

**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

<b>Regular Board Meeting</b>	<b>Tuesday, October 3, 2017</b>
<b>Coopers Education Center, Bldg. 8, DL Room</b>	<b>5:30 p.m.</b>

**PRESENT:** Rose Apgar, Neil Bulkley, Amy Dlugos, Robert Everett, Donald Keddell, Alice Learn, Mark Lemmon, William Peoples, Jr., Gary Scott, Robert Wheeler

**ALSO PRESENT:** District Superintendent James Frame; Cabinet Members: Patricia Cardona, Doug Johnson, Margaret Munson, Linda Perry, Chuck Stefanini, Sarah Vakkas, Board Clerk Kate Taylor, Janice Conley, Kim Mehlenbacher, Colleen Stannard

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

Board President Keddell called the meeting to order at 6:17 p.m. and asked for a moment of silence for the Las Vegas victims. He then led the Pledge of Allegiance.

**2. PRIVILEGE OF THE FLOOR**

Board Member Bulkley stated that the all staff opening day conference was impressive. The presentation by Sarah Vakkas and Margaret Munson was exceptional. He was approached by a staff member who would like to see collaboration across all three campuses in each content area. Board Member Bulkley would like updates on the all-day high school idea and the vacant board seat. He also encouraged the other Board Members to attend events. This shows the support of the Board for the administrators and BOCES as a whole.

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

**18-035**

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

**CARRIED UNANIMOUSLY**

**4. CONSENSUS ITEMS**

**18-036**

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

**A. Approval of Minutes**

- 1. Regular Board Meeting – August 29, 2017

**B. Treasurer’s Reports**

- 1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – July 2017
- 2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – August 2017

**C. Internal Claims Auditor Reports – August 2017**

**CARRIED UNANIMOUSLY**

**5. FINANCE**

**18-037**

Margaret Munson noted a slight revision to 5.D.1, the intermunicipal agreement with Schuyler County. This agreement will allow BOCES to contract with Schuyler County for a shared Purchasing Agent. The appointment of the Purchasing Agent has been added as #8 on the agenda.

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Scott, it was resolved that the following finance actions were hereby taken:

**A. 2016-2017 Audit Report**

1. Acceptance of the 2016-2017 Audit Report for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES as presented by Colleen Stannard from Insero & Co.

Colleen Stannard, Audit Manager from Insero & Co., summarized the independent audit issued for 2016-2017, which was shared with the Audit Committee prior to the meeting. No auditing adjustments are being proposed. There were minor findings with the extracurricular audit but overall, no major deficiencies noted for either audit. Colleen thanked Margaret and her staff for their help with completing the audit. Margaret introduced Kim Mehlenbacher and Janice Conley who do a major portion of the work on the audit.

**B. General Fund Establishments and Adjustments**

1. Transfers within programs for 2016-17

- a. Report all fund transfers for the period 4/1/2017-6/30/2017 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>
101	Career & Technical	A101-3010-400-0-75 Contract & Other		\$ 17,346
		A101-3020-150-0-74 Certified Salaries		\$ 24,921
		A101-3020-152-0-74 L/T Ins. Sub. Sal.		\$ 13,522
		A101-3130-150-0-00 Certified Salaries		\$ 17,469
		A101-3611-200-0-00 Equipment		\$ 134,702
		A101-3974-150-0-00 Certified salaries		\$ 18,869
		A101-3974-816-0-00 Health Insurance		\$ 15,973
		A102-3010-422-0-04 Liability Insurance		\$ 17,576
		A102-3020-160-0-79 N-I Salaries		\$ 30,665
		A102-3020-168-0-74 Teacher Aide		\$ 3,957
		A101-1900-910-0-00 Transfer to Capital	\$ 295,000	
		<b>Total</b>	<b>\$ 295,000</b>	<b>\$ 295,000</b>

2. Rescind Item 317-17 for 2016-17

- a. Rescind item 317-17 decrease in CoSer# 645.694, Cooperative Bidding w/E. Suffolk BOCES, from the August 29, 2017 minutes.

