

The regular monthly meeting of the Board of Cooperative Educational Services, Sole Supervisory District of Otsego, Delaware, Schoharie, and Greene Counties was held on Wednesday, February 12, 2014, at 12:30 p.m. at the Otsego Area Occupational Center, Milford, New York.

**Roll Call & Quorum Check**

MEMBERS PRESENT: James Gray, Theresa Hait, Antoinette Hull, Paul Beisler, Joseph Ballard, Harry Nissen and Susan Eichler.

MEMBERS ABSENT: James Lewis and William Haltermann.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Lynn Chase, Anne Rode, Elle Finocan, Gerry Loucks, and component superintendents: C.J. Hebert, Cooperstown Central School; Brian Hunt, Edmeston Central School; Tom Jennings, Schenevus Central School; Peter Livshin, Milford Central School; Matthew Sheldon, Morris Central School; Romona Wenck, Laurens Central School, and Joseph Yelich, Oneonta City Schools.

**Call to Order**

At 12:15 p.m. President James Gray called the meeting to order with a quorum present.

**Pledge of Allegiance**

Mr. Gray opened the meeting with the Pledge of Allegiance and asked for a moment of silence to recognize and honor the men and women serving in the Armed Forces.

**Collaborative Discussion with Component Superintendents**

Mr. Savin reiterated that this was the second of two collaborative discussions between the component superintendents and the BOCES Board of Education. He noted that the first collaborative discussion with the BOCES Board went very well.

Superintendents shared their insight on how regionalization is perceived in their districts noting that very little information on regionalization has been forthcoming from SED. They pointed out that there is a fear of regionalization as each school community is reluctant to lose its identity. Joseph Yelich stated that while identity is an issue, strength of schedule is very important as was the case in a central New York school district when the top student was unable to get into SUNY Geneseo because the student's transcript was not strong enough. Superintendents were in agreement that they are looking at different structures to offer more internally or by collaborating with neighboring districts in an effort to offer additional high class programs to students. Romona Wenck shared that area colleges are reaching out more to districts by offering college courses to high school students at a minimal cost. Superintendents were in agreement with Brian Hunt regarding the potential construction along the I-90 technology corridor and the need to speak to legislators on how this region can capitalize on that expansion.

Mr. Savin concluded the discussion on regionalization and invited superintendents to open discussion on CTE programs.

Joseph Yelich opened the discussion by stating that alternative paths to graduation are not approved. We need to keep a focus on CTE especially since, statistically, people who have service careers tend to stay in the area. Superintendents expressed agreement that BOCES needs to provide CTE programs that stay abreast of current and future trends in the workplace. C.J. Hebert raised the need to reconsider the current policy of offering the same or similar CTE programs at both centers. In light of declining enrollments and what students' needs are, this may no longer be feasible. Antoinette Hull asked the group for feedback on what the BOCES currently offers. Joseph Yelich shared that BOCES being the provider for social and emotional health training would be helpful to his operation. The group acknowledged that BOCES programs have been instrumental in keeping students in school and in providing services to students with difficulties. While districts are exploring ways to collaborate, Romona Wenck stated that there are areas they can not provide, i.e. electronics, HVAC, plumbing, etc. Ms. Wenck pointed out that many students graduating from certain CTE programs do not make enough to live on unless the career is to supplement another income source. Peter Livshin suggested integrating entrepreneurial studies with the CTE curriculum. He also suggested working with DCMO BOCES to look into what we can do to expand adult education. He added that BOCES should enable the assistance of graduates from CTE programs to share their experiences and successes to promote CTE programs.

Mr. Savin concluded the discussion by thanking the group for the candid discussion and raised the possibility of continuing these dialogs in the future. Mr. Savin invited superintendents to stay for the remainder of the meeting or to leave at their discretion.

**Break in Meeting**

At 1:20 p.m. Mr. Gray suggested a short break in the meeting.

The meeting resumed at 1:25 p.m.

