

**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

Coopers Education Center, Bldg. 8, Distance Learning Room

August 7, 2014

5:30 p.m.

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

ABSENT: Bulkley.

ALSO PRESENT: Interim District Superintendent MacDonald; Cabinet Members:
Bentley, Johnson, Munson, Pierce and Weinman; Board Clerk
Hughson.

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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 thanked everyone for their condolences.

3. ACCEPTANCE OF THE AGENDA WITH ADDENDA

15-024

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

CARRIED UNANIMOUSLY

4. CONSENSUS ITEMS

15-025

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

A. Approval of Minutes

1. Reorganizational & Regular Board Meetings – July 1, 2014.

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – June 30, 2014.
2. Student Activities – Bush Education Center – 4/01/14-6/30/14.
3. Student Activities – Coopers Education Center - 4/01/14-6/30/14.
4. Student Activities – Wildwood Education Center - 4/01/14-6/30/14.

C. Internal Claims Auditor's Reports – June 2014 as attached.

CARRIED UNANIMOUSLY

5. FINANCE**15-026**

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

A. General Fund Establishments and Adjustments.**1. Budget Establishment for 2013-14:**

Item#	CoSer #	Title	In the Amount of
225-14	571.495	Computer Service, Instructional w/WFL BOCES	\$ 700

This establishment will be supported as follows:

225-14 571.495 Bath: \$350 and Hornell: \$350

2. Budget Increases for 2013-14:

Item #	CoSer #	Title	Increase	From	To
226-14	251.493	Staffing 1:6:1 w/Genesee Valley BOCES	\$ 7,778	\$ 145,304	\$ 153,082
227-14	416.494	Academic Prog, Sp Facilities w/Monroe 1 BOCES	\$ 167	\$ 6,736	\$ 6,903
228-14	430.000	Distance Learning	\$ 3,695	\$ 647,293	\$ 650,988
229-14	506.000	Curriculum Development	\$ 15,497	\$ 832,763	\$ 848,260
230-14	508.000	Library Services/Media	\$ 83	\$ 298,718	\$ 298,801
231-14	512.000	Computer Service, Instructional	\$ 6,701	\$ 2,403,564	\$ 2,410,265
232-14	522.000	Equipment Repair	\$ 2,433	\$ 363,499	\$ 365,932
233-14	525.000	Staff Development: Certified & Administrative	\$ 82,812	\$ 1,492,597	\$ 1,575,409
234-14	537.000	School/Curriculum Improvement Planning	\$ 21,465	\$ 1,567,483	\$ 1,588,948
235-14	567.690	SIP w/Sullivan BOCES	\$ 27,500	\$ 72,500	\$ 100,000
236-14	605.000	Computer Service: Management	\$ 20,955	\$13,598,434	\$13,619,389

These increases will be supported as follows:

226-14	251.493	Arkport: \$11,276 and Avoca: (\$3,498)
227-14	416.494	Horseheads: \$167
228-14	430.000	Hornell: \$695 and Prattsburgh: \$3,000
229-14	506.000	Alfred-Almond: \$600, Bath: \$13,425 and Campbell Savona: \$1,472
230-14	508.000	Canisteo-Greenwood: \$70 and Elmira Heights: \$ 13
231-14	512.000	Corning: \$118, Elmira: \$4,185, Prattsburgh: \$330 and Watkins Glen: \$2,068
232-14	522.000	Corning: \$2,433
233-14	525.000	Addison: \$1,362, Arkport: \$ 3,380, Avoca: \$ 700, Bath: \$12,635, Bradford: \$ 1,530, Campbell-Savona: \$6,660, Canaseraga: \$ 1,330, Corning: \$24,380, Elmira: \$12,375, Hornell: \$18,150 and Horseheads: \$310
234-14	537.000	Hammondsport: \$ 1,768, Jasper-Troupsburg: \$ 210 and Waverly: \$19,487
235-14	567.690	Corning: \$27,500
236-14	605.000	Bath: \$16,122, Prattsburgh: (\$3,000) and Misc. Revenue: \$7,833

