

**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, MARCH 4, 2025**

5:30 p.m.

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**PRESENT:** Donald Keddell, Kathleen Hagenbuch, Pamela Strollo, Colleen Talada (via Zoom), Robert Wheeler

**EXCUSED:** Neil Bulkley, Alice Learn

**ALSO PRESENT:** District Superintendent Stacy Saglibene (via Zoom)  
Cabinet Members: Jeff Berdine, Colleen Hurd, Tracy Loukopoulous, Danielle Major, Patrick Mangino, Vince Moschetti, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor; Guests: Jeff Black, Kim Driskell, Lori Krelie, Joni Makowiec, Peter Meybaum, Roger Parulski, Heather Saltsman

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**1. CALL TO ORDER**

Board President Keddell called the regular meeting to order at 5:31 p.m. and led the Pledge of Allegiance.

**2. ACCEPTANCE OF THE AGENDA**

**25-064**

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

CARRIED UNANIMOUSLY

**3. PRIVILEGE OF THE FLOOR**

**A. Recognition of Retiree**

Deputy Superintendent Sarah Vakkas recognized Vince Moschetti on his retirement from GST after 27 years. Board President Keddell said that Vince has done a great job and thanked him on behalf of the entire organization. Board Vice President Hagenbuch said that she has worked with Vince since 2010, and it has been a privilege to work with him. Vince thanked the Board and said that he learned from the best, his parents, who instilled in him honesty, hospitality, and humbleness. He further stated that GST is a great organization because of past and present contributors.

**B. Overview of GST BOCES Curriculum Program**

Joni Makowiec, Staff Development Coordinator for CTE and P-TECH, and Lori Krelie, Staff Development Coordinator for Special Education and Itinerant Services, presented information about their team and what they do (attached). Board President Keddell asked where they see curriculum evolving, in content or delivery? Lori said delivery, especially in the science of reading and oral language. Don asked how we access

teachers that may not be able to attend our offerings. Lori said that Val Cole and Stacy Brazie do transition services in districts, and they also hold monthly meetings with districts.

#### C. Information from GST School Boards Association

Board President Keddell introduced Jeff Black, Executive Director of GST School Boards Association. Jeff has held this title since 2007, after the merger and the two boards (SA and SCT) joined together, to develop collaboration across all districts. Jeff explained that he would like to take what has been built within this group and reimagine it. Over the years, events have focused on statewide, regional, and local efforts. However, participation has decreased over the past few years with the makeup of school boards changing and members having other obligations to fulfill. Jeff has seen a decrease in registrations for events (75-100 to 30-40) and a decrease in actual participation after signing up for events. BOCES offers a CoSer for this service and the events that are offered, and do not charge for participation. Legislative events have been held for years, pre-merger, but there is no offering this year due to the request from superintendents. Participants are 50/50 on how they feel about the option to attend virtually.

In reference to the GST BOCES Board Goal of improving relations with component district boards, Jeff asked how the GST Board would like to proceed with being more engaged with school boards and becoming a resource for them. Board President Keddell asked Jeff to return in the future to discuss this further, after the Board has time to brainstorm ideas. Board Vice President Hagenbuch said that boards and districts have varying needs depending on size of district and makeup of board. She would like to determine what the boards need and possibly personalize options. Jeff suggested adding board development options. Sarah Vakkas suggested capitalizing on NYSSBA's information and how they develop their programs.

#### 4. CONSENSUS ITEMS

**25-065**

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

##### **A. Approval of Minutes**

1. Regular Meeting – February 4, 2025

##### **B. Treasurer's Reports**

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – December 2024
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – January 2025

##### **C. Internal Claims Auditor Report**

1. January 2025

**CARRIED UNANIMOUSLY**

## 5. FINANCE

Tracy Loukopoulous introduced Roger Parulski from TST BOCES, who presented an overview on the Internal Audit Report.