**Energy Performance Contract Presentation**

Mr. Savin introduced Mr. Greg Royer, Project Developer, from SmartWatt Energy, Inc. Mr. Savin noted that this presentation is based on a previous request by the Board to seek ways to be energy efficient. Mr. Royer distributed informational packets. He gave a brief overview of SmartWatt Energy noting they are a locally based company with over 200 employees. Mr. Royer outlined what an energy performance contract is pointing out that it is a way for customers to upgrade with no additional out of pocket expenses. He stated that the length of term for an energy performance contract typically is 15 years but can go up to 18 years. After conducting a review of the facilities at both centers, he compiled proposed energy conservation measures. Mr. Royer outlined the energy conservation measures and a preliminary financial analysis based on a 15 year term. Mr. Royer summarized that the contract is designed to generate a positive cash flow each year and is guaranteed for the life of the project. He also pointed out that it will not affect tax base nor debt limit. A question was raised if the CTE students' curriculum could interface with the energy performance project. Mr. Royer responded that a kiosk could be set up in the lobby and can also have a

component set up through Smartboard for student use. A question was asked what would happen if enrollments dropped and one of the centers closed. Mr. Royer stated that if one building closed, we can refinance into another project.

#### **Additions to the Addenda**

Mr. Savin noted that a snow date of February 27 be added to the field trip to SkillsUSA. This was on the addenda for approval.

#### **Approval of Consent Agenda**

Paul Beisler and Joseph Ballard moved to approve the Consent Agenda as presented.

1. Minutes from January 8, 2014 Meeting
2. Monthly Reports - December 2013  
Treasurer's Report, Report of Interest Earned, Budget Status Reports, Revenue Status Reports, General Fund Trial Balance, Special Aid Fund Trial Balance, Capital Fund Trial Balance, Trust & Agency Fund Trial Balance, Private Purpose Trust Fund Trial Balance and Extra Classroom Activities Reports for OAOC, NCOC. (Copy filed in the Clerk's office).
3. Budgetary Transfers - December 2013 (Copy filed in the Clerk's office).
4. Claims Auditor Report

Motion approved unanimously.

#### **Warrants**

The warrants were presented for examination (as previously approved by the Claims Auditor).

#### **Public Comments**

Mr. Gray asked if anyone would like to address the Board. Ms. Hull recognized Elle Finocan for her skills in capturing the essence of what is discussed at the Board meetings into the minutes.

Gerry Loucks stated that the NCOC facility is on a good site for solar energy. He also suggested that when looking at the kitchen hood systems during the energy performance assessment, that the incoming fresh air be possibly in the same location as the outgoing air.

#### **District Superintendent Report**

District Superintendent Report:

- **Special Education Steering Committee Update:** Mr. Savin shared that a Special Education Steering Committee comprised of superintendents, principals, CSE chairs has been reviewing

the special education services offered to our districts to look at potential efficiencies for possible collaboration. He will keep everyone updated as this progresses.

- **Campaign for Educational Equity Update:** Mr. Savin recently attended the Campaign for Educational Equity statewide conference in January. He noted that Michael Rebell, Executive Director, has filed another lawsuit based on the significant under funding on the part of students to ensure that they receive a sound basic education. Mr. Savin added that the Statewide Finance Consortium has also indicated support of this.
- **CMEC Update:** Mr. Savin announced that CMEC is close to having a signed agreement with the potential buyer of the Cyr Center. He stated that we will be in the process of removing any property belonging to BOCES over the next few weeks. Mr. Savin pointed out that the sale of the Cyr Center will result in savings to the districts.
- **BOCES Lobby Day:** Mr. Savin shared that Joe Boonan will be traveling to the BOCES Lobby Day on February 26 with CTE students to promote BOCES. He noted that this is a great experience for the students. Mr. Savin has also been meeting with legislators regarding our legislative platform.
- **CASSC School Boards Institute:** Mr. Savin reminded everyone of the Catskill Area School Study Council School Boards Institute Spring Workshop on March 18.
- **Common Core Implementation Adjustments:** Mr. Savin distributed a list of the 19 elements that have been adjusted for the Common Core implementation by the Regents' Workgroup. He pointed out that the group has since retracted the 15<sup>th</sup> element. Mr. Savin will have an update following his district superintendents' meeting at the end of February.
- **Gap Elimination Adjustment:** Mr. Savin distributed copies of a resolution recently adopted by the Lake Shore Central Schools calling for the immediate elimination of the Gap Elimination Adjustment as an informational item.
- **Otsego County Chamber of Commerce:** Mr. Savin shared that the Otsego County Chamber is trying to organize a meeting in March or April to review what the needs are for employee training. He noted that the Education Committee of the Chamber is reaching out to businesses to determine what the needs are. Mr. Savin will keep everyone updated as this moves along.