3. Budget Decrease for 2013-14:

Item #	CoSer #	Title	Decrease	From	To
237-14	563.597	Printing w/Madison-Oneida BOCES	\$ 2,446	\$ 3,556	\$ 1,110

This decrease will be supported as follows:

237-14 563.597 Horseheads: (\$2,446)

4. Transfers within programs for 2013-14:**a. Transfers in excess of \$10,000.**

COSER NO.	PROGRAM	BUDGET CODE	TRANSFER IN	TRANSFER OUT
001	Central Administration	A001-1490-816-0-00 Health Insurance		\$15,550
		A001-1490-817-0-00 Healthcare Admin	\$15,550	
		TOTAL	\$15,550	\$15,550
102	Career & Technical Education	A102-3127-816-0-00 Health Insurance		\$11,609
		A102-3020-816-0-74 Health Insurance	\$11,609	
		TOTAL	\$11,609	\$11,609

214	Special Class 1:6:1	A214-4230-816-0-00 Health Insurance		\$10,040
		A214-4230-153-0-00 Instr. Stipend	\$10,040	
		TOTAL	\$10,040	\$10,040
219	Multi-Disabled 1:6:1	A219-4230-150-0-00 Certified Salaries		\$32,850
		A219-4230-168-0-00 Teacher Aide	\$32,850	
		TOTAL	\$32,850	\$32,850
224	Day Treatment	A224-4230-150-0-00 Certified Salaries		\$13,423
		A224-4230-151-0-00 Instr. Substitutes	\$13,423	
		TOTAL	\$13,423	\$13,423
305	Itinerant-Physical Therapy	A305-6716-456-0-00 Mileage Expense		\$13,362
		A305-6716-160-0-00 N-I Salaries	\$13,362	
		TOTAL	\$13,362	\$13,362
430	Distance Learning	A430-5877-400-A-01 Contract & Other		\$13,566
		A430-5877-150-A-01 Certified Salaries	\$13,566	
		TOTAL	\$13,566	13,566
732	1:1 Aides-Multiple Options	A732-4220-456-0-00 Mileage Expense		\$12,121
		A732-4220-161-0-00 N-I Sub. Salary	\$12,121	
		TOTAL	\$12,121	\$12,121
737	Related Service: 1:1 Nurse	A737-4020-160-0-01 N-I Salaries		\$22,028
		A737-4020-160-0-00 N-I Salaries	\$22,028	
		TOTAL	\$22,028	\$22,028

5. Budget Increases for 2014-15:

Item #	CoSer #	Title	Increase	From	To
002-15	312.000	Itinerant School Psychologist	\$ 36,156	\$ 279,729	\$ 315,885
003-15	430.000	Distance Learning	\$ 5,795	\$ 540,283	\$ 546,078
004-15	512.000	Computer Service, Instructional	\$ 32,850	\$ 2,338,231	\$ 2,371,081
005-15	527.000	Instructional materials (Science Resource Center)	\$ 5,000	\$ 732,048	\$ 737,048
006-15	537.000	School/Curriculum Improvement Planning	\$ 20,000	\$ 1,356,627	\$ 1,376,627
007-15	605.000	Computer Service: Management	\$ 63,040	\$12,528,220	\$12,591,260
008-15	609.000	Safety/Risk Management	\$ 6,876	\$ 723,000	\$ 729,876

These increases will be supported as follows:

002-15	312.000	Based on District Participation: \$36,156
003-15	430.000	Waverly: \$5,795
004-15	512.000	Horseheads: \$32,850
005-15	527.000	Addison: \$5,000
006-15	537.000	Waverly: \$20,000
007-15	605.000	Campbell-Savona: \$555, Horseheads: \$49,417, Waverly: \$10,511 and Genesee Valley BOCES (Avon: \$2,557)
008-15	609.000	Broome-Tioga BOCES (Chenango Forks: \$6,876)

6. Budget Decrease for 2014-15:

Item #	CoSer #	Title	Decrease	From	To
009-15	332.000	Itinerant School Social Worker	\$ 67,472	\$ 139,116	\$ 71,664

This decrease will be supported as follows:

009-15	332.000	Based on District Participation: (\$67,472)
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B. Federal Fund Establishments and Adjustments.

