

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

REORGANIZATIONAL BOARD MEETING	Tuesday, July 10, 2018
Coopers Education Center, Building #8, DL Room	5:30 p.m.

PRESENT: Rose Apgar, Neil Bulkley, Amy Dlugos, Don Keddell, Bill Peoples, Jr., Tom Phillips, Gary Scott, Bob Wheeler

ABSENT: Chuck Comer, Alice Learn, Mark Lemmon

ALSO PRESENT: District Superintendent James Frame; Cabinet Members: Patricia Cardona, Doug Johnson, Vince Moschetti, Margaret Munson, Stacy Saglibene, Chuck Stefanini, Matt Talada, Sarah Vakkas; Board Clerk Kate Taylor; Rex Taft

1. Call to Order and Pledge of Allegiance - District Superintendent Frame

District Superintendent Frame called the meeting to order and led the Pledge of Allegiance at 5:32 p.m.

2. Acceptance of the Agenda with Amendments

19-001

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

CARRIED UNANIMOUSLY

3. Appointment of Kathleen Taylor as Board Clerk for the 2018-2019 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services

19-002

Upon the motion of Wheeler, seconded by Apgar, it is resolved to appoint Kathleen Taylor as Board Clerk for the 2018-2019 fiscal year.

CARRIED UNANIMOUSLY

4. Oath of Office to Re-Elected and Newly Elected Board of Education Members
(Chuck Comer, Alice Learn, William Peoples, Jr., Thomas Phillips, Gary Scott)

District Superintendent Frame administered the Oath of Office to Board Members, William Peoples, Jr., Thomas Phillips, and Gary Scott. Chuck Comer and Alice Learn were not present and will take an Oath of Office at the August meeting.

5. Election and Oath of Officers of the Board of Education

19-003

A. Election of Board President & Oath of Office (conducted by District Superintendent Frame)

Board Member Peoples nominated Donald Keddell as Board President. Upon the motion of Scott, seconded by Bulkley, it was resolved to close nominations. Nominations being closed, the Board unanimously re-elected Donald Keddell to the position of President of the GST BOCES Board of Education for the fiscal year 2018-2019.

CARRIED UNANIMOUSLY

19-004

B. Election of Board Vice President & Oath of Office (conducted by Board President)

Board Member Bulkley nominated Alice Learn as Board Vice President. Upon the motion of Scott, seconded by Wheeler, it was resolved to close nominations. Nominations being closed, the Board unanimously elected Alice Learn to the position of Vice President of the GST BOCES Board of Education for the fiscal year 2018-2019.

CARRIED UNANIMOUSLY

6. Appointments

19-005

Upon the motion of Apgar, seconded by Scott, it was resolved to appoint the following to the indicated positions for the 2018-2019 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services:

- A. Deputy Board Clerk..... Tina Watson
B. Treasurer Janice Conley

C. Deputy Treasurer	Kim Mehlenbacher
D. Internal Claims Auditor.....	Christina Beuter
E. Deputy Internal Claims Auditors	Tamera Edsall Virginia Hatfield
F. School Physician.....	Guthrie Clinic Occupational Medicine, Sayre and Big Flats Offices Dr. Theodore Them Dr. Anthony Grippo Karol White, NP
G. School Physician for Employee Related Needs	Guthrie Clinic Occupational Medicine, Corning and Big Flats Offices Ann Klinger, NP Dr. Sheila Butler
H. School Physician as Independent Service Providers for Student Related Needs.....	Guthrie Southern Tier Pediatrics Dr. Laura Leonard
I. School Attorney.....	Sayles & Evans Conrad Wolan, Esq. of Counsel
J. Special Counsel, Independent Servicer Provider....	Hogan, Sarzynski, Lynch, DeWind, & Gregory, LLP Bond, Schoeneck, & King, PLLC
K. Student Accounts and Activities.....	as noted below
1. <u>Bush Education Center</u>	
Central Treasurer.....	Sally Dillon
Deputy Central Treasurer	Robin Wojcinski
Auditor	Janice Conley
2. <u>Coopers Education Center</u>	
Central Treasurer.....	Susan Hamilton
Deputy Central Treasurer	TBD
Auditor	Janice Conley
3. <u>Wildwood Education Center</u>	
Central Treasurer.....	Michelle Chamberlin
Deputy Central Treasurer	Sharyl Hammond
Auditor	Janice Conley
L. Independent Auditor.....	Insero & Co.
M. Records Retention and Disposition Officer	C. Douglas Johnson
N. Records Access Officer	C. Douglas Johnson
O. Purchasing Agent.....	Elizabeth Guild
P. Deputy Purchasing Agent	Margaret Munson
Q. Civil Rights Compliance Officer (Dignity for All Students Act, Section 504 and Title IX)	C. Douglas Johnson
R. Chief Information Officer	Samuel Gauss
S. Asbestos Hazard Energy Response Act Officer (AHERA)	Brian Bentley
T. Designated Educational Official under SAVE	Sarah Vakkas
U. Integrity Officer.....	Sarah Vakkas
V. Medicaid Compliance Officer	Charles Stefanini
W. Lead Evaluators	as noted below
1. Jeffrey Berdine	17. Linda Perry
2. Deidre Burchett	18. Stacy Saglibene
3. Jessica Carpenter	19. Lisa Sanford
4. Sally Deane-Moshier	20. Erin Schiavone
5. Jesse Ferris	21. Rob Sherburne
6. Sara Fontana	22. Erica Siebert
7. Sam Gauss	23. Ann Sincok
8. Christine Gill	24. Stephanie Stephens
9. Todd Goho	25. Matt Talada
10. Colleen Hurd	26. Rhonda Underhill
11. Marie Labanoski	27. Sarah Vakkas
12. Danielle Major	28. Instructional Support Supervisor for STEM (TBD)
13. Joni Makowiec	29. Principal for CTE-Wildwood (TBD)
14. Katie McDonough	30. Asst. Principal for CTE-Bush (TBD)
15. Paula Oblamski	
16. Richard Perkins	
X. Designated Board Committees	as noted below
1. <u>GST BOCES Audit and Finance Subcommittee</u>	
Rose Apgar, Neil Bulkley, Amy Dlugos, Gary Scott	
2. <u>GST BOCES Facilities Inspection Subcommittee</u>	
Williams Peoples, Jr., Robert Wheeler	
3. <u>GST BOCES Policy Development Subcommittee</u>	
Donald Keddell, Alice Learn, Mark Lemmon	
Y. Attendance Supervision Officers.....	as noted below
1. <u>Career and Technical Education</u>	
Bush Education Center	Virginia Hatfield
Coopers Education Center.....	TBD
Wildwood Education Center.....	Sharyl Hammond

- 2. Special Education
 Bush Education CenterStephanie Davis
 Bath/Campbell-Savona/Corning/Hornell Host SitesMelanie Coots
 Elmira/Elmira Heights/Horseheads Host SitesStephanie Davis

CARRIED UNANIMOUSLY

7. Designations

19-006

Upon the motion of Wheeler, seconded by Apgar, the following designations were approved:

A. Official Depository

It is hereby resolved that M&T Bank, J.P. Morgan Chase Bank, Chemung Canal Trust Company, Five Star Bank, Steuben Trust, Bancorp Bank, and others as needed are designated for checking and/or savings, for fiscal year 2018-2019 as shown on the attached detailed list.

B. Board of Education Meetings

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

REORGANIZATIONAL & REGULAR MEETING	July 10, 2018	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	August 7, 2018	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	August 28, 2018	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	October 2, 2018	5:30 p.m.	Wildwood, Bldg. 1, DL Room
REGULAR MEETING	November 6, 2018	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	December 4, 2018	5:30 p.m.	Bush, Bldg. 1, DL Room
REGULAR MEETING	January 8, 2019	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	February 5, 2019	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING	March 5, 2019	5:30 p.m.	Coopers, Bldg. 8, DL Room
REGULAR MEETING ANNUAL MEETING	April 2, 2019	5:00 p.m. 6:30 p.m.	Coopers, Bldg. 7, Room #110 Coopers, Bldg. 7, Cafeteria
REGULAR MEETING	May 14, 2019	5:30 p.m.	Campbell-Savona High School
REGULAR MEETING	June 4, 2019	5:30 p.m.	Coopers, Bldg. 8, DL Room

C. Official Newspapers

It is hereby resolved that the Star-Gazette of Elmira, New York and the Evening Tribune of Hornell, New York are designated as the official newspapers for fiscal year 2018-2019.

