

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

**Regular Board Meeting**  
**Wildwood Education Center, Bldg. 1, DL Room**

**Tuesday, October 2, 2018**  
**6:00 p.m.**

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

**ABSENT:** Chuck Comer

**ALSO PRESENT:** District Superintendent James Frame; Cabinet Members: Patricia Cardona, Doug Johnson, Vince Moschetti, Margaret Munson, Linda Perry, Stacy Saglibene, Chuck Stefanini, Matt Talada, Sarah Vakkas; Board Clerk Kate Taylor; Colleen Stannard, Conrad Whyte, Janice Conley, Corina Forsythe, Michelle Carapella

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

Board President Keddell called the meeting to order at 5:58 p.m. and led the Pledge of Allegiance.

**2. PRIVILEGE OF THE FLOOR**

Board Vice President Learn stated that she and Board Member Phillips are attending the NYSSBA Convention in New York City later this month. In the latest edition of *OnBoard*, there is a preliminary list of topics that will be covered this year. Alice will be attending Economic Hardship and Rural Schools, a Conversation with the Commissioner, Addressing Mental Health in Schools, NYS Opioid Epidemic, and Superintendent Evaluations. Tom will be attending the Rural Schools strand. Alice asked that if anyone wants them to attend something specific to bring back to the Board, let her or Tom know.

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

**19-034**

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

**CARRIED UNANIMOUSLY**

**4. CONSENSUS ITEMS**

**19-035**

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

**A. Approval of Minutes**

1. Regular Board Meeting – August 28, 2018

## B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – July 2018
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – August 2018

## C. Internal Claims Auditor Reports – August 2018

CARRIED UNANIMOUSLY

## 5. FINANCE

Colleen Stannard and Conrad Whyte reviewed the Executive Summary. Extracurricular had no significant deficiencies.

19-036

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

### A. 2017-2018 Audit Report

1. Acceptance of the 2017-2018 Audit Report for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES as presented by Insero & Co.

### B. General Fund Establishments and Adjustments

#### 1. Budget Establishments for 2018-2019:

Item#	CoSer #	Title	In the Amount of	
014-19	254.499	Special Education 1:8:1 w/Catt-Allegany BOCES	\$	75,427
015-19	255.499	Special Education 1:12:1 w/Catt-Allegany BOCES	\$	69,574
016-19	351.693	Itinerant School Social Worker w/TST BOCES	\$	45,276
017-19	448.692	Arts in Education w/OHM BOCES	\$	9,900
018-19	535.499	Equipment Repair w/Catt-Allegany BOCES	\$	17,790
019-19	547.591	School/Curriculum Improvement w/Erie 1 BOCES	\$	4,527
020-19	582.692	Educational Communication Center w/OHM BOCES	\$	141
021-19	673.499	Safety/Risk Management w/Catt-Allegany BOCES	\$	1,000
022-19	674.591	Negotiations w/Erie 1 BOCES	\$	4,813

These establishments will be supported as follows:

014-19	254.499	Alfred-Almond: \$75,427
015-19	255.499	Alfred-Almond: \$69,574
016-19	351.693	Spencer-Van Etten: \$45,276
017-19	448.692	Watkins Glen: \$9,900
018-19	535.499	Arkport: \$8,895, Hornell: \$8,895
019-19	547.591	Arkport: \$3,375, Jasper-Troupsburg: \$1,152
020-19	582.692	Watkins Glen: \$141
021-19	673.499	Corning: \$1,000
022-19	674.591	Elmira: \$4,813

#### 2. Budget Increases for 2018-2019:

Item #	CoSer#	Title	Increase	From	To
023-19	101.000	Career & Technical Education	\$ 2,588	\$ 16,838,106	\$ 16,840,694
024-19	218.499	Special Education 1:12:3 w/Catt-Allegany BOCES	\$ 45,583	\$ 17,959	\$ 63,542
025-19	328.693	Internal Auditor w/TST BOCES	\$ 7,103	\$ 63,219	\$ 70,322
026-19	403.003	Alternative Education: Secondary	\$ 1,000	\$ 2,037,739	\$ 2,038,739
027-19	430.000	Distance Learning	\$ 37,904	\$ 467,827	\$ 505,731
028-19	508.000	Library Services/Media	\$ 5,643	\$ 392,357	\$ 398,000
029-19	511.000	Printing	\$ 248,963	\$ 1,017,786	\$ 1,266,749
030-19	569.495	Inter-scholastic Coord. w/WFL BOCES	\$ 3,966	\$ 28,172	\$ 32,138

