

**Schuyler-Steuben-Chemung-Tioga-Allegany (SSCTA)**  
**Board of Cooperative Educational Services**  
9579 Vocational Drive, Painted Post, New York 14870-9518

**REGULAR BOARD MEETING**

**TUESDAY, NOVEMBER 5, 2019**

Coopers Education Center, Bldg. 8, DL Room

6:00 p.m.

**PRESENT:** Neil Bulkley, Amy Dlugos, Alice Learn, Mark Lemmon, Matt Maloney, Brian O'Donnell, Bill Peoples, Jr., Gary Scott, Bob Wheeler

**ABSENT:** Don Keddell, Tom Phillips

**ALSO PRESENT:** District Superintendent James Frame  
Cabinet Members: Brian Bentley, Pat Cardona, Greg Dale, Doug Johnson, Vince Moschetti, Linda Perry, Stacy Saglibene, Matt Talada, Sarah Vakkas; Board Clerk Kate Taylor; Guests: Katie Boyer, Tuesday Mishook

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

Board Vice President Learn called the meeting to order at 6:11 p.m. and led the Pledge of Allegiance.

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

**20-045**

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

**CARRIED UNANIMOUSLY**

**3. PRIVILEGE OF THE FLOOR**

None.

**4. CONSENSUS ITEMS**

**20-046**

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

**A. Approval of Minutes**

1. Regular Board Meeting – October 1, 2019

**B. Treasurer's Reports**

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – August 2019 (revised)
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – September 2019
3. Student Activities – Bush Education Center – 7/1/2019-9/30/2019
4. Student Activities – Coopers Education Center – 7/1/2019-9/30/2019
5. Student Activities – Wildwood Education Center – 7/1/2019-9/30/2019

**C. Internal Claims Auditor Report – September 2019**

**CARRIED UNANIMOUSLY**

## 5. FINANCE

**20-047**

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

### **A. General Fund Establishments and Adjustments**

#### **1. Budget Establishments for 2019-2020:**

Item#	CoSer #	Title	In the Amount of
038-20	523.493	Interscholastic Sports Coord w/GV BOCES	\$ 3,200
039-20	551.594	School/Curr Improvement Planning w/OCM BOCES	\$ 500
040-20	562.493	School/Curr Improvement Planning w/GV BOCES	\$ 25,145
041-20	579.492	School/Curr Improvement Planning w/Erie 2 BOCES	\$ 2,970
042-20	581.492	Staff Development: Cert & Admin w/Erie 2 BOCES	\$ 9,723
043-20	587.492	Curriculum Development w/Erie 2 BOCES	\$ 10,870
044-20	589.692	School/Curr Improvement Planning w/OHM BOCES	\$ 49,074
045-20	590.499	Model Schools w/Catt-Allegany BOCES	\$ 750
046-20	642.596	Comp Svcs: Mgmt w/Capital Region BOCES	\$ 9,908
047-20	677.592	Business Ofc Support w/Questar BOCES	\$ 49,968
048-20	679.496	Cooperative Bidding Coord w/Monroe 2 BOCES	\$ 1,209

These establishments will be supported as follows:

038-20	523.493	Bath: \$3,200
039-20	551.594	Addison: \$500
040-20	562.493	Avoca: \$871, Canisteo-Greenwood: \$1,109, Hornell: \$23,165
041-20	579.492	Avoca: \$2,970
042-20	581.492	Bath: \$7,833, Hammondsport: \$1,890
043-20	587.492	Arkport: \$10,870
044-20	589.692	Watkins Glen: \$49,074
045-20	590.499	Alfred-Almond: \$750
046-20	642.596	Arkport: \$5,190, Bath: \$4,718
047-20	677.592	Arkport: \$7,000, Bradford: \$3,641, Elmira: \$18,360, Horseheads: \$16,000, Odessa-Montour: \$4,967
048-20	679.496	Bath: \$1,209