1. Budget Increases for 2013-14

- a. Comprehensive Health and Wellness budget is increased by \$859.17 from \$15,084.57 to \$15,943.74.

- b. The FSET-OTDA budget is increased in the amount of \$250,000 for the period October 1, 2013 – September 30, 2014 of a multi-year contract ending December 31, 2016.

C. Purchasing.

1. Approval of Resolution, as attached, for IPA for Desktop/Laptops, Mobile Laptop Cart and WiFi Access Points in the amount of \$50,000.00 for Elmira Heights Central School District.
2. Approval of Resolution, as attached, to participate in cooperative bidding with Eastern-Suffolk BOCES for copiers.
3. Approval of Resolution, as attached, to participate in cooperative natural gas bid WFL 2015-19 with Wayne-Finger Lakes BOCES for the Coopers and Wildwood Campuses.

CARRIED UNANIMOUSLY

6. PERSONNEL WITH ADDENDA

15-027

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

A. Retirement

1. Pamela Hawthorne, Position: Community Information Specialist, Effective: end of day July 1, 2014, Date of Hire: October 22, 1998.

B. Resignations

1. Jessakka Schermerhorn, Position: Teacher, Effective: July 1, 2014, Date of Hire: September 3, 2013.
2. Cara Seymour, Position: Teacher, Effective: July 5, 2014, Date of Hire: September 3, 2009.
3. Lesa Bussman, Position: School District Treasurer, Effective: end of day July 9, 2014, Date of Hire: July 1, 2004.
4. Elaine Lepkowski, Position: Teacher, Effective: end of day August 1, 2014, Date of Hire: September 1, 1997.
5. Kelley Batrowny, Position: Instructional Technology Administrator, Effective: September 1, 2014, Date of Hire: August 18, 2008.

C. Creation of Positions

1. Curriculum Mentor, one (1) part-time, time-sheet basis, 12 month position, effective August 1, 2014 through June 30, 2015.
2. Adult Education LPN Instructor, two (2) full-time (1.0 FTE), 12 month positions, effective July 1, 2014.
3. Adult Literacy Instructor, one (1) full-time (1.0 FTE), 12 month position, effective July 1, 2014.

D. Increase to Position

1. Instructional Technology Coordinator, one (1) part-time, 12 month position, increased from .5 FTE to .6 FTE, effective July 1, 2014, due to the increase in districts' requests for services.

E. Increase in Assignment

1. Sara Balliett, Position: Instructional Technology Coordinator, Effective: July 1, 2014, Increase: .5 FTE to .6 FTE, Certification Status: Professional, Library Media Specialist, February 1, 2010, Salary: \$73,449.00 prorated.

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

1. Gary Leonard, Position: Building Maintenance Mechanic, Permanent Date: July 8, 2014.
2. Jean Peterson, Position: Senior Account Clerk, Permanent Date: July 18, 2014.

G. Civil Service Reclassification

1. School District Treasurer, one full-time (1.0 FTE), 12 month, Competitive Civil Service position, reclassified to Senior Account Clerk, full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective August 5, 2014.

