

**Schuyler-Steuben-Chemung-Tioga-Allegany
Board of Cooperative Educational Services**
9579 Vocational Drive, Painted Post, New York 14870-9518
Phone (607) 962-3175, 739-3581 or 324-7880 Fax (607) 654-2302

Reorganizational Board Meeting
Coopers Education Center, Building #8

July 10, 2012
5:30 p.m.

PRESENT: Apgar, Dickson, Everett, Gorman, Keddell, Learn, McConnell, Moss and Scott.

ABSENT: Bulkley and Peoples.

ALSO PRESENT: District Superintendent Graefe; Cabinet: Bentley, Johnson, Munson, Pierce, Spencer and Weinman; and Board Clerk: Hughson.

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1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

District Superintendent Graefe called the meeting to order and led the pledge of allegiance at 5:29 p.m.

2. ACCEPTANCE OF THE AGENDA

13-001

Upon the motion of Keddell, seconded by Apgar, it is resolved to accept the agenda.

CARRIED UNANIMOUSLY

3. APPOINTMENT OF CLERK FOR MEETING

13-002

Upon the motion of McConnell, seconded by Everett, it is resolved to appoint Doretta Hughson as the Clerk of the meeting.

CARRIED UNANIMOUSLY

4. OATH OF OFFICE TO NEWLY ELECTED BOARD OF EDUCATION MEMBERS OF THE GST BOCES

Clerk Hughson administered the oath of office to elected Board Members: Robert Everett, Alice Learn and Gary Scott. Clerk Hughson will have Neil Bulkley and William Peoples, Jr. come into the office to administer their oath of offices as a Board Member.

5. OATH OF OFFICE TO DISTRICT SUPERINTENDENT

Clerk Hughson administered the oath of office to District Superintendent Horst G. Graefe.

6. ELECTION OF BOARD PRESIDENT

13-003

Upon the motion of Dickson, seconded by Gorman, it is resolved to nominate J. Harold McConnell as Board President.

CARRIED UNANIMOUSLY

13-004

Upon the motion of Scott, seconded by Apgar, it is resolved to close the nominations for Board President.

CARRIED UNANIMOUSLY

13-005

The Board unanimously elected J. Harold McConnell to the position of President of the GST BOCES Board of Education for 2012-2013.

A. Oath of Office to Newly Elected Board President

Clerk Hughson administered the oath of office to elected Board President J. Harold McConnell.

7. ELECTION OF BOARD VICE-PRESIDENT

13-006

Upon the motion of Moss, seconded by Apgar, it is resolved to nominate Robert Everett as Board Vice-President.

CARRIED UNANIMOUSLY

13-007

Upon the motion of Scott, seconded by Gorman, it is resolved to close the nominations for Board Vice-President.

CARRIED UNANIMOUSLY

13-008

The Board unanimously elected Robert Everett to the position of Vice-President of the GST BOCES Board of Education for fiscal year 2012-2013.

A. Oath of Office to Newly-Elected Board Vice-President

Clerk Hughson administered the oath of office to elected Board Vice President Robert Everett.

8. APPOINTMENTS

13-009

Upon the motion of Dickson, seconded by Apgar, it is resolved to approve the following appointments:

A. Clerk of the Board and Deputy Clerk of the Board

It is hereby resolved that Doretta Hughson is appointed to the position of Clerk of the Board and Tina Hazzard is appointed to the position of Deputy Clerk of the Board for fiscal year 2012-2013.

B. Treasurer and Deputy Treasurer

It is hereby resolved that Wendy Swearingen is appointed to the position of Treasurer and Kimberly Mehlenbacher is appointed to the position of Deputy Treasurer for fiscal year 2012-2013.

C. Internal Claims Auditor and Deputy Internal Claims Auditors

It is hereby resolved that Debra Moyer-Haight is appointed to the position of Internal Claims Auditor and Brenda Bobby, Dianne Impson, and Christina Beuter are appointed to the position of Deputy Internal Claims Auditors for fiscal year 2012-2013.

D. School Physicians

It is hereby resolved that Guthrie Clinic Occupational Medicine Physicians, Dr. Theodore Them of Guthrie Clinic Occupational Medicine (Sayre Office), Dr. Robert Reed, Dr. Ping Gao of Guthrie Clinic Occupational Medicine (Corning Office) and Dr. Maria Mainolfi (Big Flats Office) are appointed to the position of School Physician for employee related needs for fiscal year 2012-2013; and Southern Tier Pediatrics and Dr. Laura Leonard are appointed to the position of School Physician as independent service providers for student related needs for fiscal year 2012-2013.

E. School Attorney

It is hereby resolved that Sayles & Evans with Mr. James Young as the primary contact and an independent service provider is appointed to the position of School Attorney for fiscal year 2012-2013.

F. Special Counsel

It is hereby resolved that Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP as an independent service provider, Frank Miller, Esq. as an independent service provider and Bond, Schoeneck & King, PLLC as an independent service provider are appointed to the position of Special Counsels for fiscal year 2012-2013.

G. Student Accounts and Activities/Central Treasurers and Assistant Central Treasurers and Auditors

It is hereby resolved that the following staff members are appointed to the position of Central Treasurers, Assistant Central Treasurers and Auditors for fiscal year 2012-2013.

Bush Education Center:	Central Treasurer:	Shirley Weatherly
	Assistant Central Treasurer:	Wendy Swearingen
	Auditor:	Kathy Salvagin
Coopers Education Center:	Central Treasurer:	John Wagner
	Assistant Central Treasurer:	Jean Childs
	Auditor:	Kathy Salvagin
Wildwood Education Center:	Central Treasurer:	Michelle Chamberlin
	Assistant Central Treasurer:	Sharyl Hammond
	Auditor:	Kathy Salvagin

H. Independent Auditor

It is hereby resolved that Ciaschi, Dietershagen, Little, Mickelson & Company, LLP as an independent service provider is appointed as Independent Auditor for fiscal year 2012-2013.

I. Records Retention and Disposition Officer

It is hereby resolved that Colin Pierce is appointed to the position of Records Retention and Disposition Officer for fiscal year 2012-2013.

J. Records Access Officer

It is hereby resolved that C. Douglas Johnson is appointed to the position of Records Access Officer for fiscal year 2012-2013.

K. Purchasing Agent and Deputy Purchasing Agent

It is hereby resolved that Delia Kern is appointed to the position of Purchasing Agent and Margaret Munson is appointed to the position of Deputy Purchasing Agent for fiscal year 2012-2013.

L. Title IX Coordinator

It is hereby resolved that C. Douglas Johnson is appointed to the position of Title IX Coordinator for fiscal year 2012-2013.

M. Section 504 Coordinator

It is hereby resolved that C. Douglas Johnson is appointed to the position of Section 504 Coordinator for fiscal year 2012-2013.

N. Dignity for All Students Act Coordinator

It is hereby resolved that C. Douglas Johnson is appointed to the position of Dignity for All Students Act Coordinator for fiscal year 2012-2013.

O. Chief Information Officer

It is hereby resolved that Jackie Spencer is appointed to the position of Chief Information Officer for fiscal year 2012-2013.