#### **2. Budget Increases for 2019-2020:**

Item #	CoSer#	Title	Increase	From	To
049-20	101.000	Career & Technical Education	\$ 6,016	\$ 17,214,107	\$ 17,220,123
050-20	415.000	Regional Summer School	\$ 8,930	\$ 719,270	\$ 728,200
051-20	426.000	Distance Learning	\$ 1,008	\$ 137,766	\$ 138,774
052-20	444.692	Distance Learning w/OHM BOCES	\$ 212	\$ 10,613	\$ 10,825
053-20	506.000	Curriculum Development	\$ 71,500	\$ 732,895	\$ 804,395
054-20	511.000	Printing	\$ 71,137	\$ 1,582,676	\$ 1,653,813
055-20	525.000	Staff Development: Cert. & Admin	\$ 755	\$ 1,160,385	\$ 1,161,140
056-20	527.000	Instructional Materials (SRC)	\$ 2,709	\$ 1,194,933	\$ 1,197,642
057-20	537.000	School/Curr Improvement Planning	\$ 2,385	\$ 1,718,429	\$ 1,720,814
058-20	605.000	Computer Svcs: Mgmt	\$ 24,068	\$ 13,610,015	\$ 13,634,083
059-20	612.000	Business Office Support (CBO)	\$ 80,866	\$ 3,909,734	\$ 3,990,600
060-20	616.594	Cooperative Bidding Coord w/OCM BOCES	\$ 7,070	\$ 25,440	\$ 32,510
061-20	633.493	Employee Benefit Coord w/GV BOCES	\$ 9,959	\$ 49,860	\$ 59,819
062-20	652.594	Computer Svcs: Mgmt w/OCM BOCES	\$ 1,380	\$ 8,280	\$ 9,660

These increases will be supported as follows:

049-20	101.000	Misc. Revenue: (Sale of Surplus Equipment: \$6,016)
050-20	415.000	Wayne-Finger Lakes BOCES: (Naples: \$8,930)
051-20	426.000	Hornell: \$1,008
052-20	444.692	Addison: \$212
053-20	506.000	Alfred-Almond: (\$28,600), Elmira: \$100,100
054-20	511.000	Addison: \$2,064, Alfred-Almond: \$196, Arkport: \$38, Avoca: \$1,404, Bath: \$368, Bradford: \$297, Campbell-Savona: \$2,379, Canaseraga: \$6, Canisteo-Greenwood: \$306, Corning: \$19,135, Elmira: \$24,561, Elmira Heights: \$3,081, Hammondsport: \$247, Hornell: \$872, Horseheads: \$6,772, Jasper-Troupsburg: \$184, Odessa-Montour: \$2,421, Prattsburgh: \$298, Spencer-Van Etten: \$921, Watkins Glen: \$238, Waverly: \$5,160, Misc. Revenue: (Notre Dame: \$18, St. Mary Our Mother: \$167, Village of Horseheads: \$4)
055-20	525.000	Broome-Tioga BOCES: (Owego-Apalachin: \$755)
056-20	527.000	Hornell: \$194, Spencer-Van Etten: \$136, Broome-Tioga BOCES: (Owego-Apalachin: \$578), Catt-Allegany BOCES: (Fillmore: \$1,801)
057-20	537.000	Canaseraga: \$1,000, Canisteo-Greenwood: \$695, Elmira: \$690

058-20	605.000	Addison: \$3,200, Bath: \$10,544, Corning: \$6,035, Waverly: \$2,000, Misc. Revenue: (Autism/DASA/Save Trainings: \$2,039, Yates County: \$250)
059-20	612.000	Alfred-Almond: \$6,900, Elmira: \$73,966
060-20	616.594	Horseheads: \$7,070
061-20	633.493	Bath: \$9,959
62-20	652.594	Horseheads: \$1,380

### 3. Budget Decreases for 2019-2020:

Item #	CoSer #	Title	Decrease	From	To
063-20	318.000	Shared Supervision		\$ 91,960	\$ 330,330 \$ 238,370
064-20	328.693	Internal Auditor w/TST BOCES		\$ 4	\$ 79,950 \$ 79,946
065-20	401.000	Arts in Education		\$ 1,008	\$ 381,755 \$ 380,747
066-20	512.000	Computer Svcs: Instructional		\$ 51,200	\$ 3,580,236 \$ 3,529,036
067-20	528.000	Industry/Education Activities Coord (CDC)		\$ 57,897	\$ 693,142 \$ 635,245
068-20	569.495	Interscholastic Sports Coord w/WFL BOCES		\$ 7	\$ 34,713 \$ 34,706
069-20	615.592	State Aid Planning w/Questar BOCES		\$ 32,940	\$ 105,120 \$ 72,180
070-20	638.495	Cooperative Bidding Coord w/WFL BOCES		\$ 8	\$ 26,120 \$ 26,112

These decreases will be supported as follows:

063-20	318.000	Alfred-Almond: (\$10,890), Elmira: (\$81,070)
064-20	328.693	Addison: (\$1), Alfred-Almond: (\$1), Canisteo-Greenwood: (\$1), Elmira Heights: (\$1)
065-20	401.000	Hornell: (\$1,008)
066-20	512.000	Elmira: (\$51,200)
067-20	528.000	Misc. Revenue: (Career Development Council, Inc.: (\$57,897))
068-20	569.495	Avoca: (\$1), Bradford: (\$1), Campbell-Savona: (\$1), Canisteo-Greenwood: (\$1), Hammondsport: (\$1), Hornell: (\$1), Jasper-Troupsburg: (\$1)
069-20	615.592	Arkport: (\$6,500), Bradford: (\$3,570), Elmira: (\$18,000), Odessa-Montour: (\$4,870)
070-20	638.495	Addison: (\$1), Arkport: (\$1), Avoca: (\$1), Canaseraga: (\$1), Hammondsport: (\$1), Hornell: (\$1), Jasper-Troupsburg: (\$1), Prattsburgh: (\$1)

### 4. Transfers within programs for 2019-2020:

- Report of all fund transfers for the period 07/01/2019-09/30/2019, as attached.
- 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>
525	Staff Dev.: Cert. & Admin.	A525-6261-300-0-00 Supplies		\$ 6,500
		A525-6261-458-0-00 Staff Development		\$ 7,400
		A525-6661-150-2-00 Certified Salaries	\$ 13,900	
		<b>Total</b>	<b>\$ 13,900</b>	<b>\$ 13,900</b>
605	Computer Svcs.: Mgmt.	A605-7710-160-C-00 NI Salaries		\$ 17,601
		A605-7710-200-8-00 Equip \$500-\$4999		\$ 13,709
		A605-7710-816-3-09 Health Insurance		\$ 10,355
		A605-7710-400-8-00 Contract & Other	\$ 13,709	
		A605-7710-816-6-09 Health Insurance	\$ 10,355	
		A605-7710-816-C-09 Health Insurance	\$ 17,601	
		<b>Total</b>	<b>\$ 41,665</b>	<b>\$ 41,665</b>

## B. Federal Fund Establishments and Adjustments

### 1. Grant Acceptance and Budget Establishments for 2019-2020:

- Teacher Center Grant accepted and the budget established in the amount of \$167,417 for the period July 1, 2019 through June 30, 2020 as attached. Approval was received on October 10, 2019.
- Perkins V/CTE grant accepted and the budget established in the amount of \$280,475 for the period July 1, 2019 through June 30, 2020, as attached. Approval was received on September 26, 2019.

### 2. Grant Increases for 2019-2020:

- a. School Library System Grant increased by \$77,375 from \$204,261 to \$281,636. This is the rollover amount from 2018-2019.
  - b. School Library System Aid for Automation Grant increased by \$8,966 from \$15,103 to \$24,069. This is the rollover amount from 2018-2019.
3. Budget Establishments for 2019-2020:
- a. Equivalent Attendance (EA) accepted and budget established in the amount of \$35,000 for the period July 1, 2019 through June 30, 2020.
  - b. Community Foundation Grant budget established in the amount of \$325.20 for the period July 1, 2019 through June 30, 2020. Revenue for this program comes from rollover funds from 2018-2019.
  - c. Southern Tier Scholars budget established in the amount of \$25,852.91 for the period July 1, 2019 through June 30, 2020. Revenue for this program comes from rollover funds from 2018-2019.
  - d. Summer of Innovation Funding budget established in the amount of \$1,275.06 for the period July 1, 2019 through June 30, 2020. Revenue for this program comes from rollover funds from 2018-2019.
  - e. Comprehensive Health & Wellness budget established in the amount of \$264 for the period July 1, 2019 through June 30, 2020. Revenue for this program comes from DASA registrations.
  - f. Extended School Year with Monroe #1 BOCES budget established in the amount of \$22,790.00 for the period July 1, 2019 through June 30, 2020. Revenue for this budget comes from Canisteo-Greenwood Central School District and Hornell City School District.
  - g. Regional Support for the School and Preschool Supportive Health Services (Regional SSHSP) Medicaid Technical Assistance Center grant budget established in the amount of \$91,646 for the period July 1, 2019 through June 30, 2020. This is the third year of a three-year contract, due to a contract extension.

**C. Purchasing**

1. Approval of Resolution, as attached, to participate in statewide contracts for School Climate Survey products: LinkIt and Panorama managed by Erie 1 BOCES.
2. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software/learning packages and licensing.

**D. Acceptance of Donation**

1. 6000 lbs. of scrap steel to the Welding Program at the Bush Campus from Vulcraft of NY, Inc., 621 Main St., Chemung, NY 14825.

**E. Authorization to Pay the Following Membership Dues**

1. Watkins Glen Area Chamber of Commerce dues in the amount of \$250 for 2020 for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

#### **F. School Refunds**

1. School refunds for Schuyler-Steuben-Chemung-Tioga-Allegany BOCES for 2019-2020 in the amount of \$6,805,120.07 based on the 2018-2019 final expenditures as attached.