CARRIED UNANIMOUSLY

8. Authorizations

19-007

Upon the motion of Scott, seconded by Apgar, the following authorizations were approved:

A. Certification of Payroll

It is hereby resolved that the Director of Human Resources and Employee Relations, C. Douglas Johnson, is authorized to certify payroll and that District Superintendent James Frame is authorized to certify payroll in the absence of C. Douglas Johnson for fiscal year 2018-2019.

B. Approval of Staff and Board Member Conference Attendance and Expenses

It is hereby resolved that District Superintendent James Frame or his designees are appointed to approve all conference attendance and expenses for fiscal year 2018-2019.

C. Establishment of Petty Cash Funds

It is hereby resolved that the establishment of Petty Cash Funds in the amounts designated and custodians thereof on the attached list is established and that the Treasurer and/or Deputy Treasurer are responsible for maintaining funds for fiscal year 2018-2019.

D. Signatures on Checks

It is hereby resolved that authorization to sign checks for the 2018-2019 fiscal year is given to the following listed personnel:

All Checks

Janice Conley
Kim Mehlenbacher

Student Activity Accounts

Bush Education Center:

Coopers Education Center:

Wildwood Education Center:

Sally Dillon

Robin Wojcinski

Susan Hamilton

TBD

Michelle Chamberlin

Sharyl Hammond

E. Budget Transfers

It is hereby resolved that authorization is granted to District Superintendent James Frame or his designee to approve Budget Transfers up to \$10,000 for fiscal year 2018-2019.

F. Apply for Grants

It is hereby resolved that District Superintendent Frame or his designee is authorized to approve applications for grants for fiscal year 2018-2019.

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

It is hereby resolved that authorization is granted to District Superintendent James Frame to employ temporary, substitute, full-time and part-time employees on an interim basis for fiscal year 2018-2019 until such time as the Board of Education is able to act upon a formal recommendation for appointment.

H. Internal Controls Procedure

It is hereby resolved that the attached Internal Controls Procedure is accepted for fiscal year 2018-2019.

I. Legal Indemnification

It is resolved that the Board does and hereby approved legal indemnification of Board Members, Officers, the District Superintendent and School Administrators against all uninsured financial or property loss arising out of any proceeding, claim, demand, suit, tort, arbitration or judgment by reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while Board Member, Officer, District Superintendent, and School Administrator is acting within the scope of his/her employment or at the discretion of the Board of Education for fiscal year 2018-2019.

J. Liability Insurance

It is hereby resolved that the Board does and hereby approves the liability insurance carrier to be Utica National Insurance Company for fiscal year 2018-2019.

K. Employee Theft (Bonding)

It is hereby resolved that bonding for fiscal year 2018-2019 of all personnel in the amount of \$5,000,000 per loss plus \$1,000,000 for treasurers and internal claims auditors will be carried with Utica National Insurance Company.

L. Student Field Trips and Itineraries

It is hereby resolved that District Superintendent James Frame or his designee is authorized to approve student field trips for travel in New York State not requiring charter or contract transportation for fiscal year 2018-2019.

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

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

N. Disposal of BOCES Property

It is hereby resolved that the Assistant Superintendent for Finance & Administrative Services, Margaret Munson, or her designee, Director of Facilities III, Brian Bentley, is authorized to dispose of obsolete and surplus property for fiscal year 2018-2019.

O. Extracurricular Activities Accounts

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

P. Execution of All Contracts

It is hereby resolved that the Board delegates to the District Superintendent the authority to execute all contracts on behalf of the BOCES. The District Superintendent may delegate such authority to the District Superintendent's Cabinet.

CARRIED UNANIMOUSLY

9. Other Items

19-008

Upon the motion of Wheeler, seconded by Apgar, the following other items were approved:

A. Adoption of All Policies, Code of Ethics, and Code of Conduct

It is hereby resolved that all policies, code of ethics, code of conduct, regulations and procedures in effect in the GST BOCES during the 2017-2018 fiscal year shall be carried over into the 2018-2019 fiscal year.

B. Authorization to Establish Mileage Reimbursement

It is hereby resolved that the mileage reimbursement rate is 54.5¢ per mile for fiscal year 2018-2019.

CARRIED UNANIMOUSLY

REGULAR BOARD MEETING
Coopers Education Center, Building #8, DL Room

Tuesday, July 10, 2018
Immediately following the
Reorganizational Meeting

1. Call to Order – Regular Meeting

There being no further business under the Reorganizational Meeting, the Regular meeting was called to order at 5:39 p.m. by Board President Donald Keddell.

2. Privilege of the Floor

None.

3. Acceptance of Agenda

19-009

Upon the motion of Dlugos, seconded by Scott, it was resolved to accept the agenda with addenda to Finance and Personnel reports.

CARRIED UNANIMOUSLY

4. Consensus Items

19-010

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

A. Approval of Minutes

1. Regular Board Meeting – June 5, 2018

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – May 2018

5. Finance

19-011

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

A. General Fund Establishments and Adjustments

1. Budget Establishment for 2017-2018:

Item#	CoSer #	Title	In the Amount of
271-18	350.492	Itinerant HR Manager w/Erie 2 BOCES	\$ 3,333

This establishment will be supported as follows:

271-18	350.492	Addison: \$3,333
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2. Budget Increases for 2017-2018:

Item #	CoSer#	Title	Increase	From	To	
272-18	302.494	Itinerant Handicap: Other w/Monroe #1 BOCES	\$ 1,904	\$ 1,648	\$ 3,552	273-18
304.001		Itinerant Visually Impaired (Braille Prep)	\$ 2,359	\$ 28,407	\$ 30,766	
274-18	327.000	Itinerant Teacher of the Deaf	\$ 2,304	\$ 165,020	\$ 167,324	
275-18	331.000	Itinerant Consultant Teacher	\$ 65,211	\$ 634,354	\$ 699,565	276-18
403.004		Alternative Education: Middle School - Hornell	\$ 1,254	\$ 209,758	\$ 211,012	
277-18	419.693	Academic Programs: Special Fac. w/TST BOCES	\$ 1,980	\$ 4,860	\$ 6,840	278-18
426.000		Exploratory Enrichment	\$ 5,212	\$ 142,217	\$ 147,429	
279-18	430.000	Distance Learning	\$ 14,000	\$ 717,349	\$ 731,349	280-18
506.000		Curriculum Development	\$ 1,709	\$ 1,111,951	\$ 1,113,660	281-18
511.000		Printing	\$ 57,652	\$ 1,745,831	\$ 1,803,483	282-18
512.000		Computer Service: Instructional	\$ 13,173	\$ 2,407,318	\$ 2,420,491	
283-18	522.000	Equip. Repair (AV/Micro/Electronic)	\$ 7,830	\$ 357,942	\$ 365,772	284-18
525.000		Staff Development	\$ 41,565	\$ 1,344,211	\$ 1,385,776	285-18
527.000		Instructional Materials	\$ 579	\$ 1,034,240	\$ 1,034,819	286-18
529.499		Equip. Repair w/Cattaraugus-Allegany BOCES	\$ 29	\$ 10	\$ 39	
287-18	550.591	Computer Service: Instr. w/Erie 1 BOCES	\$ 764,346	\$ 1,426,594	\$ 2,190,940	288-18
605.000		Computer Service: Mgmt.	\$ 53,098	\$ 13,734,507	\$ 13,787,605	289-18
609.000		Safety/Risk Mgmt.	\$ 6,300	\$ 855,241	\$ 861,541	290-18
618.000		GASB 75 – Planning & Evaluation Service	\$ 6,580	\$ 106,295	\$ 112,875	291-18
626.499		Public Info. w/Cattaraugus-Allegany BOCES	\$ 88	\$ 25	\$ 113	292-18
629.591		Computer Service: Mgmt. w/Erie 1 BOCES	\$ 158,909	\$ 3,542,852	\$ 3,701,761	
293-18	657.698	Policy Manual Service w/Putnam BOCES	\$ 12,241	\$ 15,864	\$ 28,105	
294-18	670.494	Computer Service: Mgmt. w/Monroe #1 BOCES	\$ 48,080	\$ 12,554	\$ 60,634	