3. Budget Increases for 2017-18:

Item #	CoSer#	Title	Increase	From	To
034-18	101.000	Career & Technical Education	\$ 45,000	\$ 16,368,625	\$ 16,413,625
035-18	209.000	Special Class: S/P Ratio 1:8:1	\$ 459	\$ 6,337,566	\$ 6,338,025
036-18	406.693	Equivalent Attendance Education w/TST BOCES	\$ 103	\$ 300	\$ 403
037-18	426.000	Exploratory Enrichment	\$ 8,855	\$ 123,450	\$ 132,305
038-18	508.000	Library Services/Media	\$ 166	\$ 342,479	\$ 342,645
039-18	523.493	Interscholastic Sports Coord. w/GV BOCES	\$ 245	\$ 5,945	\$ 6,190
040-18	525.000	Staff Development: Certified & Administrative	\$ 20,952	\$ 1,258,342	\$ 1,279,294
041-18	550.591	Computer Service: Instruct. w/Erie 1 BOCES	\$ 7,156	\$ 1,209,270	\$ 1,216,426
042-18	605.000	Computer Service: Mgmt.	\$ 8,368	\$ 13,587,670	\$ 13,596,038
043-18	629.591	Computer Service: Mgmt. w/Erie 1 BOCES	\$ 42,968	\$ 3,224,478	\$ 3,267,446
044-18	633.493	Employee Benefit Coord. w/GV BOCES	\$ 40	\$ 49,556	\$ 49,596
045-18	670.494	Computer Service: Mgmt. w/Monroe #1 BOCES	\$ 2,491	\$ 1,108	\$ 3,599

These increases will be supported as follows:

034-18	101.000	NYS Legislative Grant (Bullet Grant): \$45,000
035-18	209.000	Donation Mortimer Trucking Inc.: \$459
036-18	406.693	Spencer-Van Etten: \$103
037-18	426.000	Bradford: \$8,855
038-18	508.000	Prattsburgh: \$166
039-18	523.493	Bath: \$200, Hornell: \$45
040-18	525.000	Wayne Finger Lakes BOCES (Dundee: \$28,500), Spencer-Van Etten: (\$7,548)
041-18	550.591	Addison: \$234, Alfred-Almond: \$44, Arkport: (\$16,966), Avoca: \$29,130, Bath: (\$5,335), Canisteo-Greenwood: \$49
042-18	605.000	Addison: \$1,200, Jasper-Troupsburg: \$74, Watkins Glen: \$4,800, Miscellaneous Revenue: \$2,294
043-18	629.591	Addison: \$7,518, Alfred-Almond: \$6,204, Arkport: \$20,660, Avoca: \$1,708, Bath: \$5,085, Canaseraga: \$795, Canisteo-Greenwood: (\$49), Coming: \$100, Hammondsport: (\$4,953), Jasper-Troupsburg: \$7,088, Prattsburgh: (\$1,188)
044-18	633.493	Addison: (\$300), Bath: \$44, Bradford: \$296
045-18	670.494	Bath: \$1,696, Waverly: \$795

4. Budget Decreases for 2017-18:

Item #	CoSer #	Title	Decrease	From	To
046-18	105.493	CTE w/GV BOCES	\$ 6,879	\$ 31,920	\$ 25,041
047-18	403.003	Alternative Ed Secondary	\$ 75,138	\$ 1,932,120	\$ 1,856,982
048-18	512.000	Computer Service: Instruct.	\$ 6,723	\$ 2,005,042	\$ 1,998,319

These decreases will be supported as follows:

046-18	105.493	Canaseraga: (\$6,879)
047-18	403.003	Horseheads: (\$53,670), Odessa-Montour: (\$21,468)
048-18	512.000	Elmira Heights: \$7,077, Watkins Glen: (\$41,400), Waverly: \$27,600

### **C. Federal Fund Establishments and Adjustments**

#### **1. Grant Acceptances and Budget Establishments for 2017-18:**

- a. School Library System Aid for Automation Grant accepted and the budget established in the amount of \$14,948 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on August 23, 2017.
- b. Program Development Grant to Prepare Students with Disabilities to Exit School with Work Readiness Skills (CDOS Transition Grant) accepted and the budget established in the amount of \$300,000 for the period July 1, 2017 through June 30, 2018 as attached. This is the third year of a three year grant. Approval was received on September 8, 2017.
- c. Employment Preparation Education Grant accepted and the budget established in the amount of \$499,963 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on September 7, 2017.
- d. WIA, Title II, Adult Education & Literacy (Literacy Zone) Grant accepted and the budget established in the amount of \$99,352 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on July 3, 2017.
- e. WIA, Title II, Adult Basic Education & Literacy Services (ABE) Grant accepted and the budget established in the amount of \$124,936 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on July 3, 2017.

#### **2. Budget Establishments for 2017-18:**

- a. FSET (Food Stamp Employment and Training) Chemung County contract for services accepted and the budget established in the amount of \$30,000 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on August 18, 2017.
- b. Equivalent Attendance (EA) budget established in the amount of \$50,000 for the period July 1, 2017 through June 30, 2018.
- c. School Based Vocational/Work Incentive Program, Chemung County contract, accepted and the budget established in the amount of \$38,642 for the period July 1, 2017 through June 30, 2018 as attached. Approval was received on August 18, 2017.
- d. Statewide School Finance Consortium budget established in the amount of \$11,875 for the period July 1, 2017 through June 30, 2018. Revenue for this program comes from component school districts.

