

**Schuyler-Steuben-Chemung-Tioga-Allegany
Board of Cooperative Educational Services**
9579 Vocational Drive, Painted Post, New York 14870-9518
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Regular Board Meeting
Coopers Education Center, Bldg. 8, DL Room

Tuesday, August 28, 2018
5:30 p.m.

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

ABSENT: Chuck Comer, Mark Lemmon

ALSO PRESENT: District Superintendent James Frame; Cabinet Members: Brian
Bentley, Patricia Cardona, Doug Johnson, Margaret Munson, Linda
Perry, Chuck Stefanini, Matt Talada, Sarah Vakkas; Board Clerk Kate
Taylor

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1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President Keddell called the meeting to order at 5:29 p.m. and led the Pledge of Allegiance.

2. PRIVILEGE OF THE FLOOR

None.

3. ACCEPTANCE OF THE AGENDA

19-025

Upon the motion of Learn, seconded by Bulkley, it was resolved to accept the agenda with addenda and revisions to the Personnel Report.

CARRIED UNANIMOUSLY

4. CONSENSUS ITEMS

19-026

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

A. Approval of Minutes

1. Regular Board Meeting – August 7, 2018

B. Internal Claims Auditor Reports – July 2018

CARRIED UNANIMOUSLY

5. FINANCE

19-027

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

A. General Fund Establishments and Adjustments

1. Budget Increases for 2017-2018:

Item #	CoSer#	Title	Increase	From	To
331-18	419.693	Acad. Programs: Special Facility w/TST BOCES	\$ 450	\$ 6,840	\$ 7,290
332-18	430.000	Distance Learning	\$ 1	\$ 731,877	\$ 731,878
333-18	537.000	School/Curriculum Improvement Planning	\$ 17,870	\$ 1,403,825	\$ 1,421,695
334-18	612.000	Business Office Support (CBO)	\$ 224	\$ 3,801,253	\$ 3,801,477
335-18	623.000	Recruiting Service (Cooperative Advertising)	\$ 48,079	\$ 79,960	\$ 128,039

These increases will be supported as follows:

331-18	419.693	Watkins Glen: \$450
332-18	430.000	Corning: \$1
333-18	537.000	Avoca: \$15,125, Misc. Revenue: \$2,745
334-18	612.000	Addison: \$1,087, Alfred-Almond: (\$915), Bath: (\$475), Bradford: \$227, Campbell-Savona: (\$362), Canaseraga: (\$634), Corning: \$1,726, Elmira: (\$3,786), Elmira Heights: \$298, Hammondsport: (\$31), Horseheads: \$1,107, Odessa-Montour: \$482, Spencer-Van Etten: \$1,440, Watkins Glen: \$60
335-18	623.000	Addison: \$5,962, Alfred-Almond: \$558, Arkport: \$14, Avoca: \$2,627, Bath: \$2,082, Bradford: (\$1,000), Campbell-Savona: \$2,042, Canaseraga: \$754, Canisteo-Greenwood: \$8,442, Corning: \$28,153, Elmira: (\$14,684), Elmira Heights: \$6,071, Hammondsport: (\$1,067), Hornell: (\$5,810), Horseheads: \$5,892, Jasper-Troupsburg: \$3,947, Odessa-Montour: (\$1,587), Prattsburgh: (\$1,200), Spencer-Van Etten: \$3,270, Watkins Glen: \$385, Waverly: \$3,228

2. Budget Increases for 2018-2019:

Item #	CoSer #	Title	Increase	From	To
007-19	403.001	Alternative Education-Adventure Based Learning	\$ 250	\$ 102,418	\$ 102,668
008-19	430.000	Distance Learning	\$ 90	\$ 467,737	\$ 467,827
009-19	512.000	Computer Service: Instructional	\$ 619,424	\$ 2,183,514	\$ 2,802,998
010-19	525.000	Staff Development: Certified & Administrative	\$ 38,440	\$ 1,204,544	\$ 1,242,984
011-19	527.000	Instructional Materials-Science Resource Center	\$ 61,455	\$ 980,703	\$ 1,042,158
012-19	537.000	School/Curriculum Improvement Planning	\$ 66,595	\$ 1,456,397	\$ 1,522,992
013-19	605.000	Computer Service: Management	\$ 56,832	\$ 13,222,900	\$ 13,279,732

These increases will be supported as follows:

007-19	403.001	Odessa-Montour: \$250
008-19	430.000	Odessa-Montour: \$90
009-19	512.000	Campbell-Savona: \$27,800, Corning: \$324,233, Horseheads: \$152,034, Spencer-Van Etten: \$121,000, Waverly: (\$5,643)
010-19	525.000	Campbell-Savona: \$755, Corning: \$4,600, Prattsburgh: \$27,800, Waverly: \$5,285
011-19	527.000	Campbell-Savona: \$2,337, Horseheads: \$39,634, Watkins Glen: \$5,372, Waverly: \$3,541, Misc. Revenue (All Saints Academy: \$10,571)
012-19	537.000	Avoca: \$40,500, Hammondsport: \$726, Watkins Glen: \$4,219, Waverly: \$1,423, Cayuga-Onondaga BOCES (Cato-Meridian: \$5,191, Moravia: \$5,191), Madison-Oneida BOCES (Madison: \$1,558), Oswego County BOCES (Altmar-Parish: \$3,115), TST BOCES (Trumansburg: \$4,672)
013-19	605.000	Corning: \$11,571, Nassau BOCES (Island Trees: \$1,000), TST BOCES (South Seneca: \$111), WFL BOCES (Livonia: \$444), Misc. Revenue (Alternative School for Math & Science: \$3,600, City of Elmira: \$505, Finn Academy: \$20,416, Key Government Finance-Overpayment of Smartnet Lease: \$17,768, STC: \$500, Wings of Eagles: \$667, Yates County: \$250)

3. Transfers within programs for 2017-2018:

- a. Report of all fund transfers for the period 4/1/2018-6/30/2018, as attached.

