Board of Education

Frank W. Cyr Center, 159 W. Main St., Stamford, NY 12167
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OTSEGO NORTHERN CATSKILLS
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

BOARD ADDENDA

Tuesday, June 28, 2011
3 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

II. REPORTS

A. DIALOG WITH COMPONENT-SUPERINTENDENTS - ***postponed***

B. GRIEVANCE HEARING - ***postponed***

C. DISTRICT SUPERINTENDENT REPORT

- BOCES Administrative Restructuring Update
- BOCES Board Meetings - Extra Dates
- CTE Task Force
- *Addenda* ***CASSC School Board Institute - July 19***

D. DEPUTY SUPERINTENDENT REPORT

- ONC BOCES Reserve Plan
- Fixed Asst Update
- SBO Update - Staffing
- NCOC/OAOC Accessibility, Electrical Upgrades and UV System Project, and Boiler Projects
- NYSASBO Scholarship for Student
- Student Data Systems
- Non-Unit Benefit Summary

E. DIRECTORS' REPORT

Priority #1

- **Joe Booan, Director, Career & Tech Education**
- **Louise Leonard, Director, Innovative Programs**
- **Darlene Westinghouse, Director, Instructional Support Services**
  - SCDN Meeting
  - Changes to APPR Training

III. NEW BUSINESS

A. PERSONNEL - Attachment #5

B. APPROVAL OF STUDY GRANTS - SUMMER 2011 - Attachment #6

Priority #2 C. APPROVAL OF RESOLUTION FOR COOPERATIVE PURCHASING FOR SCHOOL YEAR 2011-2012

WHEREAS, The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS, The Otsego Northern Catskills BOCES is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Otsego Northern Catskills BOCES wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Priority #3 D. APPROVAL OF RESOLUTION FOR FOOD AND CAFETERIA SUPPLIES FOR SCHOOL YEAR 2011-2012

WHEREAS, It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies, including but not limited to food and paper items, and

WHEREAS, The Otsego Northern Catskills BOCES is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Otsego Northern Catskills BOCES wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of

specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Priority #4 E. APPROVAL OF GENERIC RESOLUTION – COOPERATIVE BIDDING FOR SCHOOL YEAR 2011-2012

WHEREAS, It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS, The Otsego Northern Catskills BOCES is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS, The Otsego Northern Catskills BOCES wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

BE IT RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

BE IT FURTHER RESOLVED, That the Board of Education of the Otsego Northern Catskills BOCES agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

F. RESOLUTION TO APPROVE MAINTENANCE OF MECHANICAL EQUIPMENT CONTRACTS – OAOC & NCOC

Whereas, the Otsego Northern Catskills BOCES Northern Catskills Occupational Center (NCOC) and the Otsego Area Occupational Center (OAOC) desires to contract with the following business for maintenance of mechanical equipment at their respective occupational centers as follows, and

Whereas, Syracuse Time & Alarm Co., Inc. has agreed to provide planned maintenance of the fire alarm equipment, monitoring systems, security equipment, and wall clock equipment for the 2011-12 School Year, effective July 1, 2011 through June 30, 2012, for OAOC at the lump sum of $4,661, and for NCOC at the lump sum of $3,786, and

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

G. RESOLUTION TO APPROVE OMNI FINANCIAL GROUP CONTRACT AMENDMENT & REINSTATEMENT FOR 2011-2012

Whereas, the Otsego Northern Catskills BOCES - and educational institution as defined by the Internal Revenue Code of 1986, as amended, desires to retain OMNI Financial Group, Inc., Watertower Office Park, 1099 Jay Street, Rochester, NY 14688 as a third party administrator of Employer's 403(b) Plan and,

Whereas, OMNI Financial Group agrees to provide all necessary code compliant services effective July 1, 2011 for a one year term, under Section 1.403(b)-3(b)(3) of the Treasury Regulations maintained by the Otsego Northern Catskills BOCES (employer) for employees and,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby agree to the terms and conditions of the Services Agreement, acting as the Plan Administrator, and agree to pay $3,485.00 for the compliance and remitting services provided by OMNI Financial Group.