### **D. Intermunicipal Cooperation Agreement**

1. Approval of the Intermunicipal Cooperation Agreement with Schuyler County for Purchasing Director Services for the term October 17, 2017 through December 31, 2018. (A draft of the agreement is attached. Final agreement will be distributed at the meeting.)

### **E. Acceptance of Donation**

1. \$459.46 for the ESY Summer Work Program from Mortimer Trucking Inc., 155 Vanderhoff Road, Millport, NY 14864.

### **F. Emergency Response Plans**

1. Approval of the District-Wide Emergency Response Plan as required by Education Law 2801-a.

2. Approval of the GST BOCES Building Level Emergency Response Plans as required by Education Law 2801-a.

**G. Activities Club**

1. Name change from the New Visions Academy (A-38) to Family Career and Community Leaders of America (FCCLA). Club advisors are Kelly Smith and Paul Richmond.

CARRIED UNANIMOUSLY

**6. PERSONNEL**

**18-038**

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Bulkley, it was resolved that the following personnel actions were hereby taken:

**A. Retirement**

**1. Deborah Hornsby**

Position:	Teacher Aide
Effective:	end of day October 30, 2017
Date of Hire:	February 7, 1991

**B. Resignations**

**1. Marie Bonsignore**

Position:	Teacher Aide
Effective:	end of day August 24, 2017
Date of Hire:	March 31, 2017
Reason:	personal reasons

**2. Rachael Sutryk**

Position:	Teacher Aide
Effective:	end of day September 4, 2017
Date of Hire:	January 23, 2017
Reason:	to accept the GST BOCES Teaching Assistant position, effective September 5, 2017

**3. Bradley Taber**

Position:	Custodian
Effective:	end of day September 4, 2017
Date of Hire:	July 1, 2013
Reason:	to accept the GST BOCES Teaching Assistant position, effective September 5, 2017

**4. Jessica Woolever**

Position:	Teacher, Special Education tenure area
Effective:	end of day September 4, 2017
Date of Hire:	September 3, 2013
Reason:	to accept the GST BOCES Teacher, Generalist in Middle Childhood Education tenure area, effective September 5, 2017

**5. Deanna Rhoads**

Position:	Licensed Practical Nurse
Effective:	end of day October 6, 2017
Date of Hire:	September 21, 2015
Reason:	other employment

**6. Darla Mack**

Position:	Senior Account Clerk
Effective:	end of day November 17, 2017
Date of Hire:	July 1, 2005
Reason:	moving out of state

### **C. Discontinuation of Employment**

#### **1. Taylor Howells**

Position: Teacher Aide  
Effective: end of day September 7, 2017  
Date of Hire: March 31, 2017  
Reason: failure to report

### **D. Civil Service Reinstatements**, appointed Temporary, pending Civil Service approval for reinstatement.

#### **1. Anne Slocum**

Position: **Physical Therapist Assistant**, full-time (1.0 FTE), 10 month, school calendar position, Competitive Civil Service, **Probationary** appointment  
Effective: September 6, 2017  
Probationary Period: September 6, 2017 through November 14, 2018  
Salary: \$34,978.00 per year (step 11 + Credit Hour Stipend)

#### **2. Laurie Sullivan-Sargent**

Position: **Account Clerk**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Permanent** appointment  
Effective: September 6, 2017  
Probationary Period: time served with Chemung County  
Salary: \$15.49 per hour (grade 5, step 4)

### **E. Change from Civil Service Provisional Appointments to Probationary Appointments**, due to successful passing of Civil Service Exam

#### **1. Charles Stefanini**

Position: **Director of Computer Services**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, without further exam  
Effective: September 6, 2017  
Probationary Period: September 6, 2017 through November 29, 2017  
Salary: \$95,000.00 per year

#### **2. Sondra Saginario**

Position: **Insurance Clerk**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment  
Effective: September 5, 2017  
Probationary Period: September 5, 2017 through November 28, 2017  
Civil Service List #: Promotional 72713  
Salary: \$17.89 (grade 1, step 7)

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

#### **1. Paige Ference**

Position: **Teacher Aide**  
Permanent Date: October 3, 2017

#### **2. Mallary Scheepsma**

Position: **Licensed Practical Nurse**  
Permanent Date: October 12, 2017

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

#### **1. Ronald Hess**

Position: Teaching Assistant  
Tenure Area: **Teaching Assistant**  
Effective Date of Tenure: September 2, 2017  
Certification Status: Level 3, Teaching Assistant, June 21, 2017

**H. Abolishment of Position**

- 1. **Senior Account Clerk**, one full-time (1.0 FT), 12 month, Competitive Civil Service position, effective September 18, 2017, due an internal transfer and the reorganization of duties within the department.

