

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

REGULAR BOARD MEETING

TUESDAY, DECEMBER 1, 2020

Videoconference/Livestream

5:30 p.m.

PRESENT VIA

VIDEO CONFERENCE: Donald Keddell, Alice Learn, Matthew Maloney, William Peoples, Jr., Thomas Phillips, Gary Scott, Pamela Strollo, Robert Wheeler

EXCUSED: Neil Bulkley, Mark Lemmon

ALSO PRESENT: District Superintendent James Frame; Brian Bentley, Patricia Cardona, Greg Dale, Beth Dryer, Doug Johnson, Vince Moschetti, Stacy Saglibene, Chuck Stefanini, Matt Talada, Sarah Vakkas, Board Clerk Kate Taylor

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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 5:30 p.m. and led the Pledge of Allegiance.

2. ACCEPTANCE OF THE AGENDA, WITH ADDENDA

21-057

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

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

None.

4. CONSENSUS ITEMS

21-058

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

A. Approval of Minutes

1. Regular Board Meeting – November 3, 2020

B. Treasurer's Reports

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

C. Internal Claims Auditor Reports – October 2020

5. FINANCE**21-059**

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

A. General Fund Establishments and Adjustments**1. Budget Establishments for 2020-2021:**

Item #	CoSer#	Title	In the Amount of
058-21	106.693	CTE w/TST BOCES	\$ 13,944
059-21	419.693	Acad. Prog.: Spec. Fac. w/TST BOCES	\$ 2,860
060-21	421.594	Acad. Prog.: Spec. Fac. w/OCM BOCES	\$ 540
061-21	434.591	Distance Learning w/Erie 1 BOCES	\$ 21,000
062-21	544.691	School/Curr. Impr. Planning w/DCMO BOCES	\$ 19,825
063-21	545.496	School/Curr. Impr. w/Monroe 2 BOCES	\$ 695
064-21	594.392	School/Curr. Impr. Planning w/SLL BOCES	\$ 300

These establishments will be supported as follows:

058-21	106.693	Spencer-Van Etten: \$13,944
059-21	419.693	Corning: \$990, Elmira: \$1,210, Hammondsport: \$440, Odessa-Montour: \$220
060-21	421.594	Elmira: \$540
061-21	434.591	Arkport: \$21,000
062-21	544.691	Arkport: \$19,825
063-21	545.496	Hornell: \$695
064-21	594.392	Corning: \$300

2. Budget Increases for 2020-2021:

Item #	CoSer#	Title	Increase	From	To
065-21	101.000	CTE	\$ 44,048	\$ 17,818,181	\$ 17,862,229
066-21	253.599	Staffing 1:8:1 w/Broome-Tioga BOCES	\$ 47,769	\$ 95,000	\$ 142,769
067-21	447.492	Distance Learning w/Erie 2 BOCES	\$ 7,208	\$ 11,575	\$ 18,783
068-21	511.000	Printing	\$ 35,688	\$ 1,481,408	\$ 1,517,096
069-21	550.591	Comp. Svc.: Instr. w/Erie 1 BOCES	\$ 30,472	\$ 1,811,790	\$ 1,842,262
070-21	555.591	Model Schools w/Erie 1 BOCES	\$ 6,031	\$ 93,260	\$ 99,291
071-21	562.493	School/Curr. Impr. Planning w/GV BOCES	\$ 7,500	\$ 111,109	\$ 118,609
072-21	592.597	Comp. Svc.: Instr. w/Madison-Oneida BOCES	\$ 32,838	\$ 12,546	\$ 45,384
073-21	605.000	Comp. Svc.: Mgmt.	\$ 11,026	\$ 13,946,232	\$ 13,957,258
074-21	620.596	Public Info.: Central w/Albany BOCES	\$ 20,989	\$ 106,878	\$ 127,867
075-21	629.591	Comp. Svc.: Mgmt. w/Erie 1 BOCES	\$ 9,292	\$ 3,106,481	\$ 3,115,773
076-21	630.597	Comp. Svc.: Mgmt. w/Madison-Oneida BOCES	\$ 388	\$ 147	\$ 535
077-21	646.491	Comp. Svc.: Mgmt. w/Nassau BOCES	\$ 52,942	\$ 20,390	\$ 73,332
078-21	670.494	Comp. Svc.: Mgmt. w/Monroe 1 BOCES	\$ 15,476	\$ 87,152	\$ 102,628

These increases will be supported as follows:

065-21	101.000	TST BOCES: (Newfield: \$44,048)
066-21	253.599	Horseheads: \$47,769
067-21	447.492	Canisteo-Greenwood: \$2,558, Horseheads: \$945, Jasper-Troupsburg: \$3,705
068-21	511.000	Addison: \$840, Alfred-Almond: \$944, Arkport: \$329, Bath: \$415, Bradford: \$475, Campbell-Savona: \$2,136, Canaseraga: \$487, Elmira: \$11,276, Elmira Heights: \$2,818, Hammondsport: \$1,250, Hornell: \$1,894, Horseheads: \$4,201, Jasper-Troupsburg: \$473, Odessa-Montour: \$1,695, Prattsburgh: \$16, Spencer-Van Etten: \$326, Watkins Glen: \$1,652, Waverly: \$3,398, Misc. Revenue: (Chemung County: \$203, Saint Mary Our Mother: \$24, Village of Horseheads: \$836)
069-21	550.591	Addison: \$8,579, Alfred-Almond: (\$5,254), Arkport: \$8,087, Avoca: \$286, Bath: \$1,457, Canaseraga: \$421, Canisteo-Greenwood: \$201, Hammondsport: \$315, Jasper-Troupsburg: \$16,380
070-21	555.591	Arkport: \$4,875, Hammondsport: \$1,156
071-21	562.493	Addison: \$7,500
072-21	592.597	Corning: \$17,992, Horseheads: \$14,846
073-21	605.000	Elmira: \$5,110, Elmira Heights: \$783, Horseheads: \$3,521, Spencer-Van Etten: \$1,003, Misc. Revenue: (City of Elmira: \$609)
074-21	620.596	Arkport: \$20,989
075-21	629.591	Addison: \$365, Alfred-Almond: \$5,208, Arkport: \$1,646, Avoca: (\$6,439), Bath: \$9,106, Campbell-Savona: (\$3,636), Canaseraga: \$4,051, Canisteo-Greenwood: \$254, Hammondsport: (\$195), Hornell: \$1,932, Jasper-Troupsburg: (\$1,487), Prattsburgh: (\$1,513)
076-21	630.597	Corning: \$225, Horseheads: \$163
077-21	646.491	Elmira: \$52,942

3. Budget Decreases for 2020-2021:

Item #	CoSer#	Title	Decrease	From	To
079-21	221.494	Staffing 1:12:3 w/Monroe 1 BOCES	\$ 246,636	\$ 357,218	\$ 110,582
080-21	250.499	Staffing 1:6:1 w/Catt-Allegany BOCES	\$ 164,601	\$ 164,601	\$ 0
081-21	254.499	Staffing 1:8:1 w/Catt-Allegany BOCES	\$ 91,268	\$ 91,268	\$ 0
082-21	403.001	Alternative Education (ABL)	\$ 68,723	\$ 132,784	\$ 64,061
083-21	414.000	Summer Online & Blended Learning	\$ 570,546	\$ 802,736	\$ 232,190
084-21	512.000	Comp. Svc.: Instr.	\$ 71,835	\$ 5,282,747	\$ 5,210,912
085-21	581.492	Staff Dev. Cert. & Admin. w/Erie 2 BOCES	\$ 912	\$ 11,109	\$ 10,197
086-21	593.497	School/Curr. Impr. Planning w/C-O BOCES	\$ 4,956	\$ 26,074	\$ 21,118
087-21	621.494	Transportation: Handicap w/Monroe 1 BOCES	\$ 10,046	\$ 10,046	\$ 0

These decreases will be supported as follows:

079-21	221.494	Canistota-Greenwood: (\$21,745), Hornell: (\$224,891)
080-21	250.499	Canistota-Greenwood: (\$164,601)
081-21	254.499	Alfred-Almond: (\$91,268)
082-21	403.001	Elmira: (\$68,723)
083-21	414.000	Addison: (\$35,500), Alfred-Almond: (\$5,485), Arkport: (\$13,880), Avoca: (\$16,780), Bath: (\$41,625), Bradford: (\$5,140), Campbell-Savona: (\$40,520), Canaseraga: (\$7,880), Canistota-Greenwood: (\$17,500), Corning: (\$49,315), Elmira: (\$96,720), Elmira Heights: (\$3,400), Hammondsport: (\$10,765), Hornell: (\$41,620), Horseheads: (\$30,900), Jasper-Troupsburg: (\$8,371), Odessa-Montour: (\$16,400), Prattsburgh: (\$63,245), Spencer-Van Etten: (\$10,345), Watkins Glen: (\$35,805), Waverly: (\$19,350)
084-21	512.000	Addison: \$11,565, Elmira: (\$83,400)
085-21	581.492	Hammondsport: (\$912)
086-21	593.497	Waverly: (\$4,956)
087-21	621.494	Canistota-Greenwood: (\$3,348), Hornell: (\$6,698)

4. Transfers within programs for 2020-2021:

- a. Report of all fund transfers for the period 10/01/2020-10/31/2020, as attached.
- b. 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>
605	Computer Svc.: Mgmt.	A605-7710-400-T-09 Contractual		\$ 32,292
		A605-7710-160-T-00 N-I Salaries	\$ 22,035	
		A605-7710-801-T-09 Post Employment	\$ 661	
		A605-7710-813-T-09 NYS ERS	\$ 2,137	
		A605-7710-815-T-09 Social Security	\$ 6,425	
		A605-7710-818-T-09 Unemp Ins	\$ 282	
		A605-7710-819-T-09 HRA	\$ 502	
		A605-7710-821-T-09 Vision	\$ 13	
		A605-7710-822-T-09 HRA Admin	\$ 39	
		A605-7710-824-T-09 Dental	\$ 198	
		Total	\$ 32,292	\$ 32,292

B. Federal Fund Establishments and Adjustments**1. Budget Establishments for 2020-2021:**

- a. School Based Vocational/Work Incentive Program, Chemung County contract for services accepted and the budget established in the amount of \$38,642 for the period July 1, 2020 through June 30, 2021, as attached. Approval was received on November 2, 2020.
- b. FSET (Food Stamp & Employment Training) Chemung County contract for services accepted and the budget established in the amount of \$30,000 for

the period July 1, 2020 through June 30, 2021, as attached. Approval was received on November 2, 2020.

- c. Statewide School Finance Consortium budget established in the amount of \$12,350 for the period July 1, 2020 through June 30, 2021. Revenue for this program comes from component school districts.
- d. Teacher Center Programming budget established in the amount of \$1,225 for the period July 1, 2020 through June 30, 2021. Revenue for this program comes from rollover funds from 2019-2020.
- e. **Revised from the 11/3/20 Board of Education meeting, due to an incorrect dollar amount** – Regional Partnership Center – Technical Assistance Center Grant budget established in the amount of \$1,205,508 for the period July 1, 2020 through June 30, 2021. This is the second year of a five-year contract.

C. Authorization to Pay the Following Membership Dues

- 1. Hornell Area Chamber of Commerce dues in the amount of \$250 for 2021 for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

D. Open Bank Accounts

- 1. Request permission to open the following accounts at Five Star and fund the accounts from monies currently held at Community Bank:
 - a. Greater Southern Tier BOCES Wildwood Patron Service Account
 - b. Greater Southern Tier BOCES Wildwood Student Activities Account
 - c. Bethesda Foundation Scholarship

E. Close Bank Accounts

- 1. Request permission to close the following accounts currently held at Community Bank and transfer the funds to Five Star Bank:
 - a. Greater Southern Tier BOCES Wildwood Patron Service Account
 - b. Greater Southern Tier BOCES Wildwood Student Activities Account
 - c. Bethesda Foundation Scholarship

F. Transfer Excess Funds to TRS Reserve

- 1. Transfer \$53,000 from “A 632 Due to TRS” to “TRS Reserve”

CARRIED UNANIMOUSLY

6. PERSONNEL

21-060

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

A. Retirement

1. Dawn Nasakaitis

Position: Administrative Assistant
Effective: end of day January 22, 2021
Date of Hire: February 2, 1987

B. Resignations

1. Micayla Decker

Position: Teacher Aide
Effective: end of day November 13, 2020
Date of Hire: September 3, 2019
Reason: other employment

2. April Krug

Position: Account Clerk
Effective: end of day November 20, 2020
Date of Hire: October 25, 2019
Reason: to accept the position of Computer Applications Specialist with GST BOCES, effective November 23, 2020

3. Sandra Trimble

Position: Computer Services Program Aide
Effective: end of day December 9, 2020
Date of Hire: December 9, 2019
Reason: to accept the position of Program Assistant with GST BOCES, effective December 10, 2020

4. Zachary Lockwood

Position: **Cleaner**
Effective: end of day November 20, 2020

5. Brandon Rose

Position: **Cleaner**
Effective: end of day December 14, 2020

C. Changes in Civil Service Appointments

1. April Krug

Position: Account Clerk to **Computer Applications Specialist**, full time (1.0 FTE), 12-month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam
Effective: November 23, 2020
Location: Bush Education Center
Education: Associate in Science, Corning Community College
Experience: 7 years' related work experience
Salary: \$20.99 per hour (Grade 13, Step 3)
Reason for Appt: due to a retirement

2. Sandra Trimble

Position: Computer Services Program Aide to **Program Assistant**, full-time (1.0 FTE), 12-month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service exam

Effective: December 10, 2020

Location: Bush Education Center

Education: High School Diploma, Elmira Heights CSD

Experience: 11 years' related work experience

Salary: \$17.42 per hour (Grade 9, Step 4)

Reason for Appt: replacement for deceased employee

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

1. Alijia-Jean Bailey

Position: **Computer Operations Specialist**, full-time (1.0 FTE), 12-month position, Civil Service Competitive, **Probationary** appointment

Effective: November 3, 2020

Probationary Period: November 3, 2020 through November 2, 2021

Civil Service List #: 21009

Salary: \$35,511.00 per year, prorated

2. Andrew Rinwalske

Position: **Computer Programmer Analyst Trainee**, full-time (1.0 FTE), 12-month position, Civil Service Competitive, **Probationary** appointment

Effective: November 13, 2020

Probationary Period: November 13, 2020 through November 12, 2021

Civil Service List #: 21033

Salary: \$35,586.00 per year, prorated

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

1. Sandra Trimble

Position: Computer Services Program Aide

Permanent Date: December 9, 2020

2. Derek O'Brian

Position: Cook Manager

Permanent Date: December 15, 2020

3. Michael German

Position: Printing Clerk

Permanent Date: December 23, 2020

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

1. Jessica Hall

Position: Teaching Assistant

- | | |
|---------------------------|-----------------------------|
| Tenure Area: | Teaching Assistant |
| Effective Date of Tenure: | December 5, 2020 |
| Certification Status: | Level 3, Teaching Assistant |
- 2. Susan Pawlak**
- | | |
|---------------------------|--|
| Position: | Executive Director of Career Development Council |
| Tenure Area: | Executive Director of Career Development Council |
| Effective Date of Tenure: | December 12, 2020 |
| Certification Status: | Professional, School District Leader |
- 3. Andrew Brusso**
- | | |
|---------------------------|----------------------------------|
| Position: | Teacher |
| Tenure Area: | Physical Education |
| Effective Date of Tenure: | January 3, 2021 |
| Certification Status: | Professional, Physical Education |
- 4. Patricia Kelly**
- | | |
|---------------------------|--|
| Position: | Teacher |
| Tenure Area: | Education of Children with Handicapping Conditions – General Special Education |
| Effective Date of Tenure: | January 3, 2021 |
| Certification Status: | Initial, Students with Disabilities (Grades 1-6) |

G. Abolishment of Positions

- 1. Offset Press Operator**, two full-time (1.0 FTE), 12-month positions, effective end of day October 2, 2020, due to retirements and the reconfiguration of duties within the BOCES organization.

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

- 1. Sarah Woodard**
- | | |
|----------------------|--|
| Position: | School Social Worker , full-time (1.0 FTE), 10-month, school calendar position, Probationary appointment |
| Effective: | October 31, 2020 |
| Location: | Bush Education Center |
| Tenure Area: | School Social Worker |
| Certification: | Provisional, School Social Worker, October 31, 2020 through January 31, 2026 |
| Probationary Period: | October 31, 2020 through October 30, 2024 |
| Salary: | \$47,273.00 per year, prorated (Step 1 + Credit Hour Stipend + Degree Stipend + IEP Stipend) |

I. Annual Temporary Appointment

- 1. Mary Harris**
- | | |
|------------|---|
| Position: | Coordinator for Academic All Stars , 10-month position, Temporary appointment |
| Effective: | July 1, 2020 through June 30, 2021 |

Location:	Coopers Education Center
Certification:	Permanent, Art, September 1, 1994
Salary:	\$9,500.00 per year
Reason for Appt:	for the coordination of regional Academic All Stars Competitions

J. Mentoring Stipend, first year, Stipend of \$1,102 per year

1. **Elizabeth Woodard** mentoring **Ryan Anderson**, effective September 3, 2020 through June 25, 2021

K. Registered Nurse Oversight Stipend, Stipend of \$881 per year, effective September 3, 2020 through June 25, 2021

1. **Veronica Spangenberg, Registered Professional Nurse**

L. Annual SKILLS USA Advisor Stipends, Stipend of \$1,322.00 each, effective September 3, 2020 through June 25, 2021

1. **Bush Education Center**
 - a. **Lisa Goldson**
 - b. **Jillian Mahon**
 - c. **Daniel Talvi**
2. **Coopers Education Center**
 - a. **Dale Robie**
3. **Wildwood Education Center**
 - a. **Gary Acker**
 - b. **Kristin Ohradzanski**

M. Annual Advisor Stipends, effective September 3, 2020 through June 30, 2021

1. **Instructional Leadership Team (ILT) Leader, Professional Learning Community Leader**, Stipend \$1,322
 - a. **Lisa Crisco**
 - b. **Lisa Henderson**
 - c. **Sheri Hooey**
 - d. **Carly Meacham**
 - e. **Karen Walker**
 - f. **Melvin Rountree**

N. Approval of the Attached Report Regarding Temporary and Substitute Personnel

CARRIED UNANIMOUSLY

7. BOARD POLICY – FIRST READING

A. Policy #1120 – Public Access to Records Under Public Officers Law Article 6, as attached

This policy will be on the January Board Agenda for second reading and approval.

8. BOARD PRESIDENT'S REPORT

Board President Keddell asked for an update on instructional programs. Stacy Saglibene reported that everyone is doing whatever they possibly can to keep students engaged. Matt Talada reported that it is a struggle to do everything asynchronously. It is vital for students to be learning hands on, in-person, and he feels the state is finally starting to address this. When practical, BOCES has purchased alternative curriculum/virtual learning products.

9. SUPERINTENDENT'S REPORT

District Superintendent Frame reported that some districts are doing exceptionally well and some districts are struggling. The Governor is looking at allowing K-8 and special education classes to continue in-person but there no guidelines for this. Adult Education is doing particularly well with multiple courses in session.

Board President Keddell asked if BOCES has rapid tests available. Jim said that Coopers does (yellow zone) and Bush does (orange zone) but if we have to test all staff and students in those zones, there will not be enough tests available.

As of November 30, Jim is no longer the interim superintendent at Jasper-Troupsburg. Betsy Stiker has been appointed to this position.

EXECUTIVE SESSION

21-061

Upon the motion of Learn, seconded by Strollo, it was resolved to move to Executive Session at 6:01 p.m. to discuss eight (8) employment histories of particular persons.

CARRIED UNANIMOUSLY

OPEN SESSION

21-062

Upon the motion of Learn, seconded by Maloney, it was resolved to move to Open Session at 6:14 p.m.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

21-063

Upon the motion of Scott, seconded by Learn, it was resolved to adjourn the meeting at 6:15 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
December 9, 2020

Kathleen E. Taylor
Board Clerk
