ATTACHMENT# 1

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 10, 2016, at 12:30 p.m. at the Otsego Area Occupational Center, Milford, New York.

Roll Call & Quorum Check

MEMBERS PRESENT: Paul Beisler, Marcy Birch, Ellen Hager, Theresa Hait, William Haltermann, Antoinette Hull, and Johnnie Nemec.

MEMBERS ABSENT: Joseph Ballard and James Gray.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Lynn Chase, Anne Pallischeck, Anne Rode, Elle Finocan, Brian Corey, C.J. Hebert, Glen Huot, Tom O'Brian, Matt Sheldon, Romona Wenck and Joe Yelich.

Call to Order

At 12:30 p.m. Vice President Theresa Hait called the meeting to order with a quorum present.

Pledge of Allegiance

Ms. Hait 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.

Additions to the Addenda

There were no additions. Mr. Savin stated that Joseph Booan had to exit the meeting at 2:30 p.m. so the order of the agenda may need to be adjusted accordingly.

Approval of Consent Agenda

Ellen Hager and Johnnie Nemec moved to approve the Consent Agenda as presented.

1. Monthly Reports - December 2015
   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).
2. Budgetary Transfers - December 2015 (Copy filed in the Clerk's office).
3. Claims Auditor Report

Motion approved unanimously.

Approval of Minutes

Approval of January 13, 2016 minutes with the following correction on page 133:

Under Anne Pallischeck's report, the minutes should be clarified to read that Ms. Pallischeck announced they will be utilizing SUNY Oneonta as a location for staff development opportunities.

Motion approved unanimously.

Warrants

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

Public Comments

Ms. Hait asked if anyone would like to address the Board. There were no comments.

Dialog with Component Superintendents

Mr. Savin stated that this dialog was the second of two sessions between the Board and the component superintendents. Superintendents and board members were introduced. Mr. Savin shared that he is continuing to work with the superintendents to update the collaboration progress chart and noted that this database demonstrates all the efforts that have been made to date to collaborate.

Mr. Haltermann asked the superintendents for their perspective on a regional high school or a technical high school. The superintendents were in consensus that they support this concept. While they offer a great program at their home school, they are limited to what they can offer due to costs.

Mr. Savin shared that he has a meeting on February 11 with representatives from Otsego Now, formerly Industrial Development Agency (IDA), to discuss the potential of offering an advanced manufacturing program. He noted he will need to assess their level of commitment and how we can fund this program.

Mr. Nemec asked the group to share their perspective on community identity. The superintendents were in agreement that the general consensus within the communities is that the disappearance of the schools is the disappearance of their communities. The group raised concerns regarding the spiraling increase in mental health issues within the schools and the difficulties in obtaining mental health providers to provide support and services for these high needs students. Mr. Savin noted that conversations are currently underway to address the need for qualified mental health providers and pointed out we may need a multi-need committee to explore this issue in more detail.

Mr. Savin thanked the superintendents for attending and for providing an open dialog with the Board.

District Superintendent Report

- **Board Workshop/Training:** Mr. Savin announced that the Board Workshop/Training session will be scheduled for April 7 at Charlotte Valley Central School. Mr. Savin suggested scheduling the board training with Ed Sarzynski from Hogan & Sarzynski at 10:30 a.m. followed by the workshop in the afternoon. Suggested topics for the board training included the difference between BOCES Board services and school board services; law changes, etc. and board bonding. Mr. Savin will compile a list of possible topics and send out to everyone to prioritize. He noted that we can review the collaboration progress chart at the workshop to see how we can support the districts' efforts.

- **Superintendent Searches Update:** Mr. Savin shared that the searches for Hunter-Tannersville and Milford Central Schools are underway. He noted that both districts received 16 applications. He is currently working with both boards of education to initiate the interview process.

- **Teacher Mentor Program:** Mr. Savin explained that this is on the agenda for re-adoption due to a revision regarding the mentor stipend on page 5.

- **Annual Service Awards:** Mr. Savin reminded everyone that the deadline for nominations for the Annual Service Awards is March 1. He encouraged everyone to submit a nomination if they are aware of an individual or organization within our BOCES region who meet the criteria for the awards.

