The annual reorganization meeting of the Board of Cooperative Educational Services, Sole Supervisory District of Otsego, Delaware, Schoharie, and Greene Counties was held on July 6, 2016 at the Northern Catskills Occupational Center, Grand Gorge, New York.

Roll Call & Quorum Check

MEMBERS PRESENT: James Gray, Theresa Hait, Paul Beisler, Antoinette Hull, and Johnnie Nemec.

MEMBERS ABSENT: Joseph Ballard, Ellen Hager, Marcy Birch, and William Haltermann.

OTHERS PRESENT: Nicholas Savin, Alyssa Oliveri and Jennifer Bolton Carls.

Pledge of Allegiance

Mr. Savin 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.

Call to Order

At 12:30 p.m. temporary chairman, Nicholas Savin, called the Reorganization meeting to order with a quorum present.

Additions to the Agenda

There were no additions to the Agenda.

Oath of Office - Board Members

Alyssa Oliveri, Board Clerk, administered the oath of office to newly elected board members Paul Beisler and Antoinette Hull. Marcy Birch was not present to take the oath of office.

Nomination of Board President

Paul Beisler and Johnnie Nemec moved to nominate James Gray as Board President. Motion was approved unanimously.

Oath of Office - Board President

Alyssa Oliveri administered the oath of office to newly elected Board President James Gray.

President James Gray presided over the meeting.

Nomination of Vice President

Theresa Hait and Johnnie Nemec moved to nominate Paul Beisler as Board Vice President. Motion was approved unanimously.

Oath of Office - Board Vice President

Alyssa Oliveri administered the oath of office to newly elected Board Vice President Paul Beisler.

Board Appointments

Antoinette Hull and Johnnie Nemec moved to approve the following Board appointments:

1. Board Clerk (Alyssa Oliveri)
2. Treasurer (Patricia Powell-Wagner)
3. Deputy Treasurer (Dr. Jennifer Bolton Carls)
4. Claims Auditor (Gail Miner - compensation $4,000)
5. Assistant Clerk (Nicholas Savin, District Superintendent)
6. Deputy Claims Auditor (Donald Brown - compensation $65 per week worked)

Motion approved unanimously.

Oath of Office - Board Appointments

Nicholas Savin administered the oath of office to Alyssa Oliveri, Board Clerk.

Oath of Office - Board Appointments

Alyssa Oliveri administered the oath of office to Nicholas Savin, Assistant Clerk, and Dr. Jennifer Bolton Carls, Deputy Treasurer. Gail Miner (Claims Auditor), Patricia Powell-Wagner (Treasurer), and Donald Brown (Deputy Claims Auditor) were not present to take the oath of office.

Oath of Office - District Superintendent

Alyssa Oliveri administered the oath of office to Nicholas Savin, District Superintendent.

Approval of Other Appointments

Johnnie Nemec and Theresa Hait moved to approve the following appointments:

1. Purchasing Agent (Lynn Chase)
2. Auditor for Extra Classroom Activities Funds for NCOC & OAOC (Lynn Chase)
3. Central Treasurer of Extra Classroom Funds - NCOC (Cassandra Bruno)
4. Central Treasurer of Extra Classroom Funds - OAOC (Cali Kukenberger)
5. Deputy Central Treasurer of Extra Classroom Funds - NCOC (Cali Kukenberger)
6. Deputy Central Treasurer of Extra Classroom Funds - OAOC (Cassandra Bruno)
7. Local Education Agency Designee - Asbestos, SARA (Dr. Jennifer Bolton Carls)
8. Records Access Officer (Dr. Jennifer Bolton Carls)

9. Records Management Officer (Dr. Jennifer Bolton Carls)
10. Records Retention and Disposition Officer (Dr. Jennifer Bolton Carls)
11. Independent Auditor (D'Arcangelo & Company)
12. Legal Advisor to the Board of Education (Hogan, Sarzynski, Lynch, Surowka & DeWind, LLP. In addition, the Board of Education will use Ferrara, Fiorenza, Larrison, Barrett & Reitz, PC, and Girvin & Ferlazzo, PC, as needed for special projects)
13. WinCap System Managers (Diane Matteson, Manager, and Annette Hinkley, Substitute Manager)
14. Designation of Officer to Represent the District on the Governing Board of the Catskill Area Schools Employee Benefit Plan (Dr. Jennifer Bolton Carls)
15. Medicaid Compliance Officer (Itinerant Supervisor)
16. Dignity for All Students Coordinators (Ryan DeMars and Chris Fatta)
17. Chief Information Officer - CIO (Rachel Wright)
18. Homeless Liaison (Joe Booan)

Motion approved unanimously.

Approval of Authorizations

Theresa Hait and Johnnie Nemec moved to approve the following authorizations:

1. Approve Employee Attendance at Conferences (Nicholas Savin and Dr. Jennifer Bolton Carls)
2. Certification of Payrolls (Dr. Jennifer Bolton Carls)
3. Designation of Signatures on Checks (Patricia Powell-Wagner and Dr. Jennifer Bolton Carls)
4. Electronic Check Signature Disk to authenticate checks issued on BOCES accounts (Patricia Powell-Wagner and Dr. Jennifer Bolton Carls)
5. Budget Transfers on Chief School Officer's Approval (Dr. Jennifer Bolton Carls)
6. Application for Grants in Aid (State and Federal) (Nicholas Savin)
7. Establish Mileage Reimbursement Rate ($0.54 per mile)
8. Offer school district employee and officer indemnification under Public Officer's Law §18
9. Approval of Contracts (Board President) or (Vice President)
10. Establish Adult Education CTE Tuition Rate - $12,000 per year
11. Establish Substitute Pay Rate (teachers - $80/day; licensed teaching assistants - $60/day)

Motion approved unanimously.