**I. Creation of Positions**

- 1. **School Counselor**, one full-time (1.0 FTE), 10 month, school calendar position, effective September 5, 2017, due to the increase in districts’ requests for services.
- 2. **Teacher**, Integrated English Language Arts, one full-time (1.0 FTE), 10 month, school calendar position, effective September 5, 2017, due to the increase in districts’ requests for services.
- 3. **Teacher Aide**, one full-time (1.0 FTE), 10 month, school calendar position, effective September 7, 2017, due to the increase in districts’ requests for services.
- 4. **Teacher**, Speech and Hearing Handicapped, one full-time (1.0 FTE), 10 month, school calendar position, effective September 14, 2017, due to the increase in districts’ requests for services.
- 5. **Accountant (School)**, one full-time (1.0 FT), 12 month, Competitive Civil Service position, effective September 18, 2017, due an internal transfer and the reorganization of duties within the department.
- 6. **Teacher**, English Language Arts, one full-time (1.0 FTE), 10 month, school calendar position, effective October 2, 2017, due to the increase in districts’ requests for services.
- 7. **Teacher**, Special Education, one full-time (1.0 FTE), 10 month, school calendar position, effective October 30, 2017, due to the increase in districts’ requests for services.

**J. Recall**

- 1. **Kristie Haberstroh**  
Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Tenured** appointment  
Effective: October 2, 2017  
Location: Campbell-Savona CSD  
Education: Master of Social Work, Social Work, Marywood University  
Tenure Area: School Social Worker, GST BOCES tenured September 2, 2010  
Certification: Permanent, School Social Worker, February 1, 2003  
Experience: 16 years’ related experience  
Salary: \$67,532.00 per year (step 16 + Credit Hour Stipend + Degree Stipend + IEP Stipend)  
Reason for Appt: due to an internal transfer

**K. Change from Temporary Appointments to Probationary Appointments, due to successful completion of certification requirements**

- 1. **Melinda Gates**  
Position: **Teaching Assistant**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 5, 2017  
Location: Ira Davenport Memorial Hospital  
Tenure Area: Teaching Assistant  
Certification: Level 1, Teaching Assistant, August 2, 2017 through August 31, 2020  
Probationary Period: September 5, 2017 through September 4, 2021\*  
Salary: \$25,676.00 per year (Step 1)

**2. Kelly Bracken**

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 5, 2017  
Location: Wildwood Education Center  
Tenure Area: School Social Worker  
Certification: Provisional, School Social Worker, August 9, 2017 through August 31, 2022  
Probationary Period: September 5, 2017 through September 4, 2021\*  
Salary: \$45,785.00 per year, prorated (Step 1 + Credit Hour Stipend + IEP Stipend)

**3. Carolanne Maimone**

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 5, 2017  
Location: Elmira CSD  
Tenure Area: School Social Worker  
Certification: Provisional, School Social Worker, August 22, 2017 through August 31, 2022  
Probationary Period: September 5, 2017 through September 4, 2021\*  
Salary: \$46,885.00 per year (Step 2 + Credit Hour Stipend + Degree Stipend + IEP Stipend)

**4. Rhonda Underhill**

Position: **Staff Development Coordinator**, full-time (1.0 FTE), 12 month position, **Probationary** appointment  
Effective: September 9, 2017  
Location: Avoca CSD  
Tenure Area: Staff Development Coordinator  
Certification: Professional, School District Leader, September 9, 2017  
Probationary Period: September 9, 2017 through September 8, 2021\*  
Salary: \$70,000.00 per year

**5. Jacob Gorman**

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 9, 2017  
Location: Bush Education Center  
Tenure Area: School Social Worker  
Certification: Provisional, School Social Worker, September 9, 2017 through August 31, 2022  
Probationary Period: September 9, 2017 through September 8, 2021\*  
Salary: \$51,476.00 per year, prorated (Step 7 + Credit Hour Stipend + Degree Stipend + IEP Stipend)

**6. Brian Box**

Position: **Teaching Assistant**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 13, 2017  
Location: Bush Education Center  
Tenure Area: Teaching Assistant  
Certification: Level 1, Teaching Assistant, September 13, 2017 through January 31, 2021  
Probationary Period: September 13, 2017 through September 12, 2021\*  
Salary: \$29,380.00 per year, prorated (Step 2 + Credit Hour Stipend)

