

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

REGULAR BOARD MEETING

TUESDAY, JUNE 1, 2021

Videoconference/Livestream

5:30 p.m.

PRESENT VIA

VIDEO CONFERENCE: Donald Keddell, Neil Bulkley, Matthew Maloney, Gary Scott, Pamela Strollo, Robert Wheeler

EXCUSED: Alice Learn, Mark Lemmon, Thomas Phillips

ALSO PRESENT: District Superintendent James Frame; Brian Bentley, Patricia Cardona, Greg Dale, Beth Dryer, Colleen Hurd, Doug Johnson, Tracy Loukopoulous, Vince Moschetti, Stacy Saglibene, Chuck Stefanini, Sarah Vakkas; Board Clerk Kate Taylor; Jeff Matteson

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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, ROLL CALL, 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

21-121

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

CARRIED UNANIMOUSLY

3. PRIVILEGE OF THE FLOOR

Board Member Wheeler asked about graduations and award ceremonies. Sarah Vakkas stated that graduation and award ceremonies will be held together in-person, but the process is being carefully scheduled due to COVID. Ceremonies will be held by class in 20-minute increments throughout the day at each campus. Sarah will send out a full schedule to the Board.

4. CONSENSUS ITEMS

21-122

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

A. Approval of Minutes

1. Regular Board Meeting – May 11, 2021
2. Special Board Meeting – May 25, 2021

B. Treasurer's Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – April 2021

C. Internal Claims Auditor Reports – April 2021

CARRIED UNANIMOUSLY

5. FINANCE

21-123

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

A. General Fund Establishments and Adjustments

1. Budget Increases for 2020-2021:

Item #	CoSer #	Title	Increase	From	To
205-21	416.494	Acad. Prog.: Spec. Fac. w/Monroe 1 BOCES	\$ 5,916	\$ 3,398	\$ 9,314
206-21	508.000	Library Service/Media	\$ 3,269	\$ 502,964	\$ 506,233
207-21	511.000	Printing	\$ 36,565	\$ 1,640,596	\$ 1,677,161
208-21	518.000	Coordinator of Home Instruction	\$ 20,394	\$ 127,205	\$ 147,599
209-21	537.000	School Curriculum	\$ 2,036	\$ 1,552,680	\$ 1,554,716
210-21	550.591	Comp. Svc.: Instr. w/Erie 1 BOCES	\$ 49,987	\$ 2,039,812	\$ 2,089,799
211-21	605.000	Comp. Svc.: Mgmt.	\$ 302,070	\$ 14,515,712	\$ 14,817,782
212-21	629.591	Comp. Svc.: Mgmt. w/Erie 1 BOCES	\$ 71,437	\$ 3,311,690	\$ 3,383,127

These increases will be supported as follows:

205-21	416.494	Addison: \$3,150, Bath: \$2,766
206-21	508.000	Horseheads: \$3,269
207-21	511.000	Addison: \$1,270, Alfred-Almond: \$398, Arkport: \$165, Avoca: \$271, Bath: \$5,147, Bradford: \$359, Campbell-Savona: \$979, Canaseraga: \$255, Canisteo-Greenwood: \$815, Elmira: \$11,371, Elmira Heights: \$2,435, Hammondsport: \$1,477, Hornell: \$1,942, Horseheads: \$1,207, Jasper-Troupsburg: \$281, Odessa-Montour: \$871, Prattsburgh: \$31, Spencer-Van Etten: \$1,327, Watkins Glen: \$2,339, Waverly: \$1,448, Misc. Revenue: (Chemung County: \$654, Steuben County: \$1,257, St. Mary Our Mother: \$35, Village of Horseheads: \$231)
208-21	518.000	Arkport: \$2,369, Avoca: \$5,253, Horseheads: \$12,772
209-21	537.000	Addison: \$36, Campbell-Savona: \$2,000
210-21	550.591	Addison: \$1,795, Arkport: \$4,052, Avoca: \$50,869, Canisteo-Greenwood: (\$881), Hornell: (\$419), Jasper-Troupsburg: (\$5,619), Prattsburgh: \$190
211-21	605.000	Corning: \$236,023, Elmira Heights: \$10,500, Odessa-Montour: \$3,531, Waverly: \$3,230, Misc. Revenue: (Autism/DASA/Save Trainings: \$8,648, Erate: \$40,138)
212-21	629.591	Addison: \$15,329, Arkport: \$31,041, Avoca: \$14,100, Campbell-Savona: \$264, Canisteo-Greenwood: \$4,973, Hornell: (\$2,482), Jasper-Troupsburg: \$2,137, Prattsburgh: \$6,075

2. Budget Decreases for 2020-2021:

Item #	CoSer #	Title	Decrease	From	To
213-21	401.000	Arts in Education	\$ 5,253	\$ 373,971	\$ 368,718
214-21	513.000	Library Automation	\$ 700	\$ 268,302	\$ 267,602
215-21	670.494	Comp. Svc.: Mgmt. w/Monroe 1 BOCES	\$ 2,369	\$ 117,604	\$ 115,235

These decreases will be supported as follows:

213-21	401.000	Avoca: (\$5,253)
214-21	513.000	Horseheads: (\$700)
215-21	670.494	Addison: (\$5,300), Elmira: \$2,932

3. Transfers within programs for 2020-2021:

- a. Report of all fund transfers for the period 4/1/2021-4/30/2021, 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>
001	Central Administration	A001-1310-160-0-00 N-I Salaries		\$ 21,500
		A001-1310-150-0-00 Instr. Salaries	\$ 21,500	
		Total	\$ 21,500	\$ 21,500
101	Career & Tech. Educ.	A102-3010-200-0-75 Equip \$500-\$4999		\$ 58,416
		A101-9532-960-6-05 Transfer Charge	\$ 58,416	
		Total	\$ 58,416	\$ 58,416
605	Computer Svc.: Mgmt.	A605-7710-200-2-09 Equip \$500-\$4999		\$ 9,160
		A605-7710-200-3-09 Equip \$500-\$4999		\$ 27,630
		A605-7710-200-8-18 Equip \$500-\$4999		\$ 11,754
		A605-7710-200-V-04 Equip \$500-\$4999		\$ 3,500
		A605-7710-300-A-00 Supplies		\$ 17,000
		A605-7710-400-A-00 Contractual		\$ 8,198
		A605-7710-400-A-04 Contractual		\$ 2,606
		A605-7710-400-A-24 Contractual		\$ 6,990
		A605-7710-400-E-04 Contractual		\$ 6,149
		A605-7710-400-S-03 Contractual		\$ 27,674
		A605-7710-400-V-04 Contractual		\$ 1,095
		A605-7710-400-V-24 Contractual		\$ 960
		A605-7710-411-V-24 Telephone		\$ 2,569
		A605-7710-454-8-01 Photo Copying		\$ 48,887
		A605-7710-454-8-04 Photo Copying		\$ 11,868
		A605-7710-454-8-07 Photo Copying		\$ 11,865
		A605-7710-454-8-24 Photo Copying		\$ 4,285
		A605-7710-458-A-00 Staff Dev		\$ 2,135
		A605-7710-813-B-09 NYS ERS		\$ 2,101
		A605-7710-200-2-24 Equip \$500-\$4999	\$ 1,026	
		A605-7710-200-8-01 Equip \$500-\$4999	\$ 9,254	
		A605-7710-200-8-04 Equip \$500-\$4999	\$ 22,560	
		A605-7710-200-8-07 Equip \$500-\$4999	\$ 2,250	
		A605-7710-200-8-24 Equip \$500-\$4999	\$ 2,759	
		A605-7710-200-S-03 Equip \$500-\$4999	\$ 9,050	
		A605-7710-204-8-01 Small Equip	\$ 10,284	
		A605-7710-204-8-04 Small Equip	\$ 203	
		A605-7710-204-S-03 Small Equip	\$ 2,000	
		A605-7710-205-S-03 Software	\$ 14,424	
		A605-7710-210-8-01 Lg Equip >\$5000	\$ 9,889	
		A605-7710-210-8-07 Lg Equip >\$5000	\$ 9,509	
		A605-7710-210-V-09 Lg Equip >\$5000	\$ 27,299	
		A605-7710-300-8-01 Supplies	\$ 19,460	
		A605-7710-300-8-07 Supplies	\$ 106	
		A605-7710-300-S-03 Supplies	\$ 2,200	
		A605-7710-300-S-18 Supplies	\$ 4,004	
		A605-7710-400-8-04 Contractual	\$ 2,455	
		A605-7710-400-8-24 Contractual	\$ 11,019	
		A605-7710-400-A-18 Contractual	\$ 247	
		A605-7710-400-P-18 Contractual	\$ 805	
		A605-7710-400-S-18 Contractual	\$ 6,698	
		A605-7710-400-V-09 Contractual	\$ 38,925	
		Total	\$ 206,426	\$ 206,426
701	Operations & Maintenance	A 701-8010-200-2-02 Equip \$500-\$4999		\$ 4,346
		A 701-8010-200-3-00 Equip \$500-\$4999		\$ 6,551
		A 701-8010-210-0-99 Lg Equip >\$5000		\$ 8,493
		A 701-8010-400-2-02 Contractual		\$ 12,000
		A 701-8010-344-2-00 Electrical Supplies	\$ 2,500	
		A 701-8010-346-2-00 HVAC Supplies	\$ 4,000	

		A 701-8010-343-2-00 Lawn Supplies	\$	5,500		
		A 701-8010-206-3-00 Vehicles	\$	19,390		
		Total	\$	31,390	\$	31,390
702	Special Educ. Admin.	A702-4010-400-0-00 Contractual			\$	32,288
		A702-9532-960-6-05 Transfer Charge	\$	32,288		
		Total	\$	32,288	\$	32,288

B. Federal Fund Establishments and Adjustments

1. Budget Establishment for 2020-2021:

- a. **Revised from the 12/1/20 Board of Education meeting, due to a transposition in the amount** – Regional Partnership Center – Technical Assistance Center grant budget be established in the amount of \$1,205,580 for the period July 1, 2020 through June 30, 2021. This is the second year of a five-year contract.

2. Budget Increases for 2020-2021:

- a. School Library Systems Aid for Automation grant budget increased by \$2,943 from \$15,000 to \$17,943 due to final allocation of grant funds for the period July 1, 2020 through June 30, 2021. Approval was received on April 29, 2021.
- b. Comprehensive Health and Wellness budget increased by \$464 from \$540 to \$1,004. Revenue for this program comes from DASA registration fees.

3. Budget Establishments for 2021-2022:

- a. Adult and Continuing Education budget established in the amount of \$3,283,010 for the period July 1, 2021 through June 30, 2022.
- b. Extended School Year (ESY) budget established in the amount of \$1,403,269 for the period July 1, 2021 through June 30, 2022. Revenues for this program come from districts requesting the service.

C. Purchasing

1. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software/learning packages and licensing, including but not limited to: 3D Bear, A+ Educators, Accelerate Learning and Achieve 3000.
2. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for distance learning courses, including but not limited to: Apex Learning, Blackboard, Desire to Learn and Edgenuity.
3. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software/learning packages and licensing, including but not limited to: Axio, Blackboard, Bloomz and BrightBytes.

4. Award of Virtual Reality Arc Welding System Bid, for the Adult Education and Career and Technical Education Departments at the Bush Campus, based on the lowest bid price meeting specifications.

The following single bid was received and opened May 17th, 2021, at 10:00 AM:

- a. Airgas USA, LLC, 1200 Sullivan Street, Elmira, NY 14901
5. Select Renovus Energy, Inc. to perform a Solar Energy Performance Contract contingent on the satisfactory completion of a contract with Renovus Energy, Inc., and confirmation of an 18-year pay back of the cost of the project.

D. Acceptance of Donation

1. 2012 Nissan Murano to the Auto Tech II Program at the Bush Campus from Theresa and Monti Emery, 21 Quail Run Road, Elmira, NY 14903.

E. Authorization to Pay the Following Membership Dues

1. National School Boards Association dues in the amount of \$2,700 for the 2021-2022 fiscal year for the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES.

F. 2022-2023 Capital Project-Proposed Scope of Work

1. Approval of Proposed Scope of Work for the 2022-2023 Capital Project, as attached.

G. 2022-2023 Capital Construction Project SEQR Determination

1. Whereas, the Greater Southern Tier BOCES proposes a \$2,100,000 Capital Construction Project at the Pauline G. Bush Campus in Elmira, New York, the Coopers Campus in Painted Post, New York and the Wildwood Campus in Hornell, New York. The project consists of work at the following buildings and sites:

Pauline G. Bush Campus (Elmira)

1. Building 1 Replace VCT at First Floor Classrooms & Offices (11,188 SF)
 Replace Ceilings & Lights in Classrooms & Offices (11,188 SF)
 Replace Corridor Ceiling, reinstall exiting lights (1,175 SF)
 Replace Metal Walls with GWB walls (electric & data included)
 Toilet Room Renovations (450 SF)
 Renovations in Main Corridor (Rooms 56, 58, 60, 62 and
 Associated Offices)
 Building 2 Replace RTU for Room 200/202

Coopers Campus (Painted Post)

2. Building 3 Renovations for Animal Husbandry (2,130 SF)
 Building 8 Asbestos Abatement of Floor Tile (7,340)
 New Floor Finish – LVT and Carpet (7,340 SF)
 Renovations of (4) Single-use Toilet Rooms

Wildwood Campus (Hornell)
3. Building 3 Replace RTU

Whereas, all public educational facilities capital projects are subject to SEQR,
and

Whereas, pursuant to the revised Commissioner's Regulations 115.9, effective November 15, 2000, the local school district must act as the Lead Agency in the State Environmental Quality Review Act (SEQR). The NYS Department of Environmental Conservation (DEC) Guidelines state that a SEQR must be completed (prior to the project being authorized by the voters in cases where funding is authorized by voter approval). SED currently recommends that the Board of Education complete the SEQR process (prior to setting a voter authorization date in cases where voter approval is required).

Therefore, be it resolved, that the Greater Southern Tier BOCES is designated as the Lead Agency, and in accordance with 6NYCRR Part 617, Section 617.5, it has been determined that this review is a Type II Action and, therefore, requires no further review under SEQR.

CARRIED UNANIMOUSLY

6. **PERSONNEL**

21-124

Upon the recommendation of the Superintendent, and on the motion of Strollo, seconded by Wheeler, it was resolved that the following personnel actions are hereby taken. Doug Johnson stated that Item F. needs to be removed from the personnel report. Upon the motion of Strollo, seconded by Bulkley, it was resolved to amend the motion to include the removal of Item F. and approve the following personnel actions:

A. Retirements

1. Amy Cicora

Position:	Teacher, Special Education
Effective:	end of day June 25, 2021
Date of Hire:	September 1, 1987

2. Carol Scott

Position:	Teacher Aide
Effective:	end of day June 25, 2021
Date of Hire:	September 4, 2007

3. Kathy Johnston

Position:	Senior Account Clerk
Effective:	end of day July 15, 2021
Date of Hire:	February 26, 2007

4. Karen Archer

Position:	Teacher, Special Education
Effective:	end of day August 30, 2021
Date of Hire:	September 5, 2006

B. Resignations

1. Scott Kenyon

Position: Food Service Driver
Effective: end of day May 11, 2021
Date of Hire: September 5, 2017
Reason: personal reasons

2. Julie Powell

Position: Regional Special Education Behavior Specialist
Effective: end of day May 12, 2021
Date of Hire: April 7, 2010
Reason: other employment

3. Amy Nero

Position: Registered Professional Nurse
Effective: end of day May 28, 2021
Date of Hire: September 5, 2017
Reason: other employment

4. Molly Morgan

Position: Teacher, Special Education
Effective: end of day June 25, 2021
Date of Hire: September 8, 2015
Reason: relocation

C. Decrease to Position

- 1. Adult Program Counselor**, one 12-month position, voluntarily decreased from full-time (1.0 FTE) to **hourly, timesheet basis**, effective July 1, 2021, due to a request to voluntarily decrease

D. Decrease in Assignment

1. Bridget Petrillose

Position: Adult Program Counselor
Effective: July 1, 2021
Decrease: from full-time (1.0 FTE) to **hourly, timesheet basis**
Salary: \$25.00 per hour
Reason: due to a voluntary decrease

E. Change in Civil Service Appointment

1. Tamera Edsall

Position: Account Clerk to **Payroll Specialist**, full-time (1.0 FTE), 12-month position, Competitive Civil Service, **Probationary** appointment, Civil Service List #67578
Effective: May 10, 2021
Location: Bush Education Center
Education: Associate in Applied Science, Commercial Data Processing, SUNY Corning Community College
Probationary Period: May 10, 2021 through May 9, 2022
Experience: 18 years' related work experience
Salary: \$38,000.00 per year, prorated
Reason for Appt: due to a resignation

F. REMOVED

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

1. Molly Aiello

Position: Teacher
Tenure Area: Education of Children with Handicapping Conditions – Deaf and Hard of Hearing
Effective Date of Tenure: June 2, 2021
Certification Status: Initial, June 2, 2017 through August 31, 2022

2. Deidre Burchett

Position: Staff Development Coordinator
Tenure Area: Staff Development Coordinator
Effective Date of Tenure: July 1, 2021
Certification Status: Professional

H. Amend Education Law Probationary Appointments, amending the Probationary Periods from four years to three years, due to Education Law requiring that newly appointed administrators who have previously received tenure in an authorized administrative tenure area in a New York State school district or BOCES will be appointed to a Probationary Term of three years.

1. Matthew Talada

Position: **Principal**
Tenure Area: Principal
Probationary Period: March 8, 2021 through March 7, 2024

2. Colleen Hurd

Position: **Director of Adult Education**
Tenure Area: Director of Adult Education
Probationary Period: May 24, 2021 through May 23, 2024

3. Sally A. Deane-Moshier

Position: **Staff Development Coordinator**
Tenure Area: Staff Development Coordinator
Probationary Period: January 19, 2021 through January 18, 2024

I. Appointments

1. Kyle Mawhir

Position: **Account Clerk**, full-time (1.0 FTE), 12-month position, Competitive Civil Service, **Probationary** appointment, Civil Service List #DCAC0121
Effective: May 24, 2021
Location: Bush Education Center – Central Business Office
Education: Associates of Science, Business, Management & Economics, SUNY Empire State College
Probationary Period: May 24, 2021 through May 23, 2022
Experience: no related work experience
Salary: \$15.54 per hour (Grade 5, Step 1)
Reason for Appt: due to an internal transfer

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

1. Michelle Carapella mentoring **Alec Tallman**, effective September 3, 2020 through May 23, 2021 (change in end date)

2. **Lisa Crisco** mentoring **Lia Apenowich**, effective September 3, 2020 through June 25, 2021 (extension)
3. **Courtney Perez** mentoring **Alec Tallman**, effective June 1, 2021 through June 25, 2021

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

CARRIED UNANIMOUSLY

7. BOARD PRESIDENT'S REPORT

A. Discussion of Board Officers for 2021-2022

Board President Keddell stated that if anyone is interested in being nominated for a Board Officer position for 2021-2022, please let Jim know.

B. Preferred Educational Future

Board President Keddell emailed a catalog of summer programs for the region. First Transit is offering free transportation for children and scholarships are available.

In response to the question posed by Board Member Bulkley: How do we make sure the component districts are receiving the same information that BOCES receives on opportunities? Jim Frame reported that he has had conversations with districts to discuss maximizing their opportunities. Communication has never been greater, probably due to the pandemic and districts being in constant contact with each other. Districts are engaged and current on information. Board Member Bulkley stated that he wants to make sure there is equity in opportunities for all districts. Jim Frame stated that the smaller districts are actually taking advantage of opportunities being offered more than larger districts.

8. SUPERINTENDENT'S REPORT

Jim Frame reported the following:

- Tonight, the Board approved an agreement with Renovus for an energy project. Jim commended Brian Bentley and Greg Dale for their work on getting this project going. This project will generate enough energy for the Bush Campus, including Building 11, the Print Shop, Coopers, and Wildwood Campuses. This is a long-term game changer for our energy usage.

EXECUTIVE SESSION

21-125

Upon the motion of Bulkley, seconded by Scott, it was resolved to move to Executive Session at 6:10 p.m. to discuss four (4) employment histories of particular persons.

CARRIED UNANIMOUSLY

OPEN SESSION

21-126

Upon the motion of Bulkley, seconded by Scott, it was resolved to move to Open Session at 6:26 p.m.

CARRIED UNANIMOUSLY

9. **ADJOURNMENT**

21-127

Upon the motion of Bulkley, seconded by Scott, it was resolved to adjourn the meeting at 6:27 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
June 4, 2021

Kathleen E. Taylor
Board Clerk
