

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

**REGULAR BOARD MEETING**

Coopers Education Center, Bldg. 8  
Large Conference Room

**TUESDAY, OCTOBER 6, 2020**

5:30 p.m.

**PRESENT VIA**

**VIDEOCONFERENCE:** Don Keddell, Alice Learn, Mark Lemmon, Matt Maloney, Bill Peoples, Jr., Tom Phillips, Gary Scott, Pam Stollo, Bob Wheeler

**EXCUSED:** Neil Bulkley

**ALSO PRESENT:** (In-Person) District Superintendent James Frame; Greg Dale, Doug Johnson, Sarah Vakkas, Board Clerk Kate Taylor

(Videoconference) Brian Bentley, Patricia Cardona, Beth Dryer, Vince Moschetti, Stacy Saglibene, Chuck Stefanini, Matt Talada

\* \* \* \* \*

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

Board President Keddell called the meeting to order at 5:34 p.m. and led the Pledge of Allegiance.

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

**21-038**

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

CARRIED UNANIMOUSLY

**3. PRIVILEGE OF THE FLOOR**

None.

**4. CONSENSUS ITEMS**

**21-039**

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

**A. Approval of Minutes**

1. Regular Board Meetings – August 25, 2020

**B. Treasurer's Reports**

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – July 2020
2. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – August 2020

**C. Internal Claims Auditor Reports – August 2020**

CARRIED UNANIMOUSLY

## 5. **FINANCE**

**21-040**

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

### **A. 2019-2020 Audit Reports**

1. Acceptance of the 2019-2020 External Audit Report for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES as presented by Insero & Co.

Board Member Scott reported that auditor Jerry Mickelson said the external audit was very clean and very positive. There were no significant comments. The extracurricular report looked very good. There may be some suggested policy changes in the future.

2. Acceptance of the 2019-2020 Internal Audit Report for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

Board Member Scott reported that the internal audit had no major deficiencies.

### **B. Corrective Action Plan**

1. Acceptance of the Corrective Action Plan for the 2019-2020 Internal Audit of Accounts Payable for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES, as attached.

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

1. Budget Establishments for 2020-2021:

Item #	CoSer#	Title	In the Amount of
007-21	414.000	Summer Online & Blended Learning	\$ 802,736
008-21	558.693	School/Curr. Improvement w/TST BOCES	\$ 29,700

These establishments will be supported as follows:

007-21	414.000	Addison: \$35,500, Alfred-Almond: \$7,500, Arkport: \$14,500, Avoca: \$20,500, Bath: \$45,500, Bradford: \$7,000, Campbell-Savona: \$43,000, Canaseraga: \$8,500, Canisteo-Greenwood: \$17,500, Corning: \$140,300, Elmira: \$170,500, Elmira Heights: \$6,500, Hammondsport: \$13,400, Hornell: \$56,500, Horseheads: \$49,500, Jasper-Troupsburg: \$10,386, Odessa-Montour: \$16,400, Prattsburgh: \$66,500, Spencer-Van Etten: \$10,500, Watkins Glen: \$43,400, Waverly: \$19,350
008-21	558.693	Arkport: \$29,700

2. Budget Increases for 2020-2021:

Item #	CoSer#	Title	Increase	From	To
009-21	221.494	Special Class 1:12:3 w/Monroe #1 BOCES	\$ 132,327	\$ 224,891	\$ 357,218
010-21	430.000	Distance Learning	\$ 98,973	\$ 517,718	\$ 616,691
011-21	506.000	Curriculum Development	\$ 14,300	\$ 590,095	\$ 604,395
012-21	508.000	Library Services/Media	\$ 16,169	\$ 465,491	\$ 481,660
013-21	511.000	Printing	\$ 143,588	\$ 1,280,765	\$ 1,424,353
014-21	512.000	Computer Service: Inst.	\$ 773,601	\$ 4,425,746	\$ 5,199,347
015-21	525.000	Staff Development	\$ 2,265	\$ 699,035	\$ 701,300
016-21	527.000	Instructional Materials (SRC)	\$ 247	\$ 1,134,227	\$ 1,134,474
017-21	537.000	School/Curr. Improvement	\$ 16,711	\$ 1,570,860	\$ 1,587,571
018-21	550.591	Computer Service: Inst. w/Erie 1 BOCES	\$ 148,426	\$ 1,663,364	\$ 1,811,790
019-21	559.693	Youth Dev. Survey w/TST BOCES	\$ 4,980	\$ 2,000	\$ 6,980
020-21	605.000	Computer Service: Mgmt.	\$ 98,792	\$ 13,813,893	\$ 13,912,685
021-21	612.000	Business Office Support (CBO)	\$ 30,538	\$ 3,846,184	\$ 3,876,722
022-21	617.000	School Food Mgmt.: Central	\$ 76,200	\$ 2,304,713	\$ 2,380,913

023-21	629.591	Computer Service: Mgmt. w/Erie 1 BOCES	\$	43,515	\$	3,062,966	\$	3,106,481
024-21	641.496	Recruiting w/Monroe 2 BOCES	\$	3,574	\$	17,887	\$	21,461
025-21	642.596	Computer Service: Mgmt. w/Albany BOCES	\$	19,037	\$	12,413	\$	31,450
026-21	659.591	Policy Manual Service w/Erie 1 BOCES	\$	52,723	\$	114,159	\$	166,882