031-19	605.000	Computer Service: Mgmt.	\$	158,094	\$	13,279,732	\$	13,437,826
032-19	609.000	Safety/Risk Mgmt.	\$	23,690	\$	926,635	\$	950,325
033-19	638.495	Cooperative Bidding: Energy w/WFL BOCES	\$	1,028	\$	20,560	\$	21,588
034-19	641.496	Cooperative Advertising w/Monroe 2 BOCES	\$	5,363	\$	16,098	\$	21,461
035-19	651.495	Computer Service: Mgmt. w/WFL BOCES	\$	43	\$	863	\$	906

### These increases will be supported as follows:

023-19	101.000	Misc. Revenue: (Utica Insurance: \$2,588)
024-19	218.499	Alfred-Almond: (\$17,959), Canisteo-Greenwood: \$63,542
025-19	328.693	Waverly: \$7,103
026-19	403.003	Misc. Revenue: (Community Foundation: \$1,000)
027-19	430.000	Waverly: \$37,904
028-19	508.000	Waverly: \$5,643
029-19	511.000	Addison: \$9,609, Alfred-Almond: \$936, Arkport: \$3,215, Avoca: \$2,064, Bath: \$4,584, Bradford: \$677, Campbell-Savona: \$10,342, Canaseraga: \$1,298, Canisteo-Greenwood: \$1,410, Corning: \$38,471, Elmira: \$78,452, Elmira Heights: \$6,558, Hammondsport: \$2,916, Hornell: \$4,235, Horseheads: \$47,218, Jasper-Troupsburg: \$489, Odessa-Montour: \$8,034, Prattsburgh: \$255, Spencer-Van Etten: \$3,954, Watkins Glen: \$5,668, Waverly: \$14,607, WFL BOCES (Dundee: \$932), Misc. Revenue: (Horseheads Historical Society: \$780, Notre Dame High School: \$106, Saint Mary Our Mother School: \$86, Steuben County: \$1,417, Village of Horseheads: \$650)
030-19	569.495	Addison: \$132, Alfred-Almond: \$2,560, Arkport: \$116, Avoca: \$111, Bath: \$158, Bradford: \$86, Campbell-Savona: \$116, Canaseraga: \$122, Canisteo-Greenwood: \$127, Hammondsport: \$102, Hornell: \$148, Jasper-Troupsburg: \$97, Prattsburgh: \$91
031-19	605.000	Elmira: \$4,867, Elmira Heights: \$66,516, Horseheads: \$2,418, Spencer-Van Etten: \$821, Capital Region BOCES: \$40,000, WFL BOCES (Dundee: (\$500)), Misc. Revenue: (Alternative School for Math & Science: \$187, Corning Christian Academy: \$471, Finn Academy: \$4,415, Notre Dame High School: \$6,509, Schuyler County: \$31,534, Twin Tier Christian Academy: \$496, STC: \$360)
032-19	609.000	Campbell-Savona: \$70, Corning: \$20,000, Horseheads: \$2,520, Putnam-Northern BOCES: \$1,100
033-19	638.495	Arkport: \$129, Avoca: \$64, Campbell-Savona: \$129, Canaseraga: \$64, Canisteo-Greenwood: \$128, Corning: \$129, Hammondsport: \$64, Hornell: \$129, Jasper-Troupsburg: \$64, Prattsburgh: \$128
034-19	641.496	Campbell-Savona: (\$1), Canisteo-Greenwood: \$5,365, Hornell: (\$1)
035-19	651.495	Prattsburgh: \$43

### 3. Budget Decreases for 2018-2019:

Item #	CoSer #	Title	Decrease	From	To
036-19	250.499	Special Education 1:6:1 w/Catt-Allegany BOCES	\$ 176,103	\$ 433,410	\$ 257,307
037-19	349.495	Itinerant Diagnostic Svcs. w/WFL BOCES	\$ 570	\$ 570	\$ 0
038-19	433.496	Distance Learning w/Monroe 2 BOCES	\$ 4,340	\$ 4,340	\$ 0
039-19	523.493	Inter-scholastic Coord. w/Genesee Valley BOCES	\$ 3,095	\$ 3,095	\$ 0
040-19	654.495	Telecommunications w/WFL BOCES	\$ 3,650	\$ 3,650	\$ 0
041-19	670.494	Computer Service: Mgmt. w/Monroe #1 BOCES	\$ 6,736	\$ 13,868	\$ 7,132

### These decreases will be supported as follows:

036-19	250.499	Alfred-Almond: (\$143,590), Canisteo-Greenwood: (\$32,513)
037-19	349.495	Hammondsport: (\$570)
038-19	433.496	Bath: (\$4,340)
039-19	523.493	Hornell: (\$3,095)
040-19	654.495	Prattsburgh: (\$3,650)
041-19	670.494	Bath: (\$1,802), Elmira: \$3,705, Hornell: (\$2,491), Waverly: (\$6,148)

