

**Schuyler-Steuben-Chemung-Tioga-Allegany
Board of Cooperative Educational Services**
9579 Vocational Drive, Painted Post, New York 14870-9518
Phone (607) 962-3175, 739-3581 or 324-7880 Fax (607) 654-2302

| | |
|---|--|
| Regular Board Meeting Coopers Education Center, Bldg. 8, DL Room | Tuesday, June 6, 2017 5:30 p.m. |
|---|--|

PRESENT: Rose Apgar, Neil Bulkley, Amy Dlugos, Robert Everett, Donald Keddell, Alice Learn, Mark Lemmon, William Peoples, Jr., Gary Scott, Robert Wheeler

ABSENT: Gloria Moss

ALSO PRESENT: District Superintendent James Frame; Cabinet Members: Brian Bentley, Patricia Cardona, Doug Johnson, Steve Manning, Vince Moschetti, Margaret Munson, Stacy Saglibene, Sarah Vakkas, Chris Weinman
Board Clerk Kate Taylor; Guests: Daniel Ashley, Danielle Ashley, Monique Ashley, Joann Phillips, Dale Robie, Dori Robie, Kasi Washburn

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1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Board President Keddell called the meeting to order and led the Pledge of Allegiance at 5:32 p.m.

2. PRIVILEGE OF THE FLOOR

District Superintendent Frame welcomed Assistant Principal of CTE at Wildwood, Kasi Washburn. Kasi introduced Nurse Assisting Instructor Joann Phillips, Danielle Ashley, who is a junior in the Nurse Assisting program, and Danielle's parents. Danielle's class and the New Visions Medical class received training and certification in First Aid/CPR/AED this year. A few weeks ago, Danielle was awakened in the middle of the night by her neighbor who was having trouble breathing and then collapsed. Danielle called 911 and after determining that her neighbor was not breathing, she began CPR/mouth-to-mouth resuscitation until the ambulance arrived. It was determined that her neighbor had had a heart attack and Danielle most likely saved his life due to her training in the CTE program. Board President Keddell presented Danielle with a Certificate of Recognition for her heroism.

District Superintendent Frame asked Chris Weinman to present next. Chris gave a summary of what SkillsUSA is, which promotes leadership and career skills. There are 18,000 SkillsUSA chapters in the United States, with over 350,000 members. New York State is broken into regions and the students begin competing at the regional level, move onto the state level and ultimately compete at the national level. This year, 48 GST BOCES students placed at the regional level out of 200 students. At the state level, 23 students placed. This month, 14 GST students will head to the nationals in Louisville, Kentucky to compete at the national level. Chris attributes a lot of their success to the SkillsUSA advisors. This year, Digital Media Arts Instructor Dale Robie was named the Area 1 Advisor of the Year at the Alfred State College Regional Competition. Dale has been with BOCES for 25 years, 17 years as an instructor, and 14 years as a SkillsUSA advisor. Dale was then awarded the New York State SkillsUSA Advisor of the Year, which is an incredible privilege and recognition.

Jim Frame stated that it was an honor to recognize Dale at the Board meeting and Don Keddell presented a plaque to Dale in recognition of this great honor.

3. ACCEPTANCE OF THE AGENDA

17-111

Upon the motion of Apgar, seconded by Scott, it is resolved to accept the agenda.

CARRIED UNANIMOUSLY

4. CONSENSUS ITEMS

17-112

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

A. Approval of Minutes

1. Regular Board Meeting – May 9, 2017

B. Treasurer’s Reports

1. Schuyler-Steuben-Chemung-Tioga-Allegany BOCES – April 2017

C. Internal Claims Auditor’s Report – April 2017

CARRIED UNANIMOUSLY

5. FINANCE

17-113

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

A. General Fund Establishments and Adjustments

1. Budget Establishments for 2016-2017:

| Item# | CoSer# | Title | In the Amount of |
|--------|---------|--|------------------|
| 223-17 | 349.495 | Itinerant-Diagnostic Service w/WFL BOCES | \$234 |
| 224-17 | 657.698 | Policy Service: Mgmt. w/Putnam BOCES | \$15,750 |

These establishments will be supported as follows:

| | | |
|--------|---------|---------------------|
| 223-17 | 349.495 | Watkins Glen: \$234 |
| 224-17 | 657.698 | Addison: \$15,750 |