- **CASSC School Boards Institute Spring Workshop:** Mr. Savin noted that a copy of the Spring Workshop flyer was distributed to everyone. He noted that the topics for the workshop came from feedback from board members. The workshop will be held in the Morris Conference Center at SUNY Oneonta on Tuesday, March 29 at 5:30 p.m. Anyone interested in attending should let his office know by March 18, 2016. Ms. Hull indicated she will be attending.

Directors' Report

Joe Booan: Mr. Booan announced that we have opened a new elementary Trust Program at OAOC noting this is a 8-1-2 program. He added that we are experiencing growth in several programs. Ms. Hull asked for a breakdown of the enrollment in each program and where they are located. Mr. Haltermann asked if this could be available at the March meeting.

Mr. Booan shared that an active shooter drill was currently underway at NCOC; therefore, he would be exiting the Board meeting at 2:30 p.m. in order to participate in the active shooter professional development with the law enforcement officials.

Deputy Superintendent Report

- **Board Member Training - Financial Reports:** Lynn Chase announced that as requested at a previous meeting, she will be providing training on the financial reports which are included with the agenda and approved each month. She will provide training on a different topic over the next four months beginning with budget transfers this month. Ms. Chase noted that at the end of the training, a reference manual will be provided to each board member. Ms. Chase distributed and reviewed the budget transfer process.

- **2016-2017 Administrative/Capital Budget:** Dr. Bolton Carls distributed the 2016-2017 budget books and reviewed briefly.

- **Newspaper Article:** Dr. Bolton Carls distributed copies of an article which appeared in The Daily Star on February 10 regarding the Comptroller's audit for the Extra Classroom Activity Funds.

- **Governor's NYS Budget Proposal:** Dr. Bolton Carls distributed and reviewed a summary of the Governor's 2016-2017 proposal for state aid to public schools. She noted this was provided by Questar III BOCES. She also distributed and reviewed a spreadsheet compiled by Lynn Chase which outlined the estimated aids for 2016-2017 by district.

- **CASEBP RFP Update:** Dr. Bolton stated that the discussion on the CASEBP RFP update would be held in Executive Session.

Directors' Report

Joe Booan: Mr. Booan's report was given earlier in the meeting.

Anne Rode: Ms. Rode reviewed items on the agenda and addenda. She shared that Worcester Central School graciously allowed us to participate in training which will assist her staff with the transition to electronic therapy notes.

Anne Pallischeck: Ms. Pallischeck shared that she is currently doing a road show in an effort to keep everyone updated with the APPR changes.

Approval of Personnel

William Haltermann and Paul Beisler moved to approve personnel as presented.

UNCLASSIFIED APPOINTMENT

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Robert Lishansky	IP	Special Education Teacher	Part-time, 50%, 10-month, Teacher Unit Position	2/1/2016	Tenured - Special Subject: General Special Education	Special Education, Permanent & School Building Leader	$49,825.00 prorated to 50% to the effective date
Denise Johnston	CTE	STEM Instructor	Full-time, 10-month, Teacher Unit Position, 3-year probationary, plus up to 15 summer days per diem (Certification area and Tenure area change only)	9/1/2015 - 8/31/2018*	Academic Subject: Mathematics Academic Subject: Science (Physics)	Mathematics: Permanent Physics: Supplementary	No Change

*Effective date in accordance with the law. This expiration date is tentative and conditional only. In order to be granted the tenure, the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher shall not be eligible for tenure at that time.

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

UNCLASSIFIED APPOINTMENT - SUPPORT APPOINTMENTS

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Linda Wilberg	IP	Licensed Teaching Assistant	Full-time, 10-month, 6 hour day, ESP Support Unit Position, 4-year probationary appointment	2/1/2016 - 1/31/2020	Special Subject: Licensed Teaching Assistant	Teaching Assistant, Level III	$12,857.00 prorated to the effective date

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

CLASSIFIED APPOINTMENTS

Name	Dept.	Position	Appointment Type	Effective	Salary
Kathleen Bentley	CTE	Keyboard Specialist	Temporary, Full-time, 12-month, 7.5 hour day, ESP Support Unit, Probationary, Competitive Civil Service Position (Covering a personal leave of absence for a Keyboard Specialist)	2/12/2016 - 1/31/2017	$21,298.00 prorated to the effective date

