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, January 11, 2017, at 12:30 p.m. at the Northern Catskills Occupational Center, Grand Gorge, New York.

Roll Call & Quorum Check

MEMBERS PRESENT:	Paul Beisler, James Gray, Ellen Hager, William Haltermann, and Theresa Hait
MEMBERS ABSENT:	Joseph Ballard, Marcy Birch, Antionette Hull and Johnnie Nemec.
OTHERS PRESENT:	Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Alyssa Oliveri, Anne Pallischeck.

Call to Order

At 12:30 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.

Additions to the Addenda

There were no additions.

Approval of Consent Agenda

Ellen Hager and William Haltermann moved to approve the Consent Agenda as presented.

1. Minutes from Regular Meeting - December 14, 2017
2. Monthly Reports - November 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 - November 2016
4. Claims Auditor Report

Warrants

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

Public Comments

There were no public comments.

Dialog with Component Superintendents

Collaborative Conversations:

Mr. Savin noted that ONC BOCES has held collaborative conversations between the component school Superintendents and the BOCES Board of Education for the past several years. Topics for this year's conversations are special education, itinerant services, and collaboration.

Mr. John Wiktorko, Superintendent of Windham-Ashland-Jewett Central School District, provided the BOCES Board with an update on how his district is doing. He mentioned flat budgets, expanded programming, and that his students are being accepted to good colleges. He expressed his gratitude towards his Board and credited them with much of his district's success. Mr. Wiktorko shared his concerns about itinerant services; availability and consistency were big concerns. The group discussed challenges with our Itinerant Services and possible solutions at length. The fluctuation in need for services was isolated as a cause for many of the issues.

Mr. Tom O'Brien, Superintendent of Roxbury Central School District, expressed his community's emotional tie to BOCES, which lies within his school district. He informed the Board that his enrollment has been declining and he expects it to decline further. Mr. O'Brien began a conversation about shared services. He currently shares some instructors with Margaretville Central School and Stamford Central School. He noted that many fail to see the value in sharing. Mr. O'Brien shared that he is exploring other types of sharing to provide his students with the services they need. Roxbury Central is going to have the first tele-psychology program in New York. He is working with Margaretville Hospital, which was purchased by Westchester Medical Center, the only medical network with the credentials to provide such a service. He explained the rising need for psychological services due to a growing population of students with severe emotional and social disabilities. A discussion ensued regarding the difficulties securing counselors and social workers in our region and possible solutions. Mr. Savin discussed the Systems of Care Grant that Otsego County had recently applied for. The discussion evolved into a conversation about the difficulty retaining teachers.

Mr. Matt Sheldon, Superintendent for Morris Central School District, discussed some of the challenges his district faces in relation to BOCES. He noted that he does not utilize ONC BOCES itinerant services often due to the fluctuation in availability for the services his district needs. He also explained that he has found some special education services to be less expensive elsewhere.

Mr. Savin initiated a conversation about a technical high school. For the most part, the group was very receptive to the concept, but recognized significant challenges. A technical high school would likely serve student who plan to stay living locally; the group recognized the value in providing these students with a career path. Four years of technical training will provide a much higher skill set for CTE students and may positively effect our local economy as well. Hurtles and difficulties include convincing school leaders and parents that there is enough value in a technical high school to send students, population constraints, participation from fringe districts and location.

The conversation circled back to itinerant services. Mr. O'Brien noted that the problems with itinerant services at ONC BOCES is not BOCES' fault, but the effect of the challenges all schools

in the region are facing; difficulties securing and retaining qualified instructors and service providers, declining enrollment and fluctuation of need for services are examples. Mr. Savin pointed out that many itinerants spend more time in the car than with students; scheduling must be more practical. The group discussed solutions, such as .5 commitments, securing a qualified leader, multi-year contracts and developing efficient schedules.

Ms. Hager thanked the Superintendents for their work, especially when it comes to advocacy.

At 2:00 p.m. there was a break in the meeting.

The meeting resumed at 2:10 p.m.