### 4. Transfers within programs for 2018-2019:

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

COSER NO.	PROGRAM	BUDGET CODE	TRANSFER IN	TRANSFER OUT
605	Computer Svc: Mgmt	A605-7710-150-C-14 Certified Salaries		\$ 44,253
		A605-7710-200-8-00 Equipment		\$ 70,288
		A605-7710-160-C-14 NI Salaries	\$ 44,253	
		A605-7710-204-8-00 Small Equipment	\$ 45,542	
		A605-7710-300-8-00 Supplies	\$ 2,746	
		A605-7710-400-8-00 Contractual	\$ 22,000	
		<b>Total</b>	<b>\$ 114,541</b>	<b>\$ 114,541</b>

### C. Federal Fund Establishments and Adjustments

1. Grant Acceptance and Budget Establishment for 2018-2019:

- a. Teacher Center Grant accepted and the budget established in the amount of \$167,417 for the period July 1, 2018 through June 30, 2019 as attached. Approval was received on September 7, 2018.

2. Budget Establishments for 2018-2019:

- a. Regional Special Education Technical Assistance Support Centers (RSE-TASC Part I) budget established in the amount of \$1,365,846 for the period July 1, 2018 through June 30, 2019. This is the final year of a five year contract.
- b. Regional Special Education Technical Assistance Support Centers (RSE-TASC Part II) budget established in the amount of \$510,226 for the period July 1, 2018 through June 30, 2019. This is the final year of a five year contract.
- c. School Based Vocational/Work Incentive Program, Chemung County contract for services accepted and the budget established in the amount of \$38,642 for the period July 1, 2018 through June 30, 2019 as attached. Approval was received on August 21, 2018.
- d. FSET (Food Stamp & Employment Training), Chemung County contract for services accepted and the budget established in the amount of \$30,000 for the period July 1, 2018 through June 30, 2019 as attached. Approval was received on August 21, 2018.
- e. Statewide School Finance Consortium budget established in the amount of \$11,250 for the period July 1, 2018 through June 30, 2019. Revenue for this program comes from component school districts.
- f. Extended School Year with Broome-Delaware-Tioga BOCES budget established in the amount of \$5,244.96 for the period July 1, 2018 through June 30, 2019. Revenue for this budget comes from Waverly Central School District.
- g. Extended School Year with Monroe #1 BOCES budget established in the amount of \$33,855.00 for the period July 1, 2018 through June 30, 2019. Revenue for this budget comes from Canisteo-Greenwood Central School District, Hammondsport Central School District and Hornell City School District.

**D. Purchasing**

- 1. Approval of Resolution, as attached, for the Installment Purchase Agreement for Computers, Laptops, Laptop Carts and Display Boards in the amount of \$100,000 for the Odessa-Montour Central School District.
- 2. Permission to bid the following items:
  - a. Frame and tilt lift for GST BOCES Coopers Auto Shop.
  - b. Print Shop paper and supplies for GST BOCES Print Shop

3. Approval of multi-year Cisco Maintenance Agreement that includes GST BOCES, Horseheads, Elmira, Waverly, Bradford, Odessa-Montour school districts. Award is based on the OCM (CNYRIC) 2018-2019 bid for five (5) years and financed by Key Government Finance, Inc.

#### **E. Activities Clubs**

1. Requested name change of the following clubs at the Bush Campus:
  - a. From Elsmere Activity Fund to Phoenix Academy Activity Fund. Club Advisor is Kristina Pendleton.
  - b. From Elsmere Eagles to Phoenix Academy Eagles. Club Advisor is Frank Speciale.
  - c. From Elsmere Farms Deli to Phoenix Academy Farms Deli. Club Advisor is Jessica Guild.
  - d. From Elsmere Academy Garden Café to Phoenix Academy Garden Café. Club Advisor is Frank Speciale.
  - e. From Broad Horizons Student Account to Phoenix Academy Student Account. Club Advisor is Rebecca Cooper.
  - f. From Broad Horizons School Spirit Fund to Phoenix Academy School Spirit Fund. Club Advisor is Sandra McCracken.
2. Close the following clubs at the Bush Campus:
  - a. Rose Bush Fund, the Club Advisor is Cathy Pelchar. The remaining balance of \$564.84 will be transferred to the Phoenix Academy Activity Fund.
  - b. Animal Science, the Club Advisor is Valerie Heywood. The remaining balance of \$10,088.76 will be transferred to the FFA Club. The Animal Science Club and the FFA Club will be combined.
  - c. Worker Club, the Club Advisor is Lori Keough. The remaining balance of \$380.48 will be transferred to the Twist, Shout, Learn Club.
3. Open the following club at the Bush Campus:
  - a. Auto Tech 1 Club, the Club Advisor is Jim Dekoeyer.
4. Transfer the following Club from the Bush Campus to the Coopers Campus:
  - a. STEM Academy Student Council will transfer to the Coopers Campus, as requested by Advisor Emily Mehlenbacher.