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

MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Cheryl Butler	Casual Employee	Coaching Course Instructor	9/1/2015 - 6/30/2016	$25.00/hour Max. of $1,500.00
Pasquale Grasso	Casual Employee	Coaching Course Instructor	9/1/2015 - 6/30/2016	$25.00/hour Max. of $1,500.00
David Murphy	Casual Employee	School Psychologist - Temporary	1/14/2016 - 6/30/2016	$425.00 per evaluation plus 4 hours at $50.00/hour for review Revision from January 13, 2016 board
Nikolai Derek	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Dimetra Johnson	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Jessica Riesel	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Karli Williams	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Gina Tarbell	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Charlene Doherty-Bucking	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Nancy Areliusson	Temporary	Substitute	2/11/2016 - 8/31/2016	As per board policy or rate per contract
Jody Albano	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Workshop $85.00/day
Julie Utter	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Workshop $85.00/day

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Amy Walther	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Workshop $85.00/day
Sarah Trosset	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Per Diem
Karen Hotaling	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Per Diem
Robin Bush	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Workshop $85.00/day
Jennifer Muthig	Temporary	Workshop day - Max. of 5 days	1/2/2016 - 6/30/2016	Per Diem
Dawn Garrow	Casual Employee	Adult Education - CNA & HHA Instructor	2/10/2016 - 8/31/2016	$25.00/hour
Kimberlee Ryan	Casual Employee	Adult Education - CNA Instructor	2/10/2016 - 8/31/2016	$25.00/hour
Jim Calhoun	Annual Mentor Stipend	Mentor for Julie Utter & Jennifer Keefe - Initial Certification Mentor for Robin Bush - Permanent	9/1/2015 - 6/30/2016	Per MOA $300.00 (Robin Bush)
Muga Katoke			9/1/2015 - 6/30/2016	Revised to no Annual Mentor Stipend
Cyndi Kropp	Annual Mentor Stipend	Mentor for April Erkson, Initial & Stephen Murn, Professional	9/1/2015 - 6/30/2016	$700.00
Laurie Darfler Sweeney	Annual Mentor Stipend	Mentor for Rofabius Latora, Initial & Denise Johnston, Permanent	9/1/2015 - 6/30/2016	$700.00
Laurie Fallon	Annual Mentor Stipend	Mentor for Jean Andrews, Professional	9/1/2015 - 6/30/2016	$300.00
Haley Freese	Temporary	OAOC Unpaid Educational Student Intern	2/11/2016 - 6/30/2016	N/A
Allyson Church	Temporary	OAOC Unpaid Educational Student Intern	2/11/2016 - 6/30/2016	N/A
Cynthia Struckle	Casual Employee	Records Management Clerk - Temporary	2/11/2016 - 6/30/2016	$18.00/hour

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Lynn Gould	Casual Employee	Special Education School Improvement Consultant	1/1/2016 - 6/30/2016 Date revised from previous board of January 13, 2016	Per Diem Max. of 20 days Max. of $7,500.00

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

CHANGE IN POSITION					
Employee	**Position**	**Dept.**	**Current FTE**	**New FTE**	**Effective**
Patrice Comninel	Speech and Handicapped Teacher	IT	.85	1.0	10/20/2015 Tenure date updated October 20, 2017

REDUCTIONS/ELIMINATIONS				
Position	**Effective**	**FTE Reduction**	**Dept.**	**Affected Employee(s)**
Consultant Teacher	2/1/2016	.6	IP	Valerie Jones (.6 to 0)
Adult Education Coordinator	2/1/2016	.5	Adult Education	Robert Lishansky (1.0 to .5)

LEAVE OF ABSENCES			
Name	**Position**	**Reason**	**Effective**
Susan Owens	Teacher	Medical	1/25/2016 - 3/25/2016

TENURE APPOINTMENTS		
Name	**Tenure Area**	**Effective**
Martha Kilbridge Bischoff	Special Subject: English as a Second Language	5/6/2016 (extended due to part time status)

Motion approved unanimously.

Approval of Consent Agenda Items

William Haltermann and Johnnie Nemec moved to approve the following Consent Agenda Items:

Approval of Spring 2016 Study Grants

Study Grant/Salary Adjustment Summary
Spring 2016

Name	Cr. Hrs.	College	Option
TEACHERS			
Linda Mathisen Visual Arts Teacher	3	SUNY Oneonta	Study Grant
Brian Sheldon Special Ed. Teacher	6	SUNY Albany	Study Grant
SUPPORT UNIT			
		None	
NON-UNIT, SUPPORT			
Susan Martin Computer Help Desk Technician	3	University of Phoenix	Study Grant
Bonnie Johnson Network Team/Staff Developer	6	New York Institute of Technology	Study Grant
NON-UNIT, ADMINISTRATIVE			
None			

Actual amounts reimbursed for study grants are paid per contract or policy and 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.