#### **G. Fire Inspection Reports**

1. Acceptance of the fire inspection reports for Bush, Coopers and Wildwood Campuses, as attached.

#### **H. Corrective Action Plan**

1. Acceptance of the Corrective Action Plan for the 2018-2019 External Audit of Federal Fund and Extra Classroom Activities Fund, as attached.

#### **I. Permission to Sell**

1. Request permission to sell the following (18) BOCES fleet vehicles:

-2002 Workhorse Van	T3	-2011 Chevy Impala	CA91
-2003 Chevy Stake 10"	T2	-2011 Chevy Impala	WA85
-2008 Dodge Caravan	A99	-2011 Chevy Impala	CA90
-2009 Dodge Caravan	CC40	-2012 Ford Fusion	A95
-2009 Ford Cargo Van E250	WT28	-2012 Chevy Impala	A97
-2009 Chevy Impala	CA71	-2013 Chevy Impala	A8
-2010 Ford Courier Van	T59	-2013 Chevy Impala	A9
-2010 Dodge Van	A33	-2013 Ford Van	T65
-2011 Chevy Impala	WA89	-2013 Chevy Impala	CA10

#### **J. RFP for Architectural and Engineering Services**

1. Award RFP to Hunt Engineers, Architects & Surveyors to represent the Greater Southern Tier BOCES, starting with the 2021 Capital Construction project and the development of the proposed \$20 million capital project, as attached.

Board Member Maloney commented that he served on the committee to review the RFP's for architects/engineers and feels positive about the recommendation. Board Member Bulkley asked how this capital project relates to the component districts. District Superintendent Frame said that he recently spoke with the superintendents about adding this to their votes in May. The superintendents had concerns about putting this item on the ballot along with their own budgets. The BOCES capital project vote may be voted on by component district voters in the fall of 2020. Jim will keep the Board informed of the process.

CARRIED UNANIMOUSLY

### **6. PERSONNEL**

**20-048**

Upon the recommendation of the Superintendent, and on the motion of O'Donnell, seconded by Scott, it was resolved that the following personnel actions are hereby taken, with addenda and revisions:

#### **A. Retirements**

**1. Timothy Swisher**

Position: Cook Manager  
Effective: end of day December 20, 2019  
Date of Hire: May 15, 2006

**2. Jeffrey Black**

Position: Executive Director, GST School Boards  
Effective: end of day December 31, 2019  
Date of Hire: November 3, 2009

**B. Resignations**

**1. Janee Gadsden**

Position: Adult Literacy Instructor  
Effective: September 27, 2019  
Date of Hire: April 3, 2017  
Reason: other employment

**2. Aaron Lindgren**

Position: Adult Literacy Instructor  
Effective: October 18, 2019  
Date of Hire: July 31, 2017  
Reason: other employment

**3. Diane Mitchell**

Position: Teacher, English to Speakers of Other Languages  
Effective: October 25, 2019  
Date of Hire: September 8, 2015  
Reason: other employment

**4. Anthony Serdula**

Position: Teaching Assistant  
Effective: November 7, 2019  
Date of Hire: January 2, 2018  
Reason: other employment

**5. Maureen Troccia**

Position: Computer Services Program Aide  
Effective: November 15, 2019  
Date of Hire: January 17, 2017  
Reason: other employment

**6. Brett Tuscany**

Position: Teacher, Welding  
Effective: November 21, 2019  
Date of Hire: September 6, 2016  
Reason: other employment

**7. Karlene Stackhouse**

Position: Teacher, Speech and Hearing Handicapped  
Effective: end of day November 29, 2019  
Date of Hire: September 4, 2018  
Reason: other employment

**C. Increase or Decrease to Positions**

- 1. Teacher Aide**, 10 month, school calendar position, increased from part-time (.4 FTE) to **part-time (.6 FTE)**, effective October 9, 2019, due to the increase in

districts' requests for services.

2. **Occupational Therapist**, 10 month, school calendar position, decreased from full-time (1.0 FTE) to **part-time (.8 FTE)**, effective October 21, 2019, due to the decrease in districts' requests for services.
3. **Career Program Specialist**, 10 month, school calendar position, decreased from full-time (1.0 FTE) to **part-time (.8 FTE)**, effective November 1, 2019, due to the request of the employee.