2. Budget Increases for 2016-2017:

| Item# | CoSer# | Title | Increase | From | To |
|--------|---------|--|------------|---------------|---------------|
| 225-17 | 101.000 | Career & Technical Education | \$ 1,909 | \$ 16,334,264 | \$ 16,336,173 |
| 226-17 | 216.214 | Special Class: S/P Ratio 1:6:1 ED | \$ 120,540 | \$ 1,924,548 | \$ 2,045,088 |
| 227-17 | 216.217 | Special Class: S/P Ratio 1:6:1 ASD | \$ 122,362 | \$ 2,084,963 | \$ 2,207,325 |
| 228-17 | 219.599 | Staffing 1:8:1 w/ Broome BOCES | \$ 4,435 | \$ 22,678 | \$ 27,113 |
| 229-17 | 252.495 | Staffing 1:6:1 w/WFL BOCES | \$ 4,999 | \$ 99,993 | \$ 104,992 |
| 230-17 | 327.000 | Itinerant-Teacher of Deaf | \$ 1,163 | \$ 165,164 | \$ 166,327 |
| 231-17 | 331.000 | Itinerant-Consultant Teacher | \$ 11,517 | \$ 621,883 | \$ 633,400 |
| 232-17 | 401.000 | Arts in Education | \$ 3,729 | \$ 376,051 | \$ 379,780 |
| 233-17 | 403.003 | Alternative Ed., Secondary | \$ 2,019 | \$ 1,795,680 | \$ 1,797,699 |
| 234-17 | 419.693 | Academic Prog., Special Fac. w/TST | \$ 720 | \$ 7,470 | \$ 8,190 |
| 235-17 | 426.000 | Exploratory Enrichment | \$ 3,393 | \$ 126,450 | \$ 129,843 |
| 236-17 | 430.000 | Distance Learning | \$ 1,950 | \$ 730,110 | \$ 732,060 |
| 237-17 | 511.000 | Printing | \$ 49,342 | \$ 1,768,044 | \$ 1,817,386 |
| 238-17 | 522.000 | Repair | \$ 3,000 | \$ 334,010 | \$ 337,010 |
| 239-17 | 550.591 | Computer Service: Instruct. w/Erie 1 | \$ 69,433 | \$ 1,222,042 | \$ 1,291,475 |
| 240-17 | 605.000 | Computer Service: Mgmt. | \$ 511,769 | \$ 13,994,983 | \$ 14,506,752 |
| 241-17 | 623.000 | Recruiting Service (Coop. Advertising) | \$ 81,190 | \$ 81,160 | \$ 162,350 |

| | | | | | |
|--------|---------|----------------------------------|------------|--------------|--------------|
| 242-17 | 629.591 | Computer Service: Mgmt. w/Erie 1 | \$ 113,167 | \$ 3,483,529 | \$ 3,596,696 |
| 243-17 | 651.495 | Computer Service: Mgmt. w/WFL | \$ 203 | \$ 4,056 | \$ 4,259 |

These increases will be supported as follows:

| | | |
|--------|---------|--|
| 225-17 | 101.000 | Genesee Valley BOCES (Wayland-Cohocton: \$1,909) |
| 226-17 | 216.214 | Various Component Districts |
| 227-17 | 216.217 | Various Component Districts |
| 228-17 | 219.599 | Waverly: \$4,435 |
| 229-17 | 252.495 | Prattsburgh: \$4,999 |
| 230-17 | 327.000 | Corning: \$10,615, Elmira: (\$9,499), Hammondsport: \$21, Watkins Glen: \$26 |
| 231-17 | 331.000 | Addison: \$10,520, Alfred-Almond: (\$10,318), Arkport: (\$2,921), Avoca: (\$3,958) Bath: \$5,228, Bradford: \$3,455, Campbell-Savona: \$1,506, Canaseraga: (\$4,994), Canisteo-Greenwood: (\$738), Corning: (\$377), Elmira: (\$9,957), Elmira Heights: (\$2,921), Hammondsport: (\$2,952), Hornell: \$33,165, Horseheads: (\$1,994), Jasper-Troupsburg: (\$4,744), Waverly: \$1,052, CAEW BOCES (Andover: (\$4,099)), GV BOCES (Wayland-Cohocton: \$5,261), WFL BOCES (Naples: \$1,303) |
| 232-17 | 401.000 | Arkport: \$30, Campbell-Savona: \$3,699 |
| 233-17 | 403.003 | Genesee Valley BOCES (Wayland-Cohocton: \$2,019) |
| 234-17 | 419.693 | Corning: \$450, Watkins Glen: \$270 |
| 235-17 | 426.000 | Arkport: \$2,927, Campbell-Savona: \$466 |
| 236-17 | 430.000 | Dutchess BOCES (Pine Plains: \$1,950) |
| 237-17 | 511.000 | Addison: \$1,121, Alfred-Almond: \$139, Arkport: \$1,115, Avoca: \$485, Bath: \$922, Bradford: \$207, Campbell-Savona: \$319, Canaseraga: \$388, Canisteo-Greenwood: \$292, Corning: \$5,260, Elmira: \$18,010, Elmira Heights: \$758, Hammondsport: \$1,212, Hornell: \$175, Horseheads: \$11,599, Odessa-Montour: \$981, Prattsburgh: \$47, Spencer-Van Etten: \$303, Watkins Glen: \$920, Waverly: \$4,332, Misc. Revenue: \$757 (Notre Dame: \$360, Steuben County: \$397) |
| 238-17 | 522.000 | Corning: \$3,000 |
| 239-17 | 550.591 | Alfred-Almond: \$65,828, Avoca: \$244, Hammondsport: \$332, Hornell: \$195, Jasper-Troupsburg: \$2,834 |
| 240-17 | 605.000 | Bradford: \$6,500, Corning: \$498,639, Horseheads: \$4,317, Misc. Revenue: \$2,313 (Autism: \$76, SAVE: \$2,237) |
| 241-17 | 623.000 | Addison: \$8,363, Arkport: \$1,077, Avoca: \$1,032, Bath: \$3,991, Bradford: \$110, Campbell-Savona: \$3,035, Canaseraga: \$1,955, Canisteo-Greenwood: \$5,093, Corning: \$5,104, Elmira Heights: \$5,000, Hammondsport: \$7,111, Horseheads: \$16,662, Jasper-Troupsburg: \$6,978, Odessa-Montour: \$5,722, Spencer-Van Etten: \$6,310, Watkins Glen: \$1,722, Waverly: \$1,925 |
| 242-17 | 629.591 | Alfred-Almond: \$21,815, Arkport: \$738, Avoca: \$8,179, Canaseraga: (\$300), Canisteo-Greenwood: \$635, Hammondsport: \$44, Hornell: \$8,825, Jasper-Troupsburg: \$73,231 |
| 243-17 | 651.495 | Bath: \$17, Hornell: \$18, Prattsburgh: \$168 |

3. Budget Decreases for 2016-17:

| Item # | CoSer # | Title | Decrease From | To | |
|--------|---------|---|---------------|--------------|--------------|
| 244-17 | 203.220 | Special Class: S/P Ratio 1:12:1 | \$ 9,474 | \$ 635,787 | \$ 626,313 |
| 245-17 | 205.000 | Special Class: S/P Ratio 1:15 | \$ 19,145 | \$ 683,945 | \$ 664,800 |
| 246-17 | 209.000 | Special Class: S/P Ratio 1:8:1 | \$ 46,562 | \$ 5,837,216 | \$ 5,790,654 |
| 247-17 | 216.000 | Special Class: S/P Ratio 1:6:1 EPC | \$ 20,312 | \$ 1,384,080 | \$ 1,363,768 |
| 248-17 | 216.219 | Special Class: S/P Ration 1:6:1 MD | \$ 256,777 | \$ 1,368,157 | \$ 1,111,380 |
| 249-17 | 250.499 | Staffing 1:6:1 w/CAEW BOCES | \$ 900 | \$ 358,088 | \$ 357,188 |
| 250-17 | 304.000 | Itinerant Teacher of Blind/Vis Impaired | \$ 10,280 | \$ 200,919 | \$ 190,639 |
| 251-17 | 305.000 | Itinerant Physical Therapy | \$ 19,322 | \$ 375,224 | \$ 355,902 |
| 252-17 | 307.000 | Itinerant English as a Second Language | \$ 4,558 | \$ 417,407 | \$ 412,849 |
| 253-17 | 313.000 | Itinerant Interpreter of the Deaf | \$ 13,740 | \$ 237,045 | \$ 223,305 |
| 254-17 | 324.000 | Itinerant Occupational Therapy | \$ 20,814 | \$ 612,626 | \$ 591,812 |
| 255-17 | 505.494 | Educational Comm. w/Monroe #1 | \$ 1 | \$ 2,048 | \$ 2,047 |
| 256-17 | 508.000 | Library Services/Media | \$ 3 | \$ 341,159 | \$ 341,156 |
| 257-17 | 558.693 | SIP w/TST BOCES | \$ 4,400 | \$ 28,702 | \$ 24,302 |

These decreases will be supported as follows:

| | | |
|--------|---------|---|
| 244-17 | 203.220 | Various Component Districts |
| 245-17 | 205.000 | Various Component Districts |
| 246-17 | 209.000 | Various Component Districts |
| 247-17 | 216.000 | Various Component Districts |
| 248-17 | 216.219 | Various Component Districts |
| 249-17 | 250.499 | Alfred-Almond: \$900 |
| 250-17 | 304.000 | Alfred-Almond: (\$8,668), Arkport: \$1,988, Bath: \$77, Horseheads: \$49, Spencer-Van Etten: \$31, Watkins Glen: (\$3,757) |
| 251-17 | 305.000 | Addison: \$996, Alfred-Almond: (\$38), Arkport: (\$1,088), Bradford: \$1,047, Campbell-Savona: (\$3,187), Canaseraga: (\$23), Canisteo-Greenwood: (\$1), Corning: (\$6), Elmira Heights: (\$25), Jasper-Troupsburg: (\$1,105), Odessa-Montour: (\$10,561), Waverly: (\$4,274), GV BOCES (Keshequa: (\$1,057)) |
| 252-17 | 307.000 | Arkport: (\$474), Bath: (\$456), Elmira: (\$638), Elmira Heights: \$2,729, Hornell: (\$748), |

| | | |
|--------|---------|--|
| | | Horseheads: (\$729), Odessa-Montour: (\$146), Spencer- Van Etten: (\$953), Watkins Glen: (\$456), Waverly: (\$2,687) |
| 253-17 | 313.000 | Elmira: (\$4,580), Hammondspport: (\$4,580), Horseheads: (\$4,580) |
| 254-17 | 324.000 | Addison: (\$3,088), Alfred-Almond: (\$2,634), Arkport: (\$935), Bradford: (\$1,882), Campbell-Savona: (\$2,135), Canaseraga: (\$525), Canisteo-Greenwood: (\$5,166), Corning: (\$3,633), Elmira Heights: (\$6,373), Horseheads: \$9,892, Odessa-Montour: (\$3,044), GV BOCES (Keshequa: (\$1,291)) |
| 255-17 | 505.494 | Canisteo-Greenwood: \$1 |
| 256-17 | 508.000 | Watkins Glen: \$3 |
| 257-17 | 558.693 | Spencer-Van Etten: \$4,400 |

4. Transfers within programs for 2016-2017.

a. Transfers in excess of \$10,000.

| <u>COSER</u> <u>NO.</u> | <u>PROGRAM</u> | <u>BUDGET CODE</u> | <u>TRANSFER</u> | <u>TRANSFER</u> |
|----------------------------|-----------------------------|--|-------------------|-------------------|
| | | | <u>IN</u> | <u>OUT</u> |
| 209 | Special Class: 1:8:1 | A-209-4235-200-6-00 Equipment | | \$ 12,216 |
| | | A-209-4235-816-0-00 Health Insurance | | \$ 43,736 |
| | | A-209-4235-204-6-00 Small Equipment | \$ 12,216 | |
| | | A-209-4235-150-0-00 Certified Salaries | \$ 43,736 | |
| | | Total | \$ 55,952 | \$ 55,952 |
| 512 | Computer Service: Instruct. | A-512-6360-400-0-18 Contract & Other | | \$ 158,004 |
| | | A-512-6360-204-0-18 Small Equipment | \$ 158,004 | |
| | | Total | \$ 158,004 | \$ 158,004 |
| 605 | Computer Service: Mgmt. | A-605-7710-200-8-01 Equipment | | \$ 80,136 |
| | | A-605-7710-200-8-20 Equipment | | \$ 13,612 |
| | | A-605-7710-400-L-07 Contract & Other | | \$ 14,109 |
| | | A-605-7710-200-B-09 Equipment | | \$ 11,705 |
| | | A-605-7710-160-2-00 N-I Salaries | | \$ 1,353 |
| | | A-605-7710-160-2-01 N-I Salaries | | \$ 416 |
| | | A-605-7710-166-2-09 N-I Temp | | \$ 325 |
| | | A-605-7710-456-2-09 Mileage Expense | | \$ 858 |
| | | A-605-7710-458-2-09 Staff Develop. | | \$ 2,000 |
| | | A-605-7710-813-2-09 NYS ERS | | \$ 2,000 |
| | | A-605-7710-816-2-09 Health Insurance | | \$ 7,950 |
| | | A-605-7710-160-3-00 N-I Salaries | | \$ 6,477 |
| | | A-605-7710-411-8-09 Telephone | | \$ 6,750 |
| | | A-605-7710-454-8-09 Photo Copying | | \$ 7,340 |
| | | A-605-7710-458-E-00 Staff Develop. | | \$ 2,000 |
| | | A-605-7710-458-O-00 Staff Develop. | | \$ 5,000 |
| | | A-605-7710-400-F-09 Contract & Other | | \$ 10,594 |
| | | A-605-7710-400-U-09 Contract & Other | | \$ 7,368 |
| | | A-605-7710-400-G-09 Contract & Other | | \$ 12,132 |
| | | A-605-7710-204-8-01 Small Equipment | \$ 6,928 | |
| | | A-605-7710-210-8-01 Large Equipment | \$ 8,526 | |
| | | A-605-7710-300-8-01 Supplies & Mat. | \$ 9,738 | |
| | | A-605-7710-400-8-01 Contract & Other | \$ 54,944 | |
| | | A-605-7710-204-8-20 Small Equipment | \$ 13,612 | |
| | | A-605-7710-150-L-07 Certified Salaries | \$ 13,095 | |
| | | A-605-7710-815-L-07 Social Security | \$ 1,002 | |
| | | A-605-7710-818-L-07 Unemploy. Ins. | \$ 12 | |
| | | A-605-7710-210-2-09 Large Equipment | \$ 33,084 | |
| | | A-605-7710-210-8-09 Large Equipment | \$ 31,684 | |
| | | A-605-7710-210-U-09 Large Equipment | \$ 19,500 | |
| | | Total | \$ 192,125 | \$ 192,125 |
| 612 | Business Office (CBO) | A-612-7017-816-0-09 Health Insurance | | \$ 11,298 |
| | | A-612-7017-821-0-09 Vision Insurance | \$ 282 | |
| | | A-612-7017-824-0-09 Dental Insurance | \$ 11,016 | |
| | | Total | \$ 11,298 | \$ 11,298 |

B. Federal Fund Establishments and Adjustments

1. Budget Increases for 2016-17:

- a. Southern Tier Scholars budget increased by \$3,750.00 from \$17,975.50 to \$21,725.50. Revenue for this program comes from donations.
- b. Summer of Innovation Funding budget increased by \$4,000.00 from \$500.06 to \$4,500.06. Revenue for this program comes from the Anderson Foundation, Inc.

2. Budget Establishments for 2017-18:

- a. Extended School Year (ESY) budget established in the amount of \$1,859,038 for the period July 1, 2017 through June 30, 2018. Revenues for this program come from component school districts requesting the service in Federal Fund.
- b. The Adult and Continuing Education budget established in the amount of \$2,374,316 for the period July 1, 2017 through June 30, 2018.

C. Purchasing

1. Award of cooperative bid for the purchase of Custodial Supplies for Addison, Bradford, Canisteo-Greenwood, Hammondsport, Jasper-Troupsburg, Odessa-Montour and Prattsburgh school districts based on the lowest bid meeting specifications as attached.

Bids were opened April 13, 2017 at 2:00 pm and the following bids were received:

a) Custodial Supplies

1. Central Poly Corp., 2400 Bedle Place, Linden, NJ 07036
2. Hillyard, 125 Rawson Rd., Victor, NY 14564
3. Interboro Packaging, 114 Bracken Rd., Montgomery, NY 12549
4. L.J.C. Janitorial Distributors, 1626 Cedar Ave., Scranton, PA 18505
5. Sanico, Inc., P.O. Box 2037, Binghamton, NY 13902
6. Unipak Corp., P.O. Box 30027, Brooklyn, NY 11230
7. Vasco Brands, Inc., 511 Budd Street, Elmira, NY 14904
8. W.B. Mason, 1200 State Fair Blvd., Syracuse, NY 13209

2. Award of cooperative bid for the purchase of Health Supplies for Addison, Bradford, Canaseraga, Canisteo-Greenwood, Hammondsport, Jasper-Troupsburg, Odessa-Montour and Prattsburgh school districts based on the lowest bid meeting specifications as attached.

Bids were opened April 13, 2017 at 2:00 PM and the following bids were received:

a) Health Supplies

1. Everything Medical LLC, P.O. Box 33958, Las Vegas, NV 89133

2. Medco Supply Co., 500 Fillmore Avenue, Tonawanda, NY 14150
 3. Moore Medical LLC, 1690 New Britain Ave., Farmington, CT 06032
 4. School Health Corp., 865 Muirfield Drive, Hanover Park, IL 60133
3. Approval of Resolution, as attached, to participate in cooperative bidding for the purchase of equipment, supplies and contract items with Delaware-Chenango-Madison-Otsego BOCES (DCMO BOCES) for the 2017-2018 Fiscal year.
 4. Approval of Resolution, as attached, for the Installment Purchase Agreement for Computers, Laptops, Laptop Carts and Printers in the amount of \$400,000 for the Corning-Painted Post Area School District.
 5. Approval of Resolution, as attached, to participate in cooperative bidding with Eastern-Suffolk BOCES for generally needed services and standardized supply and equipment.
 6. Approval of Resolution, as attached, to participate with other BOCES in an agreement negotiated by Erie 1 BOCES for software/learning packages and licensing.
 7. Approval of Resolution, as attached, to participate in cooperative bidding for the purchase of computers and related supplies, software and maintenance with Onondaga-Cortland-Madison BOCES (OCM BOCES) for the 2017-2018 fiscal year.

D. Lease with Corning Community College for STEM Academy

1. Approval of lease agreement, effective July 1, 2017-June 30, 2018, with Corning Community College for the Goff Road Facility for the Greater Southern Tier STEM Academy (P-TECH).

E. Acceptance of Donations

1. \$2,000.00 for Southern Tier Scholars from Hunt Engineers, Architects and Land Surveyors, P.C., Airport Corporate Park, 100 Hunt Center, Horseheads, NY 14845.
2. \$500.00 for Southern Tier Scholars from Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP, 520 Columbia Drive, Suite 204, Johnson City, NY 13790.
3. \$250.00 for Southern Tier Scholars from Buffamante Whipple Buttafaro, P.C., 130 South Union Street, Suite 200, Olean, NY 14760.
4. \$1,000.00 for Southern Tier Scholars from Lawley Service Inc., 361 Delaware Avenue, Buffalo, NY 14202.
5. \$100.00 for Hall of Fame Banquet from Orthodontic Associates of the Southern Tier, P.C., 440 East Water Street, Elmira, NY 14901.
6. \$200.00 for Hall of Fame Banquet from Simmons Rockwell, 1160 County Route 66, Hornell, NY 14843.

7. \$50.00 for Hall of Fame Banquet from Fox Auto Group, 150 Robert Dann Drive, Painted Post, NY 14870.
8. \$100.00 for Hall of Fame Banquet from Tobeyco Manufacturing, Inc., 165 Cedar Street, Corning, NY 14830.
9. \$100.00 for Hall of Fame Banquet from Cameron Manufacturing, P.O. Box 478, Horseheads, NY 14845.
10. \$250.00 for Hall of Fame Banquet from Hilliard Corporation, 100 West Fourth Street, Elmira, NY 14901.

F. Funding of Retirement Contribution Reserve Fund

1. RESOLVED, that there shall be placed in the Retirement Contribution Reserve Fund the sum of \$38,000 which is comprised of an overaccrual in the ERS account.

G. 2016-2017 Internal Audit Report

1. Acceptance of the 2016-2017 Internal Audit Risk Assessment Update Report, as attached, and approval of the selection of credit cards and gas credit cards as the focus area for the 2016-2017 Internal Audit as recommended by the Audit Committee.

CARRIED UNANIMOUSLY

6. PERSONNEL

17-114

Upon the recommendation of the Superintendent, and on the motion of Learn, seconded by Scott, it is resolved that the following personnel actions are hereby taken:

A. Retirements

1. Marilyn Foreman

| | |
|---------------|---------------------|
| Position: | Teacher Aide |
| Effective: | June 30, 2017 |
| Date of Hire: | October 6, 1987 |

2. Susan Dorrance

| | |
|---------------|-----------------------------------|
| Position: | Teacher, Special Education |
| Effective: | June 29, 2017 |
| Date of Hire: | June 1, 1987 |

3. Cathy Pelchar

| | |
|---------------|-----------------------------|
| Position: | School Social Worker |
| Effective: | end of day June 23, 2017 |
| Date of Hire: | September 1, 1997 |

4. Mary Pirozzolo

| | |
|---------------|-----------------------------|
| Position: | School Social Worker |
| Effective: | end of day June 23, 2017 |
| Date of Hire: | September 1, 1996 |

B. Resignations

- 1. Vicki Irvine**
Position: **Teacher Aide**
Effective: end of day May 15, 2017
Date of Hire: April 17, 2017
Reason: other employment
- 2. Timothy Reed**
Position: **Cleaner**
Effective: end of day May 29, 2017
Date of Hire: December 28, 2015
Reason: other employment
- 3. Melissa Mendolera**
Position: **School Business Administrator, CBO**
Effective: end of day June 9, 2017
Date of Hire: July 13, 2015
Reason: other employment
- 4. Susan Wells**
Position: **Teacher Aide**
Effective: end of day June 23, 2017
Date of Hire: February 3, 2014
Reason: for the purpose of retirement, without BOCES benefits
- 5. Michelle Fitzsimmons**
Position: **Staff Development Coordinator**
Effective: June 30, 2017
Date of Hire: July 18, 2011
Reason: for the purpose of retirement, without BOCES benefits
- 6. Christine McGinnis**
Position: **Staff Development Coordinator**
Effective: end of day June 30, 2017
Date of Hire: September 6, 2005
Reason: personal reasons
- 7. Amy Powers**
Position: **Teacher, Art**
Effective: June 30, 2017
Date of Hire: September 4, 2012
Reason: other employment
- 8. Michelle Schaut**
Position: **Instructional Support Teacher**
Effective: June 30, 2017
Date of Hire: September 3, 2013
Reason: personal reasons
- 9. Marilyn Phillips**
Position: **Administrative Assistant**
Effective: end of day June 30, 2017
Date of Hire: July 3, 2012
Reason: GST BOCES retiree, working part-time

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

1. Kelli Edwards

Position: **Computer Applications Specialist**, full-time (1.0 FTE), 12 month position, Civil Service Competitive, **Promotional, Probationary** appointment
Effective: May 3, 2017
Probationary Period: May 3, 2017 through July 26, 2017
Civil Service List #: 18685
Salary: \$26.43 per hour (grade 13, step 14 + longevity)

D. Extension of Civil Service Probationary Appointment

1. Joshua Marsh

Position: **Network Technology Specialist**
Probationary End
Extended: from July 5, 2017 to **July 5, 2018**
Reason: performance concerns

E. Reclassification of Civil Service Position, to an Exempt Class status with Probationary Period

1. Kathleen Taylor

Position: **Executive Assistant to the District Superintendent**, full-time (1.0 FTE), 12 month position, **Exempt Civil Service, Probationary** appointment
Effective: April 18, 2017
Location: Coopers Education Center
Education: High School Diploma, Hammondspport CSD
Probationary Period: April 18, 2017 through April 17, 2018
Experience: 19 years' related experience
Salary: no change in salary

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

1. Nicholas Hart

Position: **Teacher Aide**
Permanent Date: June 8, 2017

2. Rexford Taft

Position: **Working Foreperson**
Permanent Date: June 13, 2017

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

1. Richard Perkins

Position: **Principal**
Tenure Area: **Principal**
Effective Date of Tenure: July 1, 2017
Certification Status: Permanent, School Administrator/Supervisor, February 1, 2009

2. Laurie Crooker

Position: **Teacher**
Tenure Area: **Coordinator of Work-Based Learning Programs**
Effective Date of Tenure: July 1, 2017
Certification Status: Initial Extension, Coordinator of Work-Based Learning Programs for Career Awareness Extension, February 5, 2014 through August 31, 2019

H. Abolishment of Positions

- 1. Offset Press Operator**, one full-time (1.0 FTE), 12 month position, effective end of day June 9, 2017, due to the reconfiguration of duties within the department.
- 2. Executive Director of Career and Technical Education and Technical Curriculum Coordinator**, one full-time (1.0 FTE), 12 month position, effective end of day June 30, 2017, due to a retirement and the reconfiguration of duties within the BOCES organization.

I. Creation of Position

- 1. Director of Career and Technical Education**, one full-time (1.0 FTE), 12 month position, effective July 1, 2017, due to a retirement and the reconfiguration of duties within the BOCES organization.

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

1. Jennifer Graham

Position: **School Social Worker**, full-time (1.0 FTE), 10 month, school calendar position, **Probationary** appointment
Effective: April 11, 2017
Location: Corning-Painted Post CSD
Tenure Area: School Social Worker
Certification: Provisional, School Social Worker, April 11, 2017 through August 31, 2022
Probationary Period: April 11, 2017 through April 10, 2021*
Salary: \$46,219.00 per year, prorated (step 2 + Credit Hour Stipend + Degree Stipend + Special Education Stipend)

K. Layoff

1. Joann Brewster

Position: **Offset Press Operator**
Effective: end of day June 9, 2017
Date of Hire: May 28, 2015
Reason: due to the reconfiguration of duties within the department

L. Appointments

1. Marjorie Johnson

Position: **Senior Account Clerk**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Probationary** appointment, Civil Service List # 61441
Effective: June 1, 2017
Location: Central Business Office, Bush Education Center
Education: Master of Science, Literacy, Elmira College

Probationary Period: June 1, 2017 through May 31, 2018
Experience: 2 years with GST BOCES, Account Clerk
Salary: \$15.83 per hour (grade 9, step 2)
Reason for Appt: due to a resignation

2. Joshua Fitzpatrick

Position: **Cleaner**, full-time (1.0 FTE), 12 month position, Labor Class Civil Service, **Probationary** appointment
Effective: June 5, 2017
Location: Bush Education Center
Education: High School Diploma, Odessa-Montour CSD
Probationary Period: June 5, 2017 through June 4, 2018
Experience: substituting
Salary: \$13.44 per hour (grade 1, step 1)
Reason for Appt: due to a resignation

3. Matthew Mayo

Position: **Building Maintenance Mechanic**, full-time (1.0 FTE), 12 month position, Non-Competitive Civil Service, **Probationary** appointment
Effective: June 5, 2017
Location: Bush Education Center
Education: High School Diploma, Watkins Glen CSD
Probationary Period: June 5, 2017 through June 4, 2018
Experience: 8 years' related experience
Salary: \$17.06 per hour (grade 12, step 3)
Reason for Appt: due to a retirement

4. Rebecca West

Position: **Education Grant Specialist**, full-time (1.0 FTE), 12 month position, Competitive Civil Service, **Provisional** appointment, pending Civil Service Exam
Effective: June 8, 2017
Location: Booth School, Elmira
Education: Master of Arts, Psychology, SUNY Binghamton
Experience: 10 years' related experience
Salary: \$43,000 per year, prorated
Reason for Appt: due to a retirement

5. Matthew Talada

Position: **Director of Career and Technical Education**, full-time (1.0 FTE), 12 month position, **Probationary** appointment
Effective: July 1, 2017
Location: Bush Education Center
Education: Certificate of Advanced Studies, Educational Administration, SUNY Brockport
Tenure Area: Director of Career and Technical Education
Certification: Professional, School District Leader, July 23, 2014
Probationary Period: July 1, 2017 through June 30, 2021*
Experience: 5 years' Assistant Principal with GST BOCES
Salary: \$95,000.00 per year
Reason for Appt: due to a retirement

M. Annual Stipend

1. **SkillsUSA Advisor**, effective September 6, 2016 through June 23, 2017, Stipend of \$1,268.00

a. Coopers Education Center

1. Jody Andrus

*“To the extent required by the applicable provisions of Education Law section 3014, in order to be granted tenure, the classroom teacher or principal shall have received composite or overall annual professional performance review ratings pursuant to Education Law section 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the classroom teacher or principal receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time.”

N. Report of Temporary and Substitute Personnel, as attached

CARRIED UNANIMOUSLY

7. PROGRAM

Field Trips

17-115

Upon the recommendation of the Superintendent, and on the motion of Lemmon, seconded by Bulkley, it is resolved to approve the following program items:

A. Field trip for Bush, Coopers, and Wildwood Education Centers, Various CTE Programs, as attached.

B. Field trip for Elsmere/Broad Horizons, as attached.

CARRIED UNANIMOUSLY

8. OTHER BUSINESS

17-116

Upon the motion of Apgar, seconded by Bulkley, it is resolved to accept the following, with regret:

A. Resignation of Gloria Moss as Board Member of the Schuyler-Steuben-Chemung-Tioga-Allegany BOCES, effective June 30, 2017
Board Member Term of Service: July 1, 1984 through June 30, 2017 (33 years)

CARRIED UNANIMOUSLY

9. BOARD PRESIDENT'S REPORT

A. Discussion of Board Member Vacancy

Board President Keddell explained that Gloria's resignation creates a vacancy on the Board which may be filled by appointment or left vacant. District Superintendent Frame contacted Superintendent Mary Beth Fiore and asked if anyone from Elmira Heights would be willing to fill this vacancy for the remainder of Gloria's term. There does not seem to be interest from Elmira Heights. Board Member Bulkley likes the idea of appointing someone from the western region of the GST BOCES area. Don agreed and asked Jim to reach out to the western districts to canvas for interest.

Board President Keddell discussed Board development and evaluation. NYSSBA has a self-evaluation model that he encouraged everyone to review for discussion at the July meeting. Jim stated that he would send the link/copies.

B. Preferred Educational Future

Sarah Vakkas reported that the P-Tech Steering Committee met today to discuss incoming students. Thirty-five students will be entering the second cohort and 37 will be returning for their second year. Half-time positions will become full-time, for a total of 7.5 positions. A full-time school counselor, part-time social worker and full-time teaching assistant are needed. Data on this year's performance will be shared with the Board after review. Preliminary data shows that at the beginning of the school year, 63% of students were academically disadvantaged in 8th grade and by the third marking period, only 3% fell into this category. Bath, Bradford, and Canisteo-Greenwood are new districts entering the program next school year. Elmira Heights will not be sending new students.

10. SUPERINTENDENT'S REPORT

- SED is revising the CoSer guidelines for Regional Information Center services. District Superintendent Frame recognized Steve Manning for our Computer Services delivery method, which is one of the models for services under the revised guidelines.
- A new Community Schools CoSer is being drafted that could expand work with community service agencies.
- The CTE certification changes were presented to the Regents in May and are in the 45-day waiting period. Jim has heard positive feedback.
- Jim and Sarah will be going to Binghamton to host an ESSA forum where the Commissioner will be in attendance to obtain regional feedback.
- Year-end celebrations are in full swing. There is a lot of work in putting together these events and staff really step up to the challenge of planning and organizing.

EXECUTIVE SESSION

17-117

Upon the motion of Scott, seconded by Everett, it was resolved to move to Executive Session at 6:22 p.m. to discuss one employment matter concerning a particular person.

CARRIED UNANIMOUSLY

OPEN SESSION

17-118

Upon the motion of Apgar, seconded by Wheeler, it was resolved to move to Open Session at 6:24 p.m.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

17-119

Upon the motion Dlugos, seconded by Wheeler, it was resolved to adjourn the meeting at 6:25 p.m.

CARRIED UNANIMOUSLY

Respectfully Submitted,

ket
June 9, 2017

Kathleen E. Taylor
Board Clerk
