Board of Education

Frank W. Cyr Center, 159 W. Main St., Stamford, NY 12167
607-652-1209 • FAX 607-652-1215

OTSEGO NORTHERN CATSKILLS
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

BOARD ADDENDA

Tuesday, November 16, 2010
12:30 p.m. - Conference Room

Frank W. Cyr Center
Stamford, New York 12167

The Mission of the Otsego Northern Catskills BOCES is:

To provide leadership and support systems through teamwork with the component districts to enhance student outcomes and lifelong learning.

Adopted: May 20, 1991

I. OPENING OF MEETING

A. ROLL CALL & QUORUM CHECK

B. PLEDGE OF ALLEGIANCE

C. CALL TO ORDER

D. ADDITIONS TO AGENDA

E. APPROVAL OF MINUTES - Attachment #1

F. APPROVAL OF MONTHLY REPORTS - Attachment #2

G. APPROVAL OF BUDGETARY TRANSFERS - Attachment #3

H. EXAMINATION OF WARRANTS

I. CLAIMS AUDITOR REPORT - Attachment #4 *(will not be available until the Addenda)*

J. PUBLIC COMMENTS

II. REPORTS

A. DISTRICT SUPERINTENDENT REPORT

- School Board Recognition Week
- Board of Education Strategic Plan
- Race to the Top (RTTT)
- Board Forum/Legislative Dinner - December 6

B. ASSISTANT SUPERINTENDENT FOR MANAGEMENT SERVICES REPORT

- Presentation: LIPS Program - Nancy Forstbauer, Speech Language Pathologist for Itinerant and Related Services
- Rental Agreements
- Herkimer CBO
- Budget Development
- 2011/2012 Budget Assumptions

C. DIRECTORS' REPORT

- Joe Booan
  - Agriculture Production & Science Program Update
- Louise Leonard
  - Enrollment Updates & LIPS Program
- Darlene Westinghouse
  - Staff Development Catalog
  - Hiring Updates
  - Beginning Policies & Procedures for online learning and Moodle
  - STEM

III. NEW BUSINESS

A. PERSONNEL - Attachment #5

B. APPROVAL OF CONSULTANT – BARBARA HAVLIK

Whereas, the Otsego Northern Catskills BOCES - School Library System is mandated to provide school librarians in component school districts with staff development and desires to employ a consultant for the purpose of presenting at the SLS Liaison Meeting scheduled for December 2, 2010 and

Whereas, Barbara Havlik, Cooperstown, NY has agreed to provide services as a presenter as requested by ONC BOCES, and has requested compensation in the amount of $400.00 for this service, agreeing to the terms and conditions of the consultant agreement,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the consultants and amounts set forth above.

C. APPROVAL OF CONSULTANT – KELLY ANN BUTLER

Whereas, the Otsego Northern Catskills BOCES Northern Catskills Occupational Center will be providing occasional driver physicals to their staff and desires to employ a consultant for the purpose of providing physical examinations to the ONC BOCES Northern Catskills Occupational Center for the period of November 16, 2010 – June 24, 2011, and

Whereas, Kelly Ann Butler, Family Nurse Practitioner, PLLC, Oneonta, NY has agreed to provide services as a Nurse Practitioner as requested by ONC BOCES, and has requested compensation in the amount of $65 per person, agreeing to the terms and conditions of the consultant agreement,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the consultant and amount set forth above.

D. RESOLUTION FOR ACCEPTANCE OF DONATIONS/GIFTS - OAOC

Whereas, the ONC BOCES Otsego Area Occupational Center received a donation of twenty-two (22) hens and two (2) roosters from Ms. Virginia Gore, 4127 Elk Creek Road, Delhi, NY 13753 to be used for instructional purposes in the Agriculture Production & Science Program with an estimated value of $2.00 each for a total estimated value of $48.

Whereas, the ONC BOCES Otsego Area Occupational Center received a donation of a Jersey Steer, approximately 250 lbs. with an estimated value of $250, and a Lineback X Normandy Cross Steer, 200 lbs. with an estimated value of $200 from Ms. Siobhan Griffin, 2454 Cty. Hwy 35, Schenevus, NY 12155 to be used for instructional purposes in the Agriculture Production & Science Program.

Whereas, the ONC BOCES Otsego Area Occupational Center received a donation of two (2) Jersey Steers, approximately 150 lbs. each from Mr. Richard Sackett, 260 Irish Hill Road, Delhi, NY 13753 to be used for instructional purposes in the Agriculture Production & Science Program with an estimated value for both of $300.00.