#### **D. Increase or Decrease in Assignments**

**1. Barbara Hibbard**

Position:	<b>Teacher Aide</b> , Special Education
Effective:	September 3, 2019
Increase:	from .4 FTE <b>to .6 FTE</b>
Salary:	\$14.80 per hour
Reason:	due to the increase in districts' requests for services

**2. Stephanie M. Stephens**

Position:	<b>Occupational Therapist</b>
Effective:	October 21, 2019
Decrease:	from 1.0 FTE <b>to .8 FTE</b>
Salary:	\$51,902.00 per year, prorated
Reason:	due to the decrease in districts' requests for services

**3. Debra Jay**

Position:	<b>Career Program Specialist</b>
Effective:	November 1, 2019
Decrease:	from 1.0 FTE <b>to .8 FTE</b>
Salary:	\$21.12 per hour
Reason:	due to request of the employee

#### **E. Change in Civil Service Appointment**

**1. Janet Longwell**

Position:	Account Clerk to <b>Senior Account Clerk</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Provisional</b> appointment, pending Civil Service exam
Effective:	September 16, 2019
Location:	Bush Education Center – CBO
Education:	High School Diploma, Southside High School, Elmira City School District
Experience:	10+ years' related experience
Salary:	\$16.89 per hour (Grade 9, Step 3)
Reason for Appt:	due to an internal transfer

**2. Johanna Theetge**

Position:	Transcribing Typist to <b>Administrative Assistant</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 24, 2019
Location:	Coopers Education Center
Education:	High School Diploma, Horseheads CSD
Probationary Period:	October 24, 2019 through October 23, 2020
Experience:	19 years' related experience
Salary:	\$22.99 per hour (Grade 9, Step 15)
Reason for Appt:	due to a resignation

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

**1. Angela Foley**

Position: **Computer Programmer/Analyst Trainee**, full-time (1.0 FTE), 12 month position, Civil Service Competitive, **Probationary** appointment  
Effective: October 16, 2019  
Probationary Period: October 16, 2019 through October 15, 2020  
Civil Service List #: 20120  
Salary: \$35,000.00 per year, prorated

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

**1. Benjamin Hourihan**

Position: Groundskeeper  
Permanent Date: November 7, 2019

**2. Kristen Austin**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**3. Melisa Bennett**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**4. Candace Brusso**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**5. Andrea Cole**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**6. Maya Comfort**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**7. Carissa Davis**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**8. Taylor Shoemaker**

Position: Teacher Aide  
Permanent Date: November 13, 2019

**9. Patricia Newcomb**

Position: Teacher Aide  
Permanent Date: November 25, 2019

**10. Ann Overhiser**

Position: Cook Manager  
Permanent Date: November 13, 2019

**11. Salli Mehlenbacher**



Position: Food Service Helper  
Permanent Date: November 13, 2019

**12. Michelle Procopio**

Position: Registered Professional Nurse  
Permanent Date: November 13, 2019

**13. Alisa Wright**

Position: Career Program Specialist  
Permanent Date: November 13, 2019

**14. Robin Wojcinski**

Position: Senior Account Clerk Typist  
Permanent Date: December 1, 2019

**15. Lauren Gentry**

Position: Teacher Aide  
Permanent Date: December 4, 2019

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

**1. Tuesday Mishook**

Position: Regional Special Education Training Specialist  
Tenure Area: Instructional Support Services in Special Education  
Effective Date of Tenure: November 28, 2019  
Certification Status: Permanent

**I. Creation of Positions**

**1. Teacher Aide, five** full-time (1.0 FTE), 10 month, school calendar positions, effective October 8, 2019, October 15, 2019, November 6, 2019, November 8, 2019 and November 12, 2019, due to the increase in districts' requests for services

**2. Computer Operations Specialist**, one full-time (1.0 FTE), 12 month position, effective November 7, 2019, due to the increase in districts' requests for services

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

**1. Billy Doell**

Position: **Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment  
Effective: September 3, 2019  
Location: Columbian School, Hornell CSD  
Tenure Area: Education of Children with Handicapping Conditions – General Special Education  
Certification: Initial, Students with Disabilities – Grades 7-12 – Generalist, August 23, 2019 through August 31, 2024  
Probationary Period: September 3, 2019 through September 2, 2023\*  
Salary: \$47,784.00 per year (step 2 + Credit Hours Stipend + Degree Stipend + IEP Stipend)

## 2. James Dagon

Position: **Teaching Assistant**, Career & Technical Education, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment

Effective: September 11, 2019

Location: Wildwood Education Center

Tenure Area: Teaching Assistant

Certification: Level 1, Teaching Assistant, September 11, 2019 through January 31, 2023

Probationary Period: September 11, 2019 through September 10, 2023

Salary: \$30,800.00 per year, prorated (step 2 + Credit Hours Stipend)