District Superintendent Report

District Superintendent Report:

CMEC: Mr. Savin distributed a draft of the CMEC grant application. He promised to share the final copy once it is available. He explained that the organization has modest funds and plans to begin awarding grants this time next year. Mr. Gray asked if the grant is for schools, students or smaller organizations. Mr. Savin explained that the grant can be awarded to anyone that fits CMEC's mission.

Board Planning Day: Mr. Savin announced that the Board Planning Day will take place at the Plains at Parish Homestead's conference room on March 15th from 12:00-3:00 p.m. He stated that topics need to be chosen.

Systems of Care Grant: Mr. Savin told the Board that he is working on building connections in Delaware County in hopes to replicate the Systems of Care Grant in that region if Otsego County is successful.

Budget Progress: Mr. Savin announced that the budget is well underway. For the most part it is either less than last year or modest increase in price.

Collaborative Work with Area Businesses: Mr. Savin informed the Board that he and Mr. Booan have been working with a number of organizations in Otsego County to explore internships and job training for our students. Organizing such partnerships is complex. Businesses will likely need to participate financially to make collaboration work. Bassett Healthcare Network is willing to help fund Medical Technician training.

Mr. Savin provided an update on the development of the Mechatronics/Robotics program. Barbara Ann Heegan, President and CEO of the Otsego County Chamber, will facilitate an Advanced Manufacturing Conference on January 26th with area advanced manufacturers. Mr. Savin explained that we need to develop interest and aptitude and thinks it's best to have the program be diverse so that our graduates can go into a number of fields. A search for space is underway. Converting a hallway or creating a new space are options being considered. He explained that we will need business partners to help build the space. He told the Board that we have spoken with Senator

Seward about the program and Mr. Booan is looking into grant opportunities. We are working with SUNY Delhi on curriculum. We have also been consulting with a tech school in Pennsylvania. The group discussed employment possibilities for Mechatronics/Robotics students in our region. Mr. Savin and Mr. Booan explained that this field is growing; the fact that colleges are opening and expanding Advanced Manufacturing programs is a testament to that.

Mr. Savin expressed his belief that it is a good thing businesses are coming to us. He mentioned that New York Central Mutual (NYCM) is looking to partner with us and is even suggesting funding students' college if they commit to working for them post graduation.

Lead Water Testing: Mr. Savin informed that Board that we had some incidences of slightly elevated lead levels in our water at both centers. At NCOC, an EOR sink and two classroom sinks showed elevated levels. At OAOC, a Culinary wash sink and a sink in the Welding bathroom showed elevated levels. We are following protocol. He thanked Mr. Joshua Reiss, Safety-Risk Coordinator, for his work.

Deputy Superintendent Report

Deputy Superintendent Report:

NCOC Door Replacement and Parking Lot Project: Dr. Bolton Carls announced that the authorization of the project bid is on the Agenda, as discussed in the prior month.

NYS Budget Proposals (Governor): Dr. Bolton Carls informed the Board that the official proposal is not out yet. She distributed a summary of organizations' aid proposal suggestions. She explained that the proposals listed are advisory only.

2017-2018 Administrative/Capital Budget: Dr. Bolton Carls told the Board that the Superintendents' Executive Committee had met yesterday, January 10th, to discuss the budget. The budget will not be on the Board Agenda for adoption until next month. She passed out the budget breakdown and went through the document. She explained each salary line and noted the decrease in the Administrative Staff salary budget. She explained that removing Forecast5 from the Administrative Budget was discussed in the Executive Committee. She explained some benefits of keeping it in the budget, such as discounts and added services. The service will stay in the budget for now and will be revisited after Forecast5 training sessions occurring next week. She mentioned that Mr. Tom O'Brien had suggested splitting out the services we receive from Capital Region BOCES; she will do that. She also explained that the CASEBP increase will be less than 5% and that she will update the numbers after the trustee vote at the February 2nd meeting.

Regional Presentations (March 13th at OAOC & March 14th at NCOC): Dr. Bolton Carls notified the Board that the dates and times for the Regional Presentations had been sent out to our component districts. She welcomed the Board to attend. She told the Board that she is willing to present at component Board Meetings if requested.