Be it resolved, the Otsego Northern Catskills Board of Education does hereby accept the above donations on behalf of the students attending the Otsego Area Occupational Center.

E. RESOLUTION TO DECLARE SURPLUS EQUIPMENT

Whereas, the Otsego Northern Catskills BOCES does not wish to retain the following equipment or components as it is obsolete, no longer functional or operational,

Resolved, that the Otsego Northern Catskills BOCES Board of Education declares the following equipment as surplus in accordance with Board Policy #6900 and will be disposed of accordingly.

ONC BOCES

Fox Hospital Acute Care Program:

Inventory Tag #	Description
9838	COMPUTER
9839	COMPUTER
11227	DELL OPTIPLEX GX620 C4RQ8C1
11228	BLTTBC1

GED Program:

Inventory Tag #	Description
9781	COMPUTER
9783	COMPUTER
9784	COMPUTER
9785	COMPUTER
7356	WORKSTATION PIII DELL GX110 733 MHZ H8NG301 W/ ZIP DRIVE
7357	WORKSTATION PIII DELL GX110 733 MHZ 98NG301 W/ ZIP DRIVE
7358	WORKSTATION PIII DELL GX110 733 MHZ 79NG301 W/ ZIP DRIVE
7359	WORKSTATION PIII DELL GX110 733 MHZ 19NG301 W/ ZIP DRIVE
7360	WORKSTATION PIII DELL GX110 733 MHZ 99NG301 W/ ZIP DRIVE
7361	WORKSTATION PIII DELL GX110 733 MHZ C8NG301 W/ ZIP DRIVE
7362	WORKSTATION PIII DELL GX110 733 MHZ 78NG301 W/ ZIP DRIVE
7363	WORKSTATION PIII DELL GX110 733 MHZ F8NG301 W/ ZIP DRIVE
7364	WORKSTATION PIII DELL GX110 733 MHZ 49NG301 W/ ZIP DRIVE
7365	WORKSTATION PIII DELL GX110 733 MHZ 38NG301 W/ ZIP DRIVE

7366	WORKSTATION PIII DELL GX110 733 MHZ 58NG301 W/ ZIP DRIVE

F. PUBLIC COMMENTS

G. INFORMATION ITEMS

IV. ADJOURNMENT

/ef
11/15/10
Attachments

Otsego Northern Catskills BOCES
CLAIMS AUDITOR REPORT

Audit Log: **October 1 - October 31, 2010**

AE - Adult Education
BO - Business Office
CASEBP - Catskill Area Schools Employee Benefit Plan
CASSC - Catskill Area Schools Study Council
CROP - Creating Rural Opportunities Program
DS - District Superintendent
HR - Human Resources
INSTR - Instruction & Curriculum
IP - Innovative Programs
IS - Itinerant Services
ISS - Instructional Support Services
LR - Labor Relations
ML - Media Library
MS - Management Services
NCOC - Northern Catskills Occup Center
OAOC - Otsego Area Occup Center
SETRC - SETRC
SBO - Shared Business Office
SLS - School Library System
SR - Safety Risk Management

Warrant #	Warrant Date	Check # Sequence	Fund	Audit Date	Check #	CA Findings
46	10/5/2010	76563-76627	A	10/4/2010		***5 Claims Returned***
					76568	NCOC-Service prior to PO
					76583	BO-One invoice missed (add as new payment)
					76601	SBO-Service prior to PO
					76608	NCOC-Invoice prior to PO
					76611	OAOC-Late submission of invoice to BO
47	10/12/2010	76628-76683	A	10/11/2010		***5 Claims Returned***
					76630	BO-Incorrect amount entered **VOID**
					76634	HR-Service prior to PO
					76637	SR-Invoice prior to PO
					76646	BO-One invoice missed
					76665	BO-Incorrect amount entered **VOID**
50	10/19/2010	16697-16728	F	10/18/2010		***1 Claim Returned***
					16717	BO-Incorrect vendor name
53	10/19/2010	76684-76782	A	10/18/2010		***10 Claims Returned***
					76703	SLS-Late submission of invoice to BO
					76705	BO-Incorrect vendor name
					76709	BO-Incorrect amount entered **VOID**
					76711	BO-Duplicate travel payment **VOID**
					76717	BO-Incorrect remit address
					76750	BO-Incorrect remit address
					76752	BO-Incorrect amount entered **VOID**
					76779	BO-Incorrect amount entered
					76782	BO-Incorrect remit address
57	10/26/2010	76783-76883	A	10/25/2010		***3 Claims Returned***