## K. Amend Appointments

### 1. Diane Costello

from the July 9, 2019 Board Agenda, amending the salary

Position: Teaching Assistant, full-time (1.0 FTE), 10 month, school calendar position, **Tenured** appointment

Effective: September 3, 2019

Location: Bath High School

Education: Master of Art, Physically Handicapped, SUNY Buffalo

Tenure Area: Teaching Assistant

Certification: Permanent, Special Education, September 1, 1996

Experience: 4 years' related experience as Teaching Assistant; 22 years' related experience as Teacher

Salary: from \$40,200.00 per year **to \$41,188.00 per year** (Step 13 + Credit Hours Stipend + Degree Stipend)

Reason for Appt: due to an internal transfer

### 2. Michele Kelley

from the July 9, 2019 Board Agenda, amending the title and effective dates

Position: from ABL Consultant/Facilitator, timesheet basis, 12 month position, Temporary appointment **to Special Education Consultant/Facilitator**, timesheet basis, 12 month position, **Temporary** appointment

Effective: from July 1, 2019 through June 30, 2020 **to October 21, 2019 to June 30, 2020**

Location: Bush Education Center

Education: Master of Science, Education, Elmira College

Certification: Permanent, Special Education, September 1, 1989

Salary: \$35.00 per hour, timesheet, as needed basis

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

## L. Changes to Appointment

### 1. Jessica Carpenter

Position: from Shared Staff Evaluator - Adm, part-time (.2 FTE), 12 month position, and Staff Development Coordinator - Adm, part-time (.8 FTE), 12 month position, **tenured** appointment **to Staff Development**

	<b>Coordinator - Adm</b> full-time (1.0 FTE), 12 month position, <b>probationary</b> appointment
Effective:	September 3, 2019
Location:	Certificate of Advanced Studies, Educational Leadership, SUNY Binghamton
Tenure Area:	Staff Development Coordinator – Adm ( <b>no change in tenure area</b> )
Certification:	Professional, School Building Leader, June 24, 2017
Probationary Period:	September 1, 2016 through August 31, 2020 ( <b>no change in probationary period</b> )
Experience:	18 years' related work experience
Salary:	\$76,301.00 per year
Reason for Appt:	due to align with other similar positions

## **M. Appointments**

### **1. Christine Elliott**

Position:	<b>Physical Therapist</b> , full-time (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> , Competitive Civil Service appointment
Effective:	November 18, 2019
Location:	Waverly CSD, Bush Education Center, Ernie Davis Academy
Education:	Doctor of Physical Therapy, Physical Therapy, Ithaca College
Tenure Area:	Physical Therapy
Certification:	Registration Certificate, Physical Therapist, January 12, 2006 through April 30, 2020
Probationary Period:	November 18, 2019 through January 25, 2021
Experience:	13 years' related work experience
Salary:	\$63,695.00 per year, prorated (step 13 + Credit Hours Stipend + Degree Stipend + Doctoral Degree Stipend)
Reason for Appt:	due to a retirement

### **2. Kayla Rice**

Position:	<b>Teaching Assistant</b> , Nurse's Assisting (1.0 FTE), 10 month, school calendar position, <b>Probationary</b> appointment
Effective:	November 5, 2019
Location:	Coopers Education Center
Education:	High School Diploma, Campbell-Savona CSD
Tenure Area:	Teaching Assistant
Certification:	Level 1, Teaching Assistant, December 6, 2018 through January 31, 2022
Probationary Period:	November 5, 2019 through November 4, 2023
Experience:	1 year of related work experience
Salary:	\$26,750.00 per year (step 2)
Reason for Appt:	due to an internal transfer

### **3. Joan Arnold**

Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
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Effective:	October 8, 2019
Location:	Cohen Elementary School, Elmira Heights CSD
Education:	High School Diploma, Athens CSD
Probationary Period:	October 8, 2019 through December 15, 2020
Experience:	no related work experience
Salary:	\$11.80 per hour
Reason for Appt:	due to the increase in districts' requests for services
<b>4. Heather Walsh</b>	
Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 15, 2019
Location:	VEW Primary School, Bath CSD
Education:	High School Diploma, Arkport CSD
Probationary Period:	October 15, 2019 through December 22, 2020
Experience:	no related work experience
Salary:	\$11.80 per hour
Reason for Appt:	due to the increase in districts' requests for services
<b>5. Jamie Canfield</b>	
Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 16, 2019
Location:	Cohen Middle School, Elmira Heights CSD
Education:	High School Diploma, Watkins Glen CSD
Probationary Period:	October 16, 2019 through December 23, 2020
Experience:	2 years' related work experience
Salary:	\$11.80 per hour
Reason for Appt:	due to a resignation
<b>6. REMOVED</b>	
<b>7. Lisa McKnight</b>	
Position:	<b>Printing Clerk</b> , full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 7, 2019
Location:	Print Shop
Education:	Bachelor of Art, Anthropology, University of Maine
Probationary Period:	October 7, 2019 through October 6, 2020
Experience:	4 years' related work experience
Salary:	\$15.48 per hour (Grade 2, Step 4)
Reason for Appt:	due to a resignation
<b>8. Daniel Harrington</b>	
Position:	<b>Building Maintenance Mechanic</b> , full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 30, 2019
Location:	Bush Education Center
Education:	High School Diploma, Odessa-Montour CSD
Probationary Period:	October 30, 2019 through October 29, 2020
Experience:	20 years' related work experience