**25-066**

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

### **A. General Fund Establishments and Adjustments**

#### **1. Budget Establishments for 2024-2025:**

Item #	CoSer#	Title	Establishment
150-25	533.698	SCHOOL IMPROV. W/PNW	\$ 20,700
151-25	588.495	CURR. DEV. W/WFL BOCES	\$ 3,564

These establishments will be supported as follows:

150-25	533.698	Hornell: \$20,700
151-25	588.495	Odessa-Montour: \$3,564

#### **2. Budget Increases for 2024-2025:**

Item #	CoSer#	Title	Increase	From	To
152-25	401.000	ARTS IN EDUCATON	\$ 2,923	\$ 486,404	\$ 489,327
153-25	430.000	E-LEARNING	\$ 37,000	\$ 766,443	\$ 803,443
154-25	500.000	COMMUNITY SCHOOLS-BASE	\$ 16,000	\$ 1,186,817	\$ 1,202,817
155-25	506.000	CURRICULUM DEVELOPMENT	\$ 4,457	\$ 459,906	\$ 464,363
156-25	511.000	PRINTING	\$ 44,810	\$ 1,138,221	\$ 1,183,031
157-25	513.000	LIBRARY AUTOMATION (BASE)	\$ 150	\$ 270,635	\$ 270,785
158-25	527.000	INST. MAT. DEVEL ELEM SCIENCE	\$ 2,185	\$ 1,143,553	\$ 1,145,738
159-25	535.499	EQUIP REPAIR W/CAEW	\$ 364	\$ 57,971	\$ 58,335
160-25	536.000	MODEL SCHOOLS-BASE	\$ 244	\$ 1,041,704	\$ 1,041,948
161-25	537.000	SCH CURR-BASE	\$ 31,306	\$ 2,083,376	\$ 2,114,682
162-25	553.696	SCH CURR W/OSWEGO BOCES	\$ 400	\$ 50	\$ 450
163-25	562.493	SCH CURR-W/GEN VALLEY BOCES	\$ 100,000	\$ 161,689	\$ 261,689
164-25	569.495	INTER-SCHOOL COORD W/WFL BOCES	\$ 1,641	\$ 72,042	\$ 73,683
165-25	605.000	CSC BASE	\$ 211,228	\$ 194,094	\$ 405,322
166-25	620.596	PUBLIC INFO BASE W/ALBANY BOCES	\$ 16,790	\$ 273,882	\$ 290,672
167-25	629.591	COMPUTER SERV MGMT 2/ ERIE1 BOCES	\$ 2,648	\$ 2,781,790	\$ 2,784,438
168-25	638.495	COOP BIDDING COORD (ENERGY) W/WFL	\$ 465	\$ 30,474	\$ 30,939
169-25	659.591	PLANNING SERVICE W/ERIE 1 BOCES	\$ 13,765	\$ 182,305	\$ 196,070
170-25	669.697	COMPUTER SVC. W/S. WESTCHESTER	\$ 157	\$ 57,040	\$ 57,197
171-25	670.494	COMPUTER SVC. MGMT. W/MONROE 1	\$ 4,369	\$ 16,615	\$ 20,984
172-25	674.591	NEGOTIATIONS W/ERIE 1 BOCES	\$ 725	\$ 17,306	\$ 18,031

These increases will be supported as follows:

152-25	401.000	Arkport: \$423, Avoca: \$2,500
153-25	430.000	Elmira Heights: \$23,000, Waverly: \$14,000
154-25	500.000	Avoca: \$13,520, Canaseraga: \$2,480
155-25	506.000	Elmira Heights: \$4,457

156-25	511.000	Addison: \$3,242, Alfred-Almond: \$832, Arkport: \$298, Bath: \$5,208, Bradford: \$186, Campbell-Savona: \$1,302, Canisteo-Greenwood: \$413, Elmira: \$11,186, Elmira Heights: \$2,070, Hammondsport: \$1,210, Hornell: \$242, Horseheads: \$7,987, Jasper-Troupsburg: \$8, Odessa-Montour: \$2,328, Spencer-Van Etten: \$854, Watkins Glen: \$610, Waverly: \$6,178, Chemung County: \$105, CCC: \$232, Village of Horseheads: \$78, Steuben County: \$103, Dundee: \$138
157-25	513.000	Canaseraga: \$150
158-25	527.000	Jefferson BOCES: \$351, Rockland BOCES: \$1,834
159-25	535.499	Hornell: \$364
160-25	536.000	Campbell-Savona: \$244
161-25	537.000	Arkport: \$4,360, Bath: \$9,876, Campbell-Savona: \$8,322, Elmira Heights: \$1,016, Hammondsport: \$3,400, Spencer-Van Etten: \$1,700, WFL BOCES: \$2,632
162-25	553.696	Addison: \$400
163-25	562.493	Hornell: \$100,000
164-25	569.495	Hornell: \$1,958, Jasper-Troupsburg: (\$317)
165-25	605.000	Addison: \$9,819, Elmira Heights: \$25,978, Horseheads: \$17,131, Dutchess BOCES: \$51,664, Erie 2 BOCES: \$12,011, Misc. Revenue: \$42,399, FEH BOCES: \$10,176, Questar III BOCES: \$30,197, Ulster BOCES: \$11,853
166-25	620.596	Arkport: \$2,673, Spencer-Van Etten: \$14,117
167-25	629.591	Alfred-Almond: \$77, Avoca: \$1,801, Bradford: \$210, Canaseraga: \$440, Canisteo-Greenwood: \$180, Hammondsport: (\$60)
168-25	638.495	Arkport: \$5, Avoca: \$130, Campbell-Savona: \$157, Canaseraga: \$16, Corning: \$157
169-25	659.591	Canisteo-Greenwood: \$13,765
170-25	669.697	Elmira: \$157
171-25	670.494	Elmira: \$4,369
172-25	674.591	Addison: \$725