P. Asbestos Hazard Energy Response Act (AHERA) Officer

It is hereby resolved that Brian Bentley is appointed to the position of Asbestos Hazard Energy Response Act (AHERA) Officer for fiscal year 2012-2013.

Q. It is hereby resolved that the Board Members noted below be appointed to the designated committees:

1. Harold McConnell, Jay Dickson, Michael Gorman and Gary Scott be appointed to the GST BOCES Audit and Finance Subcommittee for fiscal year 2012-2013.
2. Robert Everett, Jay Dickson and William Peoples, Jr. be appointed to the GST BOCES Facilities Inspection Subcommittee for fiscal year 2012-2013.
3. Harold McConnell, Robert Everett, Gloria Moss and Donald Keddell be appointed to the GST BOCES Policy Development Subcommittee for fiscal year 2012-2013.

CARRIED UNANIMOUSLY

13-010

Upon the motion of Apgar, seconded by Dickson, it is resolved to approve the following Designations and Authorizations:

9. DESIGNATIONS

A. Official Depository

It is hereby resolved that M&T Bank, J. P. Morgan Chase Bank and Chemung Canal Trust Company are designated for checking and savings. It is also hereby resolved that Steuben Trust is designated for checking. It is also hereby resolved that First Niagara and others as needed are designated for savings, for fiscal year 2012-2013 as shown on the attached detailed list.

B. Board of Education Meetings

It is hereby resolved that the date and time for holding BOCES Board of Education meetings are as follows:

MEETING	DAY	DATE	TIME
Reorganizational	Tuesday	July 10, 2012	5:30 p.m.
Regular	Tuesday	July 10, 2012 Immediately following Reorganizational	
Regular ☉ ☿	Tuesday	August 28, 2012–Coopers Campus Tour	5:30 p.m.
Regular	Tuesday	September - NONE	
Regular	Tuesday	October 2, 2012–Bush Campus Tour	5:30 p.m.
Regular	Tuesday	November 6, 2012–Wildwood Campus Tour	5:30 p.m.
Regular	Tuesday	December 4, 2012	5:30 p.m.
Regular	Tuesday	January 8, 2013	5:30 p.m.
Regular	Tuesday	February 5, 2013	5:30 p.m.
Regular	Tuesday	March 5, 2013	5:30 p.m.
Regular	Tuesday	April 9, 2013	5:30 p.m.
Annual Budget	Tuesday	April 9, 2013	6:00 p.m.
Regular	Tuesday	May 7, 2013	5:30 p.m.
Regular	Tuesday	June 4, 2013	5:30 p.m.
☉ = Exception to 1 st Tuesday of the month			
☿ Last Tuesday of month to bring all personnel items for action prior to the start of school.			
Meetings to be held on first Tuesday of the month except as noted above, and will be held at Coopers Education Center, Building #8, with the following exceptions: October 2, 2012 meeting will be held at the Bush Education Center, November 6, 2012 meeting will be held at the Wildwood Education Center and April 9, 2013 Annual Budget & Regular meetings will be at Coopers Education Center, Bldg. #7.			
If a second meeting is required in any month, the 4 th Tuesday shall be utilized for that purpose.			
August 28, 2012	Board Retreat	3:00 – 5:00 p.m.	

C. Official Newspaper

It is hereby resolved that the Star-Gazette of Elmira, New York and The Evening Tribune of Hornell, New York are designated as the official newspapers for fiscal year 2012-2013.

10. AUTHORIZATIONS

A. Person authorized to certify payroll

It is hereby resolved that the Director of Human Resources and Employee Relations, C. Douglas Johnson, is authorized to certify payroll and that the District Superintendent, Dr. Horst Graefe, is authorized to certify payroll in the absence of C. Douglas Johnson for fiscal year 2012-2013.

B. Persons authorized to approve staff and Board Member conference attendance and expenses

It is hereby resolved that the District Superintendent, Dr. Horst Graefe or his designee, is appointed to approve all conference attendance and expenses for fiscal year 2012-2013.

C. Establishment of Petty Cash Funds

It is hereby resolved that the establishment of Petty Cash Funds in the amounts designated and custodians thereof on the attached list be established and that the Treasurer and/or Deputy Treasurer are responsible for maintaining funds for fiscal year 2012-2013.

D. Signatures on Checks

It is hereby resolved that authorization to sign checks for 2012-2013 fiscal year is given to the following listed personnel:

All Checks: Wendy Swearingen
Kim Mehlenbacher

Student Activity Accounts:

Bush Education Center:	Shirley Weatherly Wendy Swearingen
Coopers Education Center:	John Wagner Jean Childs
Wildwood Education Center:	Michelle Chamberlin Sharyl Hammond

E. Budget Transfers

It is hereby resolved that authorization is granted to District Superintendent, Dr. Horst Graefe, or his designee to approve Budget Transfers up to \$10,000 for 2012-2013 fiscal year.

F. Apply for Grants

It is hereby resolved that District Superintendent, Dr. Horst Graefe, or his designee is authorized to approve applications for grants for 2012-2013 fiscal year.

G. Employment of Temporary, Substitute, Full-time and Part-time Employees

It is hereby resolved that authorization is granted to District Superintendent, Dr. Horst Graefe, to employ temporary, substitute, full-time and part-time employees on an interim basis for 2012-2013 fiscal year until such time as the Board of Education is able to act upon a formal recommendation for appointment.

H. Internal Controls Procedure

It is hereby resolved that the attached Internal Controls Procedure is accepted for fiscal year 2012-2013.

I. Legal Indemnification

It is resolved that the Board does and hereby approves legal indemnification of Board Members, Officers, the District Superintendent and School Administrators against all uninsured financial or property loss arising out of any proceeding, claim, demand, suit, tort, arbitration or judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while Board Member, Officer, District Superintendent, School Administrator is acting within the scope of his/her employment or at the discretion of the Board of Education for fiscal year 2012-2013.

J. Liability Insurance

It is hereby resolved that the Board does and hereby approves the liability insurance carrier to be Utica National Insurance Company for fiscal year 2012-2013.

K. Employee Dishonesty

It is hereby resolved that bonding for fiscal year 2012-2013 of all personnel in the amount of \$5,000,000 per loss will be carried with Utica National Insurance Company.

L. Student Field Trips and Itineraries

It is hereby resolved that District Superintendent, Dr. Horst Graefe, or his designee is authorized to approve student field trips for travel in New York State not requiring charter or contract transportation for 2012-2013 fiscal year.

M. Food Service Advertise and Accept Bids for Food Items and Perishables

It is hereby resolved that the Board authorizes the Food Service Director and bid/specification committee to advertise and accept bids for food items and perishables based on the bid schedules. Furthermore, the Board awards the bid for purchase of said food items and perishables to the lowest, responsible bidding firm meeting the specifications as advertised. Be it further understood that the Food Service Director shall inform said lowest responsible bidder of the bid award.

N. Disposal of BOCES Property

It is hereby resolved that the Assistant Superintendent for Finance & Administrative Services, Margaret Munson, or her designee, Superintendent of Buildings and Grounds, Brian Bentley, is authorized to dispose of obsolete and surplus property for fiscal year 2012-2013.

O. Extracurricular Activities Accounts

It is hereby resolved that the Board authorizes the establishment of Extracurricular Activities Accounts at the Bush Education Center, Coopers Education Center and Wildwood Education Center as shown on the attached list.