Directors' Report

Joseph Booan, Assistant Superintendent for Student Programs:

Mr. Booan reviewed some items on the Agenda. He expressed his gratitude to our Staff Developers for a successful Conference Day.

He notified the Board that he will be meeting with the Scriven Foundation next week to discuss the Mechatronics/Robotics Program. The foundation had supported our Engineering Program with a $300,000 grant. He also mentioned that he and Mr. Savin will be meeting with Margaretville Hospital regarding a partnership for our New Visions Medical Program.

Mr. Booan announced that our Home Health Aid Certification had been approved.

Mr. Booan shared the success of one of our value-added classes, CHEST (Certified Healthcare Environmental Service Technician). Students of various CTE courses took this value-added class first period. It provided them with an internship and interview at Bassett, leading to potential employment.

Anne Pallischeck, Director, Instructional Support Services:

Ms. Pallischeck discussed a recent Professional Development Day. The day was focused on each employee's CTE Program. She explained that her team is working hard to make professional development relevant and productive. Ms. Pallischeck mentioned a poverty simulation done by DASA. She noted its success and informed the Board that CASSC will be holding a similar workshop in March.

Approval of Personnel

Theresa Hait and William Haltermann moved to approve the personnel as presented:

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

UNCLASSIFIED APPOINTMENTS - 4 Year Probationary Appointments							
Name	**Dept.**	**Position**	**Appointment**	**Effective**	**Tenure Area**	**Certification**	**Salary**
Sally Kelleher	IP	Special Education Teacher	Full-time, 10-month, Teacher Unit Position, 4-year probationary	*1/9/2017 - 1/8/2021	Special Subject: General Special Education	Students with Disabilities 1-6, Initial & Childhood Education 1-6, Professional	$39,143.00 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 *Effective date noted as above unless extended in accordance with the law. This expiration date is tentative and conditional only. Except to the extent required by applicable provisions of Section 3012[3] of the Education Law, in order to be granted tenure the teacher/administrator 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 in at least three (3) of the four (4) preceding years, and if the teacher/administrator receives an ineffective composite or overall rating in the final year of the probationary period, the teacher/administrator 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.*

CLASSIFIED APPOINTMENTS

Name	Dept.	Position	Appointment Type	Effective	Salary
Matthew Demaurez	O&M	Building Maintenance Worker	Full time, 12 month, 7.5 hour day, ESPA Unit, Probationary, Non-Competitive, Civil Service Position	1/12/2017 - 10/11/2017	$22,791.00 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
Robert Lishansky	Temporary	Substitute	1/12/2017 - 8/31/2017	As per board policy or rate per contract
Shawn Loveless	Temporary	Substitute	1/12/2017 - 8/31/2017	As per board policy or rate per contract
Kevin Stevens	Temporary	Coordination of Adult Education Program	1/12/2017 - 6/30/2017	$4,000.00
Christopher Passante	Casual Employee	Mechatronics Curriculum Development	1/3/2017 - 6/30/2017	$250.00/day Max. of $5,000.00
Linda LoGallo	Casual Employee	School Psychologist	1/23/2017 - 6/30/2017	$260.00/day

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	New	Effective
Fred Loveless	Building Maintenance Worker	O&M	7.0 hour/day	7.5 hour/day	1/12/2017
Judy Waring	School Psychologist	IT	1.1	1.0	1/17/2017

CHANGE IN CIVIL SERVICE STATUS

Name	*Dept.*	*Position*	*Appointment*	*Effective*
Erin Annunziata	Itinerant Programs	Keyboard Specialist	Probationary	1/12/2017 - 10/11/2017
Elizabeth Congdon	CROP	CROP Project Manager	Probationary	1/12/2017 - 10/11/2017

