

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

REGULAR BOARD MEETING

TUESDAY, APRIL 14, 2020

Video Conference/Livestream (www.gstboces.org)

5:30 p.m.

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

ALSO PRESENT: District Superintendent James Frame
Cabinet Members: Patricia Cardona, Greg Dale, Sarah Vakkas
Board Clerk Kate Taylor

* * * * *

The following meeting was held via videoconference and teleconference, in accordance with
NYS Governor's Executive Order 202.1.

1. Call to Order and Pledge of Allegiance

Board President Keddell called the meeting to order at 5:37 p.m. and led the Pledge of
Allegiance.

2. Acceptance of the Agenda, with Addenda

20-087

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

CARRIED UNANIMOUSLY

3. Privilege of the Floor

None.

4. Consensus Items

20-088

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

A. Approval of Minutes

1. Regular Board Meeting – March 3, 2020

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES –February 2020

CARRIED UNANIMOUSLY

5. Finance

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

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2019-2020:

Item#	CoSer #	Title	In the Amount of
162-20	416.494	Academic Programs: Spec. Fac. w/Monroe #1 BOCES	\$ 760
163-20	548.596	School/Curr. Improv. Planning w/Monroe 2 BOCES	\$ 207
164-20	595.493	Model Schools w/Genesee Valley BOCES	\$ 180
165-20	626.499	Public Information w/Catt-Allegany BOCES	\$ 55

These establishments will be supported as follows:

162-20	416.494	Hornell: \$760
163-20	548.596	Spencer-Van Etten: \$207
164-20	595.493	Hornell: \$180
165-20	626.499	Canisteo-Greenwood: \$55

2. Budget Increases for 2019-2020:

Item #	CoSer#	Title	Increase	From	To
166-20	101.000	Career & Technical Education	\$ 46,819	\$ 17,343,269	\$ 17,390,088
167-20	401.000	Arts in Education	\$ 1,940	\$ 383,547	\$ 385,487
168-20	403.003	Alternative Education - Secondary	\$ 32,880	\$ 2,181,010	\$ 2,213,890
169-20	426.000	Exploratory Enrichment	\$ 6,052	\$ 139,554	\$ 145,606
170-20	508.000	Library Services	\$ 5,100	\$ 453,185	\$ 458,285
171-20	511.000	Printing	\$ 57,607	\$ 1,714,082	\$ 1,771,689
172-20	512.000	Computer Service: Instructional	\$ 7,949	\$ 3,481,618	\$ 3,489,567
173-20	525.000	Staff Development	\$ 1,133	\$ 1,143,413	\$ 1,144,546
174-20	526.691	Interscholastic Coord. w/DCMO BOCES	\$ 8,608	\$ 32,304	\$ 40,912
175-20	535.499	Equip. Repair w/Catt-Allegany BOCES	\$ 15,760	\$ 9,075	\$ 24,835
176-20	550.591	Computer Service: Instructional w/Erie 1 BOCES	\$ 3,068	\$ 1,544,145	\$ 1,547,213
177-20	555.591	Model Schools w/Erie 1 BOCES	\$ 4,005	\$ 84,945	\$ 88,950
178-20	558.693	School/Curr. Improv. Planning w/TST BOCES	\$ 10,292	\$ 13,625	\$ 23,917
179-20	562.493	School/Curr. Improv. Planning w/GV BOCES	\$ 2,647	\$ 134,218	\$ 136,865
180-20	605.000	Computer Service: Management	\$ 2,026	\$ 13,741,206	\$ 13,743,232
181-20	609.000	Safety/Risk Management	\$ 160	\$ 953,602	\$ 953,762
182-20	614.000	Public Info.: Central	\$ 820	\$ 183,112	\$ 183,932
183-20	620.596	Public Info.: Central w/Albany BOCES	\$ 2,915	\$ 101,937	\$ 104,852
184-20	629.591	Computer Service: Mgmt w/Erie 1 BOCES	\$ 11,170	\$ 3,596,611	\$ 3,607,781
185-20	631.694	Computer Service: Mgmt w/E. Suffolk BOCES	\$ 1,276	\$ 13,556	\$ 14,832
186-20	641.496	Recruiting Service w/Monroe 2 BOCES	\$ 1,789	\$ 16,096	\$ 17,885
187-20	642.596	Computer Service: Mgmt w/Albany BOCES	\$ 6,236	\$ 24,299	\$ 30,535
188-20	646.491	Computer Service: Mgmt w/Nassau BOCES	\$ 17,022	\$ 20,390	\$ 37,412
189-20	670.494	Computer Service: Mgmt w/Monroe #1 BOCES	\$ 36,913	\$ 167,501	\$ 204,414
190-20	671.592	Coord. of Insurance: Mgmt w/Questar III BOCES	\$ 27,649	\$ 8,621	\$ 36,270