CARRIED UNANIMOUSLY

11. OTHER ITEMS:

13-011

Upon the motion of Apgar, seconded by Scott, it is resolved to approve the following items:

A. 1. Review and reaffirm the following policies as attached

- a. Code of Conduct
- b. BOCES Personal Property Accountability
- c. Investments

2. Adoption of all policies, code of ethics and code of conduct

It is hereby resolved that all policies, code of ethics, code of conduct, regulations and procedures in effect in the GST BOCES during 2011-2012 fiscal year shall be carried over into the 2012-2013 fiscal year.

B. Authorization to Establish Mileage Reimbursement

It is hereby resolved that the mileage reimbursement rate is \$.555 for 2012-2013 fiscal year.

C. Authorization to Establish Meal Reimbursement Rates

It is hereby resolved that the meal reimbursement rates for 2012-2013 are as attached.

D. Attendance Supervision Officers

It is hereby resolved that the following staff members be appointed as Attendance Supervision Officers for fiscal year 2012-2013:

Career and Technical Education:

Bush Education Center:

Terry Gray

Coopers Education Center:

Jean Childs

Wildwood Education Center:

Sharyl Hammond

Special Education:

Bush Education Center:

Shelly Barcomb

Campbell-Savona and Corning Host Site:

Melanie Coots

Elmira/Horseheads Site:

Roxanne Truesdale

Elmira Heights Host Site:

Carol Hillman

Hornell Host Site:

Denise Bates

CARRIED UNANIMOUSLY

13-012

Upon the motion of Keddell, seconded by Apgar, it is resolved to move into the Regular Board meeting.

CARRIED UNANIMOUSLY

Regular Board Meeting

Coopers Education Center, Bldg. 8

July 10, 2012

5:30 p.m.

PRESENT:

Apgar, Dickson, Everett, Gorman, Keddell, Learn, McConnell, Moss and Scott.

ABSENT:

Bulkley and Peoples.

ALSO PRESENT:

District Superintendent Graefe; Cabinet: Bentley, Johnson, Munson, Pierce, Spencer and Weinman; and Board Clerk: Hughson.

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2. PRIVILEGE OF THE FLOOR

District Superintendent Graefe extended congratulations to Board Member Everett on his receipt of the "Anne Z. Paulin Distinguished Service Award" from the Rural Schools Association of New York State.

3. ACCEPTANCE OF THE AGENDA AS REVISED

13-013

Upon the motion of Keddell, seconded by Apgar, it is resolved to accept the agenda with revisions to the Personnel 6-U & V.

CARRIED UNANIMOUSLY

4. CONSENSUS ITEMS

13-014

Upon the motion of Gorman, seconded by Dickson, it is resolved to approve the following Consensus Items:

A. Approval of Minutes

1. Regular Board Meeting – June 5, 2012

B. Treasurer's Reports – May 2012

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES

C. Internal Claims Auditor's Reports – May 2012 as attached

CARRIED UNANIMOUSLY

5. FINANCE

13-015

Upon the recommendation of the Superintendent, and on the motion of Dickson, seconded by Apgar, it is resolved that the following finance actions are hereby taken:

A. General Fund Establishments and Adjustments.

1. Budget Establishments for 2011-12:

Item#	CoSer #	Title	In the Amount of
194-12	214.693	Staffing 1:6:1 w/ Genesee Valley BOCES	\$ 9,900
195-12	535.499	Equipment Repair w/ Catt-Allegany BOCES	\$ 900
196-12	559.693	Substance Abuse Information w/ TST BOCES	\$ 5,893
197-12	560.496	School/Curr. Imp. Planning w/ Monroe #2 BOCES	\$ 560
198-12	561.598	School/Curr. Imp. Planning w/ WSWHE BOCES	\$ 300

These establishments will be supported as follows:

194-12	214.693	Avoca-\$9,900
195-12	535.499	Prattsburgh-\$900
196-12	559.693	Addison-\$567, Avoca-\$223, Bath-\$540, Campbell-Savona-\$443, Corning-\$2,711, Hammondsport-\$320, Hornell-\$864 and Prattsburgh-\$225
197-12	560.496	Bath-\$560
198-12	561.598	Spencer-Van Etten-\$300

2. Budget Increases for 2011-12:

Item #	CoSer #	Title	Increase	From	To
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199-12	213.693	Staffing 1:8:1 w/ TST BOCES	\$	63	\$	27,167	\$	27,230
200-12	302.494	Itinerant Handicapped: Other w/ Mon. #1 BOCES	\$	1,198	\$	475	\$	1,673
201-12	316.000	Itinerant Home and Career	\$	1,182	\$	101,047	\$	102,229
202-12	326.000	Itinerant Hearing Impaired	\$	3,124	\$	233,432	\$	236,556
203-12	332.000	Itinerant Social Worker	\$	4,447	\$	251,846	\$	256,293
204-12	401.000	Arts In Education	\$	11	\$	387,036	\$	387,047
205-12	402.001	Equivalent Attendance Education (GED)	\$	14,640	\$	38,028	\$	52,668
206-12	403.003	Alternative Ed Secondary	\$	66,454	\$	1,302,459	\$	1,368,913
207-12	403.004	Alternative Ed Middle School Hornell	\$	110,025	\$	141,939	\$	251,964
208-12	403.005	Alternative Ed Middle School Bath	\$	15,214	\$	156,840	\$	172,054
209-12	409.001/02	Special Program- St. James	\$	2,701	\$	137,403	\$	140,104
210-12	416.494	Academic Programs w/ Monroe #1 BOCES	\$	488	\$	10,784	\$	11,272
211-12	419.693	Academic Programs, Special Facilities w/ TST	\$	1,360	\$	4,930	\$	6,290
212-12	426.000	Exploratory Enrichment	\$	824	\$	110,677	\$	111,501
213-12	511.000	Printing	\$	50,848	\$	662,987	\$	713,835
214-12	517.000	Coordination, Other (Central)	\$	126,802	\$	44,139	\$	170,941
215-12	522.000	Equipment Repair	\$	493	\$	325,303	\$	325,796
216-12	525.000	Staff Development: Certified & Administrative	\$	4,290	\$	1,111,839	\$	1,116,129
217-12	527.000	Instructional Materials (Science Center)	\$	2,645	\$	548,102	\$	550,747
218-12	533.599	Odyssey of the Mind w/ Broome BOCES	\$	465	\$	891	\$	1,356
219-12	536.000	Model Schools	\$	2,436	\$	117,665	\$	120,101
220-12	548.596	School/Curr. Imp. Planning w/ Albany BOCES	\$	500	\$	3,800	\$	4,300
221-12	550.591	Computer Service Inst. w/ Erie #1 BOCES	\$	208,968	\$	1,212,302	\$	1,421,270
222-12	602.000	Employee Benefit Coordination-CST Plan	\$	17,547	\$	147,153	\$	164,700
223-12	605.000	Computer Service: Management	\$	56,526	\$	12,042,074	\$	12,098,600
224-12	617.000	Food Service Management: Central	\$	1,557	\$	1,564,124	\$	1,565,681
225-12	623.000	Recruiting Service (Cooperative Advertising)	\$	12,340	\$	70,660	\$	83,000
226-12	629.591	Computer Service Mgmt. w/ Erie #1 BOCES	\$	15,407	\$	2,635,415	\$	2,650,822
227-12	638.495	Cooperative Bidding Gas/Electric w/ WFL	\$	3,468	\$	15,096	\$	18,564
228-12	639.596	GASB 45-Planning w/ Capital Region BOCES	\$	6,828	\$	7,125	\$	13,953
229-12	643.499	Negotiations w/ Cattaraugus-Allegany BOCES	\$	625	\$	330	\$	955
230-12	659.591	Planning Service Mgmt. w/ Erie 1 BOCES	\$	595	\$	31,074	\$	31,669
231-12	738.000	1:1 Aides CTE	\$	2,054	\$	19,275	\$	21,329

