professional development opportunities for all staff. There are not many offerings for non-unit staff and Sarah is planning to change this. Approximately 80 staff have signed up for this book study.
- The Annual Meeting in April will be held in the new gym. We will be honoring the completion of the gyms at that time.
- As part of our Employee Recognition Program, GST retirees from the past year will be invited to the June Board Meeting and honored at that time.

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

25-062

Upon the motion of Strollo, seconded by Hagenbuch, it was resolved to move into Executive Session at 6:38 p.m. to discuss four (4) employment histories of particular persons.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

25-063

Upon the motion of Learn, seconded by Hagenbuch, it was resolved to end Executive Session and adjourn the meeting at 6:51 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
February 6, 2025

Kathleen E. Taylor
Board Clerk