These increases will be supported as follows:

272-18	302.494	Corning: \$1,904
273-18	304.001	Alfred-Almond: \$3,077, Elmira: (\$558), Watkins Glen: (\$160)
274-18	327.000	Corning: (\$15,488), Elmira: \$19,975, Hammondsport: (\$1,093), Watkins Glen: (\$1,090),
275-18	331.000	Addison: (\$4,927), Alfred-Almond: (\$98), Arkport: (\$146), Avoca: (\$1,317), Bath: (\$9,026), Bradford: \$5,124, Campbell-Savona: \$1,840, Canaseraga: (\$4,327), Canisteo-Greenwood: (\$4,505), Corning: \$6,394, Elmira: \$82,794, Elmira Heights: (\$2,536), Hammondsport: (\$5,595), Hornell: (\$16,165), Horseheads: \$2,977, Jasper-Troupsburg: (\$5,708), Prattsburgh: \$4,164, Spencer-Van Etten: (\$1,220), Watkins Glen: \$15,615, Waverly: \$11,176, Genesee Valley BOCES: (Wayland-Cohocton: (\$1,139)), Cattaraugus-Allegany BOCES: (Andover: (\$5,530)), Wayne-Finger Lakes BOCES (Naples: (\$2,634))
276-18	403.004	Arkport: (\$17,928), Avoca: \$17,928, Hornell: \$11,115, Genesee Valley BOCES: (Wayland-Cohocton: (\$9,861))
277-18	419.693	Elmira: \$90, Spencer-Van Etten: \$450, Waverly: \$1,440
278-18	426.000	Watkins Glen: \$5,212
279-18	430.000	Hornell: \$14,000
280-18	506.000	Avoca: (\$1,848), Alfred-Almond: (\$2,783), Arkport: (\$300), Canaseraga: (\$925), Corning: \$7,969, Hornell: (\$404)
281-18	511.000	Addison: \$517, Alfred-Almond: \$109, Arkport: \$850, Avoca: \$818, Bradford: \$175, Bath: \$2,474, Campbell-Savona: \$4,319, Canaseraga: \$170, Canisteo-Greenwood: \$1,295, Corning: \$10,312, Elmira: \$8,979, Elmira Heights: \$1,940, Hammondsport: \$110, Hornell: \$225, Horseheads: \$8,179, Odessa-Montour: \$2,669, Prattsburgh: \$127, Spencer-Van Etten: \$1,609, Watkins Glen: \$629, Waverly: \$7,802, Misc. Revenue: (Chemung County: \$294, Notre Dame High School: \$1,318, Saint Mary Our Mother School: \$73, Steuben County: \$543, Village of Horseheads: \$2,116)
282-18	512.000	Bradford: \$3,368, Corning: \$9,805
283-18	522.000	Misc. Revenue: (Dell: \$5,600, HP: \$2,230)
284-18	525.000	Alfred-Almond: \$2,783, Arkport: \$300, Avoca: \$1,848, Canaseraga: \$610, Elmira: \$34,845, Hornell: \$404, Spencer-Van Etten: \$1,075, Watkins Glen: (\$300)
285-18	527.000	Bradford: \$100, Corning: \$320, Odessa-Montour: \$159
286-18	529.499	Canisteo-Greenwood: \$29
287-18	550.591	Alfred-Almond: \$56,311, Arkport: \$149,610, Avoca: \$80,721, Canaseraga: \$19,344, Canisteo-Greenwood: \$13,169, Elmira: \$439,000, Hammondsport: \$17, Jasper-Troupsburg: \$6,102, Prattsburgh: \$72
288-18	605.000	Bradford: (\$3,367), Elmira: \$45,041, Elmira Heights: \$2,593, Horseheads: \$3,120, Misc. Revenue: (Alternative Math & Science School: (\$192), Corning Christian Academy: (\$444), DASA/Autism: \$1,176, SAVE: \$4,457, STCRP Board: \$590, Twin Tier Christian Academy: (\$449), Wings of Eagles: \$573)
289-18	609.000	Elmira Heights: \$6,300
290-18	618.000	Alfred-Almond: (\$55), Arkport: (\$55), Bradford: (\$55), Canaseraga: (\$55), Corning: \$7,075, Hammondsport: (\$55), Horseheads: (\$55), Spencer-Van Etten: (\$55), Watkins Glen: (\$55), Waverly: (\$55)
291-18	626.499	Canisteo-Greenwood: \$88
292-18	629.591	Alfred-Almond: \$79,646, Arkport: \$6,369, Avoca: \$8,859, Canaseraga: (\$2,140), Canisteo-Greenwood: \$51,599, Elmira: \$26,364, Hammondsport: \$557, Hornell: \$20, Jasper-Troupsburg: \$320, Prattsburgh: (\$12,685)
293-18	657.698	Addison: \$12,241
294-18	670.494	Elmira: \$48,080

3. Budget Decreases for 2017-2018:

Item #	CoSer #	Title	Decrease	From	To	
295-18	304.000	Itinerant Visually Impaired	\$ 4,189	\$ 237,050	\$ 232,861	296-18
307.000		Itinerant English as a Second Language	\$ 24,613	\$ 365,105	\$ 340,492	297-18
310.000		Itinerant Speech Impaired	\$ 13,000	\$ 431,887	\$ 418,887	
298-18	324.000	Itinerant Occupational Therapy	\$ 7,999	\$ 689,099	\$ 681,100	299-18
326.000		Itinerant Hard of Hearing	\$ 2,300	\$ 239,217	\$ 236,917	300-18
332.000		Itinerant Social Worker	\$ 23,200	\$ 244,926	\$ 221,726	
301-18	401.000	Arts in Education	\$ 19,212	\$ 385,496	\$ 366,284	302-18
403.003		Alternative Education: Secondary	\$ 116,141	\$ 1,902,957	\$ 1,786,816	303-18
403.005		Alternative Education: Middle School - Coopers	\$ 43,691	\$ 180,436	\$ 136,745	
304-18	537.000	School/Curriculum Improvement	\$ 254	\$ 1,430,776	\$ 1,430,522	305-18
617.000		School Food Mgmt.	\$ 117,567	\$ 2,185,765	\$ 2,068,198	306-18
659.591		Policy Manual Service w/Erie 1 BOCES	\$ 675	\$ 80,955	\$ 80,280	

These decreases will be supported as follows:

295-18	304.000	Alfred-Almond: \$989, Arkport: (\$900), Bath: \$47, Canisteo-Greenwood: (\$884), Elmira Heights: (\$3,624), Hammondsport: \$1,819, Horseheads: (\$1,760), Spencer-Van Etten: \$43, Watkins Glen: \$81
296-18	307.000	Addison: \$11,230, Arkport: \$599, Bath: (\$20,874), Elmira: (\$10,594), Elmira Heights: (\$2,648), Hornell: \$150, Horseheads: \$599, Odessa-Montour: \$1,025, Watkins Glen: \$2,925, Waverly: (\$7,025)
297-18	310.000	Addison: (\$1,100), Arkport: (\$338), Campbell-Savona: (\$141), Corning: (\$5,123), Elmira: (\$2,256), Elmira Heights: (\$2,256), Horseheads: \$470, Waverly: (\$2,256)
298-18	324.000	Addison: (\$995), Alfred-Almond: (\$760), Arkport: (\$2,857), Bradford: \$866, Campbell-Savona: (\$851), Canaseraga: \$591, Canisteo-Greenwood: (\$524), Corning: (\$1,048), Elmira Heights: \$251, Horseheads: (\$654), Odessa-Montour: (\$3,133), Genesee Valley BOCES: (Keshequa: \$1,115)
299-18	326.000	Bath: (\$19), Bradford: \$7,600, Corning: (\$143), Elmira: (\$5,821), Elmira Heights: \$1,903, Horseheads: (\$32), Trumansburg: (\$4,792), Watkins Glen: (\$977), Waverly: (\$19)
300-18	332.000	Addison: (\$11,386), Arkport: (\$2,625), Elmira Heights: (\$3,938), Waverly: (\$5,251)
301-18	401.000	Hornell: (\$14,000), Watkins Glen: (\$5,212)
302-18	403.003	Addison: (\$7,084), Alfred-Almond: \$17,926, Arkport: \$8,051, Avoca: (\$7,514), Bath: (\$16,638), Bradford: (\$2,576), Campbell-Savona: (\$96,821), Canisteo-Greenwood: (\$6,226), Corning: (\$7,084), Elmira: \$56,246, Elmira Heights: (\$2,039), Hammondsport: \$9,875, Hornell: \$322, Jasper-Troupsburg: \$20,824, Prattsburgh: \$5,367, Spencer-Van Etten: \$751, Watkins Glen: \$11,593, Waverly: (\$96,606), Cattaraugus-Allegany BOCES: (Andover: (\$2,683)), Wayne-Finger Lakes BOCES: (Naples: (\$1,825))
303-18	403.005	Bath: (\$30,132), Bradford: \$4,520, Corning: \$23,202, Elmira: (\$21,846), Waverly: (\$19,435)
304-18	537.000	Canaseraga: \$315, Spencer-Van Etten: (\$869), Watkins Glen: \$300
305-18	617.000	Hornell: (\$117,567)
306-18	629.591	Addison: (\$2,375), Canisteo-Greenwood: \$1,700

4. Budget Increases for 2018-2019:

Item #	CoSer#	Title	Increase	From	To	
001-19	508.000	Library Services/Media	\$ 3,497	\$ 387,505	\$ 391,002	002-19
605.000		Computer Service: Mgmt.	\$ 500	\$ 13,104,566	\$ 13,105,066	
003-19	617.000	School Food Mgmt.	\$ 117,567	\$ 2,085,322	\$ 2,202,889	

These increases will be supported as follows:

001-19	508.000	Canaseraga: \$2,560, Hornell: \$937
002-19	605.000	Wayne-Finger Lakes BOCES: (Dundee: \$500)
003-19	617.000	Hornell: \$117,567

5. Transfers within programs for 2017-2018:

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

<u>COSER</u> <u>NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER</u> <u>IN</u>	<u>TRANSFER</u> <u>OUT</u>
001	Central Admin.	001-1310-160-0-00 N-I Salaries		\$ 4,218
		001-1310-160-1-00 N-I Salaries		\$ 11,782
		001-1310-816-0-00 Health Insurance		\$ 10,449
		001-1310-161-0-00 N-I Sub. Salaries	\$ 9,500	
		001-1310-163-0-00 N-I HI Stipend	\$ 5,449	
		001-1310-163-1-00 N-I HI Stipend	\$ 5,000	
		001-1310-300-0-00 Supplies & Mat.	\$ 6,500	
		Total	\$ 26,449	\$ 26,449
002	Capital	002-1900-470-0-00 Rental of Facilities		\$ 17,400
		002-1900-470-0-07 Rental of Facilities		\$ 8,800
		002-1900-470-0-03 Rental of Facilities	\$ 6,600	
		002-1900-470-0-09 Rental of Facilities	\$ 8,800	
		002-1900-470-4-00 Rental of Facilities	\$ 10,800	
		Total	\$ 26,200	\$ 26,200
101	CTE	101-3020-152-0-74 Instr. Sub. Salaries		\$ 13,251
		101-3020-151-0-74 L/T Instr. Sub. Sal.	\$ 13,251	
		Total	\$ 13,251	\$ 13,251
403	Alt. Ed.-Secondary	403-5873-150-3-00 Certified Salaries		\$ 33,276
		403-5873-151-4-00 L/T Instr. Sub. Sal.	\$ 33,276	
		Total	\$ 33,276	\$ 33,276
445	P-TECH	445-5880-210-0-00 Large Equipment		\$ 50,093
		445-5880-150-0-00 Certified Salaries	\$ 30,330	
		445-5880-202-0-00 Classroom Furn.	\$ 13,887	
		445-5880-205-0-00 Software	\$ 5,000	
		445-5880-458-0-00 Staff Development	\$ 876	
		Total	\$ 50,093	\$ 50,093
506	Curr. Development	506-6210-440-0-00 Consultant		\$ 14,397

		506-6210-400-0-00 Contract & Other	\$	14,397		
		Total	\$	14,397	\$	14,397
617	School Food Mgmt.	617-7612-160-0-00 N-I Salaries			\$	25,004
		617-7612-816-0-00 Health Insurance			\$	13,802
		617-7612-164-0-00 N-I Overtime	\$	25,202		
		617-7612-204-0-00 Small Equipment	\$	1,423		
		617-7612-444-0-00 Advertising	\$	81		
		617-7612-801-0-00 Post Employment	\$	176		
		617-7612-814-0-00 Disability Insurance	\$	251		
		617-7612-821-0-00 Vision Insurance	\$	402		
		617-7612-823-0-00 Flex	\$	51		
		617-7612-824-0-00 Dental Insurance	\$	11,220		
		Total	\$	38,806	\$	38,806

6. Transfers within programs for 2018-2019:

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

<u>COSER</u> <u>NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER</u> <u>IN</u>	<u>TRANSFER</u> <u>OUT</u>
605	Computer Services	605-7710-458-8-08 Staff Development		\$ 81,261
		605-7710-400-8-08 Contract & Other	\$ 81,261	
		Total	\$ 81,261	\$ 81,261

B. Federal Fund Establishments and Adjustments

1. Budget Increases for 2017-18:

- Southern Tier Scholars budget increased by \$1,250.00 from \$26,672.45 to \$27,922.45. Revenue for this program comes from donations.
- Comprehensive Health and Wellness budget increased by \$364.00 from \$1,439.00 to \$1,803.00. Revenue for this program comes from DASA registration fees.

C. Purchasing

- Award of cooperative bids for the purchase of Health Supplies, Custodial Supplies, Athletic Supplies and Copy Paper for Bradford, Canisteo-Greenwood, Hammondsport, Jasper-Troupsburg, Odessa-Montour and Prattsburgh school districts based on the lowest bid meeting specifications for each line item as attached.

a. Health Supplies

Bids were opened June 11, 2018 at 2:00 PM and the following bids were received:

- Sammons Preston Inc./Performance Health Supply, dba/Medco Supply Co., PO Box 93040, Chicago, IL 60673-3040
- Moore Medical LLC, 1690 New Britain Ave., Farmington, CT 06032

b. Custodial Supplies

Bids were opened on June 11, 2018 at 2:00 PM and the following bids were received:

- Central Poly Corp., 2400 Bedle Place, Linden, NY 07036
- Hillyard, 125 Rawson Rd., Victor, NY 14564
- Interbro Packaging, 114 Bracken Rd., Montgomery, NY 12549
- Sanico Inc., PO Box 2037, 156 Corporate Dr., Binghamton, NY 13902
- School Specialty, 140 Marble Dr., Lancaster, PA 17601
- Unipack Corp., PO Box 30027, Brooklyn, NY 11230
- W.B. Mason, 1200 State Fair Blvd., Syracuse, NY 13209

c. Athletic Supplies

Bids were opened on June 14, 2018 at 2:00 PM and the following bids were received:

- BSN Sports/Pal's, PO Box 49, Jenkintown Ave., PA 19046
- Gopher Sport, 220 24th Ave. NW, PO Box 998, Owatonna, MN 55060
- MFAC LLC, 1600 Division Rd., West Warwick, RI 02893

- 4.) Nasco, 901 Janesville Ave., Fort Atkinson, WI 53580
- 5.) S&S Worldwide, PO Box 513, Colchester, CT 06415
- 6.) School Specialty, PO Box 1579, Appleton, WI 54912

d. Copy Paper

The bid was opened on June 18, 2018 at 2:00 PM and the following bid was received:

- 1.) W.B. Mason, 1200 State Fair Blvd., Syracuse, NY 13209
2. Approval of Resolution, as attached, for the Installment Purchase Agreement for Laptops and Accidental Damage Protection Plans in the amount of \$112,560 for the Watkins Glen Central School District for a three year term.