These increases will be supported as follows:

199-12	213.693	Spencer-Van Etten-\$63
200-12	302.494	Corning-\$1,198
201-12	316.000	Based on District Participation
202-12	332.000	Based on District Participation
203-12	326.000	Based on District Participation
204-12	401.000	Arkport-\$234, Avoca-(\$750) and Horseheads-\$527
205-12	402.001	Bath-\$7,130, Bradford-(\$951), Corning-(\$6,180) and Spencer-Van Etten-\$14,641
206-12	403.003	Addison-\$11,694, Elmira-\$23,387, Hammondsport-\$7,035, Hornell-\$24,718 and Spencer-Van Etten-(\$380)
207-12	403.004	Arkport-\$5,205, Avoca-\$9,306 and Hornell-\$95,514
208-12	403.005	Prattsburgh-\$15,214
209-12	409.001/02	Based on District Participation
210-12	416.494	Alfred-Almond-\$176 and Spencer-Van Etten-\$312
211-12	419.693	Odessa-Montour-\$425, Spencer-Van Etten-\$680 and Watkins Glen-\$255
212-12	426.000	Avoca-\$750 and Bath-\$74
213-12	511.000	Addison-\$481, Alfred-Almond-\$529, Arkport-\$244, Avoca-\$1,365, Bath-\$3,209, Bradford-\$852, Campbell-Savona-\$948, Canaseraga-\$461, Canisteo-Greenwood-\$1,104, Elmira-\$11,503, Elmira Heights-\$1,735, Hammondsport-\$1,090, Hornell-\$1,309, Horseheads-\$14,199, Odessa-Montour-\$859, Prattsburgh-\$243, Spencer-Van Etten-\$1,367, Watkins Glen-\$1,770, Waverly-\$3,222 and Miscellaneous Revenue-\$4,358
214-12	517.000	This is miscellaneous revenue from outside sources and does not affect Component district Billing-\$126,802
215-12	522.000	Miscellaneous Revenue-\$493
216-12	525.000	Elmira Heights-\$4,290
217-12	527.000	Watkins Glen-\$2,645
218-12	533.599	Horseheads-\$465
219-12	536.000	Watkins Glen-\$2,436
220-12	548.596	Arkport-\$250 and Horseheads-\$250
221-12	550.591	Alfred-Almond-\$18,539, Arkport-\$22,738, Avoca-\$1,064, Bath-\$18,418 and Canisteo-Greenwood-\$148,209
222-12	602.000	Elmira Heights-\$1,713, Odessa-Montour-\$1,318, Spencer-Van Etten-\$1,801, Watkins Glen-\$2,284, Waverly-\$2,591 and GST BOCES-\$7,840
223-12	605.000	Corning-\$38,000 and E-Rate Revenue BOCES-\$18,526
224-12	617.000	Horseheads-\$1,557
225-12	623.000	Avoca-\$560, Bradford-\$3,620, Canaseraga-\$3,300, Horseheads-\$3,000, Jasper-Troupsburg-\$260 and Waverly-\$1,600
226-12	629.591	Addison-(\$127), Alfred-Almond-\$10,101, Arkport-(\$22,967), Avoca-\$35,287, Bath-(\$15,773), Campbell-Savona-\$19, Canaseraga-\$581, Canisteo-Greenwood-\$1,188, Corning-(\$2,020), Hammondsport-\$1,470 and Hornell-\$7,648
227-12	638.495	Addison-\$204, Arkport-(\$684), Avoca-(\$684), Campbell-Savona-\$408, Canaseraga-\$204, Canisteo-Greenwood-\$408, Corning-\$1,296, Hammondsport-\$1,296, Hornell-\$408, Jasper-Troupsburg-\$204 and Prattsburgh-\$408

228-12	639.596	Avoca-\$6,828
229-12	643.499	Hornell-\$625
230-12	659.591	Arkport-\$595
231-12	738.000	Based on District Participation

3. Budget Decreases for 2011-12:

Item #	CoSer #	Title	Decrease	From	To
232-12	305.000	Itinerant Physical Therapy	\$ 25,000	\$ 428,270	\$ 403,270
233-12	313.000	Itinerant Interpreter for the Deaf	\$ 30,000	\$ 452,671	\$ 422,671
234-12	335.698	Itinerant-Comprehensive Diagnostic w/ Putnam	\$ 33,175	\$ 36,195	\$ 3,020
235-12	412.001	Cooperative College Level-Alfred State	\$ 4,600	\$ 56,651	\$ 52,051
236-12	430.000	Model Schools	\$ 2,436	\$ 725,062	\$ 722,626
237-12	537.000	School/Curriculum Improvement Planning	\$ 3,969	\$ 1,724,201	\$ 1,720,232
238-12	538.496	Test Scoring w/Monroe #2	\$ 6,000	\$ 6,000	\$ 0
239-12	545.496	School Curr. Imp. Planning w/Monroe #2	\$ 5,596	\$ 15,150	\$ 9,554
240-12	607.000	Staff Development: Bus Drivers	\$ 900	\$ 3,204	\$ 2,304
241-12	635.493	Negotiations w/ GV BOCES	\$ 2,526	\$ 20,043	\$ 17,517
242-12	637.493	Cooperative Bidding w/ GV BOCES	\$ 215	\$ 215	\$ 0

These decreases will be supported as follows:

232-12	305.000	Based on District Participation
233-12	313.000	Based on District Participation
234-12	335.698	Addison-(\$7,445) and Corning-(\$25,730)
235-12	412.001	Arkport- \$550 and Bradford-(\$5,150)
236-12	430.000	Watkins Glen-(\$2,436)
237-12	537.000	Genesee Valley BOCES (Keshequa-(\$4,740)) and Miscellaneous Revenue-\$771
238-12	538.496	Odessa-Montour-(\$6,000)
239-12	545.496	Elmira-(\$5,328) and Waverly-(\$268)
240-12	607.000	Addison-(\$150), Alfred-Almond-(\$150), Arkport-(\$342), Bath-\$768, Canaseraga-(\$342), Canisteo-Greenwood-(\$342), Elmira-(\$534) and Hammondsport-\$192
241-12	635.493	Canaseraga-(\$2,526)
242-12	637.493	Bath-(\$215)

4. Transfers within programs for 2011-12:

a. Transfers in excess of \$10,000.

