

**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**

**November 4, 2014**

**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:** Dorie Hughson.

**ALSO PRESENT:** Interim District Superintendent MacDonald; Cabinet Members: Bentley, Drake, Johnson, Manning, Moschetti, Munson, Pierce, Spencer and Weinman; Deputy Board Clerk Hazzard; BOCES Staff: Linda Perry (D: 6:40 p.m.); and Guest: James Frame.

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GST BOCES Staff present for BOE dinner and School Board Recognition Week Recognition: Jo Barlow, Robin DeLong, Erin Edger; GST BOCES Students: Special Education/CTE students from Corning-Painted Post: Mike Stevens, Ben Soporowski; Coopers Culinary Arts students: Kahlyn Ellis, Logan Ansone, Jessica Lawrence; Adult Education ESOL student: Ana DeVal.

Chef Beebe and Ms. Campbell introduced their Culinary Arts program students who prepared and served dinner to the Board Members in honor of School Board Recognition Week. The Board Members thanked the students for the wonderful dinner and the cupcakes given to the Board members.

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Board President Keddell called the meeting to order and led the Pledge of Allegiance at 6:25 p.m.

**2. PRIVILEGE OF THE FLOOR**

Board member Moss commented on the GST School Boards Association's October 30, 2014 Economic Future of the GST BOCES Region presentation by Jack Benjamin.

**3. ACCEPTANCE OF THE AGENDA WITH ADDENDUM**

**15-053**

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

**CARRIED UNANIMOUSLY**

**4. CONSENSUS ITEMS**

**15-054**

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

**A. Approval of Minutes**

1. Regular Board Meeting – October 7, 2014.

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

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

## **C. Internal Claims Auditor's Reports – September 2014 as attached.**

**CARRIED UNANIMOUSLY**

## **5. FINANCE**

**15-055**

Upon the recommendation of the Interim 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
042-15	320.000	Itinerant-Supervisor of Special Education	\$ 18,010
043-15	344.495	Occupational Therapy w/Wayne-Finger Lakes BOCES	\$ 656
044-15	419.693	Academic Programs, Special Facilities w/TST BOCES	\$ 360
045-15	562.493	School Curriculum Improvement Planning w/GV BOCES	\$ 200
046-15	645.694	Cooperative Bidding w/E. Suffolk BOCES	\$ 510
047-15	648.698	Recruiting Service w/Putnam-N. Westchester BOCES	\$ 3,486
048-15	649.493	Staff Development Bus Driver Safety w/GV BOCES	\$ 285

These establishments will be supported as follows:

042-15	320.000	Horseheads: \$18,010
043-15	344.495	Prattsburgh: \$656
044-15	419.693	Horseheads: \$360
045-15	562.493	Watkins Glen: \$200
046-15	645.694	GST BOCES: \$510
047-15	648.698	Waverly: \$3,486
048-15	649.493	Avoca: \$285

#### **2. Budget Increases for 2014-15:**

Item #	CoSer #	Title	Increase	From	To
049-15	401.000	Arts in Education	\$ 1,000	\$ 373,299	\$ 374,299
050-15	415.000	Regional Summer School	\$ 79,261	\$ 726,130	\$ 805,391
051-15	430.000	Distance Learning	\$ 3,875	\$ 557,532	\$ 561,407
052-15	511.000	Printing	\$ 146,392	\$ 649,921	\$ 796,313
053-15	512.000	Computer Service, Instruction	\$ 17,394	\$ 2,379,499	\$ 2,396,893
054-15	518.000	Coordinator of Home Instruction	\$ 5,686	\$ 40,915	\$ 46,601
055-15	525.000	Staff Development: Certified & Administrative	\$ 28,130	\$ 1,776,802	\$ 1,804,932
056-15	527.000	Instructional Materials (Science Resource Center)	\$ 9,059	\$ 741,255	\$ 750,314
057-15	605.000	Computer Service: Management	\$ 74,054	\$12,913,817	\$12,987,871
058-15	620.596	Public Information w/Albany BOCES	\$ 143	\$ 46,110	\$ 46,253

These increases will be supported as follows:

049-15	401.000	Campbell Savona: \$1,000
050-15	415.000	Addison: \$3,554, Arkport: (\$1,568), Avoca: (\$5,371), Bath: \$3,489, Bradford: (\$6,669), Campbell-Savona: \$9,102, Canaseraga: (\$318), Canisteo-Greenwood: (\$3,501), Corning: \$18,593, Elmira: \$37,702, Elmira Heights: \$822, Hammondsport: (\$8,065), Hornell: \$5,279, Horseheads: \$7,556, Jasper-Troupsburg: \$4,466, Odessa-Montour: \$1,809, Prattsburgh: (\$15,217), Spencer-Van Etten: \$1,629, Watkins Glen: (\$24,976), Waverly: \$25,855, Cattaraugus-Allegany BOCES (Andover: \$13,600) and Wayne-Finger Lakes BOCES (Naples: \$11,490)
051-15	430.000	Alfred-Almond: \$875 and Arkport: \$3,000
052-15	511.000	Addison: \$6,418, Alfred-Almond: \$733, Arkport: \$2,287, Avoca: \$1,145, Bath: \$4,745, Bradford: \$965, Campbell-Savona: \$3,244, Canaseraga: \$630, Canisteo-Greenwood:

		\$1,425, Coming: \$38,358, Elmira: \$17,014, Elmira Heights: \$4,118, Hammondsport: \$968, Hornell: \$2,248, Horseheads: \$ 38,605, Jasper-Troupsburg: \$176, Odessa-Montour: \$2,223, Prattsburgh: \$200, Spencer-Van Etten: \$3,206, Watkins Glen: \$2,594, Waverly: \$9,369 and Misc. Revenue: \$5,721
053-15	512.000	Elmira: \$11,360, Hornell: (\$6,466) and Broome-Tioga BOCES (Binghamton City: \$12,500)
054-15	518.000	Arkport: \$1,864 and Watkins Glen: \$3,822
055-15	525.000	Spencer-Van Etten: \$28,130
056-15	527.000	Spencer-Van Etten: \$3,979 and Tompkins-Seneca-Tioga BOCES (Candor: \$3,203 and South Seneca: \$1,877)
057-15	605.000	Campbell-Savona: \$500, Jasper-Troupsburg: \$4,000, Miscellaneous Revenue (SAVE, DASA, Southern Tier Regional Planning Board): \$36,844, E-Rate Revenue Districts: \$8,599 and E-Rate Revenue BOCES: \$24,111
058-15	620.596	Arkport: \$143

### 3. Budget Decrease for 2014-15:

Item #	CoSer #	Title	Decrease	From	To
059-15	403.003	Alternative Ed-Secondary	\$ 9,957	\$ 1,593,120	\$ 1,583,163

This decrease will be supported as follows:

059-15	403.003	Bradford: (\$9,957)
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### 4. Transfers within programs for 2014-15:

a. Report of all fund transfers for the period 07/01/14-09/30/14 as attached.

b. 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>
605	Computer Service: Management	A605-7710-150-C-18 Certified Salaries		\$34,680
		A605-7710-801-C-09 Post Employment		\$1,388
		A605-7710-811-C-09 NYS TRS		\$6,172
		A605-7710-812-C-09 Comp Insurance		\$367
		A605-7710-815-C-09 Social Security		\$2,653
		A605-7710-816-C-09 Health Insurance		\$2,568
		A605-7710-817-C-09 Healthcare Admin		\$42
		A605-7710-818-C-09 Unemploy Ins.		\$174
		A605-7710-819-C-09 HRA		\$400
		A605-7710-822-C-09 HRA Admin.		\$24
		A605-7710-450-C-09 Facility Contract		\$1,500
		A605-7710-456-C-09 Mileage Expense		\$1,248
		A605-7710-400-S-18 Contract & Other	\$12,262	
		A605-7710-400-8-18 Contract & Other	\$19,923	
		A605-7710-200-8-18 Equipment	\$19,031	
		<b>TOTAL</b>	<b>\$51,216</b>	<b>\$51,216</b>

## B. Federal Fund Establishments and Adjustments

### 1. Grant Acceptance and Budget Establishments for 2014-15:

- a. WIA, Title 2, Adult Basic Education grant for services accepted and the budget established in the amount of \$125,530 for the period July 1, 2014 through June 30, 2015 as attached. Approval was received on September 30, 2014.
- b. WIA, Title 2, Incarcerated grant for services accepted and the budget established in the amount of \$125,000 for the period July 1, 2014 through June 30, 2015 as attached. Approval was received on October 6, 2014.
- c. WIA, Title 2, Adult Education & Literacy (Literacy Zone) grant for services accepted and the budget established in the amount of \$100,000 for the period July 1, 2014 through June 30, 2015 as attached. Approval was received on September 30, 2014.

- d. Teaching is the Core grant accepted and the budget established in the amount of \$200,000 for the period September 1, 2014 through June 30, 2015 as attached. Approval was received on October 21, 2014.
- e. Appalachian Regional Commission STEM Deployment Project grant accepted and the budget established in the amount of \$150,000 for the period July 1, 2014 through August 31, 2015 as attached. Approval was received on September 25, 2014.
- f. School Based Vocational/Work Incentive Program grant accepted and the budget established in the amount of \$38,435 for the period July 1, 2014 through June 30, 2015 as attached. Approval was received on September 18, 2014.