D. Acceptance of Donations

1. \$250 for Southern Tier Scholars from Buffamante Whipple Buttafaro P.C., 130 South Union Street, Suite 200, Olean NY 14760.
2. \$1,000 for Southern Tier Scholars from Matthews Buses, Inc. 2900 Route 9-Malta, Ballston Spa, NY 12020.
3. 1997 Honda Accord to the Bush TEC Exploration Class from Boyd Brokaw, 8888 Schuster Road, Dansville, NY 14437.
4. Troy Built Riding Mower to the Bush TEC Exploration Class from Debra Hyde, 117 Holiday Drive, Horseheads, NY 14845.

E. 2019-2020 Capital Project-Proposed Scope of Work

1. Approval of the Proposed Scope of Work for the 2019-2020 Capital Project, as attached.

F. 2019-2020 Capital Construction Project SEQR Determination

1. Whereas, the Greater Southern Tier BOCES proposes a \$1,800,000 Capital Construction project at the Pauline G. Bush Campus in Elmira, New York, the Coopers Education Center in Painted Post, New York and the Wildwood Education Center in Hornell, New York. The project consists of work at the following buildings and sites:

Pauline G. Bush Campus (Elmira)

1. Building 8 Partial renovation to include Toilet Rooms, Office and Conference (900 SF)

Coopers Campus (Painted Post)

2. Building 3 Renovate existing Alternative Area into (2) classrooms (2884 SF)

Wildwood Campus (Hornell)

3. Building 3 Renovate existing Counselor's Suite and Atrium Area (1630 SF)
Renovate existing Main Office Area (2027 SF)
Roof replacement (20,000 SF)

Whereas, all public educational facilities capital projects are subject to SEQR, and

Whereas, pursuant to the revised Commissioner's Regulations 115.9, effective November 15, 2000, the local school district must act as the Lead Agency in the State Environmental Quality Review Act (SEQR). The NYS Department of Environmental Conservation (DEC) Guidelines state that a SEQR must be completed (prior to the project being authorized by the voters in cases where funding is authorized by voter approval). SED currently recommends that the Board of Education complete the SEQR process (prior to setting a voter authorization date in cases where voter approval is required).

Therefore be it resolved, that the Greater Southern Tier BOCES is designated as the Lead Agency and in accordance with 6NYCRR Part 617, Section 617.5 it has been determined that this review is a Type II Action and, therefore, requires no further review under SEQR.

G. Authorization to pay the following membership dues

- 1. Rural Schools Association dues in the amount of \$750 for the 2018-2019 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.
- 2. Association of Educational Services Agencies (AESA) dues in the amount of \$605 for the 2018-2019 year for Schuyler-Steuben-Chemung-Tioga-Allegany BOCS.
- 3. BOCES Educational Consortium (BEC) Membership dues in the amount of \$1,600 for the 2018-2019 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

H. Lease Agreement with Elmira Real Properties, Inc.

- 1. Approval of lease agreement with Elmira Real Properties, Inc. for 15,525 square feet in Langdon Plaza, effective upon Commissioner’s approval, through June 30, 2028.

CARRIED UNANIMOUSLY

6. Personnel

19-012

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

A. Amend Retirement, from the June 5, 2018 BOE Minutes, due to a change in the retirement date

- 1. **Jeannette Plummer**
Position: **Teacher Aide**
Effective: from end of day July 30, 2018 to **end of day August 16, 2018**, due to working ESY
Date of Hire: May 7, 1984

B. Retirements

- 1. **Lawrence Mead**
Position: **Food Service Helper**
Effective: end of day May 24, 2018
Date of Hire: May 22, 2006
- 2. **Terri Walczak**
Position: **Senior Account Clerk Typist**
Effective: end of day August 23, 2018
Date of Hire: August 10, 1988
- 3. **Mary Coon**
Position: **Teacher Aide**
Effective: end of day October 3, 2018
Date of Hire: December 6, 1999

C. Resignations

- 1. **Tyler Mickinkle**
Position: **Network Technology Specialist**
Effective: end of day June 15, 2018
Date of Hire: September 27, 2017
Reason: other employment
- 2. **Susan Blunt**
Position: **Food Service Specialist**
Effective: end of day June 22, 2018
Date of Hire: December 3, 2008
Reason: personal
- 3. **Elizabeth McIntosh**
Position: **Staff Development Coordinator**
Effective: end of day June 29, 2018
Date of Hire: September 3, 2013
Reason: other employment
- 4. **Sara Stocum**
Position: **Teaching Assistant, Special Education**
Effective: July 11, 2018
Date of Hire: January 2, 2018
Reason: personal reasons

- 5. Teresa Dean**
Position: **Payroll Specialist**
Effective: end of day July 13, 2018
Date of Hire: March 1, 2016
Reason: other employment
- 6. Kaleen Muldoon**
Position: **School Counselor**
Effective: July 16, 2018
Date of Hire: January 26, 2016
Reason: other employment
- 7. Chelsea Cicora**
Position: **School Social Worker**
Effective: end of day July 20, 2018
Date of Hire: September 6, 2016
Reason: personal
- 8. Jared Kennedy**
Position: **Assistant Principal**
Effective: end of day July 20, 2018
Date of Hire: September 1, 2017
Reason: personal
- 9. Michael Klos**
Position: **Network Technology Specialist**
Effective: end of day July 20, 2018
Date of Hire: July 21, 2008
Reason: other employment
- 10. Thomas Woodhouse**
Position: **School Psychologist**
Effective: end of day July 20, 2018
Date of Hire: September 6, 2016
Reason: personal
- 11. Nicole Turnmyre**
Position: **Registered Professional Nurse**
Effective: August 10, 2018
Date of Hire: November 13, 2017
Reason: other employment
- 12. Jennifer Page**
Position: **Program Assistant**
Effective: September 3, 2018
Date of Hire: October 30, 2006
Reason: to accept the GST BOCES position of Teaching Assistant, effective September 4, 2018
- 13. Stacey Lunger**
Position: **Account Clerk**
Effective: end of day July 18, 2018
Date of Hire: January 17, 2017
Reason: to accept the GST BOCES position of Computer Operations Specialist, effective July 19, 2018

D. Salary Change

- 1. Jeffrey Tham**
Position: **Personal Computer Coordinator**
Salary: decreased from \$73,448.00 per year to **\$62,000.00** per year
Effective: July 1, 2018
Reason: due to a change in work location and decreased duties
- 2. Mary Teresa (Tessa) Yorke**
Position: **Network Technology Specialist**
Salary: increased from \$45,504.00 per year to **\$49,000.00** per year
Effective: July 23, 2018
Reason: due to a retirement and additional duties

3. Jennifer Mleczynski

Position: **Education Grant Specialist**
Salary: increased from \$54,394.00 per year to **\$58,394.00** per year
Effective: July 1, 2018
Reason: off schedule raise

4. Sara Courson

Position: **Education Grant Specialist**
Salary: increased from \$50,916.00 per year to **\$54,916.00** per year
Effective: July 1, 2018
Reason: off schedule raise

5. Fiona O'Connor

Position: **Education Grant Specialist**
Salary: increased from \$49,578.00 per year to **\$53,578.00** per year
Effective: July 1, 2018
Reason: off schedule raise

6. Tammy Miller

Position: **Education Grant Specialist**
Salary: increased from \$45,535.00 per year to **\$49,535.00** per year
Effective: July 1, 2018
Reason: off schedule raise

E. Increase to Position

- 1. Teaching Assistant**, one 10 month, school calendar position increased from part-time (.48 FTE) to full-time (1.0 FTE), effective September 4, 2018, due to the increase in districts' requests for services.