Mr. Nissan raised a concern that the superintendents indicated they are interested in more STEM programs but would not be sending more students to BOCES. Mr. Savin noted that it is complex to transfer something that exists to where we ought to be. However, our student enrollment has increased by 40 students this year despite declining enrollment in component schools. Ms. Hull suggested that the Board needs to have an indepth discussion to look at long range planning for CTE. A full-day workshop will be set up in the Spring.

**Executive Session**

Antoinette Hull and Joseph Ballard moved to adjourn to Executive Session at 3:05 p.m. to discuss a particular personnel item. Motion approved unanimously.

**Regular Session**

Harry Nissen and Paul Beisler moved to return to Regular Session at 3:29 p.m. Motion approved unanimously.

At 3:39 p.m. Vice President, Theresa Hait, left the meeting.

**Deputy Superintendent Report**

Deputy Superintendent Report:

- **2014-2015 Administrative & Capital Budget Review:** Dr. Bolton Carls distributed copies of the 2014-2015 Administrative and Capital Budget. Dr. Bolton Carls used Prezi to deliver her presentation of the budgets. She noted that she will be using this tool to present at the regional budgets meetings. Dr. Bolton Carls gave a summary of the changes to the budget. She highlighted that the administrative budget will increase by 3.79 percent or \$109,403 which included the retire health costs. She stated that there are currently 124 retirees and 53 spouses with an anticipated 17 new retirees. Without the retiree health costs, the budget would increase by \$7,341 or .26 percent.

Dr. Bolton Carls reviewed the Capital Budget noting that the budget will decrease based on the sale of the Cyr Center. She pointed out that the rental cost will be \$8.26 per square foot. Current RWADA changes were also reviewed. Dr. Bolton Carls noted that if the administrative budget was not approved by the component districts, the balance to reduce from the budget would be \$16,449.

Board President, James Gray, left the meeting at 4 p.m. Board member, Paul Beisler, presided over the meeting.

**Directors' Report**

**Joe Boan:** Mr. Boan was unable to attend the meeting. Mr. Savin stated as reported by Joe Boan at the December Board meeting and a recent letter from Mr. Boan, the Health Occupations Program will be undergoing an audit by the NYS CTE Technical Assistance Center (NYS CTE TAC). Mr. Savin reiterated that the auditors have requested that a Board member be available to interview as part of the audit process. The two dates scheduled are March 17 and 18. Antoinette Hull volunteered to serve as the Board representative; Paul Beisler volunteered to serve as an alternate.

**Anne Rode:** Ms. Rode reported that several of her staff are out on medical leaves. She gave a brief update on staffing changes.

**Teresa Glavin:** Ms. Glavin reported that the Library Media Services has scheduled Paige Jaeger to present to area librarians on March 14. She noted that Lynn Gould, SESIS, is immersed in working with the LAP schools and is also working with districts in the Quality Improvement Process (QIP). Ms. Glavin stated that her department is preparing for regional scoring which is in the near future. Ms. Glavin also announced that due to additional staff development specialists and increased service requests, she will be looking at purchasing two new vehicles this year.