### 3. Budget Decreases for 2024-2025:

Item #	CoSer #	Title	Decrease	From	To
173-25	550.591	COMPUTER SVC. INSTR W/ERIE 1 BOCES	\$ (246)	\$ 2,065,724	\$ 2,065,478
174-25	646.491	DISTANCE LEARNING W/ERIE 1 BOCES	\$ (7,369)	\$ 66,535	\$ 59,166
175-25	660.591	COMPUTER SVC. INSTR. W/ERIE 1 BOCES	\$ (567)	\$ 14,446	\$ 13,879

These decreases will be supported as follow:

173-25	550.591	Alfred-Almond: (\$1,059), Avoca: (\$1,800), Jasper-Troupsburg: \$2,613
174-25	646.491	Corning: \$586, Hornell: (\$7,955)

### 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	605-7710-205-2-99	45,476	
		605-7710-816-2-99		25,000
		605-7710-818-2-99		20,476
		605-7710-210-D-06	71,260	
		605-7710-204-D-06	30,565	
		605-7710-200-D-06		101,825
		605-7710-200-D-08	53,387	
		605-7710-210-D-08		53,387
		605-7710-205-D-08	27,621	
		605-7710-400-D-08		27,621

		605-7710-204-D-14	16,965	
		605-7710-200-D-14		16,965
		605-7710-400-D-16		20,000
		605-7710-205-D-16	20,000	
702	SPECIAL ED ADMIN	702-4010-160-0-00		19,700
		702-4010-303-0-00	16,900	
		702-4010-204-1-00	2,800	

## **B. Purchasing**

1. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software and licensing, packages, for the 2025-2026 fiscal year, for the NYS Instructional Contract Consortium.
2. Approval of Resolution, as attached, for the Installment Purchase Agreement for Laptops, iPads, Apple Care, iPad Cases in the amount of \$150,000.00, plus any additional fees. This IPA is for the Spencer-Van Etten CSD for a five-year term.
2. E-Rate funding year 2025, Form 470, awarded to the following vendors after a thorough evaluation, as attached.

## **C. 2024-2025 Capital Projects**

1. Approval of the Proposed Scope of Work for the 2024-2025 Capital Project, for Coopers Campus, as attached.
2. Approval of the 2024-2025 Annual Project, Bush Campus, Bldg. 1, as attached.

## **D. 2024-2025 Capital Construction Projects SEQR Determination**

1. Whereas, the Greater Southern Tier BOCES proposes a \$25,000 Capital Construction project at the Coopers Campus in Coopers Plains, New York. The project consists of work at the following building:

### Coopers Campus – Building 12:

- a. Renovations to include modification and reconstruction of the foundations, existing concrete floor slab, walls and roof, new doors, and windows.

#### Building #12:

1. Materials for General Trades Renovations	\$18,000
2. Materials for Electrical Renovations	\$ 3,000
	<b>\$21,000</b>

Construction Budget Total	\$21,000
Architect fee	\$ 3,000
General Admin. Cost (legal, Ins., Inspect., etc.)	<u>\$ 1,000</u>
	<b>\$25,000</b>

<b>Total Project Cost</b>	<b>\$25,000</b>
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Whereas, all public educational facilities capital projects are subject to SEQR, and

Whereas, pursuant to the revised Commissioner's Regulations 115.9, effective November 15, 2000, the local school district must act as the Lead Agency in the State Environmental Quality Review Act (SEQR). The NYS Department of Environmental Conservation (DEC) Guidelines state that a SEQR must be completed (prior to the project being authorized by the voters in cases where funding is authorized by voter approval). SED currently recommends that the Board of Education complete the SEQR process (prior to setting a voter authorization date in cases where voter approval is required).