Addenda H. APPROVAL OF MVP HEALTH PLAN CONTRACT RENEWAL

Whereas, the Otsego Northern Catskills BOCES offers alternative health plans to its employees, and

Whereas, some employees desire to enroll in the MVP Health Plan, Inc. (MVP), 625 State Street, Schenectady, NY 12305, and

Whereas, a contract renewal is being requested with MVP Health Plan for consideration of premiums ***at $647.36/month for single and $1,618.41/month for family***, under which MVP agrees to provide coverage described in the BOCES/OTSEGO-NORTHERN Group Contract #212115, subject to all agreements and mutual covenants contained within the contract and Exhibits, commencing July 1, 2011 through June 30, 2012, specifically exhibit C Riders of RX502L, RX508L, MED503L, and Exhibit D Schedule of Benefits COC-15+L,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the renewal of the aforementioned contract and exhibits as described above.

Addenda I. RESOLUTION TO APPROVE NEGOTIATORS - LABOR RELATIONS 2011-12

Whereas, the Otsego Northern Catskills BOCES desires to contract for negotiators in the 2011-12 school year on behalf of the ONC BOCES Employee Relations service and,

Whereas, ***David J. Smith, Schenectady, NY, ~~Anthony Massar, Binghamton, NY,~~ and Larry L. Lawrence, Horseheads, NY*** have agreed to provide Independent Contractor services as Negotiators and agreeing to the terms and conditions set forth in the Independent Contractor Agreement,

Be it Resolved, that *David J. Smith, Schenectady, NY, ~~Anthony Massar, Binghamton, NY~~, and Larry L. Lawrence, Horseheads, NY,* be approved by the Otsego Northern Catskills Board of Education as Independent Contractors, employed as negotiators and compensated *$420/per negotiating session plus expense reimbursement per policy.*

J. RESOLUTION TO APPROVE REVOCABLE PERMIT - STATE UNIVERSITY OF NEW YORK, ONEONTA, NY

Whereas, the Otsego Northern Catskills BOCES Catskill Area Study Council will require the use of the SUNY Oneonta Campus for various events in the 2011-12 School Year; and

Whereas, the Otsego Northern Catskills BOCES Catskill Area Study Council has requested use of offices and various rooms for events on the SUNY College at Oneonta campus from July 1, 2011 through July 1, 2012 at a cost ranging from $90.00 to $350.00 depending on the facility and use, plus an estimated $40/hour for extraordinary custodial staff; $11.50/hour for building managers; $8.00/hour for student tech; and University Police service will be assessed at college cost if needed.

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby accept and approve the terms and conditions of the Revocable Permit #11-149.

K. RESOLUTION TO APPROVE CAPITAL COMPUTER ASSOCIATES (WINCAP) LICENSE AND SUPPORT AGREEMENT

Whereas, the Otsego Northern Catskills BOCES desires to contract with the following business for WinCap application software for financial, payroll, and human resource management functions, web use fees, and including user support and software maintenance services, and

Whereas, Capital Computer Associates, Albany, NY has agreed to provide the above services for the ONC BOCES, effective July 1, 2011 and automatically renewed each year with total fees for 2011-12 at $47,996.47, and

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

L. APPROVAL OF CONSULTANT – WILLIAM LINDLOFF

Whereas, the Otsego Northern Catskills BOCES – Otsego Area Occupational Center desires to employ a consultant for the purpose of providing Game of Logging – Level 1- Certification Training for all Natural Resource Occupation Senior Students on June 10, 2011, and

Whereas, William Lindloff's Procuts, Endicott, NY has agreed to provide certification training requested by ONC BOCES, and has requested compensation in the amount of $850 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 amounts set forth above.

Addenda M. PERMISSION TO BID - NCOC & OAOC ACCESSIBILITY, ELECTRICAL UPGRADE & UV FILTER PROJECT & OAOC BOILER PROJECT

Whereas, the Otsego Northern Catskills BOCES, in accordance with Sections 103, 104b and 119-0 of the General Municipal Law, desires to solicit bids for Contracts for materials and labor for the Northern Catskills Occupational Center and the Otsego Area Occupational Center Accessibility, Electrical Upgrade and UV Filter Project, ***and Otsego Area Occupational Center Boiler Project, and***

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the bidding for Project Contracts for ***General Construction, Plumbing, Electrical and Boiler Replacement*** adhering to the timeline as follows:

APPROVAL TO BID	-	***June 28, 2011***
LEGAL NOTICE - ADS	-	***June 22, 2011***
BIDS MAILED	-	***June 22, 2011***
BID OPENING	-	***July 15, 2011***
BID AWARD	-	***July 26, 2011***