#### **F. Acceptance of Donation**

1. \$500 gift card for Positive Behavioral Intervention Support (PBIS), used to support student celebrations, from Wegmans, 1100 Clemens Center Parkway, Elmira, NY 14901.

#### **G. Corrective Action Plans**

1. Acceptance of the Corrective Action Plan for the 2016-2017 Internal Audit of Credit Card Usage as attached.
2. Acceptance of the Corrective Action Plan for the 2017-2018 Internal Audit of Payroll Control Reports as attached.

#### **H. Emergency Response Plan**

1. Approval of the Emergency Response Plan for the Coopers location, as required by the Education Law 2801-a.

CARRIED UNANIMOUSLY

### **6. PERSONNEL**

19-037

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

#### **A. Retirements**

##### **1. Darnell Mayo**

Position:	<b>Network Technology Specialist</b>
Effective:	end of day September 19, 2018
Date of Hire:	January 14, 2008

##### **2. Charlene Harris**

Position:	<b>Cleaner</b>
Effective:	end of day January 2, 2019
Date of Hire:	June 19, 1997

##### **3. Rebecca Towner**

Position:	<b>Senior Account Clerk</b>
Effective:	June 30, 2019
Date of Hire:	July 1, 1998

#### **B. Resignations**

##### **1. Erica Draxler**

Position:	<b>Career Education Resource Specialist</b>
Effective:	end of day June 22, 2018
Date of Hire:	February 28, 2018
Reason:	other employment

**2. ~~Joshua Gostomski~~**

**DUPLICATE ENTRY FROM 8/28/18**

Position:	<del>Teacher, Special Education</del>
Effective:	<del>August 23, 2018</del>
Date of Hire:	<del>September 2, 2014</del>
Reason:	<del>other employment</del>

**3. Gillian Brown**

Position:	<b>School Social Worker</b>
Effective:	August 31, 2018
Date of Hire:	December 18, 2017
Reason:	other employment

**4. Nathan Tucker**

Position:	<b>Teaching Assistant</b>
Effective:	September 4, 2018
Date of Hire:	September 4, 2018
Reason:	declined appointment after board appointment

**C. Salary Change**

**1. Darnell Mayo**

Position:	<b>Network Technology Specialist</b>
Salary:	increased from \$51,803.00 per year to <b>\$54,000.00</b> per year
Effective:	August 27, 2018 through September 19, 2018 (retired)
Reason:	due to increased duties

**D. Creation of Positions**

- 1. Teacher Aide**, five (5) full-time (1.0 FTE), 10 month, school calendar positions, effective September 4, 2018, due to the increase in districts' requests for services.
- 2. Network Technology Specialist**, one (1) full-time (1.0 FTE), 12 month position, effective September 17, 2018, due to the increase in districts' requests for services.

**E. Amend Appointments**, from the August 7, 2018 Board Agenda, correcting the probationary period due to receipt of proof of Highly Effective APPR scores for previous, consecutive three years of service

**1. Clifford Strong**

Position:	<b>Teacher</b> , Special Education, full-time (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> appointment
Effective:	September 4, 2018
Location:	Bush Education Center
Education:	Master of Arts, Education, University of Texas at San Antonio
Tenure Area:	Education of Children with Handicapping Conditions – General Special Education
Certification:	Professional, Students with Disabilities (Grades 5-9) Generalist, June 17, 2015

Probationary Period: from September 4, 2018 through September 3, 2022\*  
**to September 4, 2018 through September 3, 2021**  
 Experience: 13 years' related experience  
 Salary: \$59,883.00 per year (Step 12 + Credit Hour Stipend + Degree Stipend + IEP Stipend)  
 Reason for Appt: due to an internal transfer

**2. Melissa McCumiskey**

Position: **Teacher**, Integrated Math, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
 Effective: September 4, 2018  
 Location: Wildwood Education Center  
 Education: Master of Science, Education, SUNY Brockport  
 Tenure Area: Mathematics  
 Certification: Professional, Mathematics 7-12, September 1, 2011  
 Probationary Period: from September 4, 2018 through September 3, 2022\*  
**to September 4, 2018 through September 3, 2021**  
 Experience: 10 years' related experience  
 Salary: \$54,868.00 per year (Step 11)  
 Reason for Appt: due to the increase in districts' requests for services

**F. Amend Appointment**, from the August 28, 2018 Board Agenda, correcting the probationary period due to receipt of proof of Highly Effective APPR scores for previous, consecutive three years of service