<u>COSER</u> <u>NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER</u> <u>IN</u>	<u>TRANSFER</u> <u>OUT</u>
001	Central Administration	A001-1900-700-0-00 Int. on Revenue Notes		\$346,854.24
		A001-1310-813-0-00 NYS ERS		\$13,378.87
		A001-1250-160-0-02 N-I Salaries	\$11,919.45	
		A001-1250-801-0-00 Post Employment	\$22,158.59	
		A001-1250-816-0-00 Health Insurance	\$26,693.58	
		A001-1310-150-0-00 Certified Salaries	\$45,977.01	
		A001-1310-160-0-00 N-I Salaries	\$30,341.78	
		A001-1310-801-0-00 Post Employment	\$22,133.71	
		A001-1490-816-0-00 Health Insurance	\$187,630.12	
		A001-1250-813-0-00 NYS ERS	\$3,775.99	
		A001-1310-811-0-00 NYS TRS	\$5,108.05	
		A001-1310-815-0-00 Social Security	\$4,052.94	
		A001-1310-816-0-00 Health Insurance	\$441.89	
		TOTAL	\$360,233.11	\$360,233.11
216	Special Class: S/P Ratio: 1:6:1	A216-4230-816-0-00 Health Insurance		\$15,000.00
		A216-4230-801-0-00 Post Employment	\$15,000.00	
		TOTAL	\$15,000.00	\$15,000.00
605	Computer Service: Management	A605-7710-200-8-02 Equipment		\$15,994.00
		A605-7710-200-8-18 Equipment		\$10,141.00
		A605-7710-400-V-18 Contract & Other		\$22,000.00
		A605-7710-411-V-18 Communications		\$13,637.00
		A605-7710-400-7-09 Contract & Other		\$36,891.00
		A605-7710-400-F-09 Contract & Other		\$24,567.00
		A605-7710-400-O-00 Contract & Other		\$11,906.00
		A605-7710-400-4-09 Contract & Other		\$5,580.00
		A605-7710-411-8-09 Communications		\$6,116.00
		A605-7710-200-8-00 Equipment		\$55,905.00
		A605-7710-204-8-02 Small Equipment	\$15,994.00	
		A605-7710-204-8-18 Small Equipment	\$45,778.00	
		A605-7710-402-A-00 Equip Repair	\$85,060.00	
		A605-7710-204-8-00 Small Equipment	\$27,350.00	
		A605-7710-205-8-00 Software	\$19,085.00	

		A605-7710-300-8-00 Supplies & Materials	\$9,470.00	
		TOTAL	\$202,737.00	\$202,737.00
701	Operations & Maintenance	A701-8010-200-2-00 Equipment		\$6,910.03
		A701-8010-400-2-02 Contract & Other		\$4,215.96
		A701-8010-200-1-01 Equipment		\$1,781.11
		A701-8010-406-0-99 Misc. Reserve		\$17,726.00
		A701-8010-813-2-00 NYS ERS		\$7,996.42
		A701-8010-813-1-00 NYS ERS		\$7,519.05
		A701-8010-813-0-99 NYS ERS		\$3,787.12
		A701-8010-812-0-99 Comp Insurance		\$1,978.39
		A702-8010-812-1-00 Comp Insurance		\$1,821.34
		A701-8010-812-2-00 Comp Insurance		\$1,614.80
		A701-8010-814-0-99 Disability-Support Staff		\$908.83
		A701-8010-460-C-99 Renovation		\$4,444.76
		A701-8010-460-E-99 Renovation		\$440.88
		A701-8010-816-2-00 Health Insurance		\$11,668.76
		A701-8010-460-I-99 Renovation		\$3,401.00
		A701-8010-819-2-00 HRA		\$828.00
		A701-8010-400-0-99 Contract & Other		\$10,000.00
		A701-8010-400-2-00 Contract & Other		\$11,863.68
		A701-8010-347-0-99 Auto Expenses	\$15,863.68	
		A701-8010-346-0-00 HVAC Supplies	\$6,000.00	
		A701-8010-200-0-99 Equipment	\$6,437.78	
		A701-8010-204-0-99 Small Equipment	\$432.25	
		A701-8010-343-1-00 Lawn Supplies	\$40.00	
		A701-8010-347-1-00 Auto Expenses	\$623.67	
		A701-8010-400-1-01 Contract & Other	\$1,781.11	
		A701-8010-411-2-00 Telephone	\$51.05	
		A701-8010-422-0-99 Liability Insurance	\$684.34	
		A701-8010-422-1-00 Liability Insurance	\$200.52	
		A701-8010-424-1-87 Vehicle Insurance	\$2,290.00	
		A701-8010-424-3-00 Vehicle Insurance	\$60.00	
		A701-8010-454-0-99 Photo Copying	\$105.86	
		A701 8010-801-0-99 Post Employment	\$35,742.52	
		A701-8010-801-1-00 Post Employment	\$5,788.32	
		A701-8010-801-2-00 Post Employment	\$6,265.87	
		A701-8010-815-2-00 Social Security	\$440.88	
		A701-8010-816-0-99 Health Insurance	\$9,785.16	
		A701-8010-816-1-00 Health Insurance	\$1,883.60	
		A701-8010-821-0-99 Vision Insurance	\$120.00	
		A701-8010-821-1-00 Vision Insurance	\$180.00	
		A701-8010-821-2-00 Vision Insurance	\$48.00	
		A701-8010-824-0-99 Dental Insurance	\$1,349.00	
		A701-8010-824-1-00 Dental Insurance	\$1,704.00	
		A701-8010-824-2-00 Dental Insurance	\$828.00	
		A701-8010-422-2-00 Liability Insurance	\$200.52	
		TOTAL	\$98,906.13	\$98,906.13
734	Related Service-Counseling	A734-4020-811-0-00 NYS TRS		\$19,670
		A734-4020-150-0-00 Certified Salaries	\$19,670	
		TOTAL	\$19,670.00	\$19,670.00

5. Budget Increases for 2012-13:

Item #	CoSer #	Title	Increase	From	To
001-13	430.000	Distance Learning	\$ 45,999	\$ 594,519	\$ 640,518

These increases will be supported as follows:

001-13	430.000	Advanced Academics-\$45,999
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6. Budget Decreases for 2012-13:

Item #	CoSer #	Title	Decrease	From	To
002-13	525.000	Staff Development: Certified & Administrative	\$ 20,962	\$ 1,245,786	\$1,224,824
003-13	527.000	Instructional Materials (Science Resource Center)	\$ 6,124	\$ 386,631	\$ 380,507
004-13	528.000	Industry/Education Activities Coord. (CDC)	\$ 16,001	\$ 503,854	\$ 487,853
005-13	537.000	School/Curriculum Improvement Planning	\$ 23,597	\$ 1,431,626	\$1,408,029
006-13	609.000	Safety/Risk Management	\$ 17,392	\$ 623,422	\$ 606,030
007-13	611.000	Transportation: Other Program (Drug & Alcohol)	\$ 117	\$ 54,873	\$ 54,756
008-13	619.000	Fingerprinting Service	\$ 48	\$ 9,648	\$ 9,600
009-13	623.000	Recruiting Service (Cooperative Advertising)	\$ 23	\$ 70,683	\$ 70,660
010-13	624.000	Staff Development: Board of Education	\$ 4,137	\$ 25,137	\$ 21,000

These decreases will be supported as follows:

002-13	525.000	To correct adopted budget total-(\$26,864) and Elmira Heights-\$5,902
003-13	527.000	To correct adopted budget total-(\$6,124)
004-13	528.000	To correct adopted budget total-(\$16,001)
005-13	537.000	To correct adopted budget total-(\$23,597)
006-13	609.000	To correct adopted budget total-(\$17,392)
007-13	611.000	To correct adopted budget total-(\$117)
008-13	619.000	To correct adopted budget total-(\$48)
009-13	623.000	To correct adopted budget total-(\$23)
010-13	624.000	To correct adopted budget total-(\$4,137)

B. Federal Fund Establishments and Adjustments.

1. Grant Acceptance and Budget Establishment for 2011-12:

- a. LSTA Libraries, Learning and the Common Core Grant be accepted and the budget established in the amount of \$5,470 for the period April 1, 2012 through March 31, 2013 as attached.