**Deputy Superintendent Report - Continued**

- **Executive Budget Proposal & Analysis:** Dr. Bolton Carls distributed a copy of the 2014-2015 Executive Proposal for Aid to Education. She pointed out that this information illustrates what school districts are facing. She noted that the state budget for education was much less than anticipated. Dr. Bolton Carls also distributed a copy of the Executive Budget Analysis which was prepared by NYSSBA and a copy of the 2014-2015 Executive Budget Proposal spreadsheet compiled by Lynn Chase. This document was shared with all districts and business officials. Dr. Bolton Carls also shared an excerpt from an article from Sean Brady which provided a synopsis of the Governor's proposal to freeze property taxes for two years.
- **Veteran's Tax Exemption:** Dr. Bolton Carls stated that school districts will have the option to offer a Veteran's Tax Exemption. Boards wishing to adopt the exemption must do so by March 1, 2014. Dr. Bolton Carls noted that our districts are leaning on delaying making a decision until next year.
- **Fiscal Stress Score:** Copies of the report from the Office of the State Comptroller on Fiscal Stress Monitoring System for School Districts in Stress for fiscal years ending in 2013 were distributed. Dr. Bolton Carls noted that none of our districts are listed. Copies of the Fiscal Stress Monitoring System - School Districts With No Designation for Fiscal Years Ending 2013 were distributed. This list shows our districts sorted by fiscal score. Dr. Bolton Carls distributed copies of Appendix B - Local Government Financial Indicators Scoring noting that this document shows all the indicators that they looked into to determine a score.
- **Revenue Challenges Facing School Districts:** Copies of the Local Government Snapshot from the Office of the State Comptroller were distributed as an informational item.
- **Education Commission Recommendation:** Dr. Bolton Carls distributed copies of the NY Commission Recommendations by Theme noting these are needs that were proposed to the Governor.
- **Management Advisory Committee Minutes:** These were distributed as an informational item.

- **External Auditor RFP:** Dr. Bolton Carls noted that this was on the agenda for approval.
- **Energy Performance Contract:** Dr. Bolton Carls asked the Board for feedback regarding moving forward with the RFP. The consensus was to move forward.

**Approval of Consent Agenda Items**

Joseph Ballard and Harry Nissen moved to approve the Consent Agenda Items:

**Field Trips**

- OAOC (Ingalls) SUNY Morrisville SkillsUSA Area II Competition, February 13, 2014 (snowdate February 27, 2014)
- OAOC (Charpentier)/NCOC (Sweeney) IBS New York International Beauty Show, Jacob Javits Convention Center, New York City, New York, March 11, 2014
- OAOC (Kiehm) New York City, New York, March 11, 2014
- OAOC (Ingalls) NYS SkillsUSA State Competition, Syracuse, New York, April 23-24, 2014

**Study Grants**

**Study Grant/Salary Adjustment Summary  
Spring 2014**

<b>Name</b>	<b>Cr. Hrs.</b>	<b>College</b>	<b>Option</b>
<b>TEACHERS</b>			
Betsy Clark Special Education Teacher	3	Buffalo State College	Study Grant
Kristen Shultz School Counselor	3	SUNY Buffalo	Study Grant
<b>SUPPORT PERSONNEL</b>			
		None	
<b>NON-UNIT, SUPPORT - NONE</b>			
Anne Pallischeck Network Team/Staff Development Specialist	4	Binghamton University	Study Grant
<b>NON-UNIT, MID-MANAGEMENT</b>			
		None	

*Actual amounts reimbursed for study grants are not determined until proof of payment and successful course completion are submitted. Request for Salary Adjustments must be submitted with proof of successful course completion.*

#### Component School Calendar

The Component School Calendar for 2014-2015 was approved as presented.

#### RFP - Independent (External) Audit Services

Whereas, the Otsego Northern Catskills BOCES is required to solicit an RFP for Independent (External) Audit Services required by the NYS Comptroller, and

Whereas, the following timeline will be adhered to:

LEGAL NOTICES	-	February 20, 2014
RFP's TO VENDORS	-	February 13, 2014
RFP's OPENED	-	March 20, 2014
RFP's AWARDED	-	April 9, 2014

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the preparation and solicitation of an RFP for Independent (External) Audit Services on behalf of the Otsego Northern Catskills BOCES and component districts who desire to cooperatively obtain an RFP for this function. The successful agreement will be effective July 1, 2014 for a three year term ending June 30, 2017 with an optional two (2) year extension.

#### Agreements - Clinical Experience MI Bassett Hospital

Whereas, the Otsego Northern Catskills BOCES has established an educational program at their campus located at the Otsego Area School of Practical Nursing and Otsego Area Occupational Center; and

Whereas, the Otsego Northern Catskills BOCES desires the use of clinical resources to provide student experience; and

Whereas, the MI Bassett Hospital, Cooperstown, New York, believes the value of the presence of students will add to its operation;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the terms and agreements set forth in the agreement, effective January 1, 2014 -December 31, 2014. No monies will be exchanged or provided for this agreement.