These increases will be supported as follows:

166-20	101.000	Catt-Allegany BOCES: (Wellsville: \$21,130), Genesee Valley BOCES: (Wayland-Cohocton: \$10,565), Misc. Revenue: (Sale of Surplus Equip: \$15,124)
167-20	401.000	Alfred-Almond: \$4,100, Hornell: (\$2,160)
168-20	403.003	Catt-Allegany BOCES: (Wellsville: \$21,920), Genesee Valley BOCES: (Wayland-Cohocton: \$10,960)
169-20	426.000	Alfred-Almond: \$1,392, Canisteo-Greenwood: \$2,500, Hornell: \$2,160
170-20	508.000	Elmira: \$5,100
171-20	511.000	Addison: \$1,185, Alfred-Almond: \$171, Arkport: \$225, Bath: \$6,139 Bradford: \$48, Campbell-Savona: \$1,190, Canaseraga: \$160, Canisteo-Greenwood: \$172, Corning: \$7,208, Elmira: \$27,373, Elmira Heights: \$1,418, Hammondsport: \$1,415, Hornell: \$70, Horseheads: \$4,572, Odessa-Montour: \$423, Prattsburgh: \$261, Spencer-Van Etten: \$578, Watkins Glen: \$80, Waverly: \$3,192, Misc. Revenue: (Notre Dame: \$427, Saint Mary Our Mother: \$218, Steuben County: \$75, Town of Horseheads: \$1,007)
172-20	512.000	Horseheads: \$7,949
173-20	525.000	Avoca: \$1,133
174-20	526.691	Odessa-Montour: \$4,592, Spencer-Van Etten: \$4,016
175-20	535.499	Hornell: \$15,760
176-20	550.591	Addison: \$41, Alfred-Almond: (\$406), Arkport: \$13, Canaseraga: \$354, Canisteo-Greenwood: \$1,214, Hammondsport: \$432, Jasper-Troupsburg: \$1,420
177-20	555.591	Canisteo-Greenwood: \$4,005
178-20	558.693	Corning: \$1,635, Spencer-Van Etten: \$8,657

179-20	562.493	Jasper-Troupsburg: \$2,647
180-20	605.000	Alfred-Almond: \$706, Campbell-Savona: (\$29,500), Elmira: \$30,000, Horseheads: \$1,481, Waverly: (\$4,790), Misc. Revenue: (Autism/DASA/Save Trainings: \$3,432, Wings of Eagles: \$697)
181-20	609.000	TST BOCES: \$160
182-20	614.000	Addison: \$820
183-20	620.596	Arkport: \$2,915
184-20	629.591	Addison: \$1,197, Alfred-Almond: \$690, Arkport: \$73, Avoca: \$375, Canaseraga: \$108, Canisteo-Greenwood: \$8,203, Hammondsport: \$162, Hornell: \$301, Jasper-Troupsburg: \$61
185-20	631.694	Horseheads: \$1,276
186-20	641.496	Avoca: \$1,789
187-20	642.596	Alfred-Almond: \$4,099, Arkport: \$631, Bradford: \$1,506
188-20	646.491	Corning: \$13,463, Hornell: \$3,559
189-20	670.494	Addison: \$3,281, Avoca: \$1,569, Bath: \$2,383, Hornell: \$26,543, Odessa-Montour: \$1,590, Spencer-Van Etten: (\$954), Watkins Glen: \$2,927, Waverly: (\$425)
190-20	671.592	Hornell: \$29, Horseheads: \$27,620

3. Budget Decreases for 2019-2020:

Item #	CoSer #	Title	Decrease	From	To
191-20	250.499	Special Class 1:6:1 w/Catt-Allegany BOCES	\$ 46,128	\$ 164,601	\$ 118,473
192-20	254.499	Special Class 1:8:1 w/Catt-Allegany BOCES	\$ 9,521	\$ 91,268	\$ 81,747
193-20	430.000	Distance Learning	\$ 18,000	\$ 538,823	\$ 520,823
194-20	581.492	Staff Development w/Erie 2 BOCES	\$ 1,074	\$ 11,452	\$ 10,378
195-20	616.594	Coop. Bidding Coord. w/OCM BOCES	\$ 120	\$ 30,305	\$ 30,185

These decreases will be supported as follows:

191-20	250.499	Canisteo-Greenwood: (\$46,128)
192-20	254.499	Canisteo-Greenwood: (\$9,521)
193-20	430.000	Elmira: (\$30,000), Waverly: \$12,000
194-20	581.492	Bath: (\$1,074)
195-20	616.594	Elmira: (\$405), Horseheads: \$285

4. Transfers within programs for 2019-2020:

- Report of all fund transfers for the period 2/1/2020-2/29/2020, as attached.
- Transfers in excess of \$10,000.