2. Budget Increases for 2011-12:

- a. Equivalent Attendance (EA) budget is increased by \$15,000 from \$40,000 to \$55,000 due to increased number of contact hours.
- b. Comprehensive Health and Wellness budget is increased by \$1,475.00 from \$13,513.08 to \$14,988.08.
- c. Southern Tier Scholars budget be increased by \$1,249.00 from \$6,911.41 to \$8,160.41.

3. Budget Decrease for 2011-12 for GST BOCES:

- a. WIA/TANF Youth budget be decreased by \$510 from \$105,000 to \$104,490 due to purchases made directly to grant by Workforce New York.

C. Purchasing.

1. Approval of Resolution, as attached, to participate with other BOCES in New York to enter into an agreement, coordinated by Erie #1 BOCES, with Rosetta Stone for software/learning packages.
2. Approval of Resolution, as attached, to participate in cooperative bidding with Delaware-Chenango-Madison-Otsego BOCES (DCMO BOCES) for the 2012 – 2013 fiscal year.

D. 2013-14 Capital Projects.

1. Approval of Hunt Engineers Scope of Work for the 2013-2014 GST BOCES Capital Construction Project as per attached letter.

E. Authorization to pay the following membership dues:

1. Rural Schools Program dues in the amount of \$575.00 for 2012-2013 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

F. Lease Approval.

1. Approval of lease for space for EOP Headstart classroom in Bush Building 10 July 1, 2012 through June 30, 2013, per attached.
2. Approval of lease for space from Grace Church (EAP office) July 1, 2012 through June 30, 2013 as attached.

G. HEART/WRERA Amendment to 403(b) Plan.

1. Approval of the attached resolution to amend the GST BOCES 403(b) Retirement Plan to comply with the Heroes Earnings Assistance and Relief Act of 2009 (HEART) and the Worker, Retiree and Employer Recovery Act of 2008 (WRERA).

CARRIED UNANIMOUSLY

6. PERSONNEL

13-016

Upon the recommendation of the Superintendent, and on the motion of Moss, seconded by Scott, it is resolved that the following personnel actions are hereby taken:

A. Retirements

1. Jeanne Bohomey, Position: Teacher, Special Education, Effective: June 30, 2012, Date of Hire: September 1, 1979.
2. Judith Roy, Position: Teaching Assistant, Cosmetology program, Effective: end of day June 22, 2012, Date of Hire: September 1, 2001.
3. Bertha Surprenant, Position: Teacher Aide, Effective: June 30, 2012, Date of Hire: September 1, 1984.
4. Pamela Tuller, Position: Teaching Assistant, Alternative Education program, Effective: June 29, 2012, Date of Hire: September 4, 1992.
5. Jean Eckel, Position: Teacher Aide, Effective: September 29, 2012, Date of Hire: February 11, 1991.

B. Resignations

1. Hollie Baldwin, Position: Occupational Therapist, Effective: June 27, 2012, Date of Hire: September 22, 2008. Reason: accepting the severance pay as per §31.6 of the EA contract, and terminating any and all other statutory and contractual rights with GST BOCES.
2. T. Gregory Dale, Position: School Business Administrator, Effective: end of day July 11, 2012, Date of Hire: August 1, 2008.
3. Steven Kiley, Position: Supervisor of Special Education, Effective: end of day June 30, 2012, Date of Hire: January 3, 2006, Reason: to accept the position of Assistant Principal, Career and Technical Education, Bush Education Center, effective July 1, 2012.
4. Lesley Powers, Position: Staff Development Coordinator, Effective: end of day August 3, 2012, Date of Hire: April 18, 2011.
5. Allison Vang, Position: Career Education Resource Specialist, Effective: end of day June 15, 2012, Date of Hire: December 1, 2009.

C. Rescind Elimination of Position, from the June 5, 2012 BOE

1. Occupational Therapist, one full-time (1.0 FTE) position, FTE of position should have been reduced not eliminated.

D. Elimination of Positions

1. Typist, one part-time (.5 FTE) position, effective June 30, 2012.
2. Teacher Aide, one full-time (1.0 FTE) position, effective June 30, 2012.
3. Teacher, Computer Network Engineering and Business Systems program, one full-time (1.0 FTE) position, effective June 30, 2012.
4. Teacher, Computer Learning Center program, one full-time (1.0 FTE) position, effective June 30, 2012.
5. Teacher, Speech and Hearing Handicapped program, one full-time (1.0 FTE) position, effective June 30, 2012.

E. Creation of Positions

1. Account Clerk, two (2) full-time (1.0 FTE), 12 month positions, Central Business Office, effective July 1, 2012, due to the transfer of the functions performed by the Corning-Painted Post CSD.
2. Senior Account Clerk, two (2) full-time (1.0 FTE), 12 month positions, Central Business Office, effective July 1, 2012, due to the transfer of the functions performed by the Corning-Painted Post CSD.
3. Principal of Special Education, four (4) full-time (1.0 FTE), 12 month positions, supporting the GST BOCES region, effective July 1, 2012.

F. Lay offs

1. Tara Bolt, Teacher, serving in the tenure area of Business and Marketing, full-time (1.0 FTE), effective June 30, 2012.
2. Lisa Dayton, Teacher, serving in the tenure area of Education of Children with Handicapping Conditions – Education of Speech and Hearing Handicapped Children, full-time (1.0 FTE), effective June 30, 2012.
3. Nicole MacLauchlan, Typist, part-time (.5 FTE), effective end of day June 30, 2012.

G. Rescind Lay off, from the June 5, 2012 BOE

1. Tanya Konopski, Occupational Therapist, full-time (1.0 FTE), should have been a decrease in FTE, not a layoff.

H. Decrease or Increase to Positions

1. Occupational Therapist, one full-time (1.0 FTE) position decreased to part-time (.5 FTE), effective September 4, 2012.
2. Curriculum Mentor, one part-time (.5 FTE) position increased to full-time (1.0 FTE), effective September 4, 2012.
3. Program Assistant, one part-time (.8 FTE, 6.0 hours per day) position increased to full-time (1.0 FTE, 7.5 hours per day), 10 month, school calendar, effective September 4, 2012.
4. Computer Program Assistant, one full-time (1.0 FTE) position, increase from 11 months per year to 12 months per year, effective July 1, 2012.