### These increases will be supported as follows:

009-21	221.494	Hornell: \$132,327
010-21	430.000	Alfred-Almond: \$40,788, Campbell-Savona: \$24,475, Canaseraga: \$22,475, Jasper-Troupsburg: \$11,235
011-21	506.000	Addison: \$14,300
012-21	508.000	Arkport: \$1,666, Canisteo-Greenwood: \$7,607, Elmira Heights: \$2,200, Hornell: \$3,196, Horseheads: \$1,500
013-21	511.000	Addison: \$11,983, Alfred-Almond: \$614, Arkport: \$3,384, Avoca: \$945, Bath: \$7,060, Bradford: \$1,142, Campbell-Savona: \$7,135, Canaseraga: \$294, Canisteo-Greenwood: \$1,471, Elmira: \$42,414, Elmira Heights: \$5,647, Hammondsport: \$2,423, Hornell: \$5,537, Horseheads: \$21,943, Jasper-Troupsburg: \$429, Odessa-Montour: \$12,572, Prattsburgh: \$1,092, Spencer-Van Etten: \$2,320, Watkins Glen: \$5,741, Waverly: \$7,942, Misc. Revenue: (Notre Dame High School: \$397, Saint Mary Our Mother: \$136, Steuben County: \$50, Village of Horseheads: \$917)
014-21	512.000	Elmira Heights: \$13,756, Horseheads: \$759,845
015-21	525.000	Elmira Heights: \$755, Spencer-Van Etten: \$1,510
016-21	527.000	Addison: \$247
017-21	537.000	Canisteo-Greenwood: \$211, GV BOCES: (Avon: \$16,500)
018-21	550.591	Addison: \$54, Alfred-Almond: (\$22,328), Arkport: \$49,153, Avoca: \$14,421, Bath: \$2,415, Canaseraga: (\$320), Canisteo-Greenwood: \$1,035, Corning: \$17, Hammondsport: \$1,502, Hornell: \$26,126, Jasper-Troupsburg: \$76,216, Prattsburgh: \$135
019-21	559.693	Arkport: \$255, Bath: \$883, Bradford: \$142, Campbell-Savona: \$510, Canisteo-Greenwood: \$542, Corning: \$2,763, Hornell: \$913, Jasper-Troupsburg: (\$1,240), Prattsburgh: \$212
020-21	605.000	Addison: \$2,908, Arkport: \$18,782, Avoca: \$620, Canaseraga: \$2,600, Corning: \$15,176, Hornell: \$500, Horseheads: \$26,065, Catt-Allegany BOCES: (Salamanca: \$20,475), Nassau BOCES: \$1,500, TST BOCES: (Candor: \$4,356), Misc. Revenue: (Chemung County: \$80, Finn Academy: \$4,500, Notre Dame High School: \$1,230)
021-21	612.000	GV BOCES: (Mt. Morris: \$30,538)
022-21	617.000	TST BOCES: (Candor: \$76,200)
023-21	629.591	Addison: (\$6,967), Alfred-Almond: \$66,355, Arkport: \$10,497, Avoca: \$10,672, Bath: \$6,721, Campbell-Savona: (\$10,444), Canaseraga: (\$9,289), Canisteo-Greenwood: (\$3,286), Corning: (\$1,839), Hammondsport: \$7,721, Hornell: (\$22,636), Jasper-Troupsburg: \$13,045, Prattsburgh: (\$17,035)
024-21	641.496	Avoca: \$3,574
025-21	642.596	Alfred-Almond: \$3,922, Arkport: \$3,622, Avoca: \$1,392, Bradford: \$2,856, Canisteo-Greenwood: \$7,245
026-21	659.591	Alfred-Almond: (\$149), Arkport: \$32,042, Bath: (\$1), Bradford: \$4,500, Elmira: \$300, Hornell: \$11,396, Horseheads: \$4,635

### 3. Budget Decreases for 2020-2021:

Item #	CoSer#	Title	Decrease	From	To
027-21	328.693	Internal Auditor w/TST BOCES	\$ 8	\$ 75,939	\$ 75,931
028-21	415.000	Summer School	\$ 802,736	\$ 802,736	\$ 0
029-21	522.000	Equipment Repair (AV/Micro/Electronic)	\$ 73,477	\$ 432,571	\$ 359,094
030-21	551.594	School/Curr. Improvement w/OCM BOCES	\$ 8,184	\$ 8,184	\$ 0
031-21	569.495	Inter-Scholastic Coord. w/WFL BOCES	\$ 5	\$ 35,461	\$ 35,456
032-21	593.497	School/Curr. Improvement w/Cay-On BOCES	\$ 7,826	\$ 33,900	\$ 26,074
033-21	620.594	Public Information w/Albany BOCES	\$ 992	\$ 107,870	\$ 106,878
034-21	638.495	Cooperative Bidding Coord. w/WFL BOCES	\$ 4	\$ 24,548	\$ 24,544

### These decreases will be supported as follows:

027-21	328.693	Bath: (\$1), Campbell-Savona: (\$1), Corning: (\$1), Hornell: (\$1), Horseheads: (\$1), Jasper-Troupsburg: (\$1), Prattsburgh: (\$1), Waverly: (\$1)
028-21	415.000	Addison: (\$35,500), Alfred-Almond: (\$7,500), Arkport: (\$14,500), Avoca: (\$20,500), Bath: (\$45,500), Bradford: (\$7,000), Campbell-Savona: (\$43,000), Canaseraga: (\$8,500), Canisteo-Greenwood: (\$17,500), Corning: (\$140,300), Elmira: (\$170,500), Elmira Heights: (\$6,500), Hammondsport: (\$13,400), Hornell: (\$56,500), Horseheads: (\$49,500), Jasper-Troupsburg: (\$10,386), Odessa-Montour: (\$16,400), Prattsburgh: (\$66,500), Spencer-Van Etten: (\$10,500), Watkins Glen: (\$43,400), Waverly: (\$19,350)
029-21	522.000	Corning: (\$73,477)
030-21	551.591	Hammondsport: (\$8,184)
031-21	569.495	Addison: (\$1), Arkport: (\$1), Campbell-Savona: (\$1), Canisteo-Greenwood: (\$1), Prattsburgh: (\$1)
032-21	593.497	Watkins Glen: (\$7,825), Waverly: (\$1)
033-21	620.594	Arkport: \$1,177, Avoca: (\$2,169)
034-21	638.495	Arkport: (\$1), Campbell-Savona: (\$1), Corning: (\$1), Hornell: (\$1)

### 4. Transfers within programs for 2020-2021:

- Report of all fund transfers for the period 7/1/2020-8/31/2020, as attached.
- Transfers in excess of \$10,000.