**7. Erin Schiavone**

Position: **Assistant Principal**, Career and Technical Education, full-time (1.0 FTE), 12 month position, **Probationary** appointment  
Effective: September 14, 2017  
Location: Bush Education Center  
Tenure Area: Assistant Principal

Certification: Initial, School Building Leader, September 14, 2017 through January 31, 2023  
Probationary Period: September 14, 2017 through September 13, 2021\*  
Salary: \$72,000.00 per year

**8. Lauren Then**

Position: **Teacher**, School Attendance, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 19, 2017  
Location: STEM Academy  
Tenure Area: School Attendance Teacher  
Certification: Provisional, School Attendance Teacher, September 19, 2017 through January 31, 2023  
Probationary Period: September 19, 2017 through September 18, 2021\*  
Salary: \$50,375.00 per year, prorated (Step 5 + Credit Hour Stipend + Degree Stipend)

**9. Ronald Hess**

Position: **Teacher**, Animal Science, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 20, 2017  
Location: Bush Education Center  
Tenure Area: Agricultural Titles – Animal Science 7-12  
Certification: Transitional A, Animal Science 7-12, September 20, 2017 through January 31, 2021  
Probationary Period: September 20, 2017 through September 19, 2021\*  
Salary: \$45,461.00 per year, prorated (Step 4)

**L. Appointments**

**1. Jessica Woolever**

Position: **Teacher**, Alternative Education Middle School, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 5, 2017  
Location: Columbian School, Hornell CSD  
Education: Master of Science, Reading & Literacy, SUNY Geneseo  
Tenure Area: Generalist in Middle Childhood Education  
Certification: Professional, Generalist in Middle Childhood Education, August 22, 2017  
Probationary Period: September 5, 2017 through September 4, 2021\*  
Experience: 3 years' related experience  
Salary: \$48,179.00 per year (step 4 + Credit Hour Stipend + Degree Stipend)  
Reason for Appt: due to a resignation

**2. Sheila Walton**

Position: **Teacher**, Integrated English Language Arts, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 5, 2017  
Location: Bush Education Center  
Education: Master of Science, Education, Mansfield University  
Tenure Area: English  
Certification: Professional, English Language Arts 7-12, September 1, 2011  
Probationary Period: September 5, 2017 through September 4, 2021\*  
Experience: 8 years' related experience  
Salary: \$54,081.00 per year (step 9 + Credit Hour Stipend + Degree Stipend)  
Reason for Appt: due to the increase in districts' requests for services



### 3. Jolene Sherman

Position: **Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment

Effective: September 5, 2017

Location: Bush Education Center

Education: Master of Education, Special Education, Mansfield University

Tenure Area: Education of Children with Handicapping Conditions – General Special Education

Certification: Initial, Students with Disabilities (grades 1-6), October 20, 2016 through January 31, 2022

Probationary Period: September 5, 2017 through September 4, 2021\*

Experience: 2 years' GST BOCES Teaching Assistant experience

Salary: \$47,773.00 per year (step 3 + Credit Hour Stipend + Degree Stipend + IEP Stipend)

Reason for Appt: due to a resignation

### 4. Melissa McArthur

Position: **Teacher**, Speech and Hearing Handicapped, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment

Effective: September 14, 2017

Location: GST BOCES region

Education: Master of Education, Special Education, Mansfield University

Tenure Area: Education of Children with Handicapping Conditions – Speech and Hearing Handicapped

Certification: Initial Certificate Time Extension, Speech and Language Disabilities, September 1, 2017 through August 31, 2020

Probationary Period: September 14, 2017 through September 13, 2021\*

Experience: 2 years' related experience

Salary: \$47,273.00 per year, prorated (step 3 + Credit Hour Stipend + Degree Stipend)

Reason for Appt: due to the increase in districts' requests for services

### 5. Phyllis Lares

Position: **Teacher**, English Language Arts, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment

Effective: October 2, 2017

Location: Coopers Education Center

Education: Master of Science, General Education, Elmira College

Tenure Area: English

Certification: Professional, English Language Arts 7-12, July 17, 2015

Probationary Period: October 2, 2017 through October 1, 2021\*

Experience: 7 years' related experience

Salary: \$54,536.00 per year, prorated (step 8 + Credit Hour Stipend + Degree Stipend)

Reason for Appt: due to the increase in districts' requests for services

### 6. Melissa McCumisky

Position: **Teacher**, Integrated Math and Science, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment for Math tenure area, **Temporary** appointment for Science tenure area