COSER NO.	PROGRAM	BUDGET CODE	TRANSFER IN	TRANSFER OUT
605	Computer Svc: Management	A605-7710-200-8-00 Equip \$500-\$4999		\$ 19,873
		A605-7710-200-U-09 Equip \$500-\$4999		\$ 13,866
		A605-7710-816-D-00 Health Insurance		\$ 10,094
		A605-7710-166-D-00 N-I Temp Wages	\$ 10,094	
		A605-7710-204-8-00 Small Equip	\$ 19,873	
		A605-7710-210-U-09 Lg Equip >\$5000	\$ 13,866	
		Total	\$ 43,833	\$ 43,833
701	O&M	A701-8010-424-3-00 Vehicle Insurance		\$ 47,785
		A701-8010-460-C-99 CSC Renovation		\$ 6,000
		A701-8010-460-E-99 SPED Renovation		\$ 2,250
		A701-8010-460-M-99 MSC Renovation		\$ 2,000
		A701-8010-424-1-87 Vehicle Insurance	\$ 47,785	
		A701-8010-460-A-99 CA Renovation	\$ 10,250	
		Total	\$ 58,035	\$ 58,035

B. Federal Fund Establishments and Adjustments

1. Budget Establishment for 2019-2020:

- Extended School Year with Cattaraugus-Allegany BOCES budget established in the amount of \$5,645.00 for the period July 1, 2019 through June 30, 2020. Revenue for this budget comes from Canisteo-Greenwood Central School District.

C. Purchasing

1. Approval of Resolution, as attached, for the Installment Purchase Agreement for iPads, charging cabinets, tablet computers, laptops and classroom audio systems in the amount of \$100,000 for the Addison Central School District for a three-year term.
2. Approval of Resolution, as attached, for the Installment Purchase Agreement for laptops in the amount of \$921,512.08 for the Elmira City School District for a four-year term.
3. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for distance learning courses: Frontline (eDoctrina), MGRM Pinnacle, Otus, Skooler, Spider Learning, Educere and Fuel Education.
4. Approval of Resolution, as attached, to participate in a cooperative RFP for annual financing for lease/purchase (installment purchase) contracts which Onondaga-Cortland-Madison BOCES is coordinating.
5. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software/learning packages and licensing: TEQ, Ed Puzzle, High School eSports League and Play VS.
6. Award of base bids and alternate for the 2020-2021 Capital Project based on the lowest bids to:

Edger Enterprises of Elmira, Inc. for the general construction work for \$448,000 base bid + \$8,500 for alternate #1.

Schuler-Haas Electric Corp. for electrical work for \$246,800 base bid + \$1,000 for alternate #2.

Frey & Campbell, Inc. for HVAC work for \$243,000 base bid + \$140,750 for alternate #2.

Frey & Campbell, Inc. for plumbing work for \$95,800 base bid.

Siemens Industry, Inc. for fire alarm systems for \$97,465.15 base bid.

Day Automation for building controls for \$33,921.35 base bid + \$23,954.17 for alternate #2.

Bids were opened on April 3, 2020 at 2:00 pm. A tabulation of the bids received is attached.

7. Approval of Resolution, as attached, to bid to purchase the following: grocery, meat, equipment, produce, paper, ice cream, milk and bread for 2020-2021 for various component and non-component districts in the Food Management Program and BOCES programs.

D. Acceptance of Donations

1. Five hundred dollars (\$500) to the Culinary Chef Club at the Bush Campus from School Facilities Management Institute, 136 Everett Road, Albany, NY 12205.
2. Various hand tools, power tools and hardware to the Auto Tech II class at the Bush Campus from Beverly Griswold, 327 Gardner Road, Horseheads, NY 14845.

E. Approval of Agreement

1. Approval of Resolution, as attached, authorizing the signing of an agreement with the Town of Big Flats for a storm water improvement project for the summer of 2020.