I. Decrease or Increase in Assignments

1. Tanya Konopski, Occupational Therapist, involuntarily decreased from 1.0 FTE to .5 FTE, 10 month, School Calendar position, effective September 4, 2012, salary \$52,417.00 per year, pro-rated (step 8 + 30 Credit Hours + Permanent Certification Stipend + Special Education Stipend).
2. Tiffany Henry, Curriculum Mentor, increased from .5 FTE to 1.0 FTE, 10 month, School Calendar position; effective September 4, 2012; serving in the Tenure Area of Instructional Support Services in Curriculum and Differentiated Instruction Incorporating the Analysis of Student Performance Data, Certification of Math, Permanent, September 1, 2009; Probationary Period of September 4, 2012 through September 3, 2014 (previously tenured); Salary \$54,486.00 per year (step 9 + 36 Credit Hours + Master's Degree Stipend + Permanent Certificate Stipend).
3. Deborah Condie, Computer Program Assistant, increase from 11 months per year to 12 months per year, effective July 1, 2012, salary \$21.27 per hour (grade 11, step 11).
4. Sondra Saginario, Program Assistant, increase from .8 FTE (6.0 hours per day) to 1.0 FTE (7.5 hours per day), 10 month, school calendar, effective September 4, 2012, salary \$14.99 per hour (grade 9, step 2).

J. Changes to Administrative Titles and Tenure Areas, effective July 1, 2012, to re-align titles and tenure areas with duties as assigned.

1. Cynthia Drake, Director of Special Education and Itinerant Services, from the tenure area of Supervisor of Special Education to Principal of Special Education, continuing tenure in the tenure area of Principal of Special Education, tenured September 24, 2004, seniority date of September 24, 2001.
2. Paula Oblamski, from Supervisor of Special Education to Principal of Special Education, continuing tenure in the title and tenure area of Principal of Special Education, tenured July 1, 2006, seniority date of July 1, 2003.
3. Jeffrey Berdine, from Supervisor of Special Education to Principal of Special Education, continuing tenure in the title and tenure area of Principal of Special Education, tenured October 3, 2007, seniority date of October 4, 2004.
4. Stacy Saglibene, from Supervisor of Special Education to Principal of Special Education, continuing probationary period through August 25, 2012 in the title and tenure area of Principal of Special Education.

K. Changes in Appointments

1. Colin Pierce, School Business Administrator, full-time (1.0 FTE), 12 month position, from Temporary to Probationary, effective September 1, 2012, Tenure Area of School Business Administrator, Certification of School District Business Leader, Internship Certificate, effective September 1, 2012 through August 31, 2014, Probationary Period from September 1, 2012 to August 31, 2015, salary \$81,600.00 per year, pro-rated, due to successful completion of certification requirements.
2. Erin Boyle, Teaching Assistant, Criminal Justice program, full-time (1.0 FTE), 10 month, school calendar position, from Temporary to Probationary, effective September 4, 2012, Tenure Area of Teaching Assistant, Certification of Teaching Assistant, Level 1, effective September 1, 2012 through August 31, 2015, Probationary Period from September 4, 2012 to September 3, 2015, salary \$34,028.00 per year, (Step 2 + 169 Credit Hours), due to successful completion of certification requirements.
3. Kenneth Ham, promoted from Assistant Automotive Mechanic to Automotive Mechanic, full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service,

Probationary appointment, Bush Education Center, effective July 1, 2012, Probationary Period of July 1, 2012 through June 30, 2013, salary \$21.10 per hour (grade 14, step 8, 8.0 hours per day).

4. Bernadette Sramek, promoted from Accountant (School) to School Business Executive, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Probationary appointment, Civil Service List # 66516, effective August 6, 2012, Probationary Period of August 6, 2012 through August 5, 2013, salary \$75,000.00, pro-rated.
5. Tracie McCarthy, Cook Manager, full-time (1.0 FTE), 10 month, School Calendar position, increase salary to \$19.50 per hour (8.0 hours/day), effective September 4, 2012.
6. Lee Richeson, Cook Manager, full-time (1.0 FTE), 10 month, School Calendar position, increase salary to \$18.69 per hour (8.0 hours/day), effective September 4, 2012.
7. Marilyn Phillips, Administrative Assistant, correct months per year from 10 month, school calendar to 12 months per year, correcting the June 5, 2012 Board minutes.
8. Scott Vang, Network Technology Specialist, full-time (1.0 FTE), 12 month position, from Probationary to Permanent, effective July 11, 2012, no change in salary, having successfully completed the Civil Service Probationary Period.
9. Karen Hunter, Computer Services Program Specialist, full-time (1.0 FTE), 12 month position, Bush Education Center, from Probationary to Permanent, effective July 18, 2012, no change in salary, having successfully completed the Civil Service Probationary Period.

L. Medical Examinations, per Education Law §913, the BOCES Board of Education hereby requires the following employees to submit to a medical examination by the BOCES' school physician in order to determine the physical or mental capacity of such person to perform his or her duties.

1. Lawrence Coughlin, Cleaner.
2. Sherry Ameigh, Teacher Aide.

M. Tenure Appointments

1. Erin Schiavone, Position: Instructional Support Specialist, Effective: July 13, 2012, Tenure Area: Instructional Support Services in the Integration of Technology into Instructional Practices, Certificate: Social Studies, Permanent, February 1, 2003.
2. Stacy Saglibene, Position: Principal of Special Education, Effective: August 25, 2012, Tenure Area: Principal of Special Education, Certificate: School District Administrator, Permanent, September 1, 2007.

N. Transfer of Functions

1. RESOLVED, the Schuyler-Steuben-Chemung-Tioga-Allegany Board of Cooperative Educational Services (SSCTA BOCES) hereby accepts the transfer of the functions of Account Clerk and Senior Account Clerk performed by the Corning Painted-Post CSD to the Schuyler-Steuben-Chemung-Tioga-Allegany Board of Cooperative Educational Services (SSCTA BOCES) effective July 1, 2012.

O. Appointments

1. Sally Deane, Position: Principal of Special Education, 12 month position, Probationary appointment, Effective: July 1, 2012, Tenure Area: Principal of Special Education,

- Certification: School District Administrator, Permanent, September 1, 2007,
Probationary Period: July 1, 2012 through June 30, 2015, Salary: \$77,000.00 per year.
2. Steven Kiley, Position: Assistant Principal, Career and Technical Education, 12 month position, Probationary appointment, Effective: July 1, 2012, Tenure Area: Assistant Principal, Certification: School Administrator/Supervisor, Permanent, September 1, 2008, Probationary Period: July 1, 2012 through January 2, 2014 (previously served 1 year and 6 months in tenure area of Assistant Principal), Salary: \$84,468.00 per year.
 3. S. Scott Arnold, Position: School Business Executive, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Probationary appointment, Civil Service List # 66516, Effective: July 9, 2012, Probationary Period: July 9, 2012 through July 8, 2013, Salary: \$80,000.00 per year.
 4. Sheila Dwight, Position: Cook Manager, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, Probationary appointment, Effective: August 27, 2012, Probationary Period: August 27, 2012 through November 4, 2013, Salary: \$14.00 per hour (8.0 hours/day).
 5. Susan Woodvine, Position: Cook Manager, part-time (.8125 FTE), 10 month, school calendar position, Non-Competitive Civil Service, Probationary appointment, Effective: August 27, 2012, Probationary Period: August 27, 2012 through November 4, 2013, Salary: \$12.25 per hour (6.5 hours/day).
 6. Pamela Stevens, Position: Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Permanent appointment, Effective: July 1, 2012, Salary: \$17.77 per hour (grade 5, step 9, 7.5 hours/day).
 7. Tami Ricci, Position: Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Permanent appointment, Effective: July 1, 2012, Salary: \$15.78 per hour (grade 5, step 6, 7.5 hours/day).
 8. Cindy Luedeman, Position: Senior Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Permanent appointment, Effective: July 1, 2012, Salary: \$21.44 per hour (grade 9, step 12, 7.5 hours/day).
 9. Dawn Stratton, Position: Senior Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Permanent appointment, Effective: July 1, 2012, Salary: \$21.44 per hour (grade 9, step 12, 7.5 hours/day).

