

**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

Regular Board Meeting

January 6, 2015

Coopers Education Center, Bldg. 8, Distance Learning Room

5:30 p.m.

PRESENT: Apgar, Bulkley, Dlugos, Everett, Keddell, Learn, Lemmon, Moss, Peoples, Scott and Wheeler.

ABSENT: None.

ALSO PRESENT: District Superintendent Frame; Cabinet Members: Bentley, Drake, Johnson, Manning, Moschetti, Munson, Perry, Pierce, Spencer and Weinman; Board Clerk Hughson; and GST BOCES Staff: Dave Bates (D: 6:53 p.m.), Kelly Cain (D: 6:53 p.m.), Andy Gillette (D: 6:53 p.m.), Victor Goldman (D: 6:08 p.m.), Charles Jones (D: 6:53 p.m.), Kris Manns (D: 7:22 p.m.) and Jeannie Sullivan (D: 6:53 p.m.).

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1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President Keddell called the meeting to order and led the Pledge of Allegiance at 5:30 p.m.

2. PRIVILEGE OF THE FLOOR

Board President Keddell:

- * Wished everyone a good 2015.
- * Welcomed Dorie Hughson back from leave.
- * Thanked Margaret Munson & Chris Weinman for a job well done in working with our Interim District Superintendent MacDonald during our interim period.
- * Expressed that Lynda Quick and Kevin MacDonald did superb jobs in assisting GST BOCES during our interim period.
- * Expressed gratitude to Jackie Spencer from the Board for her wonderful career at BOCES and wished her well in her retirement.
- * Welcomed Linda Perry to her new position as Director of School Improvement & ISS.

Brian Bentley, Director of Facilities III:

- * Recognized O & M staff member, Charles Jones, for demonstrating the BOCES values by volunteering his time to attend the Special Education classes in the Elsmere program to share his life experiences prior to and during his employment at GST BOCES.

3. Acceptance of the Agenda with Addenda

15-073

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

CARRIED UNANIMOUSLY

4. CONSENSUS ITEMS**15-074**

Upon the motion of Dlugos, seconded by Everett, it is resolved to approve the following consensus items:

A. Approval of Minutes

1. Regular Board Meeting – December 9, 2014.

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – November 2014.

C. Internal Claims Auditor's Reports – November 2014 as attached.**CARRIED UNANIMOUSLY****5. FINANCE****15-075**

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

A. General Fund Establishments and Adjustments.**1. Budget Establishments for 2014-15:**

Item#	CoSer #	Title	In the Amount of
091-15	427.599	Exploratory Enrichment-Tioga Coalition Project w/Broome	\$14,746
092-15	439.499	Exploratory Enrichment w/CAEW BOCES	\$ 1,272

These establishments will be supported as follows:

091-15	427.599	Spencer Van-Etten: \$7,373 and Waverly: \$7,373
092-15	439.499	Campbell-Savona: \$1,272

2. Budget Increases for 2014-15:

Item #	CoSer #	Title	Increase	From	To
093-15	401.000	Arts In Education	\$ 2,300	\$ 376,299	\$ 378,599
094-15	416.494	Academic Programs, Special Facilities w/Monroe	\$ 342	\$ 274	\$ 616
095-15	419.693	Academic Programs, Special Facilities w/TST	\$ 180	\$ 720	\$ 900
096-15	421.594	Academic Programs, Special Facilities w/OCM	\$ 184	\$ 460	\$ 644
097-15	511.000	Printing	\$ 68,116	\$ 796,313	\$ 864,429
098-15	512.000	Computer Service, Instructional	\$ 1,068	\$ 2,377,496	\$ 2,378,564
099-15	525.000	Staff Development: Certified & Administrative	\$ 40,065	\$ 1,833,062	\$ 1,873,127
100-15	562.493	School/Curriculum Improvement Planning w/GV	\$ 100	\$ 200	\$ 300
101-15	618.000	GASB-45 Planning and Valuation Service	\$ 8,450	\$ 86,150	\$ 94,600
102-15	633.493	Employee Benefit Coordination w/GV BOCES	\$ 7,559	\$ 47,811	\$ 55,370

These increases will be supported as follows:

093-15	401.000	Alfred-Almond: \$1,300 and Arkport \$1,000
094-15	416.494	Horseheads: \$342
095-15	419.693	Watkins Glen: \$180
096-15	421.594	Watkins Glen: \$184
097-15	511.000	Addison: \$1,733, Alfred-Almond: \$508, Arkport: \$1,023, Avoca: \$124, Bath: \$717, Bradford: \$304, Campbell-Savona: \$827, Canisteo-Greenwood: \$630, Coming: \$24,542, Elmira: \$18,174, Elmira Heights: \$1,374, Hammondsport: \$353, Hornell: \$668, Horseheads: \$4,828, Odessa-Montour: \$492, Prattsburgh: \$1,841, Spencer-Van Etten: \$1,631, Watkins Glen: \$490, Waverly: \$3,801 and Misc. Revenue: \$4,056
098-15	512.000	Horseheads: \$1,068
099-15	525.000	Elmira: \$9,845, Horseheads: \$26,000 and Misc. Revenue: \$4,220
100-15	562.493	Avoca: \$100

101-15 618.000 Elmira: \$8,450
 102-15 633.493 Addison: \$7,559

3. Budget Decrease for 2014-15:

Item #	CoSer #	Title	Decrease	From	To
103-15	527.000	Instructional Materials (Science Resource Center)	\$ 26,000	\$ 780,989	\$ 754,989

This decrease will be supported as follows:

103-15 527.000 Horseheads: (\$26,000)

B. Purchasing.

1. Approval of resolution, as attached, for IPA for Computers-Desktop/Laptop, iPads/Cases, Laptop Carts in the amount of \$500,000 for Elmira City School District.
2. Award of cooperative bid for the purchase of Copy Paper for the period January 7, 2015 to June 30, 2015 for Addison, Arkport, Canaseraga, Canisteo-Greenwood, Elmira, Hammondsport, Horseheads, Jasper-Troupsburg and Prattsburgh school districts to Contract Paper Group Inc. based on lowest total bid meeting specifications as attached.

Bids were opened December 15, 2014, at 2:00 pm and the following bids were received:

Copy Paper

1. Contract Paper Group Inc., 1531 Boettler Rd. Suite E, Uniontown, OH 44685.
2. W. B. Mason Co. Inc., 6018 Corporate Drive, E. Syracuse, NY 13057.
3. School Specialty Bid East, 140 Marble Drive, Lancaster, PA 17601.

C. Acceptance of Donated Items.

1. 2003 GMC Envoy to Wildwood Auto Body program from Kelly Flint, 56 W. Ave., Arkport, NY 14807.
2. 2002 Subaru Impreza to Bush Automotive Technology class from John Chervenik, 670 Euclid Avenue, Elmira, NY 14901.

D. Authorization to pay the following membership dues.

1. Central Steuben Chamber of Commerce dues in the amount of \$85.00 for the 2015 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.
2. Chemung County Chamber of Commerce dues in the amount of \$601.00 for the 2015 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

CARRIED UNANIMOUSLY

6. PERSONNEL

15-076

Upon the recommendation of the Superintendent, and on the motion of Bulkley, seconded by Dlugos, it is resolved that the following personnel actions are hereby taken (addenda action following Executive Session):

A. Retirement

1. Barbara Kohberger, Position: Clerk Typist, Effective: February 28, 2015, Date of Hire: February 7, 2005.

B. Resignations

1. Anne Marie Bassani, Position: Staff Development Coordinator, Effective: January 3, 2015, Date of Hire: September 17, 2007.
2. Michael Humphrey, Position: Teaching Assistant, Effective: end of day January 14, 2015, Date of Hire: September 2, 2014.
3. Linda Perry, Position: Supervisor of Instructional Support, Effective: end of day January 6, 2015, Date of Hire: September 2, 2003.
4. Kyle Rutledge, Position: Teaching Assistant, Effective: end of day December 17, 2014, Date of Hire: September 2, 2014.

C. Salary Change

1. Ann Pirozzolo, Position: School Business Executive, Salary: increased from \$78,566.00 per year to \$84,000.00 per year, prorated, Effective: December 1, 2014.

D. Civil Service Permanent Appointments, due to successful completion of Probationary Period, no change in salary

1. Kathy Johnston, Position: Senior Account Clerk, Permanent Date: January 7, 2015.
2. Paul O'Malley, Position: Health and Safety Compliance Specialist, Permanent Date: January 9, 2015.
3. Karen Hunter, Position: Computer Applications Specialist, Permanent Date: January 9, 2015.
4. S. Scott Arnold, Position: Central Business Office Controller, Permanent Date: January 27, 2015.

E. Increase to Position

1. School Social Worker, one 10 month, school calendar position, increased from .5 FTE to 1.0 FTE, Wildwood Education Center, effective January 5, 2015.