Addenda N. PERMISSION TO BID - NCOC BOILER PROJECT

Whereas, the Otsego Northern Catskills BOCES, in accordance with Sections 103, 104b and 119-0 of the General Municipal Law, desires to solicit bids for Contracts for materials and labor for the Northern Catskills Occupational Center Boiler Project, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the bidding for the NCOC Boiler Project Contracts adhering to the timeline as follows:

APPROVAL TO BID	-	*June 28, 2011*
LEGAL NOTICE - ADS	-	*July 14, 2011*
BIDS MAILED	-	*July 6, 2011*
BID OPENING	-	*August 9, 2011*
BID AWARD	-	*August 23, 2011*

O. RESOLUTION TO APPROVE 2011-12 SUMMER TRANSPORTATION CONTRACT-INNOVATIVE PROGRAMS

Whereas, the Otsego Northern Catskills BOCES Innovative Programs desires to provide transportation for students enrolled in various classroom locations, and

Whereas, Charlotte Valley Central School has agreed to provide transportation for 2011 Summer School under The State Education Department, Transportation Unit contract TCS, effective July 5, 2011 through August 15, 2011 at the rate of $28.45/hour + $1.20/mile, estimated contract $1,700, and

Whereas, districts have 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 July 5, 2011 through August 15, 2011,

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

P. ACCEPTANCE OF ROBINSON-BROADHURST GRANT FOR ADULT CNA, HHA, AND LPN PROGRAMS

Whereas, the Otsego Northern Catskills BOCES Adult & Continuing Education applied for and received approval for a grant for training scholarships @ $1,500.00 per person for Stamford and Worcester community members up to the amount of $10,000 for the Adult CNA, HHA, and LPN programs for the 2011-2012 school year.

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby accept the grant for the amount and terms shown above.

Addenda Q. RESOLUTION TO DECLARE SURPLUS EQUIPMENT - Attachment #7

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 – MEDIA LIBRARY

TAG ID #	**DESCRIPTION**
900054	Partial Lot of Misc A-V Tapes
None	EZPRO 585 Projectors
7205	EZPRO 550 Projectors

7319	EZPRO 550 Projectors
None	RCA Portable Stereo/CD/Cassette System
None	AIWA Compact Disc/Stereo/Cassette System
None	Panasonic 1/2 " VCR (VHS)
None	Toshiba DVD Video Recorder (2)
None	Toshiba DVD/VRC player

ONC BOCES – OAOC

TAG ID #	DESCRIPTION
90043	2000 Blue Dodge Caravan, VIN # 4GP25R4YR596516, License #K89983
8821	Savin 2070DP Copier
009274	***1962 Army Dump Truck, 6 x 6, 5 Ton M-51 Winch on front, Serial #6595***

Computers from OAOC:

MODEL	TAG ID#
GX620	No tag
GX240	8737
GX240	9442
2200	13653
2200	9354
GX240	9445
GX240	9443
GX240	9441
GX260	8689
GX270	9355
GX240	8734
GX240	No tag
GX240	9446/8735
GX240	9447
GX240	9471
GX240	8299
GX1P	7120
GX110	9461
GX400	8548/8233
GX100	No Tag
GX110	8765
2200	9473
GX240	9625
GX240	8295

ONC BOCES – SBO

TAG ID #	DESCRIPTION
7354	Dell Laptop- Serial # 36OGG
9616	Dell Desktop- Serial # Unknown
9617	Dell Desktop- Serial # Unknown
8504	Dell Laptop- Serial # Unknown
8863	HP 4100N Printer, Serial # Unknown
8864	Dell Desktop – Serial #GXTM41
8859	Overhead Projector, Serial # 1002162
9876	HP LaserJet 4250N, Serial # USBXS32591
8861	HP LaserJet 4050N Printer, Serial # Unknown

Addenda R. REVIEW AND REVISION OF BOARD POLICY #2210 - BOARD REORGANIZATION MEETING - Attachment #8

Addenda S. RESOLUTION TO APPROVE VERIZON WIRELESS GOVERNMENT LIABILITY AUTHORIZATION FORM AND AUTHORIZED ISS CONTACTS

Whereas, the Otsego Northern Catskills BOCES Instructional Support Services (ISS) desires to authorize the following business to set up an account for purchases of equipment and monthly service charges for component districts, and

Whereas, Verizon Wireless, Albany, NY has agreed to provide the above services for the ONC BOCES ISS effective June 22, 2011, and

Whereas, Verizon Wireless requires that Authorized Contacts Susan Martin and Jason Slocum be created by the Board to do business with Verizon Wireless. This form will bind BOCES. After a review of the form by the Board, and on motion duly made and seconded, it is

Resolved, that the form is approved by the Board, and that before any action is taken by an Authorized Contact, the Board shall be informed of such action and approval granted, and it is further

Resolved, that BOCES' outside auditor set procedures to be followed in order to implement this arrangement.

