

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 New Gymnasium

TUESDAY, JUNE 3, 2025
6:00 p.m.

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

ALSO PRESENT: Cabinet Members: Jeff Berdine, Beth Dryer, Colleen Hurd, LeeAnne Jordan, Danielle Major, Patrick Mangino, Rob Sherburne, Jennifer Swayze, Sarah Vakkas, Brad Yackel; Board Clerk Kate Taylor
Guests: Nicole Burt, Heather Saltsman

1. CALL TO ORDER

Board President Keddell called the regular meeting to order at 9:08 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA

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

25-092

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Board Vice President Hagenbuch said that the retiree celebration this evening was so nice and those that planned it did a great job.

4. CONSENSUS ITEMS

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

25-093

A. Approval of Minutes

1. Regular Meeting – May 13, 2025
2. Special Meeting – May 22, 2025

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – March 2025
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – April 2025

C. Internal Claims Auditor Report

1. April 2025

CARRIED UNANIMOUSLY

5. FINANCE

25-094

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Bulkley, it was resolved that the following finance actions are hereby taken, with the addition of Letter E.

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2024-2025:

Item #	CoSer#	Title	Establishment
	NONE		\$

2. Budget Increases for 2024-2025:

Item #	CoSer #	Title	Increase	From	To
230-25	511.002	COMP SVC-CAI/LAN	\$ 38,848	\$ 1,138,221	\$ 1,177,069
231-25	512.000	SCH CURR-BASE	\$ 12,500	\$ 4,761,094	\$ 4,773,594
232-25	537.000	COMPUTER SVC, INSTR W/ERIE 1 BOCES	\$ 34,244	\$ 2,207,286	\$ 2,241,530
233-25	550.591	MODEL SCHOOLS W/ERIE 1 BOCES	\$ 14,366	\$ 2,065,724	\$ 2,080,090
234-25	555.591	SCH CURR-W/GEN VALLEY BOCES	\$ 300	\$ 80,623	\$ 80,923
235-25	562.493	CSC- BASE	\$ 25,000	\$ 161,689	\$ 186,689
236-25	605.000	COMPUTER SERVICE: MGMT W/ERIE 1 BOC	\$ 194,308	\$ 19,572,366	\$ 19,766,674
237-25	629.591	COMP. SVC.- S.WESTCHESTER BOCES	\$ 25,578	\$ 2,781,790	\$ 2,807,368
238-25	669.697	COMPUTER SVC. MGMT. W/MONROE 1	\$ 52	\$ 57,040	\$ 57,092
239-25	670.494	NEGOTIATIONS W/ERIE 1 BOCES	\$ 2,534	\$ 16,615	\$ 19,149
240-25	674.591	COMP SVC-CAI/LAN	\$ 2,400	\$ 17,306	\$ 19,706

These increases will be supported as follows:

230-25	511.002	Addison: \$1,785, Alfred-Almond: \$546, Arkport: \$1,626, Bath: \$570, Bradford: \$103, Campbell-Savona: \$263, Canaseraga: \$395, Canisteo-Greenwood: \$1,504, Elmira: \$7,945, Elmira Heights: \$6,490, Hammondspport: \$2,636, Hornell: \$1,218, Horseheads: \$2,533, Jasper-Troupsburg: \$318, Odessa-Montour: \$1,168, Prattsburgh: \$186, Spencer-Van Etten: \$438, Watkins Glen: \$2,829, Waverly: \$4,891, Dundee: 198, Chemung County: \$105, Corning Community College: \$47, Chemung County Youth Bureau: \$750, Village of Horseheads: \$212, St. Mary Our Mother: \$92
231-25	512.002	Campbell-Savona: \$12,500
232-25	537.000	Addison: \$9,826, WFL BOCES: \$24,418 (North Rose-Wolcott: \$23,760 and Penn Yan: \$658)
233-25	550.591	Avoca: \$13,753, Canaseraga: \$3,412, Hammondspport: (\$2,799)
234-25	555.591	Campbell-Savona: \$150, Canaseraga: \$150
235-25	562.493	Arkport: \$25,000
236-25	605.000	Bath: \$7,600, Campbell-Savona: \$18,500, Corning: \$135,000, Waverly: \$23,000, Misc. Revenue: \$10,208
237-25	629.591	Avoca: \$566, Canaseraga: \$159, Hammondspport: \$19,311, Hornell: \$292, Jasper-Troupsburg: \$5,250
238-25	669.697	Elmira: \$52
239-25	670.494	Elmira: \$2,534
240-25	674.591	Addison: \$2,400

