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, March 9, 2016, at 12:30 p.m. at the Northern Catskills Occupational Center, Grand Gorge, New York.

Roll Call & Quorum Check

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

MEMBERS ABSENT: Antoinette Hull and James Gray.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Lynn Chase, Anne Pallischeck, Anne Rode, and Elle Finocan.

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. Marcy Birch stated she would like clarification on Item E (Approval of Function and Room Rental Agreement with Gideon Putnam Resort) under New Business and if it was necessary to have the item removed from the Consent Agenda. Mr. Savin noted that Anne Pallischeck would address any concerns during her presentation.

Approval of Consent Agenda

Paul Beiser and William Haltermann moved to approve the Consent Agenda as presented.

1. Minutes from Regular Meeting - February 10, 2016
2. Monthly Reports - January 2016
   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 - January 2016 (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

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

District Superintendent Report

- **Commissioner MaryEllen Elia Visit:** Mr. Savin reported that Commissioner MaryEllen Elia's visit to our region on March 2 and 3 included visits to Oneonta High School and Laurens Central School. She also met with superintendents at OAOC. Mr. Savin noted that the Commissioner talked about things she is changing relating to APPR and also the importance of BOCES in providing assistance to districts. She also addressed opt outs for state assessments especially in light of the federal government's authority to withhold or redirect federal funds. Mr. Savin pointed out that the Commissioner emphasized the importance of talking positive about the state assessments to parents, which will aid in reducing opt outs. Mr. Savin noted that following the meeting with the superintendents, Commissioner Elia took a tour of the PreEngineering class and had an opportunity to visit with the students.

- **Board Workshop:** Mr. Savin confirmed that the board workshop has been scheduled for Thursday, April 7 at Charlotte Valley Central School. The workshop will start at 10:30 a.m. with a presentation from Ed Sarzynski from Hogan & Sarzynski. Mr. Savin will compile a list of topics for the afternoon session and will forward to everyone to prioritize and return to him. Mr. Savin noted that he anticipates the workshop will conclude at approximately 3 p.m.

- **Annual Meeting:** Mr. Savin reminded everyone that the Annual Meeting is scheduled for Tuesday, April 5 at NCOC. He will look into the possibility of hosting classroom tours again as these were successful last year.

- **CASSC School Boards Institute**: Mr. Savin reminded the Board of the upcoming Catskill Area Schools Study Council School Boards Institute Spring Workshop on March 29 at Morris Hall, SUNY Oneonta. He pointed out that the format for the workshop was round table discussions which provided participants the opportunity to choose two topic preferences to attend.

- **Superintendent Searches Update:** Mr. Savin reported that 16 completed applications were received for both Hunter-Tannersville and Milford superintendent searches. He noted that comprehensive interviews were scheduled at Milford on March 16 and Hunter-Tannersville on March 18. Mr. Savin stated that he will be meeting with the Cherry Valley-Springfield

Board of Education later in the week to discuss initiating a superintendent search for that district.

Deputy Superintendent Report

- **Board Member Training - Financial Reports:** Lynn Chase reiterated that she was presenting fiscal training session two - Budget and Revenue Status Reports. Ms. Chase distributed copies of the reports and explained how to read the status reports. Ms. Chase noted that session three will be - Trial Balances and Treasurer's Report.

- **Human Resources Update:** Dr. Bolton Carls introduced Diane Matteson, Coordinator. Ms. Matteson provided an overview of the Human Resources office. She stated that her office provides services to the BOCES and the component districts. Services include Certification Review, Cooperative Personnel Recruitment, Substitute Coordination and Attendance Tracking Service, and Employee Assistance Program.

- **Regional Budget Presentations:** Dr. Bolton Carls reported that the budget presentation at OAOC was canceled and the presentation at NCOC was lightly attended. She noted that she will review the budget at the Annual Meeting on April 5.

- **CASEBP RFP:** Dr. Bolton Carls announced that she has all the claims repricing data from the finalists and will scheduling interviews in two weeks. She will share the results of the interviews with the Board at the next meeting.

- **Tax Cap Report:** Dr. Bolton Carls distributed a handout from the New York State Association of School Business Officials, which provided a preliminary report of schools districts' tax levy data, as an information item.