<u>COSER NO.</u>	<u>PROGRAM</u>	<u>BUDGET CODE</u>	<u>TRANSFER IN</u>	<u>TRANSFER OUT</u>
528	Industry/Educ. Act.: Coord.	A528-6136-816-0-00 Health Ins A528-6136-163-0-00 N-I Stipend	\$ 20,000	\$ 20,000
		<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
605	Computer Svc: Mgmt.	A605-7710-400-V-53 Contractual A605-7710-411-V-53 Telephone	\$ 19,845	\$ 19,845
		<b>Total</b>	<b>\$ 19,845</b>	<b>\$ 19,845</b>

#### **D. Federal Fund Establishments and Adjustments**

##### **1. Grant Acceptance and Budget Establishment for 2020-2021:**

- a. School Library System Aid Operating grant accepted and the budget established in the amount of \$117,712 for the period July 1, 2020 through June 30, 2021, as attached. Approval was received on September 23, 2020.

##### **2. Grant Acceptance and Budget Increase for 2020-2021:**

- a. School Library System Supplemental Aid grant accepted and the budget increased by \$41,476 from \$117,712 to \$159,188, as attached. Approval was received on September 18, 2020.

#### **E. Permission to Sell**

##### **1. Request permission to sell the following (6) BOCES fleet vehicles:**

2009 Dodge Caravan	T26
2011 International Food Truck	T57
2011 Chevy Impala	CA92
2011 Chevy Impala	CA93
2013 Chevy Impala	A11
2013 Ford Fusion	A4

#### **F. Activities Club**

##### **1. Close the following club at the Bush Campus:**

- a. The HOSA Club Advisor is Jodea Sweeney. The remaining balance of \$160.61 will be transferred to the SKILLS student club account.

#### **G. Scholarship**

##### **1. Phoenix Academy would like to open the following scholarship account at the Bush Campus:**

- a. Stephanie Davis scholarship

#### **H. Acceptance of Donations**

1. \$500 to the Phoenix Academy, PBIS Program, at the Bush Campus from Wegmans, 1100 Clemens Center Parkway, Elmira, NY 14901.

2. \$500 to the Phoenix Academy, PBIS Program, at the Bush Campus from Walmart, 1400 County Road 64, Horseheads, NY 14845.

### **I. Fire Inspection Reports**

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

**CARRIED UNANIMOUSLY**

## **6. PERSONNEL**

District Superintendent Frame recognized Patti Striley, Senior Account Clerk, and Kim Mehlenbacher, Accountant, from Central Administration who will be retiring in December.

**21-041**

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

### **A. Retirements**

#### **1. Laura Underhill**

Position:	Account Clerk Typist
Effective:	end of day October 16, 2020
Date of Hire:	July 1, 1988

#### **2. Janet Dadurka**

Position:	Clerk/Typist
Effective:	end of day November 30, 2020
Date of Hire:	August 23, 2010

#### **3. Patti Striley**

Position:	Senior Account Clerk
Effective:	end of day December 3, 2020
Date of Hire:	June 7, 2010

#### **4. Kimberly Mehlenbacher**

Position:	Accountant (School)
Effective:	end of day December 9, 2020
Date of Hire:	February 15, 1989

#### **5. Kimberly Digiacomo**

Position:	Teacher Aide
Effective:	end of day June 24, 2021
Date of Hire:	September 25, 2000

### **B. Resignations**

#### **1. Justin Monroe**

Position:	Teaching Assistant
Effective:	end of day June 17, 2020
Date of Hire:	January 7, 2019
Reason:	personal reasons

#### **2. Nannette Sedore**

- |               |                            |
|---------------|----------------------------|
| Position:     | Licensed Practical Nurse   |
| Effective:    | end of day August 23, 2020 |
| Date of Hire: | September 3, 2019          |
| Reason:       | personal reasons           |
- 3. Stephanie M. Stephens**
- |               |                            |
|---------------|----------------------------|
| Position:     | Occupational Therapist     |
| Effective:    | end of day August 31, 2020 |
| Date of Hire: | September 4, 2018          |
| Reason:       | other employment           |
- 4. Kristen Austin**
- |               |                              |
|---------------|------------------------------|
| Position:     | Teacher Aide                 |
| Effective:    | end of day September 1, 2020 |
| Date of Hire: | September 4, 2018            |
| Reason:       | personal reasons             |
- 5. Lisa Abrams-Counterma**
- |               |                               |
|---------------|-------------------------------|
| Position:     | Teacher, Special Education    |
| Effective:    | end of day September 11, 2020 |
| Date of Hire: | September 1, 2020             |
| Reason:       | personal reasons              |
- 6. Jason Oliver**
- |               |                               |
|---------------|-------------------------------|
| Position:     | Staff Development Coordinator |
| Effective:    | end of day September 18, 2020 |
| Date of Hire: | July 15, 2019                 |
| Reason:       | other employment              |
- 7. Cassandra Simpson**
- |               |                               |
|---------------|-------------------------------|
| Position:     | Teacher Aide                  |
| Effective:    | end of day September 18, 2020 |
| Date of Hire: | September 2, 2020             |
| Reason:       | personal reasons              |
- 8. Michael Schmitt**
- |               |                             |
|---------------|-----------------------------|
| Position:     | Teacher, Physical Education |
| Effective:    | end of day October 21, 2020 |
| Date of Hire: | September 4, 2018           |
| Reason:       | other employment            |

### **C. Increases/Decreases to Positions**

- 1. School Social Worker**, 10-month, school calendar position, **increased** from full-time (1.0 FTE) to **full-time (1.0 FTE) plus up to 20 additional days, timesheet basis, during July and August**, effective July 1, 2020, due to additional needs in the department.
- 2. Teacher**, Speech and Hearing Handicapped, 10-month, school calendar position, **decreased** from full-time (1.0 FTE) to **part-time (.50 FTE)**, effective January 25, 2021, due to request of the employee.
- 3. Teacher Aide**, 10-month, school calendar position, **increased** from part-time (.6 FTE) to **part-time (.67 FTE)**, effective September 1, 2020 through June 25,

2021, due to the increase in districts' requests for services.