Approval of Bank Depositories

Paul Beisler and Johnnie Nemec moved to approve the following bank depositories:

1. National Bank and Trust Company
2. National Bank of Delaware County
3. Community Bank
4. Key Bank N.A.
5. J.P. Morgan Chase Bank
6. The Bank of Greene County
7. Citizens Bank
8. First Niagara
9. HSBC Bank USA
10. New York Liquid Asset Fund (NYLAF)

Motion approved unanimously.

Approval of Newspapers

Johnnie Nemec and Antoinette Hull moved to approve the designation of the following newspapers for legal notices:

1. **The Daily Star**
2. **The Mountain Eagle**
3. **The Windham Journel**

(to be used at the discretion of the Board Clerk)

There was a brief discussion about the possible need to change newspapers in the future, as **The Mountain Eagle** and **The Windham Journal** may close.

Motion approved unanimously.

Approval of Petty Cash Designees

Johnnie Nemec and Paul Beisler moved to approve the following petty cash designees:

1. CATSKILL AREA SCHOOL STUDY COUNCIL $200
(Deputy Coordinator)

Motion approved unanimously.

Approval of Meeting Dates

Johnnie Nemec and Paul Beisler moved to approve the following board meeting schedule as presented.

Normally, the second Wednesday of each month at 12:30 p.m.

Wednesday, August 24, 2016 (OAOC)
Wednesday, September 14 (NCOC)
Wednesday, October 12 (OAOC)
Wednesday, November 9 (NCOC)
Wednesday, December 14 (OAOC)
Wednesday, January 11 (NCOC)
Wednesday, February 8 (OAOC)
Wednesday, March 8 (NCOC)
Tuesday, April 4 (Annual Meeting, OAOC)
Wednesday, April 12 (NCOC)
Monday, April 17 (Admin. Budget/Board Election Vote)
Wednesday, May 10 (OAOC)
Wednesday, June 14 (NCOC)

Other Important Dates:

NYSCOSS Fall Conference	September 25-27, 2016 (Saratoga)
NYSSBA Convention	October 27-29, 2016 (Buffalo)
NYSCOSS Winter Institute	March 6-7, 2017 (Albany)

Approval of Standard Work Day and Reporting Resolution

Theresa Hait and Johnnie Nemec moved to approve the following resolution for Standard Work Day and Reporting:

BE IT RESOLVED, that the Otsego Northern Catskills Board of Cooperative Educational Services hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/ Ends	Participates in Employer's Time Keeping System (Y/N)	Days/Month (based on Record of Activities)
Elected Officials							
Appointed Officials							
Treasurer	Patricia Powell-Wagner	6966	37591294	N/A	07/01/16 – 06/30/17	Y	N/A
Board Clerk	Alyssa Oliveri	6159	61444394	N/A	07/01/16 – 06/30/17	Y	N/A

Motion approved unanimously.

Re-Adoption of Board Policies #2160, #8334, #8332

Johnnie Nemec and Paul Beisler moved to approve the following policies:

#2160 -Code of Ethics - Conflict of Interest
#8334 - Use of District Credit Cards
#8332 - Use of Cell Phones

Motion approved unanimously.

Adoption of Board Policies #5300 and #6240

Paul Beisler and Johnnie Nemec move to approve Board Policy #5300- Code of Conduct and Board policy #6240- Investment Policy and Guidelines as presented.

Motion approved unanimously.

Comments By Board Members

Johnnie Nemec informed the Board that he is working with NYSSBA to complete his required training in the near future.

The Board continued into the regular board meeting.

Immediately following the Annual Reorganization Meeting on July 6, 2016, the Board continued into the regular board meeting.

Roll Call & Quorum Check

MEMBERS PRESENT: James Gray, Theresa Hait, Paul Beisler, Antoinette Hull, and Johnnie Nemec.

MEMBERS ABSENT: Joseph Ballard, Ellen Hager, Marcy Birch and William Haltermann.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Anne Pallischeck and Alyssa Olveri.

Additions to the Addenda

There were no additions to the Addenda.

Approval of Consent Agenda

Johnnie Nemec and Paul Beisler moved to approve the Consent Agenda as presented.

1. Minutes from June 8, 2016 Board Meeting
2. Monthly Reports -
   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 - May 2015 (Copy filed in the Clerk's office).

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.

Antoinette Hull informed the Board that some attendees of the Northern Catskills Occupational Center Completer Ceremony expressed surprise at the diversity of the programs we offer, particularly the New Visions Programs. There was a discussion among the Board on how to inform the community of our many offerings. Marketing through newspapers and direct mail was suggested. There was a consensus among the Board that having students create marketing materials is beneficial. Mr. Savin told the Board that we