Directors' Report

Joe Booan: Mr. Booan reviewed items on the agenda and addenda. He distributed the results of the SkillsUSA Area 2 Leadership Conference and SKILLS Championship. Mr. Booan shared that over 35 students participated and commended the students on their high achievement at the competitions. As requested at the February meeting, Mr. Booan shared a list of the student ratio in special education programs.

Anne Rode: Ms. Rode reviewed items on the agenda and addenda. She shared that two of our art teachers, Geraldine Link and Jill Accordino, are members of the New York State Art Teachers Association Committee. Students from their programs have been selected to display their artwork at the New York State Art Teachers Legislative Student Art Exhibit from May 16 - 18. Ms. Rode announced that the CROP grant has been renewed for another year. She noted that the Second Annual Loretta McCormick Award will be presented at the End of the Year Celebration in June. As soon as the date is finalized, she will share with the Board. Ms. Rode announced that Rob Lishansky will be a guest speaker on WIOX Radio on March 15 from 6 - 7 p.m.

Anne Pallischeck: Ms. Pallischeck stated that the resolution to approve a permit with SUNY Oneonta is for a joint event with the School Library System on May 10. Marcy Birch referenced the resolution to approve a function and room rental agreement and asked why the Principals' Academy was being held outside our BOCES region as this means revenue is going out of this area. Dr. Bolton Carls explained that it is BOCES and district policy that participants attending conferences/workshops in this BOCES region, are not permitted to have overnight accommodations in a local hotel.

Approval of Personnel

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

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

UNCLASSIFIED APPOINTMENT - SUPPORT APPOINTMENTS							
Name	**Dept.**	**Position**	**Appointment**	**Effective**	**Tenure Area**	**Certification**	**Salary**
Karli Williams	IP	Licensed Teaching Assistant	Full-time, 10-month, 6 hour day, ESP Support Unit Position, 4-year probationary appointment	2/22/2016 - 2/21/2020	Special Subject: Licensed Teaching Assistant	Teaching Assistant, Level I	$12,257.00 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**
Kalindi Naslund	Temporary	Spanish Substitute - filling a leave of absence Substitute	2/29/2016 - 6/30/2016 2/29/2016 - 8/31/2016	$169.00/day per diem prorated hourly As per board policy or rate per contract
Amy Gage	Temporary	Spanish Substitute - filling a leave of absence	2/23/2016 - 6/30/2016	$200.00/day per diem prorated hourly
John Chimento	Temporary	Substitute	3/11/2016 - 8/31/2016	As per board policy or rate per contract
Linda Wilberg	Temporary	Workshop Day - Max. of 4 days	2/16/2016 - 2/19/2016	As per board policy or rate per contract

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Rachel Andrews	Temporary	Workshop Day - Max. of 4 days	2/16/2016 - 2/26/2016	Workshop $85.00/day
Susan Greene	Temporary	Workshop Day - Max. of 4 days	2/16/2016 - 2/19/2016	As per board policy or rate per contract

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**
Susan Fairbairn	COTA	IT	.85	1.0	2/29/2016

LEAVE OF ABSENCES			
Name	**Position**	**Reason**	**Effective**
Carol Lernihan	Teacher	Medical Leave	2/3/2016 - 2/21/2016
Susanne Morton	Licensed Teaching Assistant	Personal - Paid (2.4 days) & Unpaid (4.6 days)	4/7/2016 - 4/15/2016
Jody Albano	Teacher	Family Medical Leave (30 days - Intermittent)	3/1/2016 - 6/27/2016
Kelly Sayward	Teacher	Mandatory Military Leave - 13 days (Revision from January 13, 2016 board meeting of 12 days)	10/23/2015 - 6/30/2016

Motion approved unanimously.

Approval of Consent Agenda Items

William Haltermann and Marcy Birch moved to approve the following Consent Agenda Items:

Approval of 2016-2017 Holiday Schedule

- The 2016-2017 Holiday Schedule was approved as presented.