4. **Courier**, 12-month position, **increased** from part-time (.2 FTE) to **part-time (.4 FTE)**, effective October 19, 2020, due to the increase in districts' requests for services.

#### **D. Increases/Decreases in Assignments**

##### **1. Kathryn Mix-Morehouse**

Position: **School Social Worker**  
Effective: July 1, 2020  
**Increase:** from 10-month, school calendar position **to** 10-month, school calendar, **plus up to 20 additional days, timesheet basis, during July and August**  
Salary: \$85,971.00 per year, prorated  
Reason: due to the additional needs in the department

##### **2. Jody Mailloux**

Position: **Teacher, Speech and Hearing Handicapped**  
Effective: January 25, 2021  
**Decrease:** from full-time (1.0 FTE). 10-month school calendar position **to part-time (.5 FTE)**, 10-month, school calendar  
Salary: \$67,247.00 per year, prorated  
Reason: due to the request of the employee

##### **3. Barbara Hibbard**

Position: **Teacher Aide**  
Effective: September 1, 2020  
**Increase:** from part-time (.6 FTE). 10-month school calendar position **to part-time (.67 FTE)**, 10-month, school calendar  
Salary: \$16.50 per hour  
Reason: due to the increase in districts' requests for services

##### **4. Thomas Ferris**

Position: **Courier**  
Effective: October 19, 2020  
**Increase:** from part-time (.2 FTE), 12-month position **to part-time (.4 FTE)**, 12-month position  
Salary: \$15.24 per hour  
Reason: due to a resignation

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

##### **1. Melissa Manchester**

Position: Account Clerk Typist **to Senior Account Clerk**, full-time (1.0 FTE), 12-month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam  
Effective: October 1, 2020  
Location: Bush Education Center  
Education: High School Diploma, Elmira City School District  
Experience: 2 years' related work experience  
Salary: \$16.89 per hour (Grade 9, Step 2)

Reason for Appt: due to a retirement

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

**1. Angela Foley**

Position: Computer Programmer Analyst Trainee  
Permanent Date: October 16, 2020

**2. Lisa McKnight**

Position: Printing Clerk  
Permanent Date: October 7, 2020

**3. Johanna Theetge**

Position: Administrative Assistant  
Permanent Date: October 24, 2020

**4. Daniel Harrington**

Position: Building Maintenance Mechanic  
Permanent Date: October 30, 2020

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

**1. Kara Lorden**

Position: Teacher, Special Education  
Tenure Area: Education of Children with Handicapping Conditions – General Special Education  
Effective Date of Tenure: October 24, 2020  
Certification Status: Initial, June 16, 2016 through August 31, 2021

**2. Noreen Pruden**

Position: Teaching Assistant  
Tenure Area: Teaching Assistant  
Effective Date of Tenure: October 26, 2020  
Certification Status: Level 3, July 21, 2020

**3. Jeffrey Walike**

Position: Teaching Assistant  
Tenure Area: Teaching Assistant  
Effective Date of Tenure: October 27, 2020  
Certification Status: Level 3, January 20, 2018

**H. Abolishment of Position**

- 1. Employee Assistance Program Specialist**, one full-time (1.0 FTE), 12-month position, effective end of day September 30, 2020

**I. Discontinuations of Employment**

**1. James Sullivan**

Position: .4 FTE Courier



Effective: end of day August 26, 2020

**2. Jacob Gorman**

Position: **1.0 FTE School Social Worker**  
Effective: end of day November 5, 2020

**J. Leaves of Absence**

**1. Melisa Bennett**

Position: Teacher Aide, Special Education  
Paid Leave Period: September 3, 2020 through October 19, 2020  
Unpaid Leave Period: October 20, 2020 through June 25, 2021  
Reason: pursuant to Article 18 of the Teacher Aide Association contract, §18.1 and 18.4(a)

**2. Delia Erhard**

Position: Teacher Aide, Special Education  
Paid Leave Period: September 8, 2020 through October 13, 2020  
Unpaid Leave Period: October 14, 2020 through June 25, 2021  
Reason: pursuant to Article 18 of the Teacher Aide Association contract, §18.1 and 18.4(a)

**3. Kathleen LaBarron-Roberts**

Position: Teacher, Alternative Education  
Paid Leave Period: September 14, 2020 through October 5, 2020  
Unpaid Leave Period: October 6, 2020 through June 25, 2021  
Reason: pursuant to Article 18 of the Educational Association contract, §18.1 and 18.4(a)

**K. Creations of Positions**

- 1. Teacher, Speech and Hearing Handicapped, part-time (.8 FTE), 10-month, school calendar position, **Certified – Non-Tenured** appointment, effective September 8, 2020, due to the increase in districts' requests for services **Cathy Thornton****
- 2. Teaching Assistants, Career and Technical Education, two (2) full-time (1.0 FTE), 10-month, school calendar positions, effective September 3, 2020, due to the increase in districts' requests for services**
- 3. Teacher Aide, Special Education, full-time (1.0 FTE), 10-month, school calendar position, effective September 28, 2020, due to the increase in districts' requests for services**

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

**1. Chris Miller**

Position: **Teacher, Machine Trades, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment**  
Effective: September 1, 2020

Location:	Coopers Education Center
Tenure Area:	Trade Subjects (Welding)
Certification:	Emergency Covid-19, Machine Tool Operation – Machine Shop 7-12, September 1, 2020 through August 31, 2021
Probationary Period:	September 1, 2020 through August 31, 2024
Salary:	\$56,476.00 per year (Step 12)