2. Grant Increases for 2014-15:

- a. School Library System Grant increased by \$15,716 from \$183,101 to \$198,817. This is for the rollover amount from 2013-2014.
- b. School Library System Aid for Automation Grant increased by \$11,335 from \$13,535 to \$24,870. This is for the rollover amount from 2013-2014.

3. Budget Establishments for 2014-15:

- a. Statewide School Finance Consortium budget established in the amount of \$11,025 for the period July 1, 2014 through June 30, 2015. Revenue for this program comes from component school districts.
- b. Comprehensive Health/Wellness budget established in the amount of \$8,334.08 for the period July 1, 2014 through June 30, 2015. Revenue for this program comes from rollover funds from 2013-2014.
- c. Southern Tier Scholars budget established in the amount of \$12,244.72 for the period July 1, 2014 through June 30, 2015. Revenue for this program comes from rollover funds from 2013-2014.
- d. Model Transition Program Transition Conference budget established in the amount of \$1,446.30 for the period July 1, 2014 through June 30, 2015. Revenue for this program comes from rollover funds from 2013-2014.
- e. Southern Tier SciFair and Cyber Civ budget established in the amount of \$35,201.75 for the period July 1, 2014 through June 30, 2015. Revenue for this program comes from rollover funds from 2013-2014.

**C. Purchasing**

- 1. Approval of Resolution, as attached, to participate in cooperative electricity bid (WFL 2015-12) with Wayne-Finger Lakes BOCES for the Coopers and Wildwood Campuses.

2. Approval of Resolutions, as attached, to participate in cooperative electricity and natural gas bids with OCM BOCES for the Bush Campus.

**D. School Refunds**

1. School Refunds for Schuyler-Steuben-Chemung-Tioga-Allegany BOCES for 2014-2015 in the amount of \$6,345,183.07 based on 2013-2014 final expenditures as attached.

**E. Lease Approval**

1. Approval of lease for classroom space in the Canaseraga Central School District effective November 1, 2014 through June 30, 2019 as attached.

**CARRIED UNANIMOUSLY**

**6. PERSONNEL**

**15-056**

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

**A. Resignations**

1. **Michael Eichenlaub**, Position: Teacher Aide, Effective: end of day October 31, 2014, Date of Hire: October 11, 2006.
2. **Mary Gray**, Position: Registered Professional Nurse, Effective: end of day October 31, 2014, Date of Hire: October 31, 2006.
3. **Joseph Palladino**, Position: Education Grant Specialist, Effective: end of day November 6, 2014, Date of Hire: March 31, 2014.
4. **Katelin Woods**, Position: STEM Curriculum Mentor, Effective: end of day November 21, 2014, Date of Hire: September 3, 2013.

**B. Civil Service Probationary Period Extension**

1. **Kathy Johnston**, Senior Account Clerk, extension of Probationary Period through January 7, 2015, to demonstrate competency in the promoted position.

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

1. **Sheri Frail**, Position: Cook Manager, Permanent Date: November 5, 2014.
2. **Susan Sager**, Position: Registered Nurse, Permanent Date: November 5, 2014.
3. **Jennifer Batrone**, Position: Senior Account Clerk, Permanent Date: December 2, 2014.

**D. Juul Agreement**

1. **Jessica Manwaring**, Teaching Assistant, serving in the tenure area of Teaching Assistant, Teaching Assistant, Level III, September 16, 2014, continuation of Probationary Period through September 5, 2015 through a Juul Agreement.

**E. Tenure Appointment**, due to successful completion of Probationary Period, no change in salary

1. **Michelle Mills-Bailey**, Position: Teacher, Special Education, Tenure Area: Education of Children with Handicapping Conditions – Education of Speech and Hearing Handicapped Children, Effective Date of Tenure: November 13, 2014, Certification Status: Permanent, Speech and Hearing Handicapped, September 1, 2004.

**F. Change from Temporary Appointment to Non-Tenured Appointment or Probationary Appointment**, due to successful completion of certification requirements

1. **Laura Carozza**, Position: Adult Program Counselor, full-time (1.0 FTE), 12 month position, Unclassified, Non-Tenured appointment, Effective: October 4, 2014, Certification: Assessment and Advisement Instructor, Adult Education Certificate, October 4, 2014 through January 31, 2018, Salary: \$42,500.00 per year, prorated.
2. **Sara Fratarcangelo**, Position: Teaching Assistant, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment, Effective: October 8, 2014, Tenure Area: Teaching Assistant, Certification: Teaching Assistant, Level I, October 8, 2014 through January 31, 2018, Probationary Period: October 8, 2014 through October 7, 2017, Salary: \$30,973.00 per year, prorated (step 1 + Credit Hour Stipend + Degree Stipend).