H. Appointments

1. Jennifer McMillen, Position: Teacher, Speech and Hearing Handicapped, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment, Effective: September 2, 2014, Tenure Area: Education of Children with Handicapping Conditions – Education of Speech and Hearing Handicapped Children, Certification: Initial, Speech and Language Disabilities, September 1, 2012 through August 31, 2017, Probationary Period: September 2, 2014 through September 1, 2017, Salary: \$47,355.00 (step 3 + Credit Hour Stipend + Degree Stipend + Special Education Stipend).
2. Anthony Burin, Position: Courier, part-time, (.2 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment, Effective: July 1, 2014, Probationary Period: July 1, 2014 through June 30, 2015, Salary: \$13.71 per hour (step 1, grade 2).
3. Gregory Keefer, Position: Courier, part-time, (.2 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment, Effective: July 1, 2014, Probationary Period: July 1, 2014 through June 30, 2015, Salary: \$13.71 per hour (step 1, grade 2).
4. Bruce Payne, Position: Building Maintenance Mechanic, full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment, Effective: July 9, 2014, Probationary Period: July 9, 2014 through July 8, 2015, Salary: \$16.61 per hour (step 3, grade 12).
5. Kathy Johnston, Position: Senior Account Clerk, full-time (1.0 FTE), 12 month position, Competitive Civil Service, Promotional, Probationary appointment, Civil Service Promotional List # 73453, Effective: July 28, 2014, Probationary Period:

July 28, 2014 through October 20, 2015, Salary: \$17.21 per hour (step 7, grade 9).

6. Kelley Batrowny, Position: Assistant Principal, CTE, full-time (1.0 FTE), 12 month position, Probationary appointment, Effective: September 2, 2014, Tenure Area: Assistant Principal, Certification: Professional, School District Leader, September 1, 2013, Probationary Period: September 2, 2014 through September 1, 2017, Salary: \$70,000.00 per year, prorated.

I. Temporary Appointments

1. Susan Yochum, Position: Adult Education LPN Instructor, full-time (1.0 FTE), 12 month position, Unclassified, Temporary appointment, Effective: July 1, 2014 through June 30, 2015, Certification: Job Skills Training Instructor, Adult Education Certificate, February 1, 2013 through January 31, 2016, Salary: \$46,092.00 per year.
2. Kristen Kramarik, Position: Adult Literacy Instructor, full-time (1.0 FTE), 12 month position, Unclassified, Temporary appointment, Effective: July 1, 2014 through June 30, 2015, Certification: Literacy and GED Preparation Instructor, Adult Education Certificate, pending completion of certification requirements, Salary: \$38,400.00 per year.
3. Cynthia Hayes, Position: Adult Education LPN Instructor, full-time (1.0 FTE), 12 month position, Unclassified, Temporary appointment, Effective: August 1, 2014 through June 30, 2015, Certification: Job Skills Training Instructor, Adult Education Certificate, March 22, 2014 through August 31, 2017, Salary: \$44,880.00 per year, prorated.
4. Michelle Princiotto, Position: Curriculum Mentor, part-time, time-sheet basis, 12 month position, Temporary appointment, Effective: August 1, 2014 through June 30, 2015, Certification: Art, Permanent, September 1, 1981, Salary: \$40.00 per hour.
5. Nancy Zito, Position: Health Plan Administrator, reinstatement of Competitive Civil Service appointment, temporary, time-sheet basis, Effective: July 1, 2014 through June 30, 2015, Salary: \$45.02 per hour.
6. Wendy Swearingen, Position: Account Clerk, reinstatement of Competitive Civil Service appointment, temporary, time-sheet basis, Effective: July 1, 2014 through June 30, 2015, Salary: \$35.84 per hour, time-sheet basis.
7. Michelle Carapella, Position: Teacher, full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, pending completion of certification requirements, Effective: September 2, 2014 through June 30, 2015, Certification: Education of Children with Handicapping Conditions – General Special Education, pending completion of certification requirements, Salary: \$41,573.00 per year (step 1).