F. Increase in Assignments

1. Anthony Burin

Position: **Courier**
Effective: July 23, 2018
Increase: from .2 FTE to **.45 FTE**
Salary: \$15.43 per hour
Reason: due to the review of courier routes and adjustments with schedules

2. Stacey Mullikin

Position: **Teaching Assistant**, Cosmetology, 10 month, school calendar position
Effective: September 4, 2018
Increase: .48 FTE to **1.0 FTE**
Probationary Period: September 4, 2018 through September 3, 2022
Tenure Area: Teaching Assistant
Certification Status: Level 1, Teaching Assistant, September 13, 2016 through January 31, 2020
Salary: \$27,511.00 per year (step 4)
Reason: due to the increase in districts' requests for services

G. Change from Civil Service Provisional Appointment to Probationary Appointment, due to successful passing of Civil Service Exam

1. Robin Bingham

Position: **Computer Operations Specialist**, full-time (1.0 FTE), 12 month position, Civil Service Competitive, **Probationary** appointment
Effective: June 15, 2018
Probationary Period: June 15, 2018 through June 14, 2019
Civil Service List #: 19417
Salary: \$37,000.00 per year, prorated

H. Discontinuation of Employment

1. **Lynzi Davis**
Position: **Teacher Aide**
Effective: end of day June 15, 2018
Date of Hire: February 26, 2018

I. Reclassification of Civil Service Position

1. Painter, one full-time (1.0 FTE), 12 month, Non-Competitive Civil Service position reclassified to **Maintenance Helper**, full-time (1.0 FTE), 12 month, Non-Competitive Civil Service position, effective March 12, 2018.
2. Senior Computer Programmer Analyst, one full-time (1.0 FTE), 12 month, Competitive Civil Service position reclassified to **Computer Operations Specialist**, full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective July 19, 2018.
3. Computer Program Assistant, two full-time (1.0 FTE), 12 month, Competitive Civil Service positions reclassified to **Computer Applications Specialist**, full-time (1.0 FTE), 12 month, Competitive Civil Service positions, effective July 9, 2018.
4. Senior Computer Service Program Aide, one full-time (1.0 FTE), 12 month, Competitive Civil Service position reclassified to **Computer Applications Specialist**, full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective July 9, 2018.

J. Creation of Positions

1. **District Data Coordinator**, one full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective July 1, 2018, due to the increase in districts' requests for services.
2. **Network Technology Specialist**, two (2) full-time (1.0 FTE), 12 month, Competitive Civil Service position, effective July 1, 2018, due to the increase in districts' requests for services.
3. **Teacher**, Special Education, one full-time (1.0 FTE), 10 month, school calendar position, effective September 4, 2018, due to the increase in districts' requests for services.
4. **Teacher**, Career Beginnings & Exploration, one full-time (1.0 FTE), 10 month, school calendar position, effective September 4, 2018, due to the increase in districts' requests for services.

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

1. **Joseph Miller, Jr.**
Position: **Teaching Assistant**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
Effective: May 5, 2018
Location: Bush Education Center
Tenure Area: Teaching Assistant
Certification: Level 1, Teaching Assistant, May 5, 2018 through August 31, 2021
Probationary Period: May 5, 2018 through May 4, 2022
Salary: \$28,108.00 per year, prorated (step 2 + Credit Hour Stipend)

L. Reassignment

1. **Stephanie Stephens**
Position: **Staff Development Coordinator**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
Effective: July 1, 2018
Location: Corning-Painted Post CSD
Education: Certificate of Advanced Studies, Educational Administration, SUNY Brockport

Tenure Area:	Staff Development Coordinator
Certification:	School District Leader
Probationary Period:	July 1, 2018 through June 30, 2022*
Experience:	4 years' related experience
Salary:	\$84,833.00 per year
Reason for Appt:	due to the increase in districts' requests for services

2. Martina Hartigan

Position:	Computer Applications Specialist , full-time (1.0 FTE), 12 month, Competitive Civil Service position, Promotional, Probationary appointment
Effective:	July 9, 2018
Location:	Bush Education Center
Education:	High School Diploma, Horseheads CSD
Probationary Period:	July 9, 2018 through October 1, 2018
Civil Service List #:	19437
Experience:	4 years' related experience
Salary:	\$19.73 per hour (Grade 13, Step 1)
Reason for Appt:	due the Civil Service reclassification of a Computer Program Assistant position

3. Kathleen Rathbun

Position:	Computer Applications Specialist , full-time (1.0 FTE), 12 month, Competitive Civil Service position, Promotional, Probationary appointment
Effective:	July 9, 2018
Location:	Bush Education Center
Education:	Associate in Applied Science, Corning Community College
Probationary Period:	July 9, 2018 through October 1, 2018
Civil Service List #:	19437
Experience:	8 years' related experience
Salary:	\$21.90 per hour (Grade 13, Step 8)
Reason for Appt:	due the Civil Service reclassification of a Senior Computer Service Program Aide position

4. Gaynor Young-Pierce

Position:	Computer Applications Specialist , full-time (1.0 FTE), 12 month, Competitive Civil Service position, Promotional, Probationary appointment
Effective:	July 9, 2018
Location:	Bush Education Center
Education:	High School Diploma, Horseheads CSD
Probationary Period:	July 9, 2018 through October 1, 2018
Civil Service List #:	19437
Experience:	7 years' related experience
Salary:	\$21.23 per hour (Grade 13, Step 6)
Reason for Appt:	due the Civil Service reclassification of a Computer Program Assistant position

M. Rescind Appointment, from the April 3, 2018 Board of Education minutes, due to Civil Service reclassifying the position

1. Dylan Semski

Position:	Painter , full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment
Effective:	March 12, 2018
Location:	Bush Education Center and Coopers Education Center
Education:	High School Diploma, Elmira CSD
Probationary Period:	March 12, 2018 through March 11, 2019
Experience:	substitution
Salary:	\$14.61 per hour + night differential (grade 4, step 1)
Reason for Appt:	due to a resignation

N. Appointments

1. Dylan Semski

Position:	Maintenance Helper , full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, Temporary appointment, pending Civil Service reclassification of a Painter position
Effective:	March 12, 2018 through June 5, 2018
Location:	Bush Education Center and Coopers Education Center
Education:	High School Diploma, Elmira CSD
Experience:	substitution
Salary:	\$14.61 per hour + night differential (grade 4, step 1)
Reason for Appt:	due to Civil Service reclassification of position
2. Dylan Semski	
Position:	Maintenance Helper , full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment
Effective:	June 6, 2018
Location:	Bush Education Center and Coopers Education Center
Education:	High School Diploma, Elmira CSD
Probationary Period:	June 6, 2018 through June 5, 2019
Experience:	substitution
Salary:	\$14.61 per hour + night differential (grade 4, step 1), June 6, 2018 through June 30, 2018 and \$14.84 per hour + night differential (grade 4, step 1), July 1, 2018
Reason for Appt:	due to Civil Service reclassification of position
3. Charles Difasi	
Position:	Food Service Driver , part-time (.78 FTE), 10 month, school calendar position, Non-Competitive Civil Service, Probationary appointment
Effective:	June 11, 2018
Location:	Horseheads CSD
Education:	High School Diploma, Elmira CSD
Probationary Period:	June 11, 2018 through October 28, 2019
Experience:	4 years' related experience
Salary:	\$14.26 per hour (grade 1, step 4)
Reason for Appt:	due to a resignation
4. Stephanie Kendall	
Position:	Supervisor of Computer Services , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	June 18, 2018
Location:	Bush Education Center
Education:	Associate in Applied Science, Data Processing, Corning Community College
Experience:	20 years' related experience
Salary:	\$67,000.00 per year
Reason for Appt:	due to a retirement
5. Dylan DeWert, Jr.	
Position:	Operations Communication Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	June 27, 2018
Location:	Bush Education Center
Education:	Associate in Applied Science, Information Technology, Corning Community College
Experience:	9 years' related experience
Salary:	\$42,000.00 per year
Reason for Appt:	due to a retirement
6. Christopher Caccia	
Position:	Personal Computer Coordinator , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 1, 2018
Location:	Schuyler County
Education:	Associate in Applied Science, Information Technology, Corning Community College