4. 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>
101	CTE	101-3020-152-0-74 Inst. Sub. Salaries		\$ 52,979
		101-3763-150-0-00 Certified Salaries		\$ 28,298
		101-3768-150-0-00 Certified Salaries		\$ 55,638
		103-3020-152-0-74 Inst. Sub. Salaries		\$ 39,036
		103-3817-150-0-03 Certified Salaries		\$ 35,170

		101-3020-150-0-74 Certified Salaries	\$	39,198	
		101-3130-150-0-00 Certified Salaries	\$	55,638	
		102-3020-150-0-74 Certified Salaries	\$	35,170	
		103-3020-150-0-74 Certified Salaries	\$	24,461	
		103-3768-150-0-00 Certified Salaries	\$	56,654	
		Total	\$	211,121	\$ 211,121
605	Computer Service: Mgmt.	605-7710-150-G-02 Certified Salaries			\$ 52,661
		605-7710-160-G-02 N-I Salaries	\$	52,661	
		Total	\$	52,661	\$ 52,661

B. Purchasing

1. Approval of Resolutions, as attached, to participate with other BOCES in agreements negotiated by Erie 1 BOCES for software/learning packages and licensing.
2. Award of Paper Bid for the Print Shop, based on the lowest bid meeting specifications for each line item as attached.

Bids were opened August 10, 2018 at 10:00 AM and the following bids were received:

- 1.) W.B. Mason Co., Inc., 1200 State Fair Blvd., Syracuse, NY 13209
- 2.) Veritiv Corp., 4626 Crossroads Park Dr., Liverpool, NY 13088
- 3.) Lindenmeyr Munroe, 20 Hemlock St., Latham, NY 12110
- 4.) Southwest Plastic Binding Co., (dba Southwest Binding & Laminating), 109 Millwell Court, Maryland Heights, MO 63043
- 5.) RELYCO Sales, 121 Broadway, Dover, NH 03820

3. Approval of Resolution, as attached, to participate in the cooperative electricity bid (WFL 2019-12) with Wayne-Finger Lakes BOCES for the Coopers and Wildwood Campuses.
4. Award of base bids and alternates for the 2018-2019 Capital Project based on the lowest bids to:

Edger Enterprises of Elmira, Inc. for general construction work for \$1,137,000 base bid + \$5,000 for alternate 1.

John Mills Electric, Inc. for electrical work for \$257,800 base bid.

Frey & Campbell, Inc. for HVAC work for \$79,720 base bid.

Kimble, Inc. for plumbing work for \$97,600 base bid + \$3,900 for alternate 4.

Bids were opened August 17, 2018 at 2:00pm. A tabulation of the bids received is attached.

C. Authorization to Pay the Following Membership Dues

1. Statewide School Finance Consortium dues in the amount of \$625 for July 1, 2018 through June 30, 2019 for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

2. Watkins Glen Area Chamber of Commerce dues in the amount of \$250 for the 2018-2019 year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

D. 2017-2018 Internal Audit Report

1. Acceptance of the 2017-2018 Internal Audit Report on Payroll Reports Control Analysis as attached.

Board Member Scott reported that the Audit Committee met with auditor Chris Sutton to discuss the Internal Audit Report. The focus of the report was Payroll Control Reports Analysis. Minor recommendations were issued.

E. Acceptance of Donations

1. \$450 for the Extended School Year Program, Hornell location from Institute for Human Services, Inc., 50 Liberty Street, Bath, NY 14810.

CARRIED UNANIMOUSLY

6. PERSONNEL

Doug Johnson publicly thanked Leslie Roof for her hard work in preparing the lengthy personnel agenda. He also noted two revisions: Remove J.19 under Appointments; Item K.1, under Temporary Appointments, Stefanie Mayr's start date should be 8/31/18. District Superintendent Frame gave an explanation of the Business and Industry Liaison position.