**Maintenance Service Agreement-  
CASSC**

Whereas, the Otsego Northern Catskills BOCES Catskill Area School Study Council (CASSC) Office desires to contract with Eastern Copy Products, Vestal, NY for a maintenance service agreement for their Konica 250 effective April 1, 2014 to April 1, 2015, and

Whereas, Eastern Copy Products, Vestal, NY has agreed to provide a maintenance service agreement for \$362.88, 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.

**Transportation Contract- 2013-2014**

Whereas, the Otsego Northern Catskills BOCES Occupational Centers desire to provide transportation for students enrolled in their Cosmetology Programs, and

Whereas, Oneonta Bus Lines, Oneonta, NY has agreed to provide transportation to the International Hair Show at the Jacob Javits Center in Manhattan, New York under The State Education Department, Transportation Unit contract TC for the 2013-14 School Year, on March 11, 2014 at the lump sum of \$1,525, 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, and

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

**Agreements - Clinical Experience  
Otsego Manor**

Whereas, the Otsego Northern Catskills BOCES has established educational programs at their campuses located at the Otsego Area School of Practical Nursing, Otsego Area Occupational Center and the Northern Catskills Occupational Center; and

Whereas, the Otsego Northern Catskills BOCES desires the use of clinical resources to provide student experience; and

Whereas, the Otsego Manor, Cooperstown, New York, believes the value of the presence of students will add to its operation;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the terms and agreements set forth in the agreement, effective January 1, 2014 -December 31, 2017. No monies will be exchanged or provided for this agreement.

**Consultant - Polly Farrington**

Whereas, the Otsego Northern Catskills BOCES School Library System desires to employ a consultant for an online professional development offering from February 28-May 30, 2014 which provides participants with an opportunity to learn about social networking tools and emerging technologies, and

Whereas, Polly Farrington of P.A. Farrington Associates, Albany, NY has agreed to provide online professional development services as requested by ONC BOCES, and has requested compensation in the amount of \$1,100, 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.

**Consultant - Jeff Olefson**

Whereas, the Otsego Northern Catskills BOCES - Catskill Area School Study Council (CASSC) desires to employ a consultant for the purpose of providing Educational Office Professionals Webinars from March 10-November 17, 2014, and

Whereas, Jeff Olefson of Staff Development Associates, Westtown, NY has agreed to provide webinars, and has requested compensation in the amount of \$255, agreeing to the terms and conditions of the consultant agreement, and

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

**Capital Expenditure - OAOC**

Resolution for Capital Expenditure for Otsego Area Occupational Center – Masonry Rehabilitation & Mechanical Improvement Project. SED Control No. 19-90-00-00-0-016-014

BE IT RESOLVED, the Board of Education of the Otsego Northern Catskills BOCES (“Board”) hereby authorizes the District Superintendent, all officers, and authorized employees of the Otsego Northern Catskill BOCES to undertake a project involving reconstruction to its existing Otsego Area Occupational Center located in Milford, Otsego County, New York, including masonry repair/repointing, upgrades to existing mechanical, plumbing and electrical systems, driveway and parking area reconstruction and related

asbestos abatement, (“the Project”); with a maximum estimated cost of \$131,536.00 and that available funds are from multiple capital projects most recently adopted on May 15, 2013.

This Resolution shall take effect immediately.

**Capital Expenditure - NCOC**

Resolution for Capital Expenditure for Northern Catskills Occupational Center – Masonry Rehabilitation & Mechanical Improvement Project, SED Control No. 19-90-00-00-0-018-011

BE IT RESOLVED, the Board of Education of the Otsego Northern Catskills BOCES (“Board”) hereby authorizes the District Superintendent, all officers, and authorized employees of the Otsego Northern Catskill BOCES to undertake a project involving reconstruction to its existing Occupational Center located in Grand Gorge, Delaware County, New York, including masonry repair/repainting, upgrades to existing mechanical, plumbing and electrical systems, driveway and parking area reconstruction and related asbestos abatement, (“the Project”); with a maximum estimated cost of \$772,243.00 and that available funds are from multiple capital projects most recently adopted on May 15, 2013.

This Resolution shall take effect immediately.