Effective: October 16, 2017

Location: Wildwood Education Center

Education: Master of Science, Education, SUNY Brockport

Tenure Area: Mathematics

Certification: Professional, Mathematics 7-12, September 1, 2011; Biology 7-12 required for Science tenure area

Probationary Period: October 16, 2017 through October 15, 2021\* for Math tenure area

Experience: 9 years' teaching experience in the Math tenure area

Salary:	\$55,728.00 per year, prorated (step 10 + Credit Hour Stipend + Degree Stipend)
Reason for Appt:	due to a retirement
<b>7. Linda Wallenbeck</b>	
Position:	<b>Teacher</b> , Special Education, full-time (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> appointment
Effective:	October 30, 2017
Location:	Hornell Intermediate School
Education:	Master of Science, Education, Walden University
Tenure Area:	Education of Children with Handicapping Conditions – General Special Education
Certification:	Professional, Students with Disabilities (Grades 1-6), December 5, 2015
Probationary Period:	October 30, 2017 through October 29, 2021*
Experience:	4 years' teaching experience
Salary:	\$49,285.00 per year, prorated (step 5 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
Reason for Appt:	due to an internal transfer
<b>8. Anthony Trentanelli</b>	
Position:	<b>School Counselor</b> , full-time (1.0 FTE), 11 month, school calendar position, <b>Probationary</b> appointment
Effective:	September 5, 2017
Location:	Bush Education Center
Education:	Master of Science, Counseling, Alfred University
Tenure Area:	School Counselor
Certification:	Provisional, School Counselor, September 4, 2014 through January 31, 2020
Probationary Period:	September 5, 2017 through September 4, 2021*
Experience:	substitute experience
Salary:	\$51,169.00 per year (step 1 + Credit Hour Stipend + Degree Stipend + 11 <sup>th</sup> month Stipend)
Reason for Appt:	due to the increase in districts' requests for services
<b>9. Jessica Stansfield</b>	
Position:	<b>Teaching Assistant</b> , Special Education, full-time (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> appointment
Effective:	September 5, 2017
Location:	Bush Education Center
Education:	High School Diploma, Watkins Glen CSD
Tenure Area:	Teaching Assistant
Certification:	Level 1, Teaching Assistant, June 22, 2017 through August 31, 2020
Probationary Period:	September 5, 2017 through September 4, 2021*
Experience:	2 years' GST BOCES Teacher Aide experience
Salary:	\$28,267.00 per year (step 2 + Credit Hour Stipend)
Reason for Appt:	due to an internal transfer
<b>10. Christine Eagles</b>	
Position:	<b>Teaching Assistant</b> , Special Education, full-time (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> appointment
Effective:	September 29, 2017
Location:	Campbell High School
Education:	High School Diploma, Hammondsport CSD
Tenure Area:	Teaching Assistant
Certification:	Continuing Certificate, Teaching Assistant, February 1, 1990
Probationary Period:	September 29, 2017 through September 28, 2021*
Experience:	20 years' related experience
Salary:	\$26,200.00 per year (step 2)
Reason for Appt:	due to an internal transfer

**11. Michelle Semski**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment

Effective: September 7, 2017

Location: Fasset Elementary School, Elmira CSD

Education: High School Diploma, Elmira CSD

Probationary Period: September 7, 2017 through November 15, 2018

Experience: 11 years' part-time experience

Salary: \$10.40 per hour

Reason for Appt: due to the increase in districts' requests for services

**12. Karen Barton**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment

Effective: September 22, 2017

Location: Thomas A Edison High School, Elmira CSD

Education: High School Diploma, Pascagoula CSD, Mississippi

Probationary Period: September 22, 2017 through November 30, 2018

Experience: Substitute experience

Salary: \$10.40 per hour

Reason for Appt: due to a discontinuation of employment

**13. Tyler Mickinkle**

Position: **Network Technology Specialist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, Civil Service List Continuous Recruitment

Effective: September 27, 2017

Location: Addison CSD

Education: Associate in Applied Science, IT-Computer Network Technology, Corning Community College

Probationary Period: September 27, 2017 through September 26, 2018

Experience: 2 years' related experience

Salary: \$35,000.00 per year, prorated

Reason for Appt: due to a resignation

**14. Maureen Troccia**

Position: **Computer Services Program Aide**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam

Effective: September 11, 2017

Location: Bush Education Center

Education: High School Diploma, Elmira CSD

Experience: 2 years' related experience

Salary: \$13.62 per hour (grade 1, step 2)

Reason for Appt: due to a resignation

**15. Deborah Comstock**

Position: **Accountant (School)**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, Civil Service List # 60430