19-028

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

A. Resignations

1. Desra Clemons

Position:	Licensed Practical Nurse
Effective:	end of day June 22, 2018
Date of Hire:	September 14, 2015
Reason:	other employment

2. Tara McKenna

Position:	Career Education Resource Specialist, hourly
Effective:	end of day August 14, 2018
Date of Hire:	September 21, 2017
Reason:	to accept the GST BOCES position of Payroll Specialist, effective August 15, 2018

3. Maryanne Kinney

Position:	Adult Literacy Instructor
Effective:	end of day August 17, 2018
Date of Hire:	January 23, 2017
Reason:	moving out of state

- 4. Stacey Illi**
Position: **Teacher**, Special Education
Effective: end of day August 20, 2018
Date of Hire: September 2, 2015
Reason: other employment
- 5. Kristen Amidon**
Position: **Teacher**, Special Education
Effective: end of day August 21, 2018
Date of Hire: January 5, 2015
Reason: other employment
- 6. Joshua Gostomski**
Position: **Teacher**, Special Education
Effective: end of day August 23, 2018
Date of Hire: September 2, 2014
Reason: other employment
- 7. Angela Olkey**
Position: **Staff Development Coordinator**
Effective: end of day August 28, 2018
Date of Hire: September 5, 2006
Reason: to accept the GST BOCES position of Supervisor of Instructional Support Services – STEM, effective August 29, 2018
- 8. Kasi Washburn**
Position: **Principal**, CTE
Effective: end of day August 28, 2018
Date of Hire: December 17, 2012
Reason: to accept the GST BOCES position of Business and Industry Liaison, effective August 29, 2018
- 9. Sally Deane-Moshier**
Position: **Assistant Principal**, CTE
Effective: end of day August 28, 2018
Date of Hire: September 1, 2011
Reason: to accept the GST BOCES position of Principal, CTE, effective August 29, 2018
- 10. Douglas Hamlin**
Position: **Administrator of Superintendent Development Program**
Effective: December 31, 2018
Date of Hire: November 3, 2013
Reason: resignation

B. Increase or Decrease to Positions

- 1. School Social Worker**, one part-time position increased from .6 FTE to 1.0 FTE, effective September 4, 2018, due to the increase in districts' requests for services.

2. **School Social Worker**, one part-time position increased from .6 FTE to .8 FTE, effective September 4, 2018, due to the increase in districts' requests for services.
3. **Teacher**, Home Economics, one part-time position increased from .69 FTE to .81 FTE, effective September 4, 2018, due to the increase in districts' requests for services.
4. **Teacher**, English to Speakers of Other Languages, one part-time position increased from .5 FTE to 1.0 FTE, effective September 4, 2018, due to the increase in districts' requests for services.
5. **Teacher Aide**, one full-time position decreased from 6.6 hours per day to 6.5 hours per day, effective September 4, 2018, due to the decrease in districts' requests for services.

C. Increase or Decrease in Assignments

1. Lucinda Adams

Position: Network Technology Specialist
 Decrease: from 1.0 FTE to **.4 FTE**
 Effective: August 7, 2018
 Salary: \$43,556.00 per year, prorated
 Reason: to accept the GST BOCES part-time (.6 FTE) position of Computer Services Coordinator

2. Julie Babcock

Position: **School Social Worker**
 Increase: .6 FTE to **.8 FTE**
 Effective: September 4, 2018
 Certification: Permanent, School Social Worker, February 1, 2012
 Salary: \$59,796.00 per year, prorated (Step 14 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
 Reason: due to the increase in districts' requests for services

3. Jennifer Knapp

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
 Increase: from .6 FTE to **1.0 FTE**
 Effective: September 4, 2018
 Tenure Area: School Social Worker
 Certification: Provisional, School Social Worker, March 16, 2018 through August 31, 2023
 Probationary Period: September 4, 2018 through September 3, 2022
 Salary: \$49,984.00 per year (step 5 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
 Reason for Appt: due to the increase in districts' requests for services

4. Elizabeth Buckley

Position: **Teacher**, Home Economics
 Increase: from .69 FTE to **.81 FTE**

Effective: September 4, 2018
Certification: Permanent, Home Economics, September 1, 1991
Salary: \$78,424.00 per year, prorated (Step 25 + Credit Hour Stipend + Degree Stipend)
Reason: due to the increase in districts' requests for services

5. Michelle Rossman

Position: **Teacher**, English to Speakers of Other Languages, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
Increase: .5 FTE to **1.0 FTE**
Effective: September 4, 2018
Tenure Area: English to Speakers of Other Languages
Certification: Professional, English to Speakers of Other Languages, September 12, 2015
Salary: \$56,467.00 per year (Step 12 + Credit Hour Stipend + Degree Stipend)
Reason: due to the increase in districts' requests for services

6. Barbara Hibbard

Position: **Teacher Aide**
Decrease: 6.60 hours per day to **6.5 hours per day**
Effective: September 4, 2018
Salary: \$15.38 per hour
Reason: due to the decrease in districts' requests for services

7. Robin Ott

Position: **Career Education Resource Specialist**, 10 month, school calendar position, Competitive Civil Service **Provisional** appointment, pending Civil Service exam
Increase: .4750 FTE to **1.0 FTE**
Effective: September 4, 2018
Salary: \$15.00 per hour
Reason: due to an internal transfer

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

1. Cathy Cook

Position: **Teacher Aide**
Permanent Date: September 3, 2018

2. Pamela Lavigne

Position: **Senior Account Clerk Typist**
Permanent Date: September 11, 2018

3. Deborah Comstock

Position: **Accountant (School)**
Permanent Date: September 18, 2018

4. Martina Hartigan

Position: **Computer Applications Specialist**
Permanent Date: October 2, 2018

5. Kathleen Rathbun

Position: **Computer Applications Specialist**
Permanent Date: October 2, 2018

6. Gaynor Young-Pierce

Position: **Computer Applications Specialist**
Permanent Date: October 2, 2018

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

1. Valerie Heywood

Position: Teacher
Tenure Area: **Agricultural Titles – Animal Science 7-12**
Effective Date of Tenure: September 2, 2018
Certification Status: Initial, Animal Science 7-12, August 7, 2014 through August 31, 2019