**G. Creation of Positions**

1. **Teacher Aide**, one full-time (1.0 FTE), 10 month, school calendar position, effective October 6, 2014, due to the increase in districts' requests for services.
2. **Registered Professional Nurse**, one full-time (1.0 FTE), 10 month, school calendar position, effective October 28, 2014, due to the increase in districts' requests for services.

**H. Appointments**

1. **S. Scott Arnold**, Position: Central Business Office Controller, full-time (1.0 FTE), 12 month position, Promotional, Competitive Civil Service Probationary appointment, Effective: November 3, 2014, Probationary Period: November 3, 2014 through January 26, 2015, Salary: \$95,000.00 prorated.
2. **Mary Nauseef**, Position: Registered Professional Nurse, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service Probationary appointment, Effective: October 28, 2014, License: Registered Professional Nursing, July 17, 2000 through July 31, 2017, Probationary Period: October 28, 2014 through December 29, 2015, Salary: \$19.46 per hour (step 4, grade 13).
3. **Traci Polmanteer**, Position: Teacher Aide, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service Probationary appointment, Effective: October 6, 2014, Probationary Period: October 6, 2014 through December 14, 2015, Salary: \$8.82 per hour.
4. **Maryann Chalmers**, Position: Cook Manager, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service Probationary

appointment, Effective: November 17, 2014, Probationary Period: November 17, 2014 through January 25, 2016, Salary: \$28,120.00 per year, prorated.

#### **I. Temporary Appointments**

1. **Katy Buzzetti**, Position: School Business Administrator, Central Business Office, full-time (1.0 FTE), 12 month position, Temporary appointment, pending the completion of certification requirements, Effective: September 1, 2014 through June 30, 2015, Certification: certification requirements not completed, School District Business Leader required, Salary: \$78,000.00 per year.
2. **Timothy Cheresnowsky**, Position: Teaching Assistant, acting as Teacher, Welding, full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, Effective: September 2, 2014 through June 25, 2015, Certification: Not certified, Welding (grades 7-12) required, Salary: \$63,950.00 per year.
3. **Chestina Black**, Position: Senior Account Clerk, full-time (1.0 FTE), 12 month position, Temporary, pending return of employee on medical leave, Effective: November 10, 2014 through May 10, 2015, Salary: \$15.19 per hour (step 1, grade 9).

#### **J. Report of Temporary and Substitute Personnel** as attached.

**CARRIED UNANIMOUSLY**

### **7. PROGRAMS**

**15-057**

#### **FIELD TRIPS**

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

- A. Approval of field trip for Bush Education Center, New Visions Education & Human Services program as attached.
- B. Approval of field trip for Wildwood Education Center, Criminal Justice program as attached.
- C. Approval of field trip for Wildwood Education Center, Auto Tech and Auto Body programs as attached.

**CARRIED UNANIMOUSLY**

### **8. BOARD PRESIDENT'S REPORT**

- A. Discussion of the Energy Performance Contract – Brian Bentley
- B. Regents' multiple pathway changes – Chris Weinman
- C. Board reflections on NYSSBA
- D. Discussion of Superintendent evaluation document – will be reviewed at the December meeting.

**9. SUPERINTENDENT'S REPORT**

Interim District Superintendent MacDonald shared that he has enjoyed his time at GST BOCES and the opportunity to meet the Board and BOCES staff. He wished the best to all and looks forward to the times when our paths will cross again. He said BOCES is in great hands with Jim Frame as he will be a great leader and resource for the region.

**A. SED** update from Interim District Superintendent MacDonald from his November DS meeting.

**B. Public Discussion on Transparency Report** – Linda Perry presented and distributed a handout on this topic.

**EXECUTIVE SESSION****15-058**

Upon the motion of Apgar, seconded by Scott, it is resolved to move to executive session at 7:40 p.m. to discuss three employment history matters concerning particular persons and two legal matters.

CARRIED UNANIMOUSLY

**OPEN SESSION****15-059**

Upon the motion of Peoples, seconded by Bulkley, it is resolved to move to open session at 8:00 p.m.

CARRIED UNANIMOUSLY

**10. ADJOURNMENT****15-060**

Upon the motion of Apgar, seconded by Scott, it is resolved to adjourn the meeting at 8:00 p.m.

CARRIED UNANIMOUSLY

**NEXT MEETINGS**

Meeting	Date/Time	Location
Bush Campus Tour	12/02/14, 4:00 p.m.	Bush Education Ctr., Bldg. 1
Regular	12/02/14, 5:30 p.m.	Bush Education Ctr., Bldg. 1

Respectfully Submitted,

tmh  
November 24, 2014

Tina M. Hazzard  
Deputy Board Clerk