Approval of Confidential Settlement Agreement and Release - Verizon

Whereas, the Otsego Northern Catskills BOCES desires to approve and execute a confidential settlement agreement and release with Verizon New York Inc. for the settlement of a dispute during February 23, 2009 through November 1, 2015, and

Whereas, Verizon New York Inc. has agreed to provide a refund in the amount of $9,557.09, agreeing to the terms and conditions of the agreement, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the settlement agreement for the amount shown above.

Resolution to Award Diesel Training-Engine Bid #2016-03B

Whereas, the Otsego Northern Catskills BOCES has solicited bids for a Diesel Training Engine for the Occupational Centers, and

Whereas, bids were duly advertised and opened on February 2, 2016 at 3:00 p.m. by Annette Hinkley, witnessed by Kristin Steigmeier. There were two bids received and the bidders have met all the specifications contained within the bid, and

Whereas, the bids were reviewed by Joe Booan, it is recommended that the bid be awarded to Cummins Service Training, Columbus, IN in the amount of $40,000 for the period of February 11, 2016 – June 30, 2016.

Therefore, be it resolved, that the Otsego Northern Catskills BOCES does hereby award the bid to the vendor indicated above.

Adoption of 2016-2017 Administrative Budget

Whereas, the Otsego Northern Catskills BOCES Board of Education has previously reviewed the 2016-17 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 $3,259,259, and

Be it resolved, that the Otsego Northern Catskills BOCES Board of Education does hereby approve the 2016-17 Administrative Budget in the amount of $3,259,259.

Resolution to Approve Robinson Terrace Senior Living Agreement - Adult Education Services

Whereas, the Otsego Northern Catskills BOCES Adult Education Program desires to work with Robinson Terrace Senior Living to provide Home Health Aide (HHA) training at a fee of $400 per person. The fee includes tuition, competency checklist for clinical experience, and testing materials. The primary instructor will be paid through ONC BOCES.

Whereas, Robinson Terrace Senior Living, Stamford, NY has agreed to the terms shown above effective February 15, 2016, and

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

Approval of Revised ONC BOCES Teacher Mentoring Program

The ONC BOCES Teacher Mentoring Program was revised and approved at the January 13, 2016 meeting. Due to additional revisions, the Mentoring Program must be readopted.

Appoint Selection Committee for Annual Service Awards

Johnnie Nemec and Theresa Hait volunteered to serve on the Selection Committee for the Annual Service Awards.

Appoint Chairperson for the BOCES Annual Meeting

Paul Beisler and Antoinette Hull moved to appoint William Haltermann as the Chairperson for the BOCES Annual Meeting on Tuesday, April 5, 2016 at the Northern Catskills Occupational Center. Motion approved unanimously.

Resolution to Approve Atlantic Testing Laboratories Agreement

Whereas, the Otsego Northern Catskills BOCES entered into an agreement with Atlantic Testing Laboratories, Limited approved in June 17, 2015 which included quarterly post-encapsulation sampling events, and

Whereas, Atlantic Testing Laboratories, Limited, Canton, NY has agreed to provide said services as indicated above for the period of February 11, 2016 to December 30, 2016 at an estimated cost of $8,769 per quarterly event, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the Addendum 4 to this agreement at the rate and terms shown above.

Public Comments

Ms. Hait asked if anyone would like to address the Board. There were no requests.

Executive Session

Johnnie Nemec and Paul Beisler moved to adjourn to Executive Session at 3:15 p.m. to discuss a particular personnel item and contract negotiations. Motion approved unanimously.

Regular Session

William Haltermann and Johnnie Nemec moved to return to Regular Session at 4 p.m. Motion approved unanimously.

Adjournment

William Haltermann and Johnnie Nemec moved to adjourn the meeting at 4 p.m. Motion approved unanimously.

Respectfully submitted,

Mary E Finocan

Mary E. Finocan
Board Clerk