## **M. Amended Appointments**

### **1. Michaelle Shaw**

Position:	<b>from the August 4, 2020 Board minutes, due to change in effective date</b> <b>Teacher</b> , English 7-12, part-time (.47 FTE), 10-month, school calendar position, <b>Temporary, Certified – Non-Tenured</b> appointment, dependent upon student enrollment each year
Effective:	from September 8, 2020 through June 25, 2021 <b>to September 3, 2020 through June 25, 2021</b>
Location:	Bush Education Center
Education:	Master of Science, Education, Nazareth College
Certification:	Permanent, English 7-12, September 1, 1976
Experience:	32+ years' related work experience
Salary:	\$58,582.00 per year, prorated (Step 12 + Credit Hours Stipend + Degree Stipend)
Reason for Appt:	due to the temporary increase in districts' requests for services

### **2. Ronald Gross**

Position:	<b>from the August 25, 2020 Board minutes, due to change in salary (correction in credit hours stipend)</b> <b>Teacher</b> , Social Studies, Alternative Education, full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 1, 2020
Location:	Coopers Education Center
Education:	Master of Education with Advanced Certificate, MED, Roberts Wesleyan College
Tenure Area:	Social Studies
Certification:	Professional, Social Studies – Grades 7-12 – Generalist
Probationary Period:	September 1, 2020 through August 31, 2024
Experience:	15 years' related work experience
Salary:	from \$59,508.00 per year (Step 12 + Credit Hours Stipend + Degree Stipend) <b>to \$59,022.00 per year</b> (Step 12 + Credit Hours Stipend + Degree Stipend)
Reason for Appt:	due to a resignation

## **N. Appointments**

### **1. Cathy Thornton**

Position:	<b>Teacher</b> , Speech and Hearing Handicapped, <b>part-time</b> (.8 FTE), 10-month, school calendar position, <b>Certified – Non-Tenured</b> appointment
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Effective:	September 8, 2020
Location:	Horseheads, Jasper-Troupsburg, Addison Central School Districts
Education:	Master of Science, Teach Speech and Hearing, Ithaca College
Tenure Area:	Education of Children with Handicapping Conditions – Speech and Hearing Handicapped Children
Certification:	Permanent, Speech and Hearing Handicapped
Experience:	18 years' related work experience
Salary:	\$61,782.00 per year, prorated (Step 12 + Credit Hours Stipend + Degree Stipend + IEP Stipend)
Reason for Appt:	due to the increase in districts' requests for services
<b>2. Amanda King</b>	
Position:	<b>Teacher</b> , Speech and Language Disabilities, full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 8, 2020
Location:	Spencer-Van Etten and Elmira Heights Central School Districts
Education:	Master of Science, Teaching Students/Speech and Language Disabilities, Ithaca College
Tenure Area:	Education of Children with Handicapping Conditions – Speech and Hearing Handicapped Children
Certification:	Professional, Speech and Language Disabilities, April 5, 2012
Probationary Period:	September 8, 2020 through September 7, 2024
Experience:	8 years' related work experience
Salary:	\$56,112.00 per year, prorated (Step 9 + Credit Hours Stipend + Degree Stipend + IEP Stipend)
Reason for Appt:	due to a retirement
<b>3. Tami Keiser</b>	
Position:	<b>Instructional Support Teacher</b> , full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 8, 2020
Location:	Arkport, Campbell-Savona and Elmira Central School Districts
Education:	Master of Science, Special Education (Grades 1-6), St. John Fisher College
Tenure Area:	Instructional Support Services in Professional Development
Certification:	Professional, Students with Disabilities (Birth – Grade 2), May 18, 2016
Probationary Period:	September 8, 2020 through September 7, 2024
Experience:	9 years' related experience
Salary:	\$57,597.00 per year, prorated (Step 10 + Credit Hours Stipend + Degree Stipend)
Reason for Appt:	due to a resignation
<b>4. Jessica Green</b>	
Position:	<b>Instructional Support Teacher</b> , full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment

Effective:	September 28, 2020
Location:	Avoca, Elmira, and Horseheads Central School Districts
Education:	Master of Science, Literacy: Birth to Grade 12, Elmira College
Tenure Area:	Instructional Support Services in Professional Development
Certification:	Professional, Literacy (Birth – Grade 6, Grades 5-12), April 9, 2020
Probationary Period:	September 28, 2020 through September 27, 2024
Experience:	9 years' related experience
Salary:	\$59,109.00 per year, prorated (Step 10 + Credit Hours Stipend + Degree Stipend)
Reason for Appt:	due to a resignation
<b>5. Lisa Goldson</b>	
Position:	<b>Teacher</b> , Integrated Math, full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 3, 2020
Location:	Bush Education Center
Education:	Master of Science in Education, The College of Saint Rose
Tenure Area:	Mathematics
Certification:	Permanent, Pre-Kindergarten, Kindergarten and Grades 1-6, August 11, 2008; Permanent, Mathematics 7-12, August 11, 2008
Probationary Period:	September 3, 2020 through September 2, 2024
Experience:	17 years' related work experience
Salary:	\$59,392.00 per year (Step 12 + Credit Hours Stipend + Degree Stipend)
Reason for Appt:	due to a retirement
<b>6. Lexis Pallmann</b>	
Position:	<b>Occupational Therapist</b> , full-time (1.0 FTE), 10-month, school calendar position, Competitive Civil Service, <b>Provisional</b> appointment, pending Civil Service exam
Effective:	September 9, 2020
Location:	Spencer-Van Etten Central School District, Corning-Painted Post Host Site, Jasper-Troupsburg Host Site
Education:	Master of Science, Occupational Therapy, Keuka College
License:	Registration Certificate, Occupational Therapist, October 2, 2019 through September 30, 2022
Experience:	1 year related work experience
Salary:	\$49,631.00 per year, prorated (Step 2 + Credit Hours Stipends + Degree Stipend + IEP Stipend)
Reason for Appt:	due to a resignation
<b>7. Alicia Mangino</b>	
Position:	<b>Teaching Assistant</b> , Alternative Education, full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 3, 2020