F. Approval of Lease

1. Approval of lease agreement, as attached, with Main Street Real Estate, LLC for the space at 112 Main Street, Hornell, NY to be used for Adult Education programs. This lease will be effective on April 1, 2020 and ending on March 31, 2023.

CARRIED UNANIMOUSLY

6. Personnel

20-090

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

A. Retirements

1. Ronald Butler

Position:	Food Service Maintenance Worker
Effective:	end of day June 26, 2020
Date of Hire:	April 27, 1995

2. Karen Wilson

Position:	Teacher Aide
Effective:	end of day June 26, 2020
Date of Hire:	September 3, 1993

3. Colleen Weaver

Position:	Teacher Aide
Effective:	end of day June 29, 2020
Date of Hire:	April 27, 1995

4. Debbie Clark

Position:	Teacher Aide
Effective:	end of day July 2, 2020
Date of Hire:	September 1, 1999

5. Cindy Essick-Petric

Position:	Teacher Assistant
Effective:	end of day June 29, 2020
Date of Hire:	November 9, 1998

B. Resignations

1. Justin Parker

Position:	Network Technology Specialist
Effective:	end of day March 5, 2020
Date of Hire:	May 13, 2019
Reason:	other employment

2. Amy Towery

Position:	Career Education Resource Specialist
Effective:	end of day March 27, 2020
Date of Hire:	February 9, 2015
Reason:	to accept the position of Teacher Assistant with GST BOCES, effective March 30, 2020

3. Breana Losey

Position:	Teaching Assistant
Effective:	end of day June 25, 2020
Date of Hire:	September 18, 2019
Reason:	personal reasons

C. Increase to Position

- 1. Career Education Resource Specialist**, one part-time (.475 FTE), 10 month, school calendar position, increased to part-time (.80 FTE), effective March 2, 2020, due to an anticipated resignation

D. Increase in Assignment

1. Kristy Cragle

Position:	Career Education Resource Specialist
Effective:	March 2, 2020
Increase:	from .475 FTE to .80 FTE
Salary:	\$17.50 per hour
Reason:	due to an anticipated resignation

E. Changes from Civil Service Provisional Appointment to Probationary Appointment, due to successful passing of Civil Service Exam

1. Julian Cliteur

Position:	Network Technology Specialist , full-time (1.0 FTE), 12 month position, Civil Service Competitive, Probationary appointment
Effective:	February 27, 2020
Probationary Period:	February 27, 2020 through February 26, 2021
Civil Service List #:	Continuous Recruitment
Salary:	\$35,000.00 per year, prorated

2. Vincent Gentile

Position: **Network Technology Specialist**, full-time (1.0 FTE), 12 month position, Civil Service Competitive, **Probationary** appointment
Effective: February 27, 2020
Probationary Period: February 27, 2020 through February 26, 2021
Civil Service List #: Continuous Recruitment
Salary: \$35,000.00 per year, prorated

3. Christine Elliott

Position: **Physical Therapist**, full-time (1.0 FTE), 10 month, school calendar position, Civil Service Competitive, **Probationary** appointment
Effective: March 3, 2020
Probationary Period: March 3, 2020 through May 11, 2021
Civil Service List #: PTCR0220
Salary: \$63,695.00 per year, prorated

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

1. Antoinette Shields

Position: Registered Professional Nurse
Permanent Date: May 5, 2020

2. Theodore Lehman

Position: Network Technology Specialist
Permanent Date: May 6, 2020

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

1. Steven Towner

Position: Teaching Assistant
Tenure Area: Teaching Assistant
Effective Date of Tenure: April 21, 2020
Certification Status: Level 1

H. Discontinuation of Employment

1. REMOVED

I. Creation of Positions

- 1. Teacher Aide**, one full-time (1.0 FTE), 10-month, school calendar position, Cohen Middle School, Elmira Heights CSD, effective March 16, 2020, due to the increase in districts' requests for services.
- 2. Assessment & Advisement Instructors**, two full-time (1.0 FTE), 10-month, school calendar positions, Langdon Plaza, Elmira, NY, effective March 16, 2020 through June 30, 2020, due to the increase in districts' requests for services.