LEAVE OF ABSENCES			
Name	***Position***	***Reason***	***Effective***
Matthew Zynda	Teacher	Child Rearing - Paid and Partial Unpaid	1/3/2017 - 1/17/2017
Jennifer Muthig	Licensed Teaching Assistant	Medical Leave - Unpaid	12/7/2016 - 12/19/2016
Lynn Chase	Director of Management Services	Medical Leave	1/12/2017 - 2/1/2017 Extend leave from 11/29/2016 - 1/6/2017
Jennifer Flores	Network Team/Staff Developer	Child Rearing - Paid and Partial Unpaid	2/15/2017 - 5/24/2017

RESIGNATIONS/RETIREMENTS			
Name	***Position***	***Reason***	***Effective***
Shawn Loveless	Building Maintenance Worker	Resignation	1/9/2017
Amy Moratto	Licensed Teaching Assistant	Resignation	12/28/2016
Donna Prehna	Licensed Teaching Assistant	Retirement	6/30/2017
Matthew Demaurez	Cleaner	Resignation to accept Building Maintenance Worker position at ONC BOCES	1/12/2017

Motion was approved unanimously.

Approval of Consent Agenda Items

William Haltermann and Paul Beisler moved to approve the following Consent Agenda Items:

Permission to Bid- NCOC Door Replacement and Parking Lot 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 Door Replacement and Parking Lot Project, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the bidding for the NCOC Door Replacement and Parking Lot Contracts adhering to the estimated timeline as follows:

LEGAL NOTICE - ADS	-	January 6, 2017
BIDS MAILED	-	January 6, 2017
BID OPENING	-	February 2, 2017
BID AWARD	-	February 8, 2017

Approval of Consultant- Kathleen Odean

Whereas, the Otsego Northern Catskills BOCES School Library System desires to employ a consultant for a presentation at the SLS Liaison Meeting on March 16, 2017, and

Whereas, Kathleen Odean, North Kingstown, RI has agreed to provide services as a presenter as requested by ONC BOCES and DCMO BOCES, and has requested compensation in the amount of $2257 with costs to be shared by both BOCES, 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.

Motion was approved unanimously.

Resolution to Award Bid - Culinary Arts Program Supplies and Equipment

William Haltermann and Terry Hait moved to approve the following resolution:

Whereas, the Otsego Northern Catskills BOCES has solicited bids for the Culinary Arts Program Supplies and Equipment for the Occupational Centers, and

Whereas, bids were duly advertised and opened on January 6, 2017 by Annette Hinkley, witnessed by Cathy Jacob. There was one bid received, and the bidder has met all the specifications contained within the bid.

Whereas, the bid was reviewed by Joe Booan, it is recommended that the bid be awarded to the Ginsberg's Institutional Foods, Inc., Hudson, NY on a line by line item basis for the period of February 1, 2017 - June 30, 2017.

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

Motion was approved unanimously.

Resolution to Adopt IRS Mileage Reimbursement Rate

Ellen Hager and Paul Beisler moved to adopt the IRS mileage reimbursement rate.

Motion was approved unanimously.

Resolution to Accept Lowe's Toolbox for Education Grant

Theresa Hait and Ellen Hager moved to accept the following resolution:

Whereas, the Otsego Northern Catskills BOCES submitted a grant application to Lowe's Toolbox for Education for a School Safety Enhancement project from the Lowe's Charitable and Educational Foundation (LCEF), and

Whereas, the application was approved in the amount of $3,565, and

Resolved, the Otsego Northern Catskills BOCES Board of Education has approved that James Gray is the authorized representative as President of the Board of Education and is hereby authorized and directed by the Otsego Northern Catskills Board of Education to accept(s) this grant in the amount of $3,565 to ensure that activities and programs funded by said grant are carried out in accordance with grant requirements.

Motion was approved unanimously.

Public Comments

There were no public comments.

Executive Session

William Haltermann and Paul Beisler moved adjourn to Executive Session at 3:27 p.m.

Motion was approved unanimously.

Regular Session

Paul Beisler and Terry Hait moved to return to Regular Session at 3:35 p.m.

Motion was approved unanimously.

Adjournment

William Haltermann and Ellen Hager moved to adjourn to the meeting at 3:36 p.m.

Motion was approved unanimously.

Respectfully submitted,

Alyssa Oliveri

Alyssa Oliveri
Board Clerk