Location:	Bush Education Center
Education:	Associate in Applied Science, Early Childhood, Erie Community College
Tenure Area:	Teaching Assistant
Certification:	Level 1, Teaching Assistant, February 25, 2020 through August 31, 2023
Probationary Period:	September 3, 2020 through September 2, 2024
Experience:	No related work experience
Salary:	\$29,036.00 per year (Step 1 + Credit Hours Stipend)
Reason for Appt:	due to a retirement

#### 8. **Matthew Specchio**

Position:	<b>Teaching Assistant</b> , Career and Technical Education, full-time (1.0 FTE), 10-month, school calendar position, <b>Probationary</b> appointment
Effective:	September 3, 2020
Location:	Bush Education Center
Education:	High School Diploma, Watkins Glen Central School District
Tenure Area:	Teaching Assistant
Certification:	Emergency Covid-19, July 17, 2020 through August 31, 2021
Probationary Period:	September 3, 2020 through September 2, 2024
Experience:	14 years' related work experience
Salary:	\$29,736.00 per year (Step 7)
Reason for Appt:	due to the increase in districts' requests for services

#### 9. **Abigail Loper**

Position:	<b>Licensed Practical Nurse</b> , full-time (1.0 FTE), 10-month, school calendar position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	September 8, 2020
Location:	Broadway Academy, Elmira Central School District
Education:	High School Diploma, Horseheads Central School District
License:	Registration Certificate, Licensed Practical Nurse, August 17, 2017 through February 28, 2023
Probationary Period:	September 8, 2020 through November 17, 2021
Experience:	4 years' related work experience
Salary:	\$17.28 per hour (Grade 3, Step 4)
Reason for Appt:	due to a resignation

#### 10. **Timothy Knights**

Position:	<b>Courier</b> , part-time (.2 FTE), 12-month position, Non-Competitive Civil Service, <b>Probationary</b> appointment
Effective:	October 12, 2020
Location:	Bush Education Center
Education:	High School Diploma, Troy Area School District
Probationary Period:	October 12, 2020 through December 21, 2021
Experience:	No related work experience
Salary:	\$14.32 per hour (Grade 2, Step 1)
Reason for Appt:	due to an internal transfer

#### 11. **Melissa Sinsabaugh**

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

Effective: September 8, 2020

Location: Cohen Middle School, Elmira Heights Central School District

Education: High School Diploma, Waverly Central School District

Probationary Period: September 8, 2020 through November 17, 2021

Experience: No related work experience

Salary: \$12.50 per hour

Reason for Appt: due to a parental leave

## 12. Justine Smith

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

Effective: September 28, 2020

Location: TA Edison, Elmira Heights Central School District

Education: High School Diploma, Canaseraga Central School District

Probationary Period: September 28, 2020 through December 7, 2021

Experience: No related work experience

Salary: \$12.50 per hour

Reason for Appt: due to an internal transfer

## 13. Jessica Remza

Position: **Health & Safety Compliance Specialist**, full-time (1.0 FTE), 12-month position, **Provisional**, Competitive Civil Service appointment, pending Civil Service exam

Effective: August 31, 2020

Location: Binghamton Central School District and participating eastern districts

Education: Bachelor of Science, Binghamton University, Biochemistry

Experience: No related work experience

Salary: \$50,000.00 per year, prorated

Reason for Appt: due to a resignation

## 14. Stefanie Mayr

Position: **Staff Development Coordinator**, full-time (1.0 FTE), 12-month position, **Probationary** appointment

Effective: October 13, 2020

Location: Canaseraga and Alfred-Almond Central School Districts

Education: Master of Science, Reading, SUNY Fredonia

Tenure area: Staff Development Coordinator

Certification: Initial, School Building Leader, August 29, 2020; Professional, School District Leader; October 31, 2019

Probationary Period: October 13, 2020 through October 12, 2024

Experience: 3 years' related work experience

Salary: \$72,000.00 per year, prorated

Reason for Appt: due to a resignation

## **O. Temporary Appointments**

### **1. Ryan Anderson**

Position:

**Teacher**, Culinary Arts, 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  
September 3, 2020 through June 25, 2021

Effective:

Location:

Bush Education Center

Education:

Bachelor of Professional Studies, Business Management Baking and Pastry, The Culinary Institute of America

Tenure area:

Food Service Occupations

Certification:

Not certified, Culinary Careers 7-12 required

Experience:

No related work experience

Salary:

\$44,073.00 per year (Step 1)

Reason for Appt:

due to a retirement

### **2. Shelly Repasky**

Position:

**Teacher, Nurse's Assisting**, 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:

September 28, 2020 through June 25, 2021

Location:

Bush Education Center

Education:

Master of Science, Adult Education, Elmira College

Tenure Area:

Health Occupations Titles – Nurse's Assisting 7-12

Certification:

Not certified, Nurse's Assisting 7-12, required

Experience:

No related work experience

Salary:

\$44,037.00 per year, prorated (Step 1)

Reason for Appt:

due to a retirement

### **3. Sarah Woodard**

Position:

**School Social Worker**, 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

October 26, 2020 through June 25, 2021

Location:

Bush Education Center

Education:

Bachelor of Science, Social Work, Keuka College

Tenure area:

School Social Worker

Certification:

Not certified, School Social Worker required

Experience:

No related work experience

Salary:

\$44,573.00 per year, prorated (Step 1 + IEP Stipend)

Reason for Appt:

due to an internal transfer

### **4. Abigail Ayers**

Position:

**Teaching Assistant**, Special Education, 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:

September 3, 2020 through June 25, 2021

Location:

Bush Education Center

Education:	High School Diploma, Twin Tiers Christian Academy
Tenure Area:	Teaching Assistant
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	No related work experience
Salary:	\$26,444.00 per year, prorated (Step 1)
Reason for Appt:	due to a resignation