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

1. Stacy Starkweather

- | | |
|----------------------|---|
| Position: | Teaching Assistant , Special Education, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment |
| Effective: | November 2, 2019 |
| Location: | Elmira CSD |
| Tenure Area: | Teaching Assistant |
| Certification: | Level 1, Teaching Assistant |
| Probationary Period: | November 2, 2019 through November 1, 2023 |
| Salary: | \$30,644.00 per year, prorated (step 1 + Credit Hour Stipend) |
-
- 2. Tara Patykula**
- | | |
|----------------------|---|
| Position: | Teaching Assistant , Special Education, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment |
| Effective: | February 4, 2020 |
| Location: | Bush Education Center |
| Tenure Area: | Teaching Assistant |
| Certification: | Level 1, Teaching Assistant |
| Probationary Period: | February 4, 2020 through February 3, 2024 |
| Salary: | \$26,216.00 per year, prorated (step 1) |
-
- 3. Fawn Pavlina**
- | | |
|----------------------|---|
| Position: | Teaching Assistant , Special Education, full-time (1.0 FTE), 10 month, school calendar position, Probationary appointment |
| Effective: | February 25, 2020 |
| Location: | Carder Elementary School, Corning-Painted Post Area School District |
| Tenure Area: | Teaching Assistant |
| Certification: | Level 1, Teaching Assistant |
| Probationary Period: | February 25, 2020 through February 24, 2024 |
| Salary: | \$26,216.00 per year, prorated (step 1) |

K. Appointments

- 1. Kelly Belloma**
- | | |
|-----------------------|---|
| Position: | Personnel Clerk , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Probationary appointment |
| Effective: | March 11, 2020 |
| Location: | Bush Education Center |
| Education: | Master of Science, Adult Education, Elmira College |
| Probationary Period: | March 11, 2020 through March 10, 2021 |
| Experience: | 7 years' related experience |
| Civil Service List #: | 69218 |
| Salary: | \$38,000.00 per year, prorated |
| Reason for Appt: | due to an internal transfer |
-
- 2. Eric Scouten**
- | | |
|-----------|---|
| Position: | Network Technology Specialist , full-time (1.0 FTE), 12 month position, Competitive Civil Service, Permanent appointment, Probationary period previously fulfilled, Civil Service Reinstatement |
|-----------|---|

Effective: April 13, 2020
Location: Addison CSD
Education: High School Diploma, Hornell CSD
Experience: 5 years' related experience
Salary: \$34,933.00 per year, prorated
Reason for Appt: due to a resignation

3. Cheryl Glashauser

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

Effective: April 14, 2020
Location: VEW Primary, Bath CSD
Education: High School Diploma, Bath CSD
License: Registration Certificate, Licensed Practical Nurse, March 20, 2004

Probationary Period: April 14, 2020 through June 22, 2021
Experience: 3 years' related work experience
Salary: \$17.02 per hour (Grade 3, Step 4)
Reason for Appt: due to a resignation

4. Katelyn Grenolds

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

Effective: March 16, 2020
Location: Cohen Middle School, Elmira Heights CSD
Education: High School Diploma, Canisteo-Greenwood CSD
Probationary Period: March 16, 2020 through May 24, 2021
Experience: 2 years' related work experience
Salary: \$12.80 per hour
Reason for Appt: due to the increase in districts' requests for services

5. Kathryn Paterson

Position: **Career Education Resource Specialist**, part-time (timesheet basis), 10 month, school calendar, Civil Service Non-Competitive, **Probationary** appointment

Effective: March 16, 2020
Location: Coopers Education Center
Education: High School Diploma, Hornell City School District
Probationary Period: March 16, 2020 through May 24, 2021
Experience: 5 years' related work experience
Salary: \$17.00 per hour
Reason for Appt: due to an anticipated resignation

6. Beth Dryer

Position: **Director of School Improvement and Instructional Support Services**, full-time (1.0 FTE), 12 month position, **Probationary** appointment

Effective: May 15, 2020
Location: Bush Education Center
Education: Certificate Program Educational Leadership, Educational Leadership, SUNY Binghamton

Tenure Area: Director of School Improvement and Instructional

Certification:	Support Services Professional, School District Leader, February 1, 2014
Probationary Period:	May 15, 2020 through May 14, 2024
Experience:	21 years' Administrative experience
Salary:	\$100,000.00 per year, prorated

L. Temporary Appointments

1. Amy Towery

Position:	Teaching Assistant , Transition Specialist, full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, pending completion of certification requirements or the procurement of a properly certified employee
Effective:	March 30, 2020 through June 25, 2020
Location:	Elmira Heights and Horseheads CSD; Bush Education Center (Phoenix Academy), and Campbell-Savona Host Site
Education:	Bachelor of Art, History, University of Oklahoma
Tenure Area:	Teaching Assistant
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	9 years' related work experience
Salary:	\$26,216.00 per year, prorated (Step 1)
Reason for Appt:	due to a resignation

