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

Wednesday, March 2, 2011
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

J. PUBLIC COMMENTS

- John Janiszewski, Agricultural Production & Science, and Joe Roberts, Natural Resources - OAOC

II. REPORTS

A. DISTRICT SUPERINTENDENT REPORT

- Strategic Plan Review
- NYSCOSS Mid-Winter Update
- Regent Tallon/Commissioner Steiner Visit Report
- Edmeston Superintendent Search
- Dialog with Component Superintendents

B. DEPUTY SUPERINTENDENT REPORT

- State Budget Update
- Lobby Day Report
- Deputy Central Treasurer Appointment
- New Bank Accounts Authorization
- Internal Auditor Reporting
- RFP Updates
- Capital Project Update - Boilers
- 2011-2012 Administrative & Capital Budget Review and Adoption
- Administrative Budget Presentation Schedule
  - March 7, 2011 at 7 p.m. - OAOC
  - March 8, 2011 at 7 p.m. - NCOC

C. DIRECTORS' REPORT

- **Joe Booan, Director, Curriculum & Instruction**

- **Louise Leonard, Director, Innovative Programs**

- **Darlene Westinghouse, Director, Instructional Support Services**
  - RUS Grant
  - Visits with Districts on RTTT

III. NEW BUSINESS

A. PERSONNEL - Attachment #5

B. RESOLUTION TO APPROVE 2010-11 TRANSPORTATION CONTRACT-NCOC/OAOC

Whereas, the Otsego Northern Catskills BOCES Occupational Centers desire to provide transportation for students enrolled in the Cosmetology and Health Occupations & New Visions classes, and

Whereas, Oneonta Bus Lines of Oneonta, NY has agreed to provide transportation to the International Beauty Show in New York City, NY under The State Education Department, Transportation Unit contract TC for the 2010-11 School Year, effective March 8, 2011 through March 8, 2011 at the lump sum of $1,500, and

Whereas, Oneonta Bus Lines of Oneonta, NY has agreed to provide transportation to the Bodies Exhibit in New York City, NY under The State Education Department, Transportation Unit contract TC for the 2010-11 School Year, effective March 25, 2011 through March 25, 2011 at the lump sum of $1,576, and

Whereas, Oneonta Bus Lines has agreed to adhere to provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law for the purpose of providing transportation for the period of March 8, 2011 through March 25, 2011,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the transportation contract for the rate and terms shown above.

C. AMENDED AGREEMENT WITH EASTERN COPY PRODUCTS

Whereas, the Otsego Northern Catskills BOCES Administration and Shared Business Office desire to modify our current copier equipment agreement and,

Whereas, the new agreement has been quoted at a lower rate of $1,029/month for 24 months for the administrative copier lease (remaining period of a 48-month lease);

Be it resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the amendment to the lease for copier equipment from Eastern Copy Products, Vestal, NY for the three copiers.

D. PERMISSION TO REMOVE APPROVAL OF CONSULTANT (KATHLEEN BAXTER) FROM THE TABLE

This consultant was tabled at the January 19, 2011 Board meeting pending further information.

E. APPROVAL OF CONSULTANT – KATHLEEN BAXTER

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 NonFiction Booktalks Workshop scheduled for May 19, 2011 and

Whereas, Kathleen Baxter, Minneapolis, MN has agreed to provide services as a presenter as requested by ONC BOCES, and has requested compensation in the amount of $1,500.00 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 consultant and amount set forth above.

F. APPROVAL OF CONSULTANT – WILLIAM H. NEWMAN

Whereas, the Otsego Northern Catskills BOCES – Safety Risk Management Office will be providing various component school districts and occupational center employees with a workshop in reference to the recommendations and regulations of Arc Flash Hazards. They have a consultant who will be presenting the "NFPA 70E Electrical Safe Work Practices" workshop scheduled for February 22, 2011 and

Whereas, William H. Newman of Matco Electric Corporation, Vestal, NY has agreed to provide services as a presenter as requested by ONC BOCES, and has requested no compensation 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 consultant and amount set forth above.