P. Temporary Appointments

1. Colin Pierce, Position: School Business Administrator, 12 month, temporary position, pending the completion of certification requirements, Effective: July 1, 2012 through August 31, 2012, Certification: School District Business Leader, Internship Certificate to be issued September 1, 2012, Salary: \$81,600.00 per year, pro-rated, Reason for Appt: pending completion of certification.
2. Kathleen Salvagin, Position: Business Manager, acting as Student Accounts and Activities Auditor, hourly, time-sheet, as needed basis, 12 month position, Effective: July 1, 2012 through June 30, 2013, Salary: \$20 per hour, time-sheet, as needed basis (approximately 4 days per quarter).

Q. Certification of BOCES Bus Drivers for 2012-2013

<u>Name of Driver</u>	<u>Class of License</u>
1. <u>Bryant, Matthew</u>	C-P
2. <u>Comfort, Sheila</u>	B-P
3. <u>Gauss, Samuel</u>	B-P
4. <u>Jankowski, Theodore</u>	A-P
5. <u>Kennedy, Lisa</u>	A-P

6. <u>Mac Naughton, Don</u>	B-P
7. <u>Pirozzolo-Mather, Judy</u>	C-P
8. <u>Raducz, Billie Jo</u>	B-P
9. <u>Rusby, William</u>	BM-P
10. <u>Speciale, Frank</u>	C-P
11. <u>Wheeler, Susan</u>	A-P

R. Temporary Annual Appointment, effective July 1, 2012 through June 30, 2013, no additional salary

1. Medicaid Compliance Officer
 - a. Steven Manning, Computer Services Program Manager.

S. Annual Stipends, effective July 1, 2012 through June 30, 2013, unless otherwise noted.

1. Cooling Tower Chemicals, Stipend \$675:
 - a. David Dimmick.
2. CBO Management Support, Stipend \$2,500:
 - a. Lori Palmer, Accounts Payable Team Leader.
 - b. Patricia Bilinski, Accounting Team Leader.
 - c. Ann Pirozzolo, Accounting Team Leader.
 - d. Darlene Bennett, Payroll Team Leader.
 - e. Wendy Rogers, Payroll Team Leader.
3. Computer Services Center:
 - a. Myron Rumsey, Desktop Team Supervisor, Stipend \$4,500.
 - b. David Bates, Internet/Programming Team Manager, Stipend \$2,500.
 - c. Stephanie Kendall, Financial Services Team Manager, Stipend \$2,500.
 - d. Francis Ortell, Repair Services Team Manager, Stipend \$2,500.
 - e. Keith Boras, Server Team Manager, Stipend \$2,250.
 - f. Nathan Lamonski, Server Team Manager, Stipend \$2,250.
 - g. Matthew Marshall, Server Team Manager, Stipend \$2,250.
 - h. Douglas Packard, Server Team Manager, Stipend \$2,250.
 - i. Scott Vang, Regional Advisory Team Manager, Stipend \$1,500.
 - j. Gale Gaylord, Desktop Team Leader, Stipend \$1,200.
 - k. Mary Teresa (Tessa) Yorke, Help Desk Team Leader, Stipend \$1,200.
4. Career Development Council, Stipend \$1,500:
 - a. Eartha Onyiriuka, Team Leader, effective September 4, 2012 through June 30, 2013.
5. Human Resources, Stipend \$2,500:
 - a. Leslie Roof, Team Leader

T. Report of Temporary and Substitute Personnel as attached.

U. Ratification of the 2012-2014 GST BOCES EA Contract as filed in the office of the Director of Human Resources & Employee Relations.

- V. Ratification of the 2012-2014 GST BOCES TAA Contract as filed in the office of the Director of Human Resources & Employee Relations.

CARRIED UNANIMOUSLY

7. PROGRAMS

A. Fire Inspection

13-017

Upon the motion of Gorman, seconded by Scott, it is resolved to approve the acceptance of the fire inspection reports for all three (3) campuses as attached.

CARRIED UNANIMOUSLY

8. BOARD PRESIDENT'S REPORT

- A. None.

9. SUPERINTENDENT'S REPORT

13-018

Upon the motion of Apgar, seconded by Dickson, it is resolved to approve the following Board Policies:

- A. Board Policy - #9210 – Personnel & Negotiations – Insurance for Non-Unit Employees - as attached.
- B. Board Policy - #6711 – Fiscal Management – Telecommunications Equipment Use by Staff – as attached.
- C. Board Policy - #6770 – Fiscal Management – BOCES Personal Property Accountability – as attached.
- D. Board Policy - #9810 – Personnel & Negotiations – Retirement Benefits for Non-Unit Employees – as attached.
- E. Board Policy - #9820 – Personnel & Negotiations – Seniority and Lay-off of Non-Unit Employees – as attached.

CARRIED UNANIMOUSLY

F. Miscellaneous Items:

- 1. SAM Retreat was held at the Corning Inc. facilities with guest speakers: Donald McCabe and Dr. Mark Vaughn.
- 2. Commissioner King is coming to Elmira City School District to be keynote speaker. He plans to visit the GST BOCES Summer of Innovation programs and meet with MST Core group.
- 3. APPR deadlines.
- 4. District Superintendent's evaluation by the Commissioner – tied to APPR status in region.

EXECUTIVE SESSION

13-19

Upon the motion of Dickson, seconded by Apgar, it is resolved to move to executive session at 6:06 p.m. to discuss sixteen employment matters concerning particular persons and three legal matters.

CARRIED UNANIMOUSLY

OPEN SESSION

13-20

Upon the motion of Dickson, seconded by Apgar, it is resolved to move to open session at 6:41 p.m.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

13-21

Upon the motion of Gorman, seconded by Apgar, it is resolved to adjourn the meeting at 6:42 p.m.

CARRIED UNANIMOUSLY

Next Meetings

Meeting	Date/Time	Location
Board Retreat	08/28/12, 3:00-5:00 p.m.	Coopers Education Ctr., Bldg. 8
Regular	08/28/12, 5:30 p.m.	Coopers Education Ctr., Bldg. 8
None	September 2012	
Regular	10/02/12, 5:30 p.m.	Bush Education Ctr., Bldg. 1

Respectfully Submitted,

dlh
July 11, 2012

Doretta L. Hughson
Board Clerk