**Clinical Experience -  
Robinson Terrace**

Whereas, the Otsego Northern Catskills BOCES has established educational programs as their campuses located at the Otsego Area School of Practical Nursing, Otsego Area Occupational Center and the Northern Catskills Occupational Center; and

Whereas, the Otsego Northern Catskills BOCES desires the use of clinical resources to provide student experience; and

Whereas, the Robinson Terrace, Stamford, New York, believes the value of the presence of students will add to its operation;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the terms and agreements set forth in the agreement, effective January 1, 2014 -December 31, 2017. No monies will be exchanged or provided for this agreement.

**Clinical Experience -  
A.O. Fox Hospital**

Whereas, the Otsego Northern Catskills BOCES has established educational programs as their campuses located at the Otsego Area School of Practical Nursing, Otsego Area Occupational Center and the Northern Catskills Occupational Center; and

Whereas, the Otsego Northern Catskills BOCES desires the use of clinical resources to provide student experience; and

Whereas, the A.O. Fox Hospital, 1 Norton Ave., Oneonta, New York, believes the value of the presence of students will add to its operation;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the terms and agreements set forth in the agreement, effective January 1, 2014 -December 31, 2017. No monies will be exchanged or provided for this agreement.

Motion approved unanimously.

#### Approval of Personnel

Harry Nissen and Antoinette Hull moved to approve the following personnel items as presented:

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

<b>MISCELLANEOUS APPOINTMENTS</b>				
<b>Name</b>	<b>Appointment</b>	<b>Position</b>	<b>Effective</b>	<b>Compensation</b>
Alicia Strong	Temporary	Physical Education Teacher - Filling a leave of absence	1/21/2014 - 2/14/2014	\$185.25 per diem
Patti Kruppo	Temporary	Physical Education Teacher (Adaptive PE) - Filling a leave of absence	1/15/2014 - 2/14/2014	\$193.95 per diem
Patrice Comninel	Temporary	Speech and Hearing Handicapped - Filling a leave of absence	1/13/2014 - 3/2/2014	\$220.00 per diem
Mikella Ackerly	Temporary	Speech and Hearing Handicapped - Filling a leave of absence	1/27/2014 - 2/14/2014	\$171.50 per diem
Patrick Wager	Temporary	Long Term Teacher Substitute - Filling a leave of absence	1/27/2014 - 2/14/2014	\$181.50 per diem
Brandy Shafer	Casual Employee	Adult Education CNA Clinical Instructor	1/14/2014 - 8/30/2014	\$25.00/hour Max. of \$1600.00
Brandon Carnevale	Temporary	OAOC Education Intern - Unpaid Student Internship	2/10/2014 - 3/28/2014	Unpaid
Sue Harrison	Casual Employee Hourly as needed	Employee Relations - Temporary for training and duties at Catskill School District	2/18/2014 - 6/30/2014	\$10.92/hour

<b>MISCELLANEOUS APPOINTMENTS</b>				
<b>Name</b>	<b>Appointment</b>	<b>Position</b>	<b>Effective</b>	<b>Compensation</b>
Patricia Heinrich	Temporary	Adult Education LPN Instructor - Filling a leave of absence & as needed	2/24/2014 - 5/1/2014 Change dates from the original board of December 11, 2013 3/5/2014 - 5/1/2014	\$221.00 per diem

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

<b>REDUCTIONS/ELIMINATIONS</b>				
<b>Position</b>	<b>Effective</b>	<b>FTE Reduction</b>	<b>Dept.</b>	<b>Affected Employee(s)</b>
Licensed Teaching Assistant	1/21/2014- 1/31/2014	.5	IP	Maria Braun (1.0 to .5)

<b>RECALL FROM PREFERRED ELIGIBLE</b>					
<b>Employee</b>	<b>Position</b>	<b>Dept.</b>	<b>Previous FTE</b>	<b>Current FTE</b>	<b>Effective</b>
Maria Braun	Licensed Teaching Assistant	IP	.5	1.0	2/3/2014 - 6/30/2014
Susanne Morton	Licensed Teaching Assistant	IP	0	1.0	2/5/2014 - 6/30/2014