2. Ryan Youngstrom

Position: Teaching Assistant
Tenure Area: **Teaching Assistant**
Effective Date of Tenure: September 12, 2018
Certification Status: Level 3, Teaching Assistant, September 3, 2015

3. Courtney Perez

Position: Teacher
Tenure Area: **Education of Children with Handicapping Conditions – General Special Education – Students with Disabilities – gr 7-12 - Generalist**
Effective Date of Tenure: September 17, 2018
Certification Status: Professional, Students with Disabilities – gr 7-12 – Generalist, August 6, 2014

F. Discontinuation of Employment

1. Anne Bezio

Position: **Teacher**, Physical Education/Health Education, part-time (.7 FTE)
Effective: end of day August 2, 2018
Date of Hire: September 2, 2014

G. Creation of Positions

- 1. Computer Programmer Analyst Trainee**, one full-time (1.0 FTE) , 12 month, Competitive Civil Service position, effective August 13, 2018, due to the increase in districts' requests for services.
- 2. Teaching Assistant**, one full-time (1.0 FTE) and one part-time (.48), 10 month, school calendar positions, effective September 4, 2018, due to the increase in districts' requests for services.

3. **Teacher Aide**, two (2) full-time (1.0 FTE), 10 month, school calendar positions, effective September 4, 2018, due to the increase in districts' requests for services.
4. **Occupational Therapist**, one full-time (1.0 FTE), 10 month, school calendar position, effective September 4, 2018, due to the increase in districts' requests for services.
5. **Licensed Practical Nurse**, one full-time (1.0 FTE), 10 month, school calendar position, effective September 4, 2018, due to the increase in districts' requests for services.

H. **Amend Appointment**, from the August 7, 2018 Board Addenda, correcting start date and probationary period

1. **Kristen Miller**

Position:	Assistant Principal, CTE , full-time (1.0 FTE), 12 month position, Probationary appointment
Effective:	from August 8, 2018 to August 21, 2018 , with time-sheet for work prior
Location:	Bush Education Center
Education:	Certificate of Advanced Studies, Educational Administration, SUNY Brockport
Tenure Area:	Assistant Principal
Certification:	Professional, School District Leader, October 21, 2017
Probationary Period:	August 21, 2018 through August 20, 2022
Experience:	Extended School year related experience
Salary:	\$72,000.00 per year
Reason for Appt:	due to a resignation

I. **Rescind Temporary Appointment**, from August 7, 2018 BOE minutes, certification obtained prior to start date of position

1. **Jennifer Page**

Position:	Teaching Assistant , Transition Specialist, full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, pending completion of certification requirements
Effective:	September 4, 2018 through June 26, 2019
Location:	GST BOCES region
Education:	Bachelor of Science, Business Administration, Mansfield University
Certification:	Not certified, Level 1, Teaching Assistant required
Experience:	no related experience
Salary:	\$25,911.00 per year (Step 1)
Reason for Appt:	due to the increase in districts' requests for services

J. **Appointments**

1. **Lucinda Adams**

- Position: **Computer Services Coordinator**, part-time (.6 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam
- Effective: August 7, 2018
- Location: Campbell-Savona CSD
- Education: High School Diploma, Horseheads CSD
- Experience: 16 years' related experience
- Salary: \$58,000.00 per year, prorated
- Reason for Appt: due to a resignation
- 2. David Brown**
- Position: **Computer Programmer Analyst Trainee**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam
- Effective: August 13, 2018
- Location: Bush Education Center
- Education: Master of Art, Learning and Emerging Technologies, Empire State College
- Experience: 4 years' related experience
- Salary: \$37,000.00 per year, prorated
- Reason for Appt: due to the increase in districts' requests for services
- 3. Tara McKenna**
- Position: **Payroll Specialist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam
- Effective: August 15, 2018
- Location: Bush Education Center, Central Administration
- Education: Bachelor of Science, Business, Kaplan University
- Experience: 6 years' related experience
- Salary: \$38,000.00 per year, prorated
- Reason for Appt: due to a resignation
- 4. Christopher Brown**
- Position: **Assistant Administrator of Superintendent Development Program**, full-time (1.0 FTE), 12 month position, **Unclassified** appointment
- Effective: August 20, 2018 through December 31, 2018
- Location: GST BOCES District wide
- Education: Certificate of Advanced Studies, Educational Administration, SUNY Brockport
- Certification: Permanent, School District Administrator, September 1, 2002
- Experience: 16 years' related experience
- Salary: \$5,000.00 for the period of August 20, 2018 through December 31, 2018
- Reason for Appt: due to a resignation

5. Erin McNaney

Position: **Health Careers Coordinator**, full-time (1.0 FTE), 12 month position, **Unclassified** appointment
Effective: August 27, 2018
Location: Langdon Plaza, Elmira
Education: Bachelor of Science, Nursing, Keuka College
Certification: Not Certified, Job Skills Training Instructor, Adult Ed required
Experience: 6 years' related experience
Salary: \$68,000.00 per year, prorated
Reason for Appt: due to a resignation