Effective: September 18, 2017

Location: Central Administration, Bush Education Center

Education: Bachelor of Science, Accounting, SUNY Binghamton

Probationary Period: September 18, 2017 through September 17, 2018

Experience: 6 years' related experience

Salary: \$53,000.00 per year, prorated

Reason for Appt: due to an internal transfer and the reorganization of duties in the department

**16. Jacob Baldwin**

Position: **Custodian**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam

Effective: October 2, 2017

Location:	Bush Education Center
Education:	High School Diploma, Elmira Christian Academy
Experience:	3 years' related experience
Salary:	\$15.03 per hour (grade 4, step 3)
Reason for Appt:	due to an internal transfer

#### **M. Temporary Appointments**

##### **1. Cayla Coots**

Position:	<b>Teaching Assistant</b> , Special Education, full-time (1.0 FTE), 10 month, school calendar position, <b>Temporary</b> appointment, pending completion of certification requirements
Effective:	September 5, 2017 through June 22, 2018
Location:	Bush Education Center
Education:	High School Diploma, Bath CSD
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	substitution
Salary:	\$25,676.00 per year (step 1)
Reason for Appt:	due to an internal transfer

##### **2. Gretchen McKinley**

Position:	<b>Teaching Assistant</b> , Criminal Justice, full-time (1.0 FTE), 10 month, school calendar position, <b>Temporary</b> appointment, pending completion of certification requirements
Effective:	October 2, 2017 through June 22, 2018
Location:	Coopers Education Center
Education:	Bachelor of Science, Keuka College
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	substitution
Salary:	\$25,676.00 per year, prorated (step 1)
Reason for Appt:	due to a resignation

#### **N. Mentoring Stipends**, Stipend of \$846 per year, effective September 6, 2016 through June 23, 2017, paperwork not provided in 2016-2017

- 1. Rebecca Cooper** mentoring **Jillian Aho**
- 2. Jody Mailloux** mentoring **Horseheads CSD staff**

#### **O. Mentoring Stipends, first year staff**, Stipend of \$1,070 per year, effective September 5, 2017 through June 22, 2018

- 1. Sara Blauvelt** mentoring **Jolene Sherman**
- 2. Rebecca Cooper** mentoring **Amy Zeches-McCawley**
- 3. Michael Creegan** mentoring **Victoria Ryan**
- 4. Melissa Houck** mentoring **Anne Bezio**
- 5. Jody Mailloux** mentoring **Victoria Whitford**

#### **P. Mentoring Stipends, second year staff**, Stipend of \$856 per year, effective September 5, 2017 through June 22, 2018

- 1. Sara Blauvelt** mentoring **Kara Tomb**
- 2. Angela Dickison** mentoring **Mary Campbell**
- 3. Angela Dickison** mentoring **Joyce Matthews**
- 4. Tammy Divens** mentoring **Todd Swimelar**
- 5. Tammy Divens** mentoring **Brian McDonnell**
- 6. Linda Haley** mentoring **Molly Aiello**
- 7. Sheri Hooey** mentoring **Caitlin Schaffhouser**

#### **Q. Medicaid Oversight Stipends**, Stipend of \$856 per year, September 5, 2017 through June 22, 2018

- 1. Jessica Harris**, Teacher, Speech and Hearing Handicapped
- 2. Jennifer Lazarou**, Teacher, Speech and Hearing Handicapped
- 3. Jody Mailloux**, Teacher, Speech and Hearing Handicapped
- 4. Carly Meacham**, Occupational Therapist

5. **Michelle Mills, Teacher, Speech and Hearing Handicapped**
6. **Kaitlyn Schultz, Teacher, Speech and Hearing Handicapped**
7. **Bobbi Southard, Occupational Therapist**
8. **Patrick Thomas, Physical Therapist**