**5. Leigha Jones**

Position:	<b>Teaching Assistant</b> , Career and Technical Education, full-time (1.0 FTE), 10-month, school calendar position, <b>Temporary</b> appointment, pending completion of certification requirements or the procurement of a properly certified employee
Effective:	September 3, 2020 through June 25, 2021
Location:	Bush Education Center
Education:	High School Diploma, Elmira Central School District
Tenure Area:	Teaching Assistant
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	No related work experience
Salary:	\$26,444.00 per year (Step 1)
Reason for Appt:	due to the increase in districts' requests for services

**6. Travis Kuhns**

Position:	<b>Teaching Assistant</b> , Culinary Arts, full-time (1.0 FTE), 10-month, school calendar position, <b>Temporary</b> appointment, pending completion of certification requirements or the procurement of a properly certified employee
Effective:	October 13, 2020 through June 25, 2021
Location:	Bush Education Center
Education:	Associate in Science, Individual Studies, Jamestown Community College
Tenure Area:	Teaching Assistant
Certification:	Not certified, Teaching Assistant, Level 1 required
Experience:	No related work experience
Salary:	\$26,444.00 per year (Step 1)
Reason for Appt:	due to an internal transfer

**P. Mentoring Stipends**, first year, Stipend of \$1,102.00 per year, effective September 3, 2020 through June 25, 2021, except where noted

- 1. Michelle Carapella** mentoring **Alec Tallman**
- 2. Stacy Falkowski** mentoring **Molly Morgan**
- 3. Laura Ferris** mentoring **Jacob Hogan**
- 4. Emily Mehlenbacher** mentoring **Lisa Daley**
- 5. Victoria Whitford** mentoring **Courtney McLaughlin**
- 6. Lisa Crisco** mentoring **Lia Apenowich**, effective September 3, 2020 through January 29, 2021, Stipend of \$551.00
- 7. Angela Dickison** mentoring **Herman Liebson**, effective September 3, 2020 through October 30, 2020, Stipend of \$220.40
- 8. Jessica Guild** mentoring **Mollie Pautz**, effective September 3, 2020 through September 30, 2020, Stipend of \$110.20
- 9. Kimberly Kramer** mentoring **Bridget Henshaw**, effective September 3, 2020 through December 23, 2020, Stipend of \$440.80



10. **William Mahon** mentoring **Matthew Hicks**, effective September 3, 2020 through February 26, 2021, Stipend of \$661.20
11. **Kaitlyn Schultz** mentoring **Carrie Welty**, effective September 8, 2020 through December 8, 2020, Stipend of \$363.66
12. **Jeff Berdine** mentoring **Catherine Schuler**, effective July 1, 2020 through January 31, 2021, Stipend of \$647.31

**Q. Mentoring Stipends**, second year, Stipend of \$881.00 per year, effective September 3, 2020 through June 25, 2021, except where noted

1. **Amy Cicora** mentoring **Wendy Para**
2. **Sheri Hooey** mentoring **Marissa Merrill**
3. **Katherine Karam** mentoring **Regan Lattin**
4. **Robert Lemay** mentoring **Jennifer Hakes**
5. **Angela Dickison** mentoring **Herman Liebson**, effective November 2, 2020 through June 25, 2021, Stipend of \$704.80 per year
6. **Stacy Falkowski** mentoring **Mark Schaffhouser**, effective October 1, 2020 through June 25, 2021, Stipend of \$792.90 per year
7. **Jessica Guild** mentoring **Mollie Pautz**, effective October 1, 2020 through June 25, 2021, Stipend of \$792.90 per year
8. **Kimberly Kramer** mentoring **Bridget Henshaw**, effective January 4, 2021 through June 25, 2021, Stipend of \$528.60 per year
9. **William Mahon** mentoring **Matthew Hicks**, effective March 1, 2021 through June 25, 2021, Stipend of \$352.40 per year
10. **Kaitlyn Schultz** mentoring **Carrie Welty**, effective December 9, 2020 through June 25, 2021, Stipend of \$590.24 per year
11. **Erin Schiavone** mentoring **Joelle Groff**, effective July 1, 2020 through June 30, 2021, Stipend of \$1,100.00 per year
12. **Jesse Ferris** mentoring **Kristen Miller**, effective July 1, 2020 through June 30, 2021, Stipend of \$1,100.00 per year
13. **Jeff Berdine** mentoring **Catherine Schuler**, effective February 1, 2021 through June 30, 2021, Stipend of \$456.92 per year
14. **Katie McDonough** mentoring **Kathryne Wood**, effective July 1, 2020 through June 30, 2021, Stipend of \$1,100.00 per year

**R. Medicaid Oversight Stipends**, Stipend of \$881.00 per year, effective September 3, 2020 through June 25, 2021, except where noted

1. **Carly Meacham**, Occupational Therapist
2. **Bobbi Southard**, Occupational Therapist
3. **Sarah Hilton**, Physical Therapist
4. **Jolene O'Brien**, Physical Therapist
5. **Patrick Thomas**, Physical Therapist
6. **Melissa Wichtowski**, Physical Therapist
7. **Antoinette Shields**, Registered Professional Nurse
8. **Kristie Haberstroh**, School Social Worker
9. **Jessica Harris**, Teacher, Speech and Hearing Handicapped
10. **Jennifer Lazarou**, Teacher, Speech and Hearing Handicapped
11. **Kaitlyn Schultz**, Teacher, Speech and Hearing Handicapped
12. **Victoria Whitford**, Teacher, Speech and Hearing Handicapped

**S. Annual Advisor Stipends**, effective September 3, 2020 through June 25, 2021, except where noted

1. **Family, Career, and Community Leaders of America**, Stipend of \$1,322.00
  - a. **Kelly Smith**, Bush Education Center