Therefore, be it resolved, that the Greater Southern Tier BOCES is designated as the Lead Agency and in accordance with 6NYCRR Part 617, Section 617.5 it has been determined that this review is a Type II Action and, therefore, requires no further review under SEQR.

2. Whereas the Greater Southern Tier BOCES proposes a \$1,487,750 Annual Project at the Bush Campus, Elmira, New York, Bldg. 1. Renovations to include modification and reconstruction of the conference, office, and classroom space. HUNT has reviewed the qualifications of the low bidders noted below:

a. <u>General Trades Work:</u>	
Elmira Structures, Inc. (Base Bid)	\$874,000
<b>Total General Trades Recommended Contract Award</b>	<b>\$874,000</b>
b. <u>Electrical Work:</u>	
John Mills Electric, Inc. (Base Bid)	\$363,000
<b>Total Electrical Recommended Contract Award</b>	<b>\$363,000</b>
c. <u>HVAC Work:</u>	
AFT Mechanical LLC (Base Bid)	\$133,500
<b>Total HVAC Recommended Contract Award</b>	<b>\$133,500</b>
d. <u>Plumbing Work:</u>	
Kuehne Construction Inc.	\$117,250
<b>Total Plumbing Recommended Contract Award</b>	<b>\$117,250</b>
<b>Total Recommended Public Bid Award</b>	<b>\$1,487,750</b>

Whereas, all public educational facilities capital projects are subject to SEQR, and

Whereas, pursuant to the revised Commissioner's Regulations 115.9, effective November 15, 2000, the local school district must act as the Lead Agency in the State Environmental Quality Review Act (SEQR). The NYS Department of Environmental Conservation (DEC) Guidelines state that a SEQR must be completed (prior to the project being authorized by the voters in cases where funding is authorized by voter approval). SED currently recommends that the Board of Education complete the SEQR process (prior to setting a voter authorization date in cases where voter approval is required).

Therefore, be it resolved, that the Greater Southern Tier BOCES is designated as the Lead Agency and in accordance with 6NYCRR Part 617, Section 617.5 it has been determined that this review is a Type II Action and, therefore, requires no further review under SEQR.

**E. 2024-2025 Internal Control Audit**

1. Acceptance of the 2024-2025 Internal Control Audit, as attached.

CARRIED UNANIMOUSLY

**6. PERSONNEL**

Sarah Vakkas noted that the three retirements listed this month equal a combined 72 years of experience. She recognized Deb Condie and Tim Nolan on their retirements.

**25-067**

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

**A. RETIREMENT**

<b>Name</b>	<b>Position</b>	<b>Eff. Date</b>	<b>Date of Hire</b>
1. Vincent Moschetti	Director of Management Services	03/17/25	01/05/98
2. Deborah Condie	Computer Program Assistant	06/27/25	07/01/95
3. Timothy Nolan	H & S Compliance Specialist	06/27/25	08/16/10

**B. RESIGNATIONS**

<b>Name</b>	<b>Position</b>	<b>Eff. Date</b>	<b>Date of Hire</b>
1. Alaura Hannan	Teacher Aide	02/05/25	01/17/25
2. Melanie Coots	Program Assistant	02/07/25	01/03/07
3. Kristy Perraut	Computer Applications Specialist	03/04/25	07/01/15
4. Matthew Cryderman	Teacher	03/07/25	09/03/24
5. Tina Wilston	Physical Therapist Assistant	03/25/25	09/03/19

**C. AMENDED APPOINTMENTS**

<b>Name</b>	<b>Position</b>	<b>Corrective Action</b>	<b>Salary</b>
1. Lisa Booth From 01/07/25 Board Meeting	Teaching Assistant	<b>Salary Effective Date:</b> 11/25/24	Step 13

**D. INCREASE IN ASSIGNMENT**

<b>Name</b>	<b>Position</b>	<b>Increase</b>	<b>Eff. Date</b>
1. Jennifer Basch	Cook Manager	185 days to 216 days	01/20/25

**E. DECREASE IN ASSIGNMENT**

<b>Name</b>	<b>Position</b>	<b>Increase</b>	<b>Eff. Date</b>
1. Stacey Putt	Teaching Assistant	1.0 FTE to .86 FTE	01/27/25