6. Kasi Washburn

Position: **Business and Industry Liaison**, full-time (1.0 FTE), 12 month position, **Probationary** appointment
Effective: August 29, 2018
Location: GST BOCES region
Education: Certificate of Advanced Studies, Educational Leadership, Alfred University
Tenure Area: Business and Industry Liaison
Certification: Professional, School District Leader, September 1, 2012 and Permanent, School Counselor, February 1, 2007
Probationary Period: August 29, 2018 through August 28, 2022
Experience: 6+ years' related experience
Salary: \$84,386.00 per year, prorated
Reason for Appt: due to the increase in districts' requests for services

7. Sally Deane-Moshier

Position: **Principal**, CTE, full-time (1.0 FTE), 12 month position, **Probationary** appointment
Effective: August 29, 2018
Location: Wildwood Education Center
Education: Master of Art, English, Elmira College
Tenure Area: Principal
Certification: Permanent, School District Administrator, September 1, 2007
Probationary Period: August 29, 2018 through August 28, 2022
Experience: 7 years' related experience
Salary: \$88,865.00 per year, prorated
Reason for Appt: due to an internal transfer

8. Angela Olkey

Position: **Supervisor of Instructional Support Services - STEM**, full-time (1.0 FTE), 12 month position, **Probationary** appointment
Effective: August 29, 2018
Location: Coopers Education Center
Education: Certificate of Advanced Studies, Educational Administration, SUNY Brockport
Tenure Area: Supervisor of Instructional Support Services - STEM

Certification:	Professional, School District Leader, September 1, 2011
Probationary Period:	August 29, 2018 through August 28, 2022
Experience:	2 years' related experience
Salary:	\$82,000.00 per year, prorated
Reason for Appt:	due to a resignation
9. Karlene Stackhouse	
Position:	Teacher , Speech and Hearing Handicapped, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment
Effective:	September 4, 2018
Location:	Bradford CSD and Odessa-Montour CSD
Education:	Master of Art, Education-Speech-Language Pathology, New Mexico State University
Tenure Area:	Education of Children with Handicapping Conditions – Speech and Hearing Handicapped
Certification:	Permanent, Speech and Hearing Handicapped, September 1, 2008
Probationary Period:	September 4, 2018 through September 3, 2022*
Experience:	12 years' related experience
Salary:	\$60,477.00 per year (Step 12 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
Reason for Appt:	due to a retirement
10. Heather Rao	
Position:	Teacher , Special Education, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment
Effective:	September 4, 2018
Location:	Hornell Intermediate School
Education:	Master of Science, Special Education, Nazareth College
Tenure Area:	Special Education
Certification:	Permanent, Special Education, September 1, 2003
Probationary Period:	September 4, 2018 through September 3, 2022*
Experience:	17 years' related experience
Salary:	\$64,906.00 per year (step 15 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
Reason for Appt:	due to a resignation
11. Jennifer Page	
Position:	Teaching Assistant , Transition Specialist, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment
Effective:	September 4, 2018
Location:	GST BOCES region
Education:	Bachelor of Science, Business Administration, Mansfield University
Tenure Area:	Teaching Assistant
Certification:	Level 1, Teaching Assistant, August 16, 2018
Probationary Period:	September 4, 2018 through September 3, 2022

Experience: no related experience
Salary: \$32,139.00 per year (Step 1 + Credit Hour Stipend)
Reason for Appt: due to the increase in districts' requests for services

12. Kendra Dewey-Wright

Position: **Teaching Assistant**, Interpreter, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
Effective: September 4, 2018
Location: Fassett Elementary School, Elmira CSD
Education: Bachelor of Science, ASL/English Interpreting, Keuka College
Tenure Area: Teaching Assistant
Certification: Level 1, Teaching Assistant, August 16, 2018 through August 31, 2021
Probationary Period: September 4, 2018 through September 3, 2022
Experience: 1 year of related experience
Salary: \$32,678.00 per year (step 2 + Credit Hour Stipend)
Reason for Appt: due to the increase in districts' requests for services

13. Patricia Mullen

Position: **Teaching Assistant**, Culinary Arts, part-time (.48 FTE), 10 month, school calendar position, **Non-Tenured** appointment
Effective: September 4, 2018
Location: Wildwood Education Center
Education: Master of Science, Education, Walden University
Certification: Level 3, Teaching Assistant, December 22, 2017
Experience: 2 years' related experience
Salary: \$33,281.00 per year, prorated (Step 3 + Credit Hour Stipend + Degree Stipend)
Reason for Appt: due to the increase in districts' requests for services

14. Stephanie M. Stephens

Position: **Occupational Therapist**, full-time (1.0 FTE), 10 month, school calendar position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam
Effective: September 4, 2018
Location: Odessa-Montour CSD
Education: Master of Science, Occupational Therapy, Keuka College
License: Registration Certificate, Occupational Therapy, September 9, 2015
Experience: 3 years' related experience
Salary: \$48,943.00 per year (Step 4 + Credit Hour Stipend + Degree Stipend + IEP Stipend)
Reason for Appt: due to the increase in districts' requests for services

15. Salli Mehlenbacher

Position: **Food Service Helper**, part-time (.4688 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment

Effective: September 4, 2018, with time sheet for work prior

Location: Hornell CSD

Education: High School Diploma, Canisteo-Greenwood CSD

Probationary Period: September 4, 2018 through November 12, 2019

Experience: 6+ years' related experience

Salary: \$11.61 per hour (Grade 16, Step 4)

Reason for Appt: due to a retirement

16. Ann Overhiser

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

Effective: September 4, 2018, with time sheet for work prior

Location: Watkins Glen CSD, Odessa-Montour CSD, Dundee CSD

Education: Bachelor of Science, Business Administration-Management, Elmira College

Probationary Period: September 4, 2018 through November 12, 2019

Experience: 21+ years' related experience

Salary: \$31,100.00 per year

Reason for Appt: due to an internal transfer

17. Kristin Austin

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

Effective: September 4, 2018

Location: T.A. Edison, Elmira CSD

Education: High School Diploma, Horseheads CSD

Probationary Period: September 4, 2018 through November 12, 2019

Experience: no related experience

Salary: \$11.10 per hour

Reason for Appt: due to an internal transfer

18. Maya Comfort

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

Effective: September 4, 2018

Location: Ernie Davis, Elmira CSD

Education: High School Diploma, Horseheads CSD

Probationary Period: September 4, 2018 through November 12, 2019

Experience: no related experience

Salary: \$11.10 per hour

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

19. REMOVED

20. Taylor Shoemaker

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

Effective: September 4, 2018

Location: Cohen Middle School, Elmira Heights CSD

Education: High School Diploma, Horseheads CSD

Probationary Period: September 4, 2018 through November 12, 2019

Experience: no related experience

Salary: \$11.10 per hour

Reason for Appt: due to a retirement

21. Stephanie Thomas

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

Effective: September 4, 2018

Location: T.A. Edison, Elmira CSD

Education: High School Diploma, Rochester

Probationary Period: September 4, 2018 through November 12, 2019

Experience: 2 years' related experience

Salary: \$11.10 per hour

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

22. Denise Hepfner

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

Effective: September 4, 2018

Location: Cohen Middle School, Elmira Heights CSD

Education: High School Diploma, Elmira CSD

Probationary Period: September 4, 2018 through November 12, 2019

Experience: substitute experience

Salary: \$11.10 per hour

Reason for Appt: due to a resignation

23. Michelle Procopio

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

Effective: September 4, 2018

Location: Horseheads Intermediate School

Education: Associate in Applied Science, Nursing, Corning Community College

License: Registration Certificate, Registered Professional Nursing, September 25, 1992

Probationary Period: September 4, 2018 through November 12, 2019

Experience: 20 years' related experience

Salary: \$22.62 per hour (Grade 8, Step 4)

Reason for Appt: due to a retirement

24. Susan Hamilton

Position: **Program Assistant**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Promotional, Probationary** appointment

Effective: September 4, 2018

Civil Service List #: 79520

Location: Coopers Education Center

Education: Associate in Science, Health and PE Studies, Corning Community College

Probationary Period: September 4, 2018 through November 26, 2018

Experience: 4 years' related experience

Salary: \$16.85 per hour (Grade 9, Step 4)

Reason for Appt: due to an internal transfer

25. Cheryl Shaut

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

Effective: September 4, 2018

Location: T.A. Edison High School, Elmira Heights CSD

Education: Associate in Science, Business Administration, Corning Community College

Probationary Period: September 4, 2018 through November 12, 2019

Experience: no related experience

Salary: \$11.10 per hour

Reason for Appt: due to an internal transfer

26. Tammy Clark

Position: **Principal Account Clerk**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service Exam

Effective: September 17, 2018

Location: Bush Education Center

Education: Associate in Science, Business Administration, Corning Community College

Experience: 10 years' related experience

Salary: \$44,500.00 per year, prorated

Reason for Appt: due to a retirement

K. Temporary Appointments**1. Stefanie Mayr**

Position: **Staff Development Coordinator**, full-time (1.0 FTE), 12 month position, **Temporary** appointment, pending completion of certification requirements

Effective: August 31, 2018 through June 26, 2019

Location: Canaseraga CSD and Avoca CSD

Education: Master of Science, Reading, SUNY Fredonia

Certification: Certification pending, School District Leader required

Experience: 2 years' related experience

Salary: \$71,000.00 per year, prorated

Reason for Appt: due to a resignation

2. Olivia Wicks

Position: **Teacher**, Speech and Hearing Handicapped, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements

Effective: September 4, 2018 through June 26, 2019

Location: Elmira Heights CSD

Education: Master of Science, Communication Disorder, Emerson College, Boston, MA

Certification: Not certified, Speech and Hearing Handicapped required

Experience: 3 years' related experience

Salary: \$43,319.00 per year (step 1)

Reason for Appt: due to a retirement

3. Billy Doell

Position: **Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements

Effective: September 4, 2018 through June 26, 2019

Location: Wildwood Education Center

Education: Master of Science, Special Education, Grand Canyon University

Certification: Not certified, Students with Disabilities (grades 7-12) Generalist required

Experience: substitution and part-time related experience

Salary: \$43,319.00 per year (step 1)

Reason for Appt: due to a resignation

4. Pamela Failing

Position: **Teaching Assistant**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements

Effective: September 4, 2018 through June 26, 2019

Location: Bath High School, Bath CSD

Education: High School Diploma, Campbell-Savona CSD

Certification: Not certified, Teaching Assistant, Level 1 required

Experience: no related experience

Salary: \$25,991.00 per year (step 1)

Reason for Appt: due to an internal transfer

5. Alan Ackley

Position: **Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements

Effective: September 4, 2018 through June 26, 2019

Location: Wildwood Education Center

Education: Bachelor of Science, Education, SUNY Fredonia

Certification:	Not certified, Students with Disabilities (grades 7-12) Generalist required
Experience:	2 years' related experience
Salary:	\$43,319.00 per year (step 1)
Reason for Appt:	due to a resignation

L. Annual Temporary Appointments

1. Judy Ingalls

Position:	Staff Development Coordinator , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	Addison CSD
Certification:	Permanent, School District Administrator, February 1, 1995
Salary:	\$325 per day, time-sheet, as needed basis
Reason for Appt:	to support the administrative team in the district

2. Michelle Princiotto

Position:	Instructional Support Teacher , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	Elmira CSD
Education:	Master of Science, Education, Elmira College
Certification:	Permanent, Art, September 1, 1981
Salary:	\$40.00 per hour, time-sheet, as needed basis
Reason for Appt:	due to the temporary increase in Districts' requests for services

3. Jane Rohrbach

Position:	Teacher Center Program Specialist , time-sheet basis, 12 month position, Temporary appointment
Effective:	August 1, 2018 through December 31, 2018
Location:	GST BOCES Teacher Center and Bath CSD
Education:	Master of Art, Education, Elmira College
Certification:	Permanent, Special Education, September 1, 1982
Salary:	\$26.53 per hour, time-sheet, as needed basis
Reason for Appt:	due to the temporary increase in districts' requests for services

4. Nedra McElroy

Position:	Assistant Teacher Center Coordinator , time-sheet basis, 12 month position, Temporary appointment
Effective:	August 1, 2018 through June 30, 2019
Location:	GST BOCES Teacher Center and Bath CSD
Education:	Bachelor of Science, Education, SUNY New Paltz
Certification:	Permanent, Art, September 1, 1971
Salary:	\$38.75 per hour, time-sheet, as needed basis
Reason for Appt:	due to the temporary increase in districts' requests for services

5. Jenny Dean

Position: **Teacher Center Program Specialist**, time-sheet basis, 12 month position, **Temporary** appointment
Effective: August 1, 2018 through June 30, 2019
Location: GST BOCES Teacher Center and Bath CSD
Education: Master of Science, General Education, Elmira College
Certification: Permanent, PK-6, February 1, 2000
Salary: \$26.53 per hour, time-sheet, as needed basis
Reason for Appt: due to the temporary increase in districts' requests for services

6. Marie Labanoski

Position: **Shared Staff Evaluator**, time-sheet basis, 12 month position, **Temporary** appointment
Effective: September 5, 2018 through June 30, 2019
Location: Alfred-Almond CSD
Education: Certificate of Advanced Studies, School District Administration, SUNY Brockport
Certification: Permanent, School District Administrator, February 1, 1985
Salary: \$325.00 per day, time-sheet, as needed basis
Reason for Appt: to provide support, conducting evaluations

7. Lisa Sanford

Position: **Shared Staff Evaluator**, time-sheet basis, 12 month position, **Temporary** appointment
Effective: September 5, 2018 through June 30, 2019
Location: GST BOCES region
Education: Certificate of Advanced Studies, SUNY Oswego
Certification: Permanent, School District Administrator, September 1, 2005
Salary: \$325.00 per day, time-sheet, as needed basis
Reason for Appt: to provide support, conducting evaluations

8. Mary Harris

Position: **Coordinator for Academic All Stars**, 10 month position, **Temporary** appointment
Effective: September 5, 2018 through June 30, 2019
Location: Coopers Education Center
Certification: Permanent, Art, September 1, 1994
Salary: \$10,000.00 per year
Reason for Appt: for the coordination of regional Academic All Stars Competitions

9. Geraldine Furterer

Position: **Home School Coordinator**, time-sheet basis, 12 month position, **Temporary** appointment
Effective: July 1, 2018 through June 30, 2019
Location: Bush Education Center
Education: Master of Science, Educational Administration, St John Fisher College
Certification: Permanent, School District Administrator, September 1, 2005
Salary: \$7,000.00 per year, time-sheet basis

Reason for Appt:	due to the temporary increase in districts' requests for services
10. Eric Mastroberti	
Position:	ABL Consultant/Facilitator , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	Bush Education Center
Education:	Bachelor of Science, Outdoor Adventure Leadership, Ithaca College
Certification:	Not Certified
Salary:	\$35.00 per hour, time-sheet, as needed basis
Reason for Appt:	due to the temporary increase in districts' requests for services
11. Lisa Panzarella	
Position:	ABL Consultant/Facilitator , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	Bush Education Center
Education:	Bachelor of Science, Art, Mansfield University
Certification:	Permanent, Art, September 1, 1989
Salary:	\$35.00 per hour, time-sheet, as needed basis
Reason for Appt:	due to the temporary increase in districts' requests for services
12. Glenn Gebhard	
Position:	STEM Curriculum Mentor , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	GST BOCES Science Center and Bath CSD
Education:	Master of Science, Elementary Education, Alfred University
Certification:	Permanent, Nursery, Kindergarten & Grades 1-6, September 1, 1988
Salary:	\$35.00 per hour, time-sheet, as needed basis
Reason for Appt:	to provide temporary support in meeting content needs
13. Joseph Liberto	
Position:	STEM Curriculum Mentor , time-sheet basis, 12 month position, Temporary appointment
Effective:	July 1, 2018 through June 30, 2019
Location:	GST BOCES Science Center and Bath CSD
Education:	Master of Science, Biology Education, Alfred University
Certification:	Permanent, Nursery, Biology & General Science 7-12, September 1, 1987
Salary:	\$35.00 per hour, time-sheet, as needed basis
Reason for Appt:	to provide temporary support in meeting content needs

14. Kerry Harter

Position: **ABL Consultant/Facilitator**, time-sheet basis, 12 month position, **Temporary** appointment
 Effective: July 1, 2018 through June 30, 2019
 Location: Bush Education Center
 Education: Master of Science, Health Education, SUNY Cortland
 Certification: Permanent, Physical Education, September 1, 1992
 Salary: \$35.00 per hour, time-sheet, as needed basis
 Reason for Appt: due to the temporary increase in districts' requests for services

15. Michele Kelley

Position: **ABL Consultant/Facilitator**, time-sheet basis, 12 month position, **Temporary** appointment
 Effective: July 1, 2018 through June 30, 2019
 Location: Bush Education Center
 Education: Master of Science, Education, Elmira College
 Certification: Permanent, Special Education, September 1, 1989
 Salary: \$35.00 per hour, time-sheet, as needed basis
 Reason for Appt: due to the temporary increase in districts' requests for services

16. Margo Underwood

Position: **ABL Consultant/Facilitator**, time-sheet basis, 12 month position, **Temporary** appointment
 Effective: July 1, 2018 through June 30, 2019
 Location: Bush Education Center
 Education: Master of Science, Education, Elmira College
 Certification: Permanent, Reading, February 1, 1987
 Salary: \$35.00 per hour, time-sheet, as needed basis
 Reason for Appt: due to the temporary increase in districts' requests for services

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

1. Danielle Lambert

Position: **Program Assistant**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Promotional, Probationary** appointment
 Effective: August 24, 2018
 Civil Service List #: 79520
 Probationary Period: August 24, 2018 through November 16, 2018
 Salary: \$17.10 per hour (Grade 9, step 5)

*"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."

N. Report of Temporary and Substitute Personnel, as attached

CARRIED UNANIMOUSLY

7. ANNUAL APPOINTMENTS

19-029

Upon the recommendation of the Superintendent, and on the motion of Scott, seconded by Dlugos, 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. Student Accounts and Activities – Coopers Education Center

1. Robin Wojcinski, Central Treasurer (eff. 8/27/18)
2. Susan Hamilton, Deputy Central Treasurer (eff. 8/27/18)

B. Attendance Supervision Officer – Coopers Education Center

1. Susan Hamilton (eff. 8/27/18)

C. Dignity Act Coordinators

- | | |
|------------------------|--------------------|
| 1. Jeff Berdine | 7. Paula Koehler |
| 2. Sally Deane-Moshier | 8. Danielle Major |
| 3. Jesse Ferris | 9. Katie McDonough |
| 4. Sam Gauss | 10. Rick Perkins |
| 5. Todd Goho | 11. Rob Sherburne |
| 6. Colleen Hurd | |

8. AUTHORIZATIONS – SIGNATURES ON CHECKS

19-030

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Dlugos, it was resolved that authorization to sign checks for the 2018-2019 fiscal year was given to the following listed personnel, effective August 27, 2018:

A. Student Activity Accounts – Coopers Education Center

1. Robin Wojcinski

9. BOARD PRESIDENT'S REPORT

A. Preferred Educational Future

Board President Keddell stated that regional efforts will be made to look at data for early childhood educational programs.

10. SUPERINTENDENT'S REPORT

District Superintendent Frame reported the following:

- Regional professional development has been offered all summer long. Linda Perry stated that there have been 122 professional development days this summer.
- Jim and the directors have been working with the principals' to increase consistency across all campuses.
- Jim thanked Brian Bentley and the O&M team for their work in setting up rooms and offices at different locations, and getting the buildings ready for the new school year.
- There has been more transition in teaching positions than ever before between districts.
- A New York State Teachers Table session was held recently. The next session will include discussion on recruitment, internships and loan forgiveness.

Board Member Bulkley asked if teachers were brought together to collaborate on consistency. Matt Talada stated that teachers on the three campuses participated in curriculum writing together again this summer. Some campus procedures have been revised to include these consistency efforts.

EXECUTIVE SESSION

19-031

Upon the motion of Wheeler, seconded by Dlugos, it was resolved to move to Executive Session at 6:13 p.m. to discuss two employment histories of particular persons.

CARRIED UNANIMOUSLY

OPEN SESSION

19-032

Upon the motion of Wheeler, seconded by Dlugos, it was resolved to move to Open Session at 6:34 p.m.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

19-024

Upon the motion of Dlugos, seconded by Peoples, it was resolved to adjourn the meeting at 6:35 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

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August 31, 2018

Kathleen E. Taylor
Board Clerk