**1. 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: from September 4, 2018 through September 3, 2022\*  
**to September 4, 2018 through September 3, 2021**  
 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

**G. Appointments**

**1. Faith Shepler**

Position: **AV Aide**, full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, **Probationary** appointment  
 Effective: September 4, 2018  
 Location: Science Resource Center  
 Education: High School Diploma, Youngsville CSD, PA  
 Probationary Period: September 4, 2018 through September 3, 2019

Experience: no related experience  
Salary: \$13.87 per hour (Grade 1, Step 1)  
Reason for Appt: due to a retirement

**2. Sierra Atwell**

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, Corning-Painted Post 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

**3. Melisa Bennett**

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: no related experience  
Salary: \$11.10 per hour  
Reason for Appt: due to the increase in districts' requests for services

**4. Andrea Cole**

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, Waverly CSD  
Probationary Period: September 4, 2018 through November 12, 2019  
Experience: substitute experience  
Salary: \$11.10 per hour  
Reason for Appt: due to a retirement

**5. Carissa Davis**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment  
Effective: September 4, 2018  
Location: Broadway Elementary School, Elmira CSD  
Education: Associate in Science, Human/Social Science, 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

**6. Candace Brusso**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment  
Effective: September 4, 2018  
Location: Savona Elementary School, Campbell-Savona CSD  
Education: High School Diploma, Bath CSD  
Probationary Period: September 4, 2018 through November 12, 2019  
Experience: substitute experience  
Salary: \$11.10 per hour  
Reason for Appt: due to the increase in districts' requests for services

**7. Elizabeth Harris**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment  
Effective: September 4, 2018  
Location: V.E. Wightman Primary School, Bath CSD  
Education: High School Diploma, Hornell CSD  
Probationary Period: September 4, 2018 through November 12, 2019  
Experience: substitute experience  
Salary: \$11.10 per hour  
Reason for Appt: due to the increase in districts' requests for services

**8. Anthony Caviness**

Position: **Network Technology Specialist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service Exam  
Effective: September 6, 2018  
Location: Horseheads CSD and Campbell-Savona CSD  
Education: High School Diploma, Boulder Valley School District, Broomfield, CO  
Experience: 1 year of related experience  
Salary: \$32,500.00 per year, prorated  
Reason for Appt: due to an internal transfer

**9. Mary Hendee**

Position: **Teacher Aide**, full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, **Probationary** appointment  
Effective: September 7, 2018  
Location: Coopers Education Center  
Education: Bachelor of Science, Health and Fitness Management, Alfred University  
Probationary Period: September 7, 2018 through November 15, 2019  
Experience: no related experience  
Salary: \$11.10 per hour  
Reason for Appt: due to the increase in districts' requests for services

**10. Regan Lattin**

Position: **Teaching Assistant**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 10, 2018  
Location: Corning High School

Education:	Bachelor of Science, Speech and Hearing, Elmira College
Tenure Area:	Teaching Assistant
Certification:	Level 3, Teaching Assistant, July 19, 2018
Probationary Period:	September 10, 2018 through September 9, 2022
Experience:	2 years' related experience
Salary:	\$34,739.00 per year, prorated (step 3 + Credit Hour Stipend)
Reason for Appt:	due to a discontinuation of employment

**11. Matthew Warner**

Position:	<b>Network Technology Specialist</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Probationary</b> appointment
Effective:	September 17, 2018
Civil Service List #:	Continuous Recruitment
Location:	Elmira Heights CSD
Education:	High School Diploma, Athens CSD
Experience:	6 years' related experience
Probationary Period:	September 17, 2018 through September 16, 2019
Salary:	\$34,000.00 per year, prorated
Reason for Appt:	due to the increase in districts' requests for services

**12. Patricia Newcomb**

Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	September 17, 2018
Location:	Bush Education Center
Education:	High School Diploma, Troy CSD
Probationary Period:	September 17, 2018 through November 25, 2019
Experience:	8 years' related experience
Salary:	\$11.10 per hour
Reason for Appt:	due to an internal transfer

**13. Julie Jerzak**

Position:	<b>Network Technology Specialist</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Probationary</b> appointment
Effective:	September 24, 2018
Civil Service List #:	Continuous Recruitment
Location:	Bush Education Center
Education:	High School Diploma, Elmira CSD
Experience:	15 years' related experience
Probationary Period:	September 24, 2018 through September 23, 2019
Salary:	\$37,000.00 per year, prorated
Reason for Appt:	due to an internal transfer

**14. Shirley Esau**

Position:	<b>Registered Professional Nurse</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	September 24, 2018
Location:	Broadway Elementary School, Elmira CSD