Approval of Amendment A4 to Revocable Permit - SUNY Oneonta

Whereas, the Otsego Northern Catskills BOCES Instructional Support Service (ISS) will require the use of the Morris Hall Craven Lounge, Room 130 & LeCafe on May 10, 2016 on the SUNY Oneonta Campus at a charge of $137.50; and

Whereas, the Otsego Northern Catskills BOCES ISS has requested use of these rooms for events on the SUNY College at Oneonta campus and the permit will expire on June 1, 2016. Extra services will require a fee of an estimated $60/hour for extraordinary custodial staff; $13.90/hour for building managers; $9.65/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 #15-004 A4 (Amendment).

Approval of Function & Room Rental Agreement - Gideon Putnam Resort for ISS

Whereas, the Otsego Northern Catskills BOCES Instructional Support Service (ISS) will require the use of the Gideon Putnam Resort for room accommodations and catering for the ONC BOCES Principals' Retreat on July 27-28, 2016 at an estimated hotel room reservation charge of $279/per participant and an estimated catering charge of $1,500 based on participants with 20% gratuity; and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby accept and approve the terms and conditions of the agreement.

Approval of Centris Group LLC - BOCES Direct Software Agreement

Whereas, the Otsego Northern Catskills BOCES desires to work with Centris Group LLC to provide an annual license for software support and maintenance as well as training for BOCES Direct. The fee will be $19,916 per year effective July 1, 2016 – June 30, 2019, which includes an initial purchase price of $13,135, with the option of spreading the cost over three years, and

Whereas, Centris Group LLC, Rockville Centre, NY has agreed to the terms within the agreement, and

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

Resolution to Declare Surplus Equipment

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

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

ONC BOCES – NCOC

TAG ID #	DESCRIPTION
901150	2004 Blue Jeep – Auto Class

Approval of Field Trip

- OAOC (Hornbeck) NYS-Discovery Times Square, New York, New York, March 8, 2016

Motion approved unanimously.

Adoption of 2016-2017 BOCES Calendar

Ellen Hager and Johnnie Nemec moved to adopt the 2016-2017 BOCES calendar as presented. Motion approved unanimously.

Resolution - *Tabled*

Ellen Hager and Marcy Birch moved to table the resolution pertaining to the Section 913 medical examination for further discussion in Executive Session. Motion approved unanimously.

Public Comments

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

Executive Session

Paul Beisler and Ellen Hager moved to adjourn to Executive Session at 2:25 p.m. to discuss the item that was tabled. Motion approved unanimously.

Regular Session

Ellen Hager and Johnnie Nemec moved to return to Regular Session at 2:51 p.m. Motion approved unanimously.

Removal of Item from the Table

Ellen Hager and Johnnie Nemec moved to remove the resolution pertaining to the Section 913 medical examination from the table. Motion approved unanimously.

Approval of Resolution - Section 913

Ellen Hager and Johnnie Nemec moved to approve the following resolution:

WHEREAS, Section 913 of the Education Law authorizes the Board of Education to require an employee to submit to a medical examination by a school medical inspector in order to determine the physical or mental capacity of such person to perform his or her duties;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Otsego Northern Catskills BOCES as follows:

Section 1. In accordance with Section 913 of the Education Law, the employee, whose examination the Board discussed in Executive Session on March 9, 2016, is hereby required and directed to submit to an examination by one or more medical inspector(s) designated by the District Superintendent, in consultation with the School Physician, for the purpose of determining the employee's physical and/or mental capacity to perform the employee's duties. The District Superintendent shall inform the employee of this resolution.

Section 2. To facilitate this examination, the District Superintendent shall also direct the employee to furnish the medical inspector(s) with releases permitting such inspector(s) to review all relevant medical records from all health care providers with whom the employee has consulted or from whom the employee has received treatment since such date as is deemed appropriate by the medical inspector(s).

Section 3. When the results of such examination are available, the District Superintendent is to share such results with the Board of Education in executive session.

Section 4. This resolution shall take effect immediately.

Motion approved unanimously.

Adjournment

Paul Beisler and Joseph Ballard moved to adjourn the meeting at 2:53 p.m. Motion approved unanimously.

Respectfully submitted,

Mary E Finocan

Mary E. Finocan
Board Clerk