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

<b>Name</b>	<b>Position</b>	<b>Effective</b>	<b>Status</b>
1. Mollie Ripley	Teacher	03/05/2025	Professional
Tenure Area: Education of Children with Handicapping Conditions Gen Spec Ed			

2. Tracy Loukopoulous Assist Superintendent Finance & Operations 04/01/2025 Professional  
Tenure Area: School Business Administrator

**G. APPOINTMENTS**

Name	Position	Probationary Period	Status
1. Karyn Hutchinson	Teacher	09/03/24 – 09/02/27	Professional
Tenure Area: Instructional Support Svcs in Professional Development			
2. Peyton Gromes	Teaching Assistant	01/06/25 – 01/05/29	Level 1 TA
Tenure Area: Teaching Assistant			

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

Name	Position	Probationary Period	Certification
1. Jordan Oakden	Teaching	09/03/24 – 09/02/28	Transitional B
Tenure Area: English 7 – 12			
2. Tiffany Davis	Teaching Assistant	02/03/25 – 02/02/29	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. Kristyn Garcia	Teaching Assistant	02/03/25
Certification Area: Not certified, Teaching Assistant required		
2. Savannah Gustin	Teaching Assistant	02/10/25
Certification Area: Not certified, Teaching Assistant required		
3. Kristin Bradford	Teaching Assistant	02/11/25
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. Laura Fuller	Teacher Aide	04/08/25

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

Name	Position	Prob Period	Exam No
1. Lori Hardee	Career Ed Res Spec	02/10/25 – 04/17/26	61570

**L. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENT**

Name	Position	Probationary Period
1. Richard Burch	Cook Manager	02/24/25 – 05/01/26
2. Arianna White	Teacher Aide	02/24/25 – 05/01/26

**M. AMENDED MENTOR STIPENDS from October 1, 2024**

Name	Stipend	Beg Teacher	Eff. Date	Amount
1. Dan Copp	Year 2	Putt, S	03/01/25 – 06/27/25	\$ 375.00
2. Leonard DeBolt	Year 1 ended early	Hoad, S	09/03/24 – 12/31/24	\$ 469.60
3. Amy Zeches-McCawley	Year 2 extended	Box, B	09/03/24 – 06/27/25	\$ 939.00



**N. MENTOR STIPENDS**

<u>Name</u>	<u>Stipend</u>	<u>Beg Teacher</u>	<u>Eff. Date</u>	<u>Amount</u>
1. Donna Stuckey	Year 1	Hoad, S	02/01/25 – 06/27/25	\$ 587.00

\*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 for 2024-2025

Q. Approval of Additional Volunteer Drivers for 2024-2025

1. Kristin Ohradzanksi

CARRIED UNANIMOUSLY

**7. BOARD POLICY**

**25-068**

Upon the recommendation of the Superintendent, and on the motion of Strollo, seconded by Hagenbuch, it was resolved that the following policies are approved:

A. Second Reading & Approval – Revised Policy #9310: Attendance of Non-Unit Employees

B. First Reading & Approval – Revised Policy #2112: Membership and Terms of Office

CARRIED UNANIMOUSLY

**8. OTHER BUSINESS**

**25-069**

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

A. Approval of the 2025-2026 GST BOCES Regional School Calendar, as per attached

CARRIED UNANIMOUSLY

**9. BOARD PRESIDENT’S REPORT**

A. Preferred Educational Future

Board President Keddell says he looks forward to more conversation about the challenges of the GST School Boards Association and revisiting this Board Goal.

## **10.SUPERINTENDENT’S REPORT**

Deputy Superintendent Vakkas gave an update on the regionalization process stating that the interim progress report is due April 1. She and District Superintendent Saglibene will be meeting with the superintendent group on March 18 to process data and discuss strengths and needs.

## **11.RECOMMENDATION TO ENTER INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF PARTICULAR PERSONS**

**25-070**

Upon the motion of Hagenbuch seconded by Strollo, it was resolved to move into Executive Session at 7:20 p.m. to discuss six (6) employment histories of particular persons.

CARRIED UNANIMOUSLY

**25-071**

Upon the motion of Wheeler seconded by Hagenbuch, it was resolved to end Executive Session at 7:34 p.m. and resume Public Session.

CARRIED UNANIMOUSLY

## **12.ADJOURNMENT**

**25-072**

Upon the motion of Strollo, seconded by Talada, it was resolved to adjourn the meeting at 7:34 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

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March 6, 2025

Kathleen E. Taylor  
Board Clerk

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