2. **Future Farmers of America**, Stipend of \$1,322.00 each
  - a. **Matthew Bryant**, Bush Education Center
  - b. **Valerie Heywood**, Bush Education Center
3. **Greenhouse**, Stipend of \$1,322.00 each
  - a. **Valerie Kimmerly**, Bush Education Center
4. **Health Occupations Students of America Advisor**, Stipend of \$1,322.00 each
  - a. **Elizabeth Woodard**, Bush Education Center
  - b. **Joann Phillips**, Wildwood Education Center
5. **Instructional Leadership Team (ILT) Leader**, Stipend of \$1,322.00 each
  - a. **Kimberly Austin**, Bush Education Center
  - b. **Matthew Bryant**, Bush Education Center
  - c. **Carolyn Connelly**, Bush Education Center
  - d. **William Hansell**, Bush Education Center
  - e. **Thomas Wilkinson**, Bush Education Center
  - f. **Elizabeth Woodard**, Bush Education Center
  - g. **Gary Acker**, Wildwood Education Center
  - h. **Robert Lemay**, Wildwood Education Center
  - i. **Mary Murphy**, Wildwood Education Center
  - j. **Melissa Houck**, STEM Academy
6. **National Technical Honor Society**, Stipend of \$441.00
  - a. **Elizabeth Woodard**, Bush Education Center
  - b. **Janice Swett**, Coopers Education Center, Co-Advisor, Stipend of \$220.50
  - c. **Stephanie Welch**, Coopers Education Center, Co-Advisor, Stipend of \$220.50
  - d. **Jennifer Hakes**, Wildwood Education Center
7. **Newsletter Advisor**, Stipend of \$881.00 each
  - a. **Elizabeth Woodard**, Bush Education Center
  - b. **Gary Acker**, Wildwood Education Center
8. **Student Council Advisor**, Stipend of \$881.00 each
  - a. **Emily Mehlenbacher**, STEM Academy
9. **Yearbook Advisor**, Stipend of \$881.00 each, except where noted
  - a. **Dale Robie**, Coopers Education Center
  - b. **Gary Acker**, Wildwood Education Center
  - c. **Lisa Daley**, STEM Academy, Co-Advisor, Stipend of \$440.50
  - d. **Jennifer Kennedy**, STEM Academy, Co-Advisor, Stipend of \$440.50

**T. Approval of the Attached Report Regarding Temporary and Substitute Personnel**

CARRIED UNANIMOUSLY

**7. APPOINTMENTS**

**21-042**

Upon the motion of Learn, seconded by Lemmon, the following resolution was approved:

Resolved, to appoint the following to the indicated position(s) for the 2020-2021 fiscal year, to remain in effect until the next Annual Reorganizational Meeting, or upon termination of services:

- A. Data Privacy Officer ..... Robert McKenzie
- B. Deputy Internal Claims Auditor ..... Sally Dillon
- C. Deputy Internal Claims Auditor ..... Tamera Edsall

CARRIED UNANIMOUSLY

8. **BOARD PRESIDENT’S REPORT**

A. **Preferred Educational Future**

Board President Keddell asked District Superintendent Frame to discuss current issues surrounding the COVID-19 situation.

District Superintendent Frame provided context for who we (BOCES) are, what we do, and how it affects our districts. Students report to school districts by law for compulsory education. BOCES is a service provider to those 21 component districts. Districts purchase services from BOCES for their students and business operations. Our districts are asking BOCES to remain open for them to send students. We make decisions in concert with our districts and county health departments. Students and parents are asking BOCES to stay open and provide services. BOCES has 900 employees and 30,000 students across 2,000 square miles. Out of these numbers, BOCES currently has 21 employees and 10 students who have tested positive for COVID-19. BOCES administrators are in constant contact with each other. The Freedom Academy and Phoenix Academy are currently closed. There are no cases at Coopers or Wildwood. We eliminate the risk when we can by closing programs only when we need to do so. Jim is very concerned with the economic impact if BOCES and districts have to close.

Board Member Scott fully supports the administrators in their decisions and feels that they are making the best decisions possible and not putting students and staff at risk. Other Board Members agreed. Board Member Strollo would like to receive updates and closing information prior to seeing it on the news. Board Member Phillips clarified that his emails were not about supporting administration, rather, the reality that Chemung and Steuben counties are out of control with COVID positive cases and wondering if BOCES is being proactive or reactive.

Jim stated that if BOCES has to shut down, teachers are ready to go virtual. BOCES has put significant resources into the instructional side of the organization. In the meantime, BOCES will continue to seek input from districts and follow Department of Health recommendations. Board President Keddell asked how students are adapting to their new normal. Sarah Vakkas said students are doing great; they want to be in school and most prefer it to virtual learning. Teachers are already providing virtual learning to students who have opted to stay home or are following a hybrid model. Board President Keddell asked if the state had made a decision about assessments. Sarah said yes, the state is moving forward with all 3-8 assessments and Regents exams. APPR is also moving forward as planned.

Matt Talada reported that this year, BOCES has had the strongest record on attendance. Students are adapting, they are engaged, and they are excited to attend

school. Board President Keddell asked about the addition to the Help Desk. A technician is in the process of being hired and will work 12:00 to 8:30 p.m. for parents and students to use as a resource.

**9. SUPERINTENDENT'S REPORT**

District Superintendent Frame reported the following:

He has been appointed acting superintendent at Jasper-Troupsburg School District. He will arrange for an interim and will be conducting a search for a new superintendent. Jim will also be conducting a superintendent search for another district that has not yet been announced.

Superintendents continue to collaborate and work together.

Interim Commissioner Rosa continues to represent at NYSED. The search continues for a new Commissioner.

**EXECUTIVE SESSION**

**21-043**

Upon the motion of Maloney, seconded by Learn, it was resolved to move to Executive Session at 6:24 p.m. to discuss fourteen (14) employment histories of particular persons.

**CARRIED UNANIMOUSLY**

**OPEN SESSION**

**21-044**

Upon the motion of Learn, seconded by Peoples, it was resolved to move to Open Session at 7:04 p.m.

**CARRIED UNANIMOUSLY**

**10. ADJOURNMENT**

**21-045**

Upon the motion of Learn, seconded by Strollo, it was resolved to adjourn the meeting at 7:04 p.m.

**CARRIED UNANIMOUSLY**

Respectfully Submitted,

ket  
October 9, 2020

Kathleen E. Taylor  
Board Clerk

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