Experience:	6 years' related experience
Salary:	\$65,000.00 per year
Reason for Appt:	due to an internal transfer
7. Jack Wiiki	
Position:	District Data Coordinator , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 1, 2018
Location:	Spencer-Van Etten CSD and Waverly CSD
Education:	Master of Science, Computer Science, George Washington University, Washington DC
Experience:	18 years' related experience
Salary:	\$55,000.00 per year
Reason for Appt:	due to the increase in districts' requests for services
8. Courtney Boulton	
Position:	Network Technology Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 2, 2018
Location:	Addison CSD
Education:	Associate of Art, Arts and Sciences, Gloucester County College, NJ
Experience:	5 years' related experience
Salary:	\$34,000.00 per year
Reason for Appt:	due to a resignation
9. Eric Scouten	
Position:	Network Technology Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 2, 2018
Location:	Addison CSD
Education:	High School Diploma, Hornell CSD
Experience:	4 years' related experience
Salary:	\$34,000.00 per year
Reason for Appt:	due to a resignation
10. Justin Kendall	
Position:	Network Technology Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 2, 2018
Location:	Odessa-Montour CSD and Schuyler County
Education:	Associate in Applied Science, IT-Computer Network Technology, Corning Community College
Experience:	1 year of related experience
Salary:	\$33,000.00 per year
Reason for Appt:	due to the increase in districts' requests for services
11. Christopher Kimball	
Position:	Network Technology Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 2, 2018
Location:	Spencer-Van Etten CSD
Education:	Associate in Applied Science, IT-Computer Network Technology, Corning Community College
Experience:	1 year of related experience
Salary:	\$33,000.00 per year
Reason for Appt:	due to the increase in districts' requests for services
12. Rebecca Frank	
Position:	Educational Grant Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 9, 2018
Location:	Grant Services, Booth School

Education:	Bachelor of Science, Business Administration, SUNY Fredonia
Experience:	8 years' related experience
Salary:	\$47,500.00 per year
Reason for Appt:	due to an internal transfer
13. Sally Immerman	
Position:	Educational Grant Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Provisional appointment, pending Civil Service Exam
Effective:	July 16, 2018
Location:	Grant Services, Booth School
Education:	Bachelor of Art, English, University of PA, Philadelphia
Experience:	no related experience
Salary:	\$45,000.00 per year
Reason for Appt:	due to a resignation
14. Edward Gryska	
Position:	Courier , part-time (.2 FTE), 12 month position, Non-Competitive Civil Service, Probationary appointment
Effective:	July 24, 2018
Location:	Bush Education Center
Education:	High School Diploma, Elmira CSD
Probationary Period:	July 24, 2018 through July 23, 2019
Experience:	2 years' related experience
Salary:	\$14.55 per hour (grade 2, step 1)
Reason for Appt:	due to a retirement
15. Meaghan Krazinski	
Position:	Teacher , Special Education, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment
Effective:	September 4, 2018
Location:	STEM Academy
Education:	Master of Science, Inclusive Special Education 7-12 (Generalist), Syracuse University
Tenure Area:	Education of Children with Handicapping Conditions – General Special Education – Students with Disabilities – Gr 7-12 - Generalist
Certification:	Students with Disabilities – Gr 7-12 - Generalist
Probationary Period:	September 4, 2018 through September 3, 2022*
Experience:	2 years' related experience
Salary:	\$47,974.00 per year (step 3 + Credit Hour Stipend + Degree Stipend)
Reason for Appt:	due to the increase in districts' requests for services
16. Carrie Tierney	
Position:	Teacher , Career Beginnings & Exploration, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment
Effective:	September 4, 2018
Location:	Wildwood Education Center
Education:	High School Diploma, Hornell CSD
Tenure Area:	Cosmetology Occupations – Cosmetology/Barbering 7-12
Certification:	Initial, Cosmetology/Barbering 7-12, November 23, 2017 through January 31, 2023
Probationary Period:	September 4, 2018 through September 3, 2022*
Experience:	15 years' related experience
Salary:	\$56,467.00 per year (step 12)
Reason for Appt:	due to the increase in districts' requests for services
17. Stacey Lunger	
Position:	Computer Operations Specialist , full-time (1.0 FTE), 12 month, Competitive Civil Service position, Probationary appointment, Civil Service List # 19417
Effective:	July 19, 2018
Location:	Bush Education Center
Education:	High School Diploma, Horseheads CSD
Probationary Period:	July 19, 2018 through July 18, 2019
Experience:	4 years' related experience
Salary:	\$37,000.00 per year
Reason for Appt:	Internal transfer

O. Temporary Appointments

1. Donald Long

Position: **Long-Term Substitute Teacher, Math**, full-time (1.0 FTE), 10 month, school calendar, **Temporary**, appointment
Effective: November 27, 2017 through June 13, 2018
Location: Coopers Education Center
Education: Master of Science, Mathematics, Elmira College
Certification: Permanent, Mathematics 7-12, February 1, 1986
Experience: 33 years' related experience
Salary: \$57,532.00 per year, prorated (step 11 + Credit Hour Stipend + Degree Stipend)
Reason for Appt: due to an internal transfer

2. Elizabeth Bonsignore

Position: **Adult Education Instructor**, full-time (1.0 FTE), 12 month, **Temporary**, Unclassified, Non-Tenured appointment
Effective: July 2, 2018 through June 30, 2019
Location: Bush Education Center
Education: Bachelor of Science, Agriculture and Life Sciences, Cornell University
Certification: Adult Education Certificate, Job Skills Training Instructor, August 4, 2016 through August 31, 2019
Experience: 35+ years' related experience
Salary: \$48,000.00 per year (step 1)
Reason for Appt: due to the temporary increased needs in the department

P. Annual Temporary Appointments

1. David Ackland

Position: **Chief Information Administrator**, timesheet basis, 12 month position, **Temporary** appointment
Effective: July 2, 2018 through September 28, 2018
Location: Waverly CSD
Education: Bachelor of Science, Business Education, Bloomsburg University
Certification: Permanent, School District Administrator, September 1, 1983
Salary: \$19.75 per hour, timesheet, as needed basis
Reason for Appt: state reporting duties for Waverly CSD, as requested by the district

2. David Bates

Position: **Instructional Support Specialist**, timesheet basis, 12 month position, **Temporary** appointment
Effective: July 2, 2018 through June 28, 2019
Location: Bush Education Center
Education: Bachelor of Science, Music, Ithaca College
Certification: Permanent, Music, September 1, 1987
Salary: \$27.00 per hour, timesheet, as needed basis
Reason for Appt: providing ongoing services, as needed

3. Carolyn Benedict

Position: **Interim School Business Administrator - CBO**, timesheet basis, **Temporary** appointment
Effective: July 2, 2018 through June 28, 2019
Location: various GST BOCES Component Districts
Education: Certificate of Advanced Studies, School Business Administrator, SUNY Brockport
Certification: Permanent, School Business Administrator, September 1, 1994
Salary: \$325.00 per day, timesheet basis
Reason for Appt: to cover as needed in Component Districts