F. Increase in Assignment

1. Julie Babcock, Position: School Social Worker, Effective: January 5, 2015, Increase: from .5 FTE to 1.0 FTE, Tenure Area: School Social Worker, Certification Status: Permanent, School Social Worker, February 1, 2012 and LMSW Registration Certificate, June 5, 2006, Salary: \$56,208.00 per year, prorated (step 9 + Credit Hour Stipend + Degree Stipend + Certification Stipend + Special Education Stipend).

G. Abolishment of Positions

1. Coordinator of Management Services, one full-time, 12 month position, Central Business Office, effective December 1, 2014.
2. Executive Director for School Improvement and Instructional Support, one full-time, 12 month position, Bush Education Center, effective January 10, 2015.

H. Creation of Positions

1. Director of School Improvement and Instructional Support Services, one full-time (1.0 FTE), 12 month position, Dormann Library, Bath and Bush Education Center, effective January 7, 2015.
2. RSE-TASC Preschool Behavior Specialist, one full-time (1.0 FTE), 11 month position, Broome-Tioga BOCES, effective January 20, 2015.
3. Teaching Assistant, one full-time (1.0 FTE), 10 month, school calendar position, Canaseraga CSD, effective January 5, 2015.
4. Registered Professional Nurse, one full-time (1.0 FTE), 10 month, school calendar position, Coopers Education Center, effective January 5, 2015.

I. Recall

1. Cheryl Silvernail, Position: Teacher Aide, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, Permanent appointment, Effective: January 5, 2015, Salary: \$9.08 per hour.

J. Appointments

1. Linda Perry, Position: Director of School Improvement and Instructional Support Services, full-time (1.0 FTE), 12 month position, Probationary appointment, Effective: January 7, 2015, Tenure Area: Director of School Improvement and Instructional Support Services, Certification: Professional, School District Leader, September 1, 2008, Probationary Period: January 7, 2015 through January 6, 2018, Salary: \$95,000.00 per year, prorated.
2. Stacy Smith, Position: RSE-TASC Preschool Behavior Specialist, full-time (1.0 FTE), 11 month position, Probationary appointment, Effective: January 20, 2015, Tenure Area: Instructional Support Services in Special Education, Certification: Permanent, Special Education, February 1, 2004, Probationary Period: January 20, 2015 through January 19, 2017, previously tenured with Broome-Tioga BOCES, Salary: \$64,032.80 per year, prorated (step 10 + Credit Hour Stipend + Dual Degree Stipend + 11 month Stipend).
3. Kristen Amidon, Position: Teaching Assistant, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment, Effective: January 5, 2015, Tenure Area: Teaching Assistant, Certification: Initial, Students with Disabilities (Grades 1-6), February 1, 2013 through January 31, 2018, Probationary Period: January 5, 2015 through January 4, 2018, Salary: \$29,988.00 per year, prorated (step 1 + Credit Hour Stipend).
4. Susan Michael, Position: Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Civil Service List # DCAC0914, Probationary appointment, Effective: January 5, 2015, Probationary Period: January 5, 2015 through January 4, 2016, Salary: \$14.86 per hour (step 4, grade 5).

5. Kenneth Knowles, Position: Registered Professional Nurse, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, Probationary appointment, Effective: January 5, 2015, Professional License: Registered Professional Nursing, October 4, 1996, Probationary Period: January 5, 2015 through March 14, 2016, Salary: \$19.46 per hour (step 4, grade 13).

K. Temporary Appointments

1. Jacqueline Spencer, Position: Staff Development Coordinator, time-sheet basis, 12 month position, Temporary appointment, Effective: January 12, 2015 through June 30, 2015, Certification: Permanent School District Administrator, September 1, 2000, Salary: \$325.00 per day, time-sheet basis.

L. Mentoring Stipend

1. Donna Stuckey mentoring JoAnn Phillips, effective September 2, 2014 through June 25, 2015, Stipend of \$831 per year.
2. Sara Blauvelt mentoring Joshua Gostomski, effective September 8, 2014 through June 25, 2015, Stipend of \$831 per year.
3. Kelly Smith mentoring David Woodard, effective November 24, 2014 through June 25, 2015, Stipend of \$831 per year, prorated.
4. Danielle Headley mentoring Melissa Freeman, effective December 1, 2014 through June 25, 2015, Stipend of \$831 per year, prorated.
5. Jessica Guild mentoring Kathy Morris, effective December 10, 2014 through June 25, 2015, Stipend of \$831 per year, prorated.
6. Cinda Dodge mentoring Michael Lederman, effective December 17, 2014 through June 25, 2015, Stipend of \$831 per year, prorated.
7. Hildreth Rose mentoring Stacy Smith, effective January 20, 2015 through June 25, 2015, Stipend of \$831 per year, prorated.