Salary:	\$18.21 per hour (Grade 12, Step 4)
Reason for Appt:	due to a resignation
<b>9. April Krug</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:	October 25, 2019
Location:	Bush Education Center - CBO
Education:	Associate in Science, Corning Community College
Experience:	6 years' related work experience
Salary:	\$15.78 per hour (Grade 5, Step 3)
Reason for Appt:	due to an internal transfer
<b>10. Emily Crocker</b>	
Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	November 6, 2019
Location:	Haverling High School, Bath CSD
Education:	Bachelor of Science, Human Services Management, SUNY Alfred
Probationary Period:	November 6, 2019 through January 13, 2021
Experience:	no related work experience
Salary:	\$11.80 per hour
Reason for Appt:	due to the increase in districts' requests for services
<b>11. Amber Vaughan</b>	
Position:	<b>Teacher Aide</b> , full-time (1.0 FTE), 10 month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	November 8, 2019
Location:	Cohen Elementary School, Elmira Heights CSD
Education:	High School Diploma, Elmira CSD
Probationary Period:	November 8, 2019 through January 15, 2021
Experience:	no related work experience
Salary:	\$11.80 per hour
Reason for Appt:	due to the increase in districts' requests for services
<b>12. Valerie Bond</b>	
Position:	<b>Computer Operations Specialist</b> , full-time (1.0 FTE), 12 month position, Competitive Civil Service, <b>Probationary</b> appointment
Effective:	November 7, 2019
Location:	Bush Education Center
Education:	High School Diploma, Cheney CSD, Cheney WA
Probationary Period:	November 7, 2019 through November 6, 2020
Experience:	5 years' work related experience
Salary:	\$38,000.00 per year, prorated
Reason for Appt:	due to the increase in districts' requests for services

## **N. Temporary Appointments**

### **1. Mary Ann Munroe**

Position: **Coordinator of School Library Systems**, full-time (1.0 FTE), 12 month position, **Temporary**

appointment, pending completion of certification requirements  
 Effective: October 28, 2019 through June 30, 2020  
 Location: Coopers Education Center  
 Education: Master of Education, School Library & Informational Technology  
 Tenure Area: Coordinator of School Library Systems  
 Certification: School Library Media Specialist required  
 Experience: 10 years' related work experience  
 Salary: \$68,000.00 per year, prorated  
 Reason for Appt: due to a retirement

**2. Mollie Pautz**

Position: **Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements  
 Effective: October 15, 2019 through June 25, 2020  
 Location: Bush Education Center  
 Education: Master of Education, Special Education, Lindenwood-Belleville University  
 Certification: Not certified, Education of Children with Handicapping Conditions – General Special Education required  
 Experience: 3 years' related work experience  
 Salary: \$43,693.00 per year, prorated (step 1)  
 Reason for Appt: due to an internal transfer

**3. Shelli Altopp-Miller**

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements  
 Effective: October 7, 2019 through June 25, 2020  
 Location: Wildwood Education Center  
 Education: Master of Social Work, Social Work, Washington University in St. Louis  
 Certification: Not certified, School Social Worker required  
 Experience: 7 years' related work experience  
 Salary: \$43,693.00 per year, prorated (step 1)  
 Reason for Appt: due to a resignation

**4. Gary Stewart**

Position: **Teaching Assistant**, Auto Technology (1.0 FTE), 10 month, school calendar position, **Temporary** appointment, pending completion of certification requirements  
 Effective: October 23, 2019 through June 25, 2020  
 Location: Wildwood Education Center  
 Education: Associate in Occupational Studies, Automotive Service Technician, SUNY Alfred College of Technology  
 Tenure Area: Teaching Assistant  
 Certification: Not certified, Teaching Assistant Level 1 required  
 Experience: 1 year of related work experience  
 Salary: \$26,216.00 per year, prorated (step 1)  
 Reason for Appt: due to a resignation