G. APPROVAL OF MAINTENANCE SERVICE AGREEMENT – SESIS

Whereas, the Otsego Northern Catskills BOCES Special Education School Improvement Specialist (SESIS) Office desires to contract with Eastern Copy Products, Vestal, NY for a maintenance service agreement for the 2010-2011 school year, and

Whereas, Eastern Copy Products, Vestal, NY has agreed to provide a maintenance service agreement for the 2010-2011 school year for $480, agreeing to the terms and conditions of the agreement,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the maintenance service agreement for the rates and terms shown above.

H. RESOLUTION TO APPROVE SERVICE PROVIDERS CONTRACT – ITINERANT SERVICES

Whereas, the Otsego Northern Catskills BOCES Itinerant Services Department desires to contract with the following business to provide services to preschool children with disabilities pursuant to Section 4410 of the New York State Education Law, and

Whereas, Schoharie County Department of Health, Schoharie, NY has agreed to contract with ONC BOCES Itinerant Services Department for services to preschool children with disabilities effective January 1, 2011 through December 31, 2011. Individual rates will vary dependent on ONC BOCES services from $102-$186/hour for the 2010-11 school year as outlined in the agreement, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the contract at the rate and terms shown above.

I. APPROVAL OF MEMORANDUM OF AGREEMENT – CATSKILL HUDSON AREA HEALTH EDUCATION CENTER (AHEC) GRANT

Whereas, the Otsego Northern Catskills BOCES desires to continue a long-standing collaboration with the Catskill Hudson Area Health Education Center (AHEC) who will provide grant funding toward Board Certification fees for underprivileged ONC BOCES LPN Students through the LPN Education Assistance Program for the 2010-2011 school year, and

Whereas, Catskill Hudson Area Health Education Center (AHEC), Highland, NY has agreed to provide grant funding in the amount of $500 for the 2010-2011 school year, agreeing to the terms and conditions of the agreement,

Resolved, the Otsego Northern Catskills BOCES Board of Education has approved that James Gray is the authorized representative as President of the Board of Education and is hereby authorized and directed to sign a Memorandum of Agreement with the Catskill Hudson Area Health Education Center (AHEC) to receive the grant in the amount of $500 to ensure that activities and programs funded by said grant are carried out in accordance with grant requirements.

J. RESOLUTION TO APPROVE CONTENT LICENSE AND SERVICE AGREEMENT – AVENTA LEARNING

Whereas, the Otsego Northern Catskills BOCES Online Learning Department desires to contract with the following business for a subscription license to provide online courses to students in our component districts, and

Whereas, KC Distance Learning LLC d/b/a Aventa Learning, Herndon, VA has agreed to provide a subscription content license and services agreement with the ONC BOCES Online Learning Department for students in our component districts who participate in the Online Learning CoSer, effective January 5, 2011 through January 4, 2012. Rates will vary dependent on student enrollment with credit recovery online courses at a fee of $1,900 per block of 10 concurrent annual user seats or per enrollment rates for AP Online courses at a fee of $94.05 per course seat for content only or $312.55 per course seat for content, hosting and instruction. Standard course offerings are available at a fee of $84.55 per course seat for content only or $284.05 per course seat for content, hosting and instruction.

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the service agreement at the rate and terms shown above.

K. APPROVAL OF DEPUTY CENTRAL TREASURER APPOINTMENT FOR NCOC & OAOC FOR 2010-2011

Whereas, the Northern Catskills Occupational Center and the Otsego Area Occupational Center desire to appoint a Deputy Central Treasurer for the occupational centers for the 2010-11 school year, and

Whereas, Patricia Winsor has been identified and approved by the CTE Director to be appointed as Deputy Central Treasurer for 2010-11, and

Therefore, the Otsego Northern Catskills BOCES Board of Education approves the appointment as named above.

L. APPROVAL OF CONSULTANT – THOMAS CONNELLY

Whereas, the Otsego Northern Catskills BOCES – Safety Risk Management Office desires to hire a consultant to provide various component school districts with training on "Managing Issues of Suicide in Schools" at a workshop located at Schenevus Central School scheduled for March 18, 2011 and

Whereas, Thomas Connelly of TJ Connelly Consultants, Newburgh, NY has agreed to provide services as a presenter as requested by ONC BOCES, and has requested

compensation of $900 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 consultant and amount set forth above.