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the authorization of this account set up at the terms stated above.

Addenda T. RESOLUTION TO APPROVE VERIZON WIRELESS AUTHORIZED ONC BOCES CONTACT

Whereas, the Otsego Northern Catskills BOCES desires to authorize Annette Hinkley to do business with Verizon Wireless on behalf of the ONC BOCES for cell phone and wireless modem equipment and services for the ONC, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve this authorization as indicated above.

Addenda U. RESOLUTION TO APPROPRIATE MONIES TO AN UNEMPLOYMENT INSURANCE PAYMENT RESERVE FUND

Whereas, the sum up to $575,000 will be appropriated to a Unemployment Insurance Payment Reserve Fund; the source of funds shall be previous budgetary appropriations unemployment contributions and such other funds as may be legally appropriated;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the appropriation of monies to an Unemployment Insurance Payment Reserve Fund as set forth above, and this resolution shall take effect immediately.

Addenda V. RESOLUTION TO APPROPRIATE MONIES TO A LIABILITY RESERVE FUND

Whereas, the sum up to $10,000 will be appropriated to a Liability Reserve Fund; the source of funds shall be previous budgetary appropriations and such other funds as may be legally appropriated;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the appropriation of monies to a Liability Reserve Fund as set forth above, and this resolution shall take effect immediately.

Addenda W. RESOLUTION TO APPROPRIATE MONIES TO AN EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE FUND

Whereas, the sum up to $1,200,000 will be appropriated to an Employee Benefit Accrued Liability Reserve Fund; the source of funds shall be previous budgetary appropriations for employee benefit liabilities and such other funds as may be legally appropriated;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the appropriation of monies to an Employee Benefit Accrued Liability Reserve Fund as set forth above, and this resolution shall take effect immediately.

Addenda X. RESOLUTION TO APPROPRIATE MONIES TO AN ERS RETIREMENT CONTRIBUTION RESERVE FUND

Whereas, the sum up to $505,000 will be appropriated to an ERS Retirement Contribution Reserve Fund; the source of funds shall be previous budgetary appropriations for ERS retirement contributions and such other funds as may be legally appropriated;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the appropriation of monies to an ERS Retirement Contribution Reserve Fund as set forth above, and this resolution shall take effect immediately.

Addenda Y. APPROVAL OF LEASE RENEWAL - DELAWARE OPPORTUNITIES

Whereas, the Board of Cooperative Educational Services has determined that a portion of the Northern Catskills Occupational Center in Grand Gorge, NY is not needed for BOCES purposes during the term of the lease - July 1, 2011 - June 30, 2012, and

Whereas, the use of such facilities will support the mission of Delaware Opportunities, Inc., 35430 State Highway 10, Hamden, NY 13782 including the provision of Head Start programming to members of the community,

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the lease agreement for the term stated for $23,500 per year, $18,207 to be paid in two installments on October 15, 2011 and March 1, 2012. The remaining $5,293 shall be considered as in-kind contribution to the ONC BOCES for use of playground area and day-care field experience for students enrolled in the Early Childhood Education Program.

Addenda Z. RESOLUTION TO APPROPRIATE MONIES TO A CAREER EDUCATION INSTRUCTIONAL EQUIPMENT RESERVE FUND

Whereas, the sum up to $1,000 will be appropriated to a Career Education Instructional Equipment Reserve Fund (CTE); the source of funds shall be previous budgetary appropriations and such other funds as may be legally appropriated;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the appropriation of monies to a Career Education Instructional Equipment Reserve Fund as set forth above, and this resolution shall take effect immediately.

AA. PUBLIC COMMENTS

BB. INFORMATION ITEMS

IV. ADJOURNMENT

/ef
6/28/11
Attachments