3. Budget Decreases for 2024-2025:

Item #	CoSer #	Title	Decrease	From	To
241-25	536.000	MODEL SCHOOLS-BASE	\$ (10,065)	\$ 79,460	\$ 69,395
242-25	683.693	CBO W/TST BOCES	\$ (1)	\$ 143,987	\$ 143,988

These decreases will be supported as follow:

241-25	536.000	Campbell-Savona: (\$12,500), Spencer-Van Etten: \$2,435
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4. Transfers over 10K within programs for 2024-2025:

<u>COSER NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER IN</u>	<u>TRANSFER OUT</u>	
605	COMPUTER SVCS MGMT	605-7710-160-R-99	12,784		
		605-7710-816-R-99	10,450		
		605-7710-160-I-99	8,305		
		605-7710-816-I-99	5,216		
		605-7710-160-B-99		36,755	
		CENTRAL ADMIN.	001-1310-202-0-00	29,000	
			001-1250-150-0-00		14,059
			001-1010-440-0-01		14,941
			612-7017-202-0-09	25,000	
			612-7017-406-0-09		25,000
	612-7017-160-3-01			54,883	
	612-7017-150-3-01		66,300		
	612-7017-816-3-09			5,000	
	612-7017-829-3-09			3,363	
	612-7017-400-3-09			3,054	
	612-7017-160-5-01	20,700			
	612-7017-801-5-09	11,021			
	612-7017-816-5-09		31,721		
	612-7017-801-6-09	13,000			
	612-7017-160-6-01		13,000		
TOTAL			201,776	201,776	

B. Purchasing

1. Approval of Resolution, as attached, to participate with other BOCES, in an agreement negotiated by Erie 1 BOCES for software/licensing for the 2025-2026 fiscal year and including but not limited to: 3 DUX Design, 3P Learning, and 7 Mindsets Academy.
2. Approval of Resolution, as attached, for the Installment Purchase Agreement for Laptops, iPads, Headphones, Whiteboards, Charging Stations, Displays, and Stands in the amount of \$125,000 plus any additional fees. This IPA is for the Odessa-Montour Central School District for a five-year term.

C. Transferring Funds to Retirement Contribution Reserve Funds

1. Transfer up to \$154,380 from 631-ER to 827-00 ERS Reserve. The amount is comprised of 0.7% of ERS salaries in the 2024-2025 Fiscal Year.
2. Transfer up to \$611,046 from 631-TR to 827-01 TRS Reserve. The amount is comprised of 1.5% of TRS salaries in the 2024-2025 Fiscal Year.
3. Transfer up to \$108,916 from the CTE Budget to the CTE Equipment Reserve as approved by District Superintendents. This amount is the annual depreciation of CTE equipment.

4. 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 \$150,000 to be applied to the 1st quarter (4/1/2025 – 6/30/2025) of the 2025 Annual Invoice issued by the Employee Retirement System.

D. Approval of Premises Agreement

1. Approval of the premises agreement, as attached, effective July 1, 2025, through June 30, 2027, with Elmira College. The space for the New Visions Education and Human Services Program, will be located at Harris Hall, 1 Park Place, Elmira, NY 14901.

E. Permission to Bid

1. Permission to bid for a 40,000-pound capacity trailer.

CARRIED UNANIMOUSLY

6. PERSONNEL

25-095

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

A. RESIGNATIONS				
Name	Position	Eff. Date	Date of Hire	Notes
1. Thomas Wichtowski	Substitute Courier	1/27/2025	9/3/2024	1/7/25 BOE meeting: appointed .4 FTE courier eff. 1/28/25
2. Emily Fuller	Cleaner (FT)	5/15/2025	10/21/2024	
3. Tracy Wichtowski	Substitute Courier	5/18/2025	6/13/2024	5/13/25 BOE meeting: appointed .4 FTE courier eff. 5/19/25
4. Kaleb Zimar	Network Technology Specialist	5/29/2025	8/1/2022	
5. Alexander Frame	Health & Safety Compliance Specialist	5/30/2025	7/29/2019	
6. Sarah Purvis	Teaching Assistant	6/6/2025	9/27/2021	
7. Anamaria Milazzo	Teaching Assistant	6/16/2025	5/20/2024	
8. Morgan Povoski	Occupational Therapist	6/27/2025	9/1/2024	