M. APPROVAL OF CONSULTANT – DIANA GAETANO

Whereas, the Otsego Northern Catskills BOCES - Safety Risk Management Office will be providing N95 Respirator Refresher Training and Associated Services on March 18, 2011 at NCOC and desires to employ a consultant for the purpose of providing Training to employees of the ONC BOCES component school districts and occupational centers, and

Whereas, Diana Gaetano, BS, RN, under the direction of Bertine McKenna, COO of Bassett HealthWorks of Cooperstown, NY has agreed to provide services as a trainer as requested by ONC BOCES, and has requested compensation in the amount of $207/per employee and a $75 training fee plus mileage and set-up reimbursement, 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.

N. APPOINT SELECTION COMMITTEE FOR ANNUAL SERVICE AWARDS

O. APPOINT CHAIRPERSON FOR THE BOCES ANNUAL MEETING ON APRIL 5, 2011 AT THE OTSEGO AREA OCCUPATIONAL CENTER

P. APPROVAL OF SPRING 2011 STUDY GRANTS - Attachment #6

Q. APPROVAL OF 2011-2012 HOLIDAY SCHEDULE - Attachment #7

R. APPROVAL OF FIELD TRIP - Attachment #8

OAOC/NCOC (Garrity/Charpentier) - International Beauty Show, Jacob Javits Center, New York City, March 8, 2011

S. ADOPTION OF 2011-12 ADMINISTRATIVE BUDGET

Whereas, the Otsego Northern Catskills BOCES Board of Education has previously reviewed the 2011-12 Administrative Budget, projected expenditures and revenues as approved by the Executive Committee of Superintendents and

Whereas, the total of the Administrative Budget, as presented is $2,539,272,

Be it resolved, that the Otsego Northern Catskills BOCES Board of Education does hereby approve the 2010-11 Administrative Budget in the amount of $2,539,272.

T. PUBLIC COMMENTS

U. INFORMATION ITEMS

Addenda V. APPROVAL OF CONSULTANT - KAREN MILLER

Whereas, the Otsego Northern Catskills BOCES - Adult Education Department will be providing the community with adult education courses and desires to employ consultants for the purpose of providing instruction in Basic Dog Training for March 22, 2011 to May 10, 2011, and

Whereas, Karen Miller of Town and Country Canine of Jefferson, NY has agreed to provide instruction for Basic Dog Training as requested by ONC BOCES, and has requested compensation in the amount of $350, 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.

Addenda W. RESOLUTION TO APPROVE CONTENT LICENSE AND SERVICE AGREEMENT – FLORIDA VIRTUAL GLOBAL SCHOOL (FLVGS) ONLINE LEARNING

Whereas, the Otsego Northern Catskills BOCES Online Learning Department desires to contract with the following business to provide online courses to students in our component districts, and

Whereas, Florida Virtual Global School (FLVGS), Orlando, FL has agreed to provide online instruction with the ONC BOCES Online Learning Department for students in our component districts who participate in the Online Learning CoSer, effective March 2, 2011 through March 1, 2012. Rates for online courses are at a fee of $375 per half credit or $750 for full credit for standard courses and a fee of $400 per half credit or $800 for full credit for AP courses, and

Credit Recovery online courses, known as Virtual Summer School, of $50 for content only per student or $150 for content and teacher instruction. Virtual Summer School requires a minimum purchase of 20 students so actual pricing would be a minimum of $1,000 for content only, and $3,000 for content and teacher instruction.

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the service agreement at the rate and terms shown above.

Addenda X. APPROVAL OF AGREEMENT - SUBSTANCE ABUSE PREVENTATIVE SERVICES

Whereas, the County of Otsego is authorized to establish, operate and maintain substance abuse preventative services for the school age population of Otsego County pursuant to Mental Hygiene Law of the State of New York, and

Whereas, the State of New York provides 100% funding for these services in 2011, and

Whereas, the Otsego Northern Catskills BOCES is capable of assisting Otsego County in its discharge of its responsibilities under Mental Hygiene Law for January 1, 2011 to December 31, 2011 for the total amount of $120,262;

Resolved, the Otsego Northern Catskills Board of Education does hereby agree to abide by the terms and conditions set forth in the agreement, for the period of one year and in the amount set forth.