Education:	Associate in Applied Science, Nursing, Corning Community College
Probationary Period:	September 24, 2018 through December 2, 2019
Experience:	1 year of related experience
Salary:	\$22.03 per hour (Grade 8, Step 2)
Reason for Appt:	due to a resignation
<b>15. Sarah Stanton</b>	
Position:	<b>Account Clerk</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Provisional</b> appointment, pending Civil Service Exam
Effective:	September 26, 2018
Location:	Bush Education Center
Education:	High School Diploma, Elmira CSD
Experience:	10 years' related experience
Salary:	\$15.74 per hour (Grade 5, Step 4)
Reason for Appt:	due to an internal transfer
<b>16. Yvonne Allen</b>	
Position:	<b>Career Education Resource Specialist</b> , part-time, 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 1, 2018
Location:	Coopers Education Center
Education:	Master of Education, Music, Ithaca College
Probationary Period:	October 1, 2018 through December 9, 2019
Experience:	1 year of related experience
Salary:	\$15.00 per hour
Reason for Appt:	due to an internal transfer
<b>17. Corey Nicholson</b>	
Position:	<b>Assistant Principal</b> , CTE, full-time (1.0 FTE), 12 month position, <b>Probationary</b> appointment
Effective:	October 9, 2018
Location:	Wildwood Education Center
Education:	Master of Science, Educational Administration, Scranton University
Tenure Area:	Assistant Principal
Certification:	Initial, School Building Leader, August 10, 2018 through August 31, 2023
Probationary Period:	October 9, 2018 through October 8, 2022
Experience:	Teaching experience
Salary:	\$72,000.00 per year, prorated
Reason for Appt:	due to an internal transfer

## **H. Temporary Appointment**

<b>1. Colleen Talada</b>	
Position:	<b>Teacher</b> , English, part-time (.47 FTE), 10 month, school calendar position, <b>Temporary</b> appointment, dependent upon student enrollment each year
Effective:	September 4, 2018 through June 26, 2019
Location:	Bush Education Center

Education:	Master of Science, English, Elmira College
Certification:	Permanent, English 7-12, September 1, 1976
Experience:	43 years' related experience
Salary:	\$63,920.00 per year, prorated (step 15 + Credit Hour Stipend + Degree Stipend)
Reason for Appt:	due to the temporary increase in districts' requests for services

**I. Amend Annual Temporary Appointment**, from the August 28, 2018 Board Agenda, correcting the salary

**1. Joseph Liberto**

Position:	<b>STEM Curriculum Mentor</b> , time-sheet basis, 12 month position, <b>Temporary</b> 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:	from \$35.00 per hour to <b>\$40.00 per hour</b> , time-sheet, as needed basis
Reason for Appt:	to provide temporary support in meeting content needs

**J. Rescind Annual Temporary Appointment**, from the August 28, 2018 BOE Minutes, moved out of state.

**1. Kerry Harter**

Position:	<b>ABL Consultant/Facilitator</b> , time-sheet basis, 12 month position, <b>Temporary</b> 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

**K. Annual Temporary Appointment**

**1. Nancy Woodworth**

Position:	<b>Shared Staff Evaluator</b> , time-sheet basis, 12 month position, <b>Temporary</b> appointment
Effective:	September 15, 2018 through June 30, 2019
Location:	Elmira CSD
Education:	Certificate of Advanced Studies, School Administration, Massachusetts College of Liberal Arts
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

**L. Mentoring Stipends, first year, Stipend of \$1,083 per year**

1. **Burton Beebe** mentoring **Brett Tuscany**, effective September 4, 2018 through June 26, 2019
2. **Barbara Berry** mentoring **Billy Doell**, effective September 4, 2018 through June 26, 2019
3. **Sara Blauvelt** mentoring **Kaitlyn Marshall**, effective September 4, 2018 through June 26, 2019
4. **Sandra Brenen** mentoring **Tara McLaughlin**, effective September 4, 2018 through June 26, 2019
5. **Michael Creegan** mentoring **Victoria Ryan**, effective September 4, 2018 through June 26, 2019
6. **Leonard DeBolt** mentoring **Adam Peck**, effective September 4, 2018 through June 26, 2019
7. **Tammy Divens** mentoring **Gretchen McKinley**, effective September 4, 2018 through June 26, 2019
8. **Tammy Divens** mentoring **Amy Rigby**, effective September 4, 2018 through June 26, 2019
9. **Jessica Harris** mentoring **Olivia Wicks**, effective September 4, 2018 through June 26, 2019
10. **Jody Mailloux** mentoring **Victoria Whitford**, effective September 4, 2018 through June 26, 2019
11. **Mary Murphy** mentoring **Carrie Tierney**, effective September 4, 2018 through June 26, 2019
12. **Kaitlyn Schultz** mentoring **Melissa McArthur**, effective September 4, 2018 through June 26, 2019