B. AMENDED APPOINTMENTS				
Name	Position	Corrective Action	Eff. Date	Notes
1. Beth Cady-Flatau	Teacher	Should have been appointed at 10/4/2024 meeting.	10/15/2024	Amend 10/4/2024 Board Meeting: Probationary appointment in the tenure area of Education of Children with Handicapping Conditions-Speech & Hearing, 10/15/2024 - 10/14/2027
2. Christopher Callas	Career Ed Resource Specialist	Amend permanent date from 5/13/2025 meeting	3/25/2025	Change due to PT employment counting towards permanent status
3. Daniel Delorme	Career Ed Resource Specialist	Amend permanent date from 5/13/2025 meeting	3/25/2025	Change due to PT employment counting towards permanent status

C. TENURE APPOINTMENTS , due to successful completion of Probationary Period, no change in salary			
Name	Position	Tenure Area	Eff. Date
1. Leigha Jones	Teaching Assistant	Teaching Assistant	6/19/2025
2. Brittani Coley	Teacher	Education of Children with Handicapping Conditions - General Special Education	7/2/2025

D. TEMPORARY TO PROBATIONARY APPOINTMENTS , due to successful completion of certification requirements, no change in salary			
Name	Position	Tenure Area	Probationary Period
1. Kristin Bradford	Teaching Assistant (L1)	Teaching Assistant	5/13/2025 - 5/12/2029

E. PROBATIONARY APPOINTMENTS			
Name	Position	Tenure Area	Probationary Period
1. Michelle Carapella	Principal	Principal	7/1/2025 - 6/30/2029

F. COMPETITIVE CIVIL SERVICE PROVISIONAL APPOINTMENTS , pending successful Civil Service Exam results			
Name	Position	Eff. Date	
1. Katherine Callear	Personnel Clerk	5/19/2025	
2. Joseph Wasicki	Custodian	5/27/2025	

G. COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENTS , due to passing Civil Service Exam			
Name	Position	Probationary Period	Exam No.
1. Ashley Congdon	Senior Account Clerk	5/6/2025 - 11/24/2025	60011470

H. NON-COMPETITIVE CIVIL SERVICE PROBATIONARY APPOINTMENTS			
Name	Position	Probationary Period	
1. Tracy Mauro	Teacher Aide	5/7/2025 - 9/16/2026	

I. CIVIL SERVICE 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), OR due to completion of probationary period (non-competitive), no change in salary			
Name	Position	Permanent Date	Exam No.
1. Noah Gardner	Network Technology Specialist	6/22/2025	Cont. recruitment
2. Maggie Schanbacher	Physical Therapist	6/27/2025	N/A

J. STIPENDS			
Name	Stipend	Eff. Date	Notes
1. Kelly Belloma	Team Leader	5/12/2025	\$2,500.00; prorated amount: \$344.83
2. Heather Saltsman	Team Leader	5/12/2025	\$2,500.00; prorated amount: \$344.83

*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.

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

L. Approval of Additional Volunteer Drivers for 2024-2025

1. Caitlin DiPetta
2. Amy Van Ness

CARRIED UNANIMOUSLY

7. OTHER BUSINESS

25-096

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

- A. Approval of Locally Accredited Training Course Requests, as attached

CARRIED UNANIMOUSLY

8. BOARD PRESIDENT’S REPORT

Board President Keddell recognized Board Member Neil Bulkley for his retirement from the Board. Board Member Bulkley recognized what a special organization GST BOCES is; it feels like family. He would like to see the continuance of the great work everyone does.

9. SUPERINTENDENT’S REPORT

Deputy Superintendent Sarah Vakkas shared the staff survey results with the Board. She said the data is being reviewed and addressed, with each department asking their staff for more information. Current data shows that GST needs to investigate within the following areas: Leadership Development, Effective Communication, Tailored Professional Development, Sense of Belonging, Resources Allocation, Physical Workplace Environment. Sarah is currently developing a new professional development catalog for non-instructional staff, which she shared with the Board.

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

25-097

Upon the motion of Learn, seconded by Hagenbuch, it was resolved to move into Executive Session at 6:27 p.m. to discuss nineteen (19) employment histories of particular persons.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

25-098

Upon the motion of Hagenbuch, seconded by Bulkley, it was resolved to end Executive Session and to adjourn the meeting at 7:25 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

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June 6, 2025

Kathleen E. Taylor
Board Clerk