Addenda Y. RESOLUTION TO APPROVE NEGOTIATOR - EMPLOYEE RELATIONS

Whereas, the Otsego Northern Catskills BOCES desires to contract for an additional negotiator in the 2010-11 school year effective March 3, 2011 on behalf of the ONC BOCES Employee Relations service and,

Whereas, *Charles Witherwax, Albany, NY*, has agreed to provide Independent Contractor services as a Negotiator and agreeing to the terms and conditions set forth in the Independent Contractor Agreement,

Be it Resolved, that *Charles Witherwax, Albany, NY* be approved by the Otsego Northern Catskills Board of Education as an Independent Contractor, employed as a negotiator and compensated at *$420/per negotiating session plus expense reimbursement per policy.*

IV. ADJOURNMENT

/ef
3/1/11
Attachments

HUMAN RESOURCES ATTACHMENT
BOCES BOARD ADDENDA
MARCH 2, 2011

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

AMENDED APPOINTMENTS

Name	Dept	Position	Type of Appt.	Salary	Effective
Shannon Schellig	Itin.	Substitute Occupational Therapist	Per-diem, temporary, filling LOA	***$58.46/hr.***	12/15/2010-4/15/2011
			Rate of pay needs to be adjusted from a previous BOE meeting on November 16, 2010.		

UNCLASSIFIED APPOINTMENTS

Name	Dept	Position	Appt.	Effective	Salary	Tenure Area	Cert.
Steve McGahan	CTE/ Alt. Ed.	Science Teacher	Temporary, filling LOA	2/3/2011-3/21/2011	$205.00/day	N/A	Perm.
Becky Brown	IP	Licensed Teaching Assistant	3-Year Probationary appointment (Recalled from PEL)	2/1/2011-1/31/2014	$12,657 prorated	Special Subject: Licensed Teaching Assistant	Level I
Eleanor Moriarty	Itin.	Long Term Substitute, School Counselor	Temporary, filling LOA, as-needed	2/14/2011-6/30/2011	$220.00/day	N/A	Perm.
			Extends previous appt.				
Jessica Spicer	Itin.	Long Term Substitute, School Counselor	Temporary, filling LOA, as-needed	2/28/2011-6/30/2011	$185.96/day	N/A	Prov.
			Extends previous appt.				
Michael Boise	CTE/ Alt. Ed.	Mathematics Teacher	Temporary appt.	3/3/2011-6/24/2011	$36,001 prorated	Academic Subject: Mathematics	Initial
			Substitute Appt. - 2/28/2011-3/2/2011				
Robert Lishansky	***IP***	***Administrative Intern***	***Temporary appt.***	***1/15/2011-8/15/2011***	***Without Pay***	***N/A***	***Intern.***
Maizy Jaklitsch	***CTE***	***Administrative Intern***	***Temporary appt.***	***1/17/2011-7/15/2011***	***Without Pay***	***N/A***	***Intern.***

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

Name	Appt.	Position	Effective	Compensation
James Farnham	*Casual Employee Consultant*	*Adult Continuing Education Teacher - Earn Residual Income & Build a Home-Based Business*	*4/2/2011*	*$20.00/hr. Max. of $120.00*
Susan Martin	*Casual Employee Consultant*	*Adult Continuing Education Teacher - Computer Courses*	*3/12/2011-6/1/2011*	*$20.00/hr. Max. of $300.00*
Katherine Walters	*Casual Employee Consultant*	*Adult Continuing Education Teacher - Zumba & Yoga*	*3/3/2011-6/30/2011*	*$20.00/hr. Max. of $160.00*

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

LEAVE OF ABSENCE

Employee	Position	Reason	Effective
Allan Swantak	Van Driver	Medical LOA with pay	1/14/2011-2/18/2011
Fawn Jaeger	*Sr. Claims Processor*	*Medical LOA (Workers Compensation)*	*1/29/2011-3/4/2011 (Extends previously approved leave from 12/27/2010)*
Adele Lott	*School Counselor*	*Medical LOA with pay*	*2/14/2011-3/4/2011*
Gregory Beall	*School Business Executive*	*Military LOA with pay*	*2/27/2011-3/9/2011*
Erin Annunziata	*Licensed Teaching Assistant*	*Medical LOA without pay*	*3/1/2011-3/18/2011*

RESIGNATION/RETIREMENTS

Name	Position	Type	Effective
Davin Ruffles	Cleaner	Resignation	2/18/2011
Cathy Quigley	Mathematics Teacher	Resignation	3/5/2011