**R. Annual Advisor Stipends, effective September 5, 2017 through June 22, 2018**

1. **Elsmere Floor Hockey Coach, Stipend of \$321**
  - a. **Frank Speciale, Bush Education Center**
2. **Future Farmers of America, Stipend of \$1,284**
  - a. **Matthew Bryant, Bush Education Center**
3. **Greenhouse, Stipend of \$1,284 each**
  - a. **Valerie Kimmerly, Bush Education Center**
  - b. **Todd Swimelar, Coopers Education Center**
4. **Health Occupations Students of America Advisor, Stipend of \$1,284 each**
  - a. **Julie Patros, Bush Education Center**
  - b. **Elizabeth Woodard, Bush Education Center**
  - c. **Kimberly Jones, Coopers Education Center**
  - d. **Joann Phillips, Wildwood Education Center**
5. **Instructional Leadership Team (ILT) Leader, Stipend \$1,284 each**
  - a. **Kimberly Austin, Bush Education Center**
  - b. **Matthew Bryant, Bush Education Center**
  - c. **Julie Patros, Bush Education Center**
  - d. **Barbara Sweet, Bush Education Center**
  - e. **Elizabeth Woodard, Bush Education Center**
  - f. **Mary Campbell, Coopers Education Center**
  - g. **Leonard DeBolt, Coopers Education Center**
  - h. **Tammy Divens, Coopers Education Center**
  - i. **William Paggio, Coopers Education Center**
  - j. **Gary Acker, Wildwood Education Center**
  - k. **Robert Lemay, Wildwood Education Center**
  - l. **Mary (Molly) Murphy, Wildwood Education Center**
  - m. **Cynthia Watson, Wildwood Education Center**
6. **National Technical Honor Society**
  - a. **Elizabeth Woodard, Bush Education Center, Stipend \$428**
  - b. **Colleen Weaver, Coopers Education Center, Stipend \$428**
  - c. **Kelly Flint, Wildwood Education Center, Co-Advisor, Stipend \$214**
  - d. **Ashleigh Striker, Wildwood Education Center, Co-Advisor, Stipend \$214**
7. **Newsletter Advisor, Stipend of \$856 each**
  - a. **Elizabeth Woodard, Bush Education Center**
  - b. **Gary Acker, Wildwood Education Center**
8. **ProStart Advisor, Stipend of \$856 each**
  - a. **Karen Mecum, Bush Education Center**
  - b. **Ryan Anderson, Bush Education Center**
  - c. **Burton Beebe, Coopers Education Center**
9. **Yearbook Advisor, Stipend of \$856 each**
  - a. **Tammy Lotocky, Bush Education Center**
  - b. **Dale Robie, Coopers Education Center**
  - c. **Gary Acker, Wildwood Education Center**

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\*“To the extent required by the applicable provisions of Education Law section 3014, in order to be granted tenure, the classroom teacher or principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law section 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the classroom teacher or principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time.”

**S. Report of Temporary and Substitute Personnel, as attached**

**CARRIED UNANIMOUSLY**

**7. PROGRAM**

**18-039**

Upon the recommendation of the Superintendent, and on the motion of Dlugos, seconded by Bulkley, it was resolved to approve the following program items:

- A. Field Trip for Bush Education Center, New Visions Education & Human Services and Innovation, Leadership & Business Programs, as attached
- B. Field Trip for Bush Education Center, New Visions, Audio Media, and Fashion Design Programs, as attached
- C. Field Trip for Bush Education Center, ACE Program, as attached.

**CARRIED UNANIMOUSLY**

**8. APPOINTMENTS**

**18-040**

Upon the motion of Learn, seconded by Wheeler, it was resolved to appoint the following to the indicated positions for the remainder of the 2017-2018 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services:

- A. Purchasing Agent (eff. 10/23/17) ..... Elizabeth Guild

**CARRIED UNANIMOUSLY**

**9. BOARD PRESIDENT'S REPORT**

Board President Keddell asked District Superintendent Frame for an update on preferred educational future. District Superintendent Frame reported that there is a debate about diplomas again at the state level. Optional pathways to a traditional Regents diploma are in place. The state is now looking to expand. Jim will report more information next month.

**10. SUPERINTENDENT'S REPORT**

District Superintendent Frame reported the following:

- \$45,000 in bullet aid has been secured with the help of Senator O'Mara. This will support shared services in conservation and heavy equipment with five counties.
- Jim has had discussions with the City of Elmira in the area of economic development. BOCES is looking to work with the city on providing homes, land grants, possibly moving adult education so it is more accessible and hopefully providing childcare and literacy comprehension.
- Jim is working on scheduling a visit from the Commissioner to the Southern Tier. He has talked with her and is trying to secure a date for her to come to our area for the day, visit with superintendents and then host her at a School Boards event in the evening. When this is scheduled, Jim asked for full attendance from the Board due to the important nature of this visit.

**EXECUTIVE SESSION**

**18-041**

Upon the motion Apgar, seconded by Dlugos, it was resolved to move to Executive Session at 6:44 p.m. to discuss nine employment matters concerning particular persons.

**CARRIED UNANIMOUSLY**

**OPEN SESSION**

**18-042**

Upon the motion of Wheeler, seconded by Bulkley, it was resolved to move to Open Session at 6:58 p.m.

**CARRIED UNANIMOUSLY**

11. ADJOURNMENT

18-043

Upon the motion Dlugos, seconded by Apgar, it was resolved to adjourn the meeting at 6:58 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

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October 5, 2017

Kathleen E. Taylor  
Board Clerk