**M. Mentoring Stipends, second year, Stipend of \$866 per year**

1. **Sara Blauvelt** mentoring **Jolene Sherman**, effective September 4, 2018 through June 26, 2019
2. **Rebecca Cooper** mentoring **Amy Zeches-McCawley**, effective September 4, 2018 through June 26, 2019
3. **Emily Mehlenbacher** mentoring **Michael Lese**, effective September 4, 2018 through June 26, 2019
4. **Donna Stuckey** mentoring **Melissa McCumiskey**, effective September 4, 2018 through June 26, 2019
5. **Barbara Sweet** mentoring **Ronald Hess**, effective September 4, 2018 through June 26, 2019

6. **Rebecca Webster** mentoring **Phyllis Lares**, effective September 4, 2018 through June 26, 2019

7. **Elizabeth Woodard** mentoring **Bradley Knowlden**, effective September 4, 2018 through June 26, 2019

N. **Medicaid Oversight Stipends**, Stipend of \$866 per year, effective September 4, 2018 through June 26, 2019, except where noted

1. **Shirley Esau, Registered Professional Nurse**, \$925 per year, September 24, 2018 through June 26, 2019

2. **Kristie Haberstroh, School Social Worker**

3. **Jessica Harris, Teacher, Speech and Hearing Handicapped**

4. **Jennifer Lazarou, Teacher, Speech and Hearing Handicapped**

5. **Jody Mailloux, Teacher, Speech and Hearing Handicapped**

6. **Carly Meacham, Occupational Therapist**

7. **Jolene O'Brien, Physical Therapist**

8. **Michelle Procopio, Registered Professional Nurse**, \$1000 per year

9. **Kaitlyn Schultz, Teacher, Speech and Hearing Handicapped**

10. **Bobbi Southard, Occupational Therapist**

11. **Patrick Thomas, Physical Therapist**

12. **Patricia Ward, Physical Therapist**

13. **Jacquelyn Weaver, School Social Worker**

O. **Annual Advisor Stipends**, effective September 4, 2018 through June 26, 2019

1. **Animal Care**, Stipend of \$1,300

a. **Ronald Hess**, Bush Education Center, Co-Advisor, Stipend of \$650

b. **Valerie Heywood**, Bush Education Center, Co-Advisor, Stipend of \$650

2. **Family, Career, and Community Leaders of America**, Stipend of \$1,300

a. **Kelly Smith**, Bush Education Center

3. **Future Farmers of America**, Stipend of \$1,300 each

a. **Matthew Bryant**, Bush Education Center

b. **Valerie Heywood**, Bush Education Center

4. **Greenhouse**, Stipend of \$1,300 each

a. **Valerie Kimmerly**, Bush Education Center

b. **Todd Swimelar**, Coopers Education Center

5. **Health Occupations Students of America Advisor**, Stipend of \$1,300 each

a. **Julie Patros**, Bush Education Center

b. **Elizabeth Woodard**, Bush Education Center

c. **Kimberly Jones**, Coopers Education Center

d. **Joann Phillips**, Wildwood Education Center

6. **Instructional Leadership Team (ILT) Leader**, Stipend of \$1,300 each

a. **Kimberly Austin**, Bush Education Center

b. **Matthew Bryant**, Bush Education Center

c. **Julie Patros**, Bush Education Center

d. **Barbara Sweet**, Bush Education Center

e. **Elizabeth Woodard**, Bush Education Center

- f. **Mary Campbell**, Coopers Education Center
  - g. **Leonard DeBolt**, Coopers Education Center
  - h. **Tammy Divens**, Coopers Education Center
  - i. **William Paggio**, Coopers Education Center
  - j. **Gary Acker**, Wildwood Education Center
  - k. **Robert Lemay**, Wildwood Education Center
  - l. **Mary (Molly) Murphy**, Wildwood Education Center
  - m. **Cynthia Watson**, Wildwood Education Center
- 7. National Technical Honor Society**, Stipend of \$433
- a. **Elizabeth Woodard**, Bush Education Center
  - b. **Janice Swett**, Coopers Education Center, Co-Advisor, Stipend of \$216.50
  - c. **Stephanie Welch**, Coopers Education Center, Co-Advisor, Stipend of 216.50
  - d. **Jennifer Hakes**, Wildwood Education Center, Co-Advisor, Stipend of \$216.50
  - e. **Ashleigh Striker**, Wildwood Education Center, Co-Advisor, Stipend of 216.50
- 8. Newsletter Advisor**, Stipend of \$866 each
- a. **Elizabeth Woodard**, Bush Education Center
  - b. **Gary Acker**, Wildwood Education Center
- 9. ProStart Advisor**, Stipend of \$866 each
- a. **Ryan Anderson**, Bush Education Center
  - b. **Karen Mecum**, Bush Education Center
  - c. **Burton Beebe**, Coopers Education Center
- 10. Student Council Advisor**, Stipend of \$866 each
- a. **Emily Mehlenbacher**, STEM Academy
- 11. Yearbook Advisor**, Stipend of \$866 each
- a. **Tammy Lotocky**, Bush Education Center
  - b. **Dale Robie**, Coopers Education Center
  - c. **Gary Acker**, Wildwood Education Center
  - d. **Emily Mehlenbacher**, STEM Academy
- P. Tenure Appointment**, due to successful completion of Probationary Period, no change in salary
- 1. Pamela Luce**
- |                           |   |
|---------------------------|---|
| Position:                 | <b>Teacher</b>                                    |
| Tenure Area:              | <b>Social Studies</b>                             |
| Effective Date of Tenure: | September 8, 2018                                 |
| Certification Status:     | Professional, Social Studies 7-12, March 31, 2018 |