J. Annual Appointment, effective July 1, 2014 through June 30, 2015; no additional salary

1. **Certified Lead Evaluators**
 - a. Geraldine Furterer

K. Mentoring Stipends, Stipend of \$831 per year

1. Hildreth Rose mentoring Todd Goho, effective July 1, 2014 through June 30, 2015
2. Michele Kelley mentoring Stacy Falkowski, effective September 2, 2014 through June 30, 2015

L. Annual Stipends, effective July 1, 2014 through June 30, 2015, except where noted

1. **Education Grant Services**, Stipend \$2,500
 - a. Diane Habeck, Team Leader
 - b. Jennifer Mieczynski, Team Leader
2. **STEM/Science Center**, Stipend \$2,500
 - a. Nancy Stratton, Team Leader
3. **STEM Curriculum Mentor**, Stipend \$825, effective September 3, 2013 through June 30, 2014 (not added to board in 2013-2014)
 - a. Brande Flaitz, Team Leader

M. Report of Temporary and Substitute Personnel as attached.

N. Additional Compensation report revised.

CARRIED UNANIMOUSLY

7. PROGRAMS

A. None.

8. BOARD PRESIDENT'S REPORT

A. GST BOCES' District Superintendent Search

Board President Keddell reported on the GST BOCES' District Superintendent search process.

B. Rural Schools Conference

Board Members Apgar and Everett reported on the Rural Schools Conference held on July 13-15, 2014.

C. 2014 Summer Leadership Institute

Board Members Moss and Learn will report on the 2014 Summer Leadership Institute held on July 31, 2014 at the August 26, 2014 Board meeting.

9. SUPERINTENDENT'S REPORT**15-028**

Upon the motion of Learn, seconded by Lemmon, it is approved to waive the second reading of **Board Policy #5510 – Student Policies**.

CARRIED UNANIMOUSLY

15-029

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

A. Board Policy - #5330 – Student Policies – “Student Searches and Interrogations” (second reading) – as attached.

B. Board Policy - #9580 – Personnel & Negotiations – “Social Media” (second reading) – as attached.

C. Board Policy - #5510 – Student Policies – “Parents’ Bill of Rights Relating to Student Data” (first reading) – as attached.

CARRIED UNANIMOUSLY

D. SED update:

1. Discussion of Parents’ Bill of Rights.
2. Discussion on Property Tax Freeze Credit.
3. Met Deputy Commissioner for the Office of P-12 Education, Dr. Cosimo Tangorra.
4. Discussion on CTE Pathways in New York State.

E. Jasper-Troupsburg CSD Superintendent of Schools Search

Jasper-Troupsburg Central School District's Board of Education appointed Interim District Superintendent MacDonald of GST BOCES as the consultant for their Superintendent of Schools search on July 30, 2014.

EXECUTIVE SESSION**15-030**

Upon the motion of Apgar, seconded by Learn, it is resolved to move to executive session at 5:57 p.m. to discuss one employment history matter concerning a particular person and four legal matters.

CARRIED UNANIMOUSLY

OPEN SESSION**15-031**

Upon the motion of Moss, seconded by Everett, it is resolved to move to open session at 7:13 p.m.

CARRIED UNANIMOUSLY

Area 4 Director of New York State School Boards Association**15-032**

Upon the motion of Moss, seconded by Scott, it is resolved to support the nomination of Sandra H. Ruffo for the position of Area 4 Director of the New York State School Boards

Association by submitting a letter of nomination to Mary Metheny at email address mary.metheny@nyssba.org prior to August 29, 2014.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

15-033

Upon the motion of Apgar, seconded by Scott, it is resolved to adjourn the meeting at 7:15 p.m.

CARRIED UNANIMOUSLY

Next Meetings

Meeting	Date/Time	Location
Retreat	Postponed	Coopers Education Ctr., Bldg. 8, DL Room
Regular	08/26/14, 6:00 p.m.	Coopers Education Ctr., Bldg. 8, DL Room
No Meeting	September 2014	

Respectfully Submitted,

dlh
August 8, 2014

Doretta L. Hughson
Board Clerk