M. Annual Reorganizational Appointments, effective January 10, 2015 through June 30, 2015; no additional salary

1. Integrity Officer

- a. Linda Perry, Director of School Improvement and Instructional Support Services.

2. Designated Educational Official under SAVE

- a. Cynthia Drake, Director of Special Education and Itinerant Services.

O. Report of Temporary and Substitute Personnel as attached.

CARRIED UNANIMOUSLY

7. PROGRAMS

A. Print Shop

Mr. Moschetti introduced Victor Goldman, Supervisor of Printing Services, who gave a presentation about the Print Shop's services. It was suggested by Board Member Wheeler that "Printed by GST BOCES" be incorporated onto the printed materials.

B. Computer Services - Supporting Instruction

Mr. Manning and staff members Dave Bates, Andy Gillette and Jeannie Sullivan who gave a presentation regarding the IDEAS services (Instructional Development of Educational Applications) including Computer Based Testing services and FOSS Online Assessments services that ties in with the STEM.

C. Annual GST BOCES Medicaid Compliance training

Mr. Manning provided the annual Medicaid Compliance training to the Board Members by reviewing the Board Policy and forms.

15-077**FIELD TRIPS**

Upon the motion of Apgar, seconded by Moss, it is resolved to approve the following field trips:

- D. Field trip for Bush Education Center, Culinary Arts program as attached.
- E. Field trip for Coopers Education Center, Cosmetology program as attached.
- F. Field trip for Coopers Education Center, Culinary Arts program as attached.

CARRIED UNANIMOUSLY

8. BOARD PRESIDENT'S REPORT**A. Superintendent's Evaluation and Board Retreat**

Board President Keddell and the Board scheduled March 3, 2015 from 3:00-5:00 p.m. at the Coopers Education Center, Building 8, DL Room for their Board Retreat. An agenda will be drafted and shared.

9. SUPERINTENDENT'S REPORT

- A. District and superintendent visits** for the purpose of introduction and information about BOCES:

District Superintendent Frame shared that he has attended 5 component district Board meetings and is scheduled to attend the other 16 meetings in January and February. He also shared that he has held 5 meetings with individual Superintendents and is scheduled to meet with the other 16 Superintendents in January and February.

Other Items:

- Shared letters from the Governor's office to Regent Tisch and Commissioner King.
- Shared the Regents' response letter to the Governor.
- Shared that Elizabeth Berlin was appointed as the Interim Commissioner as of January 1, 2015 by SED.
- Discussed Board Notes. Would like feedback from the Board as to whether this is an effective vehicle for receiving information from Cabinet.
- Shared information regarding Gap Elimination Adjustment (GEA).

EXECUTIVE SESSION**15-078**

Upon the motion of Learn, seconded by Moss, it is resolved to move to executive session at 7:22 p.m. to discuss eight employment history matters concerning particular persons and one legal matter.

CARRIED UNANIMOUSLY**OPEN SESSION****15-079**

Upon the motion of Bulkley, seconded by Moss, it is resolved to move to open session at 7:42 p.m.

CARRIED UNANIMOUSLY**6. PERSONNEL - ADDENDA****15-080**

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

A. Retirement

2. John Grattolino, Position: Occupational Therapist, Effective: February 28, 2015, Date of Hire: September 1, 1991.

B. Resignations

5. Christine McKendrick, Position: Registered Professional Nurse, Effective: end of day January 29, 2015, Date of Hire: September 2, 2014.
6. Alan Cecce, Position: Network Technology Specialist, Effective: end of day February 17, 2015, Date of Hire: January 27, 1997.

N. Juul Agreement

1. Andrew Dennis, Teacher, serving in the tenure area of Vehicle Mechanical Repair (including Heavy Equipment), Certification of Transitional A, February 1, 2012 through January 31, 2015, continuation of Probationary Period through January 31, 2016 through a Juul Agreement.

CARRIED UNANIMOUSLY**10. ADJOURNMENT****15-081**

Upon the motion of Moss, seconded by Dlugos, it is resolved to adjourn the meeting at 7:43 p.m.

CARRIED UNANIMOUSLY**Next Meetings**

Meeting	Date/Time	Location
Regular	02/03/15, 5:30 p.m.	Coopers Education Ctr., Bldg. 8, DL Room
Board Retreat	03/03/15, 3:00-5:00 p.m.	Coopers Education Ctr., Bldg. 8, DL Room
Regular	03/03/15, 5:30 p.m.	Coopers Education Ctr., Bldg. 8, DL Room

dlh
January 7, 2015

Respectfully Submitted,
Doretta L. Hughson
Board Clerk