**O. Mentoring Stipend**, first year

1. **Jesse Ferris** mentoring **Kristen Miller**, effective September 3, 2019 through June 25, 2020, Stipend of \$1,100 per year
2. **Angela Dickison** mentoring **Herman Liebson**, effective November 1, 2019 through June 25, 2020, Stipend of \$1,092 per year, prorated

**P. Mentoring Stipend**, second year, Stipend of \$874 per year, prorated

1. **Elizabeth Connors** mentoring **Alan Ackley**, effective October 1, 2019 through June 25, 2020
2. **Elizabeth Connors** mentoring **Billy Doell**, effective October 1, 2019 through June 25, 2020
3. **Burton Beebe** mentoring **Brett Tuscany**, amend mentoring stipend from September 3, 2019 through June 25, 2020 to **September 3, 2019 through October 31, 2019**, due to mentee's resignation

**Q. Annual ILT Stipends**, Stipend of \$1,311.00 per year, effective September 3, 2019 through June 25, 2020

1. **William Paggio**, Coopers Education Center

**R. Annual Advisor Stipends**

1. **Phoenix Floor Hockey Coach**, Stipend of \$655, effective September 3, 2019 through June 25, 2020
  - a. **Caitlin Dipetta**, Bush Education Center

**S. Salary Changes**

1. **Cynthia Tyler**

Position:	Network Technology Specialist
Salary:	increased from \$54,087.00 per year to <b>\$56,587.00</b> per year, prorated
Effective:	October 1, 2019
Reason:	due to additional responsibilities within the department

**T. Annual Advisor Stipends**

1. **Instructional Leadership Team (ILT) Leader, Special Education**, Stipend \$1,311.00, effective September 3, 2019 through June 25, 2020
  - a. **Sara Blauvelt**
  - b. **Lisa Crisco**
  - d. **Lisa Henderson**
  - e. **Sheri Hooey**
  - f. **Jennifer McGrain**
  - g. **Melvin Rountree**
  - h. **Karen Walker**

\*"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."

**U. Approval of Temporary and Substitute Personnel Report, as attached (revised)**

CARRIED UNANIMOUSLY

**7. PROGRAM**

**20-049**

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

- A. Bush and Coopers Education Centers, Welding Program, as attached
- B. Coopers Education Center, Cosmetology Program, as attached
- C. Bush Education Center, Cosmetology Program, as attached

CARRIED UNANIMOUSLY

**8. APPOINTMENTS**

**20-050**

Upon the recommendation of the Superintendent, and on the motion of Wheeler, seconded by Maloney, it was resolved to approve the following:

**A. Appointment of Bernard P. Donegan, Inc. as Municipal Advisor, as follows:**

BE IT RESOLVED, by this Board of Education as follows:

- 1. The firm of Bernard P. Donegan, Inc. is hereby designated Municipal Advisor to the Greater Southern Tier BOCES;
- 2. Said firm shall be compensated for its services to be rendered in accordance with its Letter of Services dated October 22, 2019 (attached);
- 3. The GST BOCES District Superintendent is hereby authorized to sign the Letter of Services; and
- 4. This resolution shall take effect immediately.

CARRIED UNANIMOUSLY

**9. BOARD PRESIDENT'S REPORT**

Tabled.

**10. SUPERINTENDENT'S REPORT**

- Jim recognized two guests that were present: Tuesday Mishook, a current GST employee, and Katie Boyer, a current Hammondsport CSD employee. They explained that they were attending the meeting as part of their administrative program through the Brockport cohort.
- Shannon Tahoe, a long time SED staff member, has been named Acting Interim Commissioner. She will replace the current Interim Commissioner, Beth Berlin, who will be leaving SED mid-November.
- Jason Harmon, former GST BOCES employee in the Grants Services department, was named an Assistant Commissioner in the area of accountability. Jason has stepped up and helped out the accountability team since the retirement of Ira Schwartz.

**EXECUTIVE SESSION**

**20-051**

Upon the motion of Dlugos, seconded by Peoples, it was resolved to move to Executive Session at 6:26 p.m. to discuss seven employment histories of particular person(s).

CARRIED UNANIMOUSLY



**OPEN SESSION**

**20-052**

Upon the motion of O'Donnell, seconded by Peoples, it was resolved to move to Open Session at 6:33 p.m.

**CARRIED UNANIMOUSLY**

**11. ADJOURNMENT**

**20-053**

Upon the motion of Wheeler, seconded by Bulkley, it was resolved to adjourn the meeting at 6:33 p.m.

**CARRIED UNANIMOUSLY**

Respectfully Submitted,

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November 8, 2019

Kathleen E. Taylor  
Board Clerk

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