2. Michelle Capawana

Position:	Assessment & Advisement Instructor , full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, pending completion of certification requirements or the procurement of a properly certified employee
Effective:	March 16, 2020 through June 30, 2020
Location:	Langdon Plaza, Elmira, NY
Education:	High School Diploma, Elmira CSD
Tenure Area:	Assessment & Advisement Instructor
Certification:	Not certified, Assessment & Advisement Instructor required
Experience:	1 year of related work experience
Salary:	\$42,000.00 per year, prorated
Reason for Appt:	due to the increase in districts' requests for services

3. Jennifer Fernandez

Position:	Assessment & Advisement Instructor , full-time (1.0 FTE), 10 month, school calendar position, Temporary appointment, pending completion of certification requirements or the procurement of a properly certified employee
Effective:	March 16, 2020 through June 30, 2020
Location:	Langdon Plaza, Elmira, NY
Education:	Bachelor of Art, Sociology, SUNY Potsdam
Tenure Area:	Assessment & Advisement Instructor
Certification:	Not certified, Assessment & Advisement Instructor required
Experience:	1 year of related work experience

Salary: \$42,000.00 per year, prorated
Reason for Appt: due to the increase in districts' requests for services

4. Kaylena Bowerman

Position: **Long-term Substitute Teacher**, Special Education, full-time (1.0 FTE), 10 month, school calendar position, **Temporary** appointment
Effective: February 7, 2020 through June 25, 2020
Location: Jasper High School, Jasper-Troupsburg CSD
Education: High School Diploma, Warren County Public Schools
Tenure Area: Teaching Assistant
Certification: Level 1, Teaching Assistant, December 28, 2018 through January 31, 2022
Experience: 2 years' related work experience
Salary: \$43,693.00 per year, prorated
Reason for Appt: due to being in the role of teacher for more than 93 days

M. Annual Stipend, effective September 3, 2019 through June 25, 2020

1. **Career and Technical Education**, IEP preparation, Stipend \$500
 - a. **Jessica Woolever**

N. Approval of Temporary and Substitute Personnel Report, as attached

7. Board Policy – Second Reading & Approval CARRIED UNANIMOUSLY

20-091

Upon the recommendation of the Superintendent, and on the motion of Peoples, seconded by O'Donnell, it was resolved that the following policies are approved:

- A. Policy #6251: School Board Governance & Operations – Communications from Audience, as attached
- B. Policy #8135: Instruction – Use of Animals in Instruction, as attached

CARRIED UNANIMOUSLY

8. Appointments

20-092

Resolved, to appoint the following to the indicated position for the 2019-2020 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services, effective April 30, 2020 (due to retirement of Janice Conley):

- A. Petty Cash Custodian, Bush Campus Merlyn Tiwari

CARRIED UNANIMOUSLY

9. Other Business

20-093

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

- A. Designation of Tuesday, April 13, 2021 as the Date of the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES Annual Meeting and Wednesday, April 21, 2021 as the Date for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES Board Election and Vote on the 2021-2022 Administrative Budget

**B. Approval of the Proposed Schuyler-Steuben-Chemung-Tioga-Allegany BOCES
Board Meeting Schedule for 2020-2021**

CARRIED UNANIMOUSLY

10. Board President's Report

Board President Keddell stated that the support for staff and students by Jim, Sarah and the entire administrative team has been outstanding. Alice and Gary agreed and said the work that has been done during school closure has been exemplary. District Superintendent Frame reported that the GST BOCES Instructional Plan has been used by component districts as a model for their own plans.

11. Superintendent's Report

District Superintendent Frame echoed Mr. Keddell's comments, explaining that this all started with a crisis plan for feeding, educating, and childcare for students. A tremendous amount of work and planning has occurred between superintendents and administrators. Instructional staff were surveyed to make sure they were equipped with technology and materials to teach from home. Everyone was ready and prepared to move forward. The creativity has been amazing, and Jim looks forward to having teachers present to the Board on how they managed during school closures. Additionally, Jim has spent a lot of time planning with five county executives, health departments, and childcare organizations (Allegany, Chemung, Schuyler, Steuben, Tioga) and has met some great, dedicated people during the process.

12. Adjournment

Upon the motion of Learn, seconded by Peoples, it was resolved to adjourn the meeting at 5:55 p.m.

20-094

CARRIED UNANIMOUSLY

Respectfully Submitted,

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April 16, 2020

Kathleen E. Taylor
Board Clerk