4. Gregory Fusare

Position: **Network Technology Specialist**, timesheet basis, 12 month position, **Temporary** appointment, reinstatement to Competitive Civil Service position
Effective: August 1, 2018 through June 28, 2019
Location: Bush Education Center

- Education: Associate in Applied Science, Network Technology, Corning Community College
Salary: \$27.00 per hour, timesheet, as needed basis
Reason for Appt: providing ongoing services, as needed
- 5. Barbara Lisefski**
Position: **Medicaid Management Coordinator**, timesheet basis, 12 month position, **Temporary** appointment
Effective: July 2, 2018 through June 28, 2019
Location: various GST BOCES Component Districts
Education: Master of Education, Nazareth College
Certification: Professional, School District Leader, February 1, 2009
Salary: \$22.32 per hour, timesheet, as needed basis
Reason for Appt: due to enhanced Medicaid coordination for various component districts
- 6. Eugene Mastin**
Position: **Chief Information Administrator**, timesheet basis, 12 month position, **Temporary** appointment
Effective: July 2, 2018 through June 28, 2019
Location: Canaseraga CSD
Certification: Permanent, School Counselor, September 1, 1990
Salary: \$20.35 per hour, timesheet, as needed basis
Reason for Appt: state reporting duties for Canaseraga CSD, as requested by the district
- 7. Timothy Monroe**
Position: **Operations Communication Specialist**, timesheet basis, 12 month position, **Temporary** appointment, reinstatement to Competitive Civil Service position
Effective: July 2, 2018 through June 28, 2019
Location: Bush Education Center
Salary: \$27.00 per hour, timesheet, as needed basis
Reason for Appt: providing ongoing services, as needed
- 8. Karen Horvat**
Position: **Principal Account Clerk**, part-time (.4 FTE), 12 month position, **Temporary** appointment, reinstatement to Competitive Civil Service position
Effective: July 9, 2018 through June 30, 2019
Location: Bush Education Center
Salary: \$27.26 per hour
Reason for Appt: providing ongoing services, as needed
- 9. Rhonda Whitford**
Position: **Supervisor of Computer Services**, timesheet basis, 12 month position, **Temporary** appointment, reinstatement to Competitive Civil Service position
Effective: September 4, 2018 through June 28, 2019
Location: Bush Education Center
Salary: \$27.00 per hour, timesheet, as needed basis
Reason for Appt: providing ongoing services, as needed

Q. Certification of BOCES Bus Drivers for 2018-2019

<u>Name of Driver</u>	<u>Class of License</u>
1. Allen, Sally J	B-PS
2. Beese, Lisa	BM-PS
3. Gauss, Samuel	B-NPS
4. Hardy, Randy	B-PSN
5. Hess, Ronald	B-PS
6. Jankowski, Theodore	B-PS
7. Rusby, William	BM-PS
8. Scott, Connie	BM-PS
9. Swimelar, Todd	MV-NPS

R. Annual Stipends, effective July 1, 2018 through June 30, 2019, except where noted

1. **GST BOCES Board Clerk**, Stipend \$7,500
 - a. **Kathleen Taylor, Executive Assistant to the District Superintendent**
2. **GST BOCES Deputy Board Clerk**, Stipend \$5,000
 - a. **Tina Watson, Senior Stenographer**
3. **GST BOCES Treasurer**, Stipend \$3,500
 - a. **Janice Conley, Senior Account Clerk Typist**
4. **Human Resources**, Stipend \$2,500
 - a. **Leslie Roof, Team Leader**
5. **CBO Management Support**, Stipend \$2,500, each
 - a. **Bernadette Sramek, Accounting Team Leader**
 - b. **Jennie Adriaansen, Accounts Payable Team Leader**
 - c. **Wendy Rogers, Payroll Team Leader**
6. **Computer Services Center**
 - a. **Camilla Cooper, Financial Services Team Manager, Stipend \$2,500**
 - b. **Francis Ortell, Repair Services Team Manager, Stipend \$2,500**
 - c. **Kristine Manns, Medicaid Team Manager, Stipend \$2,500**
 - d. **Daniel Yorke, WAN & VOIP Team Manager, Stipend, \$2,500**
 - e. **Mary Teresa (Tessa) Yorke, Help Desk Team Leader, Stipend \$2,500 (July 1, 2018 through July 22, 2018)**
 - f. **Robert Santiago, Telecom Team Manager, Stipend \$2,250**
 - g. **Keith Boras, Server Team Manager, Stipend \$2,250**
 - h. **Keith Cooper, Server Team Manager, Stipend \$2,250**
 - i. **Nathan Lamonski, Server Team Manager, Stipend \$2,250**
 - j. **Gale Gaylord, Desktop Team Leader, Stipend \$1,500**
 - k. **Cynthia Tyler, Desktop Team Leader, Stipend \$1,500**
7. **Career Development Council**, effective September 4, 2018 through June 26, 2019, Stipend \$1,500
 - a. **Cynthia Dubots, Team Leader**
 - b. **Deborah Lynch, Team Leader**
8. **Cooling Tower Chemicals**, Stipend \$675
 - a. **Daniel Delano**
9. **Energy Technician**, Stipend \$1000, each
 - a. **Daniel Delano**
 - b. **Bruce Payne**
10. **Energy Support Technician**, Stipend \$500, each
 - a. **Brad Giglio**
 - b. **Gary Leonard**
11. **STEM/Science Center**, Stipend \$2,500
 - a. **Nancy Stratton, Team Leader**
12. **Adult Education**, Stipend \$5,000
 - a. **Nicole Elston, AHSAP Team Leader**
 - b. **Debra Harrington, Accreditation Team Leader**
- S. **Rescind Amended Mentoring Stipend**, from the May 8, 2018 BOE Minutes, reverting the Stipend back to the original appointment from the October 3, 2017 BOE Minutes.
 1. **Tammy Divens mentoring Brian McDonnell**

*“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.”

CARRIED UNANIMOUSLY

7. Other Business

19-013

Upon the motion of Scott, seconded by Bulkley, it was resolved to approve the following resolution, with regret:

- A. Accept Resignation of Rose Apgar as Board Member of the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES, effective August 8, 2018
Board Member Term of Service: July 1, 2001 – August 8, 2018 (17 years)

8. Board President's Report

A. Preferred Educational Future

Board President Keddell asked about timing and areas of interest for the Board Retreat. It was decided that the retreat will be held on Tuesday, September 11 at 5:30 p.m. The Board suggested the following topics:

- P-TECH data.
- All-day BOCES.
- Relationship to NYS School Boards Association and National School Boards Association.
- I-86 study.
- Special education and how BOCES assists students in obtaining gainful employment.
- Regionalization of BOCES' efforts between school districts vs. the cost of districts doing their own thing, and getting districts to understand the benefit of regional sharing of services.

Board President Keddell asked the Board to look at the current format of the District Superintendent evaluation and to make any suggestions for improving the evaluation tool.

9. Superintendent's Report

District Superintendent Frame reported the following:

- The Combined Principal's Retreat was held on Monday and Tuesday.
- Summer SAM will be held on Wednesday and Thursday, featuring resilience, safety, and Admin 101 (organizational expectations).
- Jim has been working with the I-86 subgroup. Cabinet Members have been working on a white paper that speaks to the I-86 goals.
- During the recent crisis in Bradford, Jim and a small team from BOCES assisted the district. Erin Edger did an outstanding job on preparing statements and setting up a press conference with the media.

Executive Session

19-014

Upon the motion of Apgar, seconded by Dlugos, it was resolved to move to Executive Session at 6:24 p.m. to discuss eight employment histories of particular persons and one proposed, pending or current litigation.

CARRIED UNANIMOUSLY

Open Session

19-015

Upon the motion of Peoples, seconded by Wheeler, it was resolved to move to Open Session at 7:07 p.m.

CARRIED UNANIMOUSLY

10. Adjournment

19-016

Upon the motion of Apgar, seconded by Peoples, it was resolved to adjourn the meeting at 7:07 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
July 13, 2018

Kathleen E. Taylor
Board Clerk