<b>CHANGE IN POSITION</b>					
<b>Employee</b>	<b>Position</b>	<b>Dept.</b>	<b>Current FTE</b>	<b>FTE</b>	<b>Effective</b>
Shellie Blevins	Claims Processor (pending civil service review)	CASEBP/DL/ Employee Relations	.5	1.0 Shared .5 FTE CASEBP .4 FTE Employee Relations .1 FTE Distance Learning	2/17/2014 - 6/30/2014
		CASEBP/DL	.5	.6 .5 FTE CASEBP .1 FTE Distance Learning	7/1/2014
Arianna Phillips	Consultant Teacher - Filling a leave of absence	CTE	.5	1.0	1/29/2014 - 3/5/2014 Extension of 12/1/2013 - 1/28/2014

<b>LEAVE OF ABSENCES</b>			
<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Fawn Jaeger	Senior Claims Processor	Medical Leave - Part-time Unpaid Medical Leave - Unpaid	1/27/2014 - TBD 1/15/2014 - 1/24/2014 Extension of original dates of 9/16/2013 - 1/14/2014
Betty Jones	Account Clerk	Medical Leave - Part-time Medical Leave - Full-time	1/27/2014 - 2/24/2014 1/11/2014 - 1/26/2014 Extension of original dates of 11/22/2013 - 1/10/2014
Sheila Geer	Physical Education Teacher	Medical Leave	1/8/2014 - 1/24/2014
Cynthia Kropp	Social Studies Teacher	Medical Leave	1/13/2014 - 2/17/2014
JoAnn Taylor	Licensed Teaching Assistant	Medical Leave (1.64 days unpaid)	12/19/2013 - 1/10/2014
Harold Akers	Special Education Teacher	Family Medical Leave	1/29/2014 - 3/5/2014 Extension of original dates of 12/1/2013 - 1/28/2014
Michelle Swiderski	Speech and Hearing Handicapped Teacher	Family Medical Leave	1/16/2014 - 3/2/2014
Matthew Martindale	Physical Education Teacher	Medical Leave	1/22/2014 - 1/29/2014
Shawna Terry	LPN Instructor	Medical Leave	2/13/2014 - 5/1/2014 Change dates from the original board of December 11, 2013 3/5/2014 - 5/1/2014

<b>RESIGNATIONS/RETIREMENTS</b>			
<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Pamela Zoll	Safety Risk Management Coordinator	Retirement	7/1/2014
Sheila Geer	Physical Education Teacher	Resignation	1/27/2014
Jessica Dorritie	Occupational Therapist	Resignation	3/5/2014
Sue Harrison	Account Clerk	Resignation	2/18/2014

Motion approved unanimously.

**Selection Committee for Annual  
Service Awards**

Harry Nissen and Susan Eichler volunteered to assist the District Superintendent in the selection of the Annual Service Awards.

**Chairperson for Annual Meeting**

It was the consensus of the Board that Mr. James Lewis serve as the Chairperson for the BOCES Annual Meeting on April 1, 2014 at the Northern Catskills Occupational Center.

**Adoption of 2014-2015 Administrative Budget**

Joseph Ballard and Harry Nissen moved to adopt the 2014-2015 Administrative Budget as presented:

Whereas, the Otsego Northern Catskills BOCES Board of Education has previously reviewed the 2014-15 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 \$3,109,258, and

Be it resolved, that the Otsego Northern Catskills BOCES Board of Education does hereby approve the 2014-15 Administrative Budget in the amount of \$3,109,258.

Motion approved unanimously.

**Approval of Field Trip**

Antoinette Hull and Joseph Ballard moved to approve the following field trip:

- NCOG (Shepard) Skills USA Area II Competition, SUNY Morrisville, Morrisville, NY, February 13, 2014 (snow date February 27, 2014)

Motion approved unanimously.

**Public Comments**

Mr. Beisler asked if anyone would like to address the Board. There were no requests.

**Executive Session**

Harry Nissen and Antoinette Hull moved to adjourn to Executive Session at 4:40 p.m. to discuss negotiations. Motion approved unanimously.

**Regular Session**

Joseph Ballard and Susan Eichler moved to return to Regular Session at 5:25 p.m. Motion approved unanimously.

**Adjournment**

Harry Nissen and Antoinette Hull moved to adjourn the meeting at 5:26 p.m. Motion approved unanimously.

Respectfully submitted,

*Mary E. Finocan*

Mary E. Finocan  
Board Clerk