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

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

CARRIED UNANIMOUSLY

**7. PROGRAM**

**19-038**

Upon the recommendation of the Superintendent, and on the motion of Bulkley, seconded by Learn, it was resolved to approve the following field trips:

- A. Approval of Field Trip for Bush Education Center, Audio Media, Fashion, and Criminal Justice Programs, as attached
- B. Approval of Field Trip for Bush Education Center, Conservation Program, as attached
- C. Approval of Field Trip for Bush Education Center, New Visions Academy, as attached

CARRIED UNANIMOUSLY

**8. OTHER BUSINESS**

**19-039**

- A. Approval of the 2018-2019 Greater Southern Tier BOCES Professional Development Plan

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Scott, it was resolved to approve the 2018-2019 Professional Development Plan, as presented.

CARRIED UNANIMOUSLY

**19-040**

- B. Approval of Revised Policy #9020 (Equal Opportunity Grievance Procedure for Employees) and Revised Policy #9250 (Sexual Harassment Policy)

Doug Johnson reported that a late breaking enactment of laws initiated by the Governor a few months ago require that these two policies be revised and adopted by October 9, 2018 to meet the current requirements. After giving a summary of the changes, Doug recommended to forgo a second reading and adopt these revisions as discussed. Changes will be incorporated into staff trainings.

Upon the recommendation of the Superintendent, and on the motion of Scott, seconded by Bulkley, it was resolved to approve the revisions to Policy #9020 and Policy #9250, as presented.

CARRIED UNANIMOUSLY

**9. BOARD PRESIDENT'S REPORT**

**A. New Board Member Discussion**

Each Board Member received the resumé of Matt Maloney, who has expressed an interest in filling the vacant seat on the Board (full disclosure, this is Kate Taylor's brother). He is a resident of the Bradford School District. In accordance with law,

BOCES will need to notify the component districts' school boards to let them know that BOCES anticipates appointing Matt at the November 6 meeting. The districts will then have a 10-day comment period. The Board agreed to move forward with this.

## **B. Preferred Educational Future**

Board President Keddell stated that due to time, he would like to email the analysis that Alice did on superintendent evaluations, as well as the options available.

## **10. SUPERINTENDENT'S REPORT**

- District Superintendent Frame welcomed two students who are currently enrolled in the Brockport Administrative Program.
- Commissioner MaryEllen Elia and Regent Susan Mittler will be visiting the region on October 4. The agenda includes visits to Beecher Elementary School, Bush Campus, Coopers for lunch with the superintendents, and P-TECH.

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**

**19-041**

Upon the motion of Bulkley, seconded by Scott, it was resolved to move to Executive Session at 7:05 p.m. to discuss 12 employment histories of particular persons and one proposed, pending, or current litigation topic.

**CARRIED UNANIMOUSLY**

## **OPEN SESSION**

**19-042**

Upon the motion of Bulkley, seconded by Wheeler, it was resolved to move to Open Session at 7:36 p.m.

**CARRIED UNANIMOUSLY**

## **PERSONNEL**

**19-043**

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Bulkley, the following resolution was approved:

RESOLVED, pursuant to Education Law Section 913, the Board of Education for the Board of Cooperative Educational Services for Schuyler, Steuben, Chemung, Tioga and Allegany Counties does hereby require employee number 04055 to submit to a psychiatric examination with Dr. J. Richard Ciccone of Rochester, New York, to determine the mental capacity of such person to perform his or her duties.

**CARRIED UNANIMOUSLY**

11. **ADJOURNMENT**

**19-044**

Upon the motion of Wheeler, seconded by Lemmon, it was resolved to adjourn the meeting at 7:37 p.m.

**CARRIED UNANIMOUSLY**

Respectfully Submitted,

ket  
October 9, 2018

Kathleen E. Taylor  
Board Clerk

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