ATTACHMENT # 4

Otsego Northern Catskills BOCES
CLAIMS AUDITOR REPORT

Audit Log: **October 1 - October 31, 2010**

AE - Adult Education
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CASEBP - Catskill Area Schools Employee Benefit Plan
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ML - Media Library
MS - Management Services
NCOC - Northern Catskills Occup Center
OAOC - Otsego Area Occup Center
SETRC - SETRC
SBO - Shared Business Office
SLS - School Library System
SR - Safety Risk Management

Warrant #	Warrant Date	Check # Sequence	Fund	Audit Date	Check #	CA Findings
					76850	BO-Tax included in payment **VOID**
					76859	OA
					76863	ISS-Late submission of invoice to BO

ATTACHMENT# 5

HUMAN RESOURCES ATTACHMENT
BOCES BOARD ADDENDA
NOVEMBER 16, 2010

RESOLVED, that the Board of Cooperative Education, upon the recommendation of the District Superintendent does hereby approve the following:

UNCLASSIFIED APPOINTMENTS

Name	Dept	Position	Appt.	Effective	Salary	Tenure Area	Cert.
Maria Schwarzkopf	IP	Licensed Teaching Assistant	3-Year Probationary	11/17/2010-11/16/2013	$12,657 prorated	Special Subject: Licensed Teaching Assistant	Pnd.
Eleanor Moriarty	Itin.	Long-Term, Substitute, School Counselor	Temporary, filling LOA, as-needed	11/15/2010-12/31/2010	$220.00/day	N/A	Perm.
Julia Baxter	Itin.	Long-Term, Substitute, School Counselor	Temporary, filling LOA, as-needed	11/15/2010-12/31/2010	$220.00/day	N/A	Perm.
Anne Cannon	***IP***	***Long-Term, Substitute, Special Education***	***Temporary, filling LOA, as-needed***	***11/10/2010-1/31/2011***	***$95.00/day***	***N/A***	***Perm.***

Note: Employment contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project SAVE.

SUBSTITUTE APPOINTMENTS

Name	Position	Appt.	Salary	Effective
Melissa Albanese	Substitute	Temp.	As per board policy	11/17/2010-8/31/2011
Robert Anderson	Substitute	Temp.	As per board policy	11/17/2010-8/31/2011
Jessica Traurig	Substitute	Temp.	As per board policy	11/17/2010-8/31/2011
Thomas Blaske	Substitute	Temp.	As per board policy	11/17/2010-8/31/2011

CIVIL SERVICE APPOINTMENTS

Name	Dept	Position	Type of Appt.	Salary	Effective
Shannon Schellig	Itin.	Substitute Occupational Therapist	Per-diem, temporary, filling LOA	$175.38/day	12/15/2010-4/15/2011

MISCELLANEOUS APPOINTMENTS

Name	Appt.	Position	Effective	Compensation
Linda Dallara	Casual Employee Consultant	Workshop Instructor for SAT Preparation I	1/22/2011-3/5/2011	$500.00/per course
James Dallara	Casual Employee Consultant	Workshop Instructor for SAT Preparation I	1/22/2011-3/5/2011	$500.00/per course
Jessica Cole	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*
Lacey Cornell	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*
Ashley LaRose	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*
Jennifer Hunter	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*
Nichole Lindsley	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*
Jaclyn Boop	*Casual Employee Consultant*	*Work Study Peer Tutoring Program*	*11/17/2010-6/30/2011*	*$10.00/hr. As needed.*

Note: Employment contingent upon clearance from the State Education Department to comply with the fingerprinting provisions of Project SAVE.

2010-2011 ANNUAL CLUB ADVISOR APPOINTMENTS

Name	Position	Effective	Stipend
Doug Anderson	*Student Leadership Club Advisor - NCOC (Shared position)*	*9/1/2010-6/30/2011*	*$250.00*
Robert Schlobohm	*Student Leadership Club Advisor - NCOC (Shared position)*	*9/1/2010-6/30/2011*	*$250.00*
Valerie Charpentier	*Skills USA Advisor - NCOC (Shared position)*	*9/1/2010-6/30/2011*	*$250.00*
Nicole Schmidt	*Skills USA Advisor - NCOC (Shared position)*	*9/1/2010-6/30/2011*	*$250.00*

LEAVE OF ABSENCES

Name	Position	Type of Leave	Effective
Kathy DeJong	*School Social Worker*	*Medical with pay*	*10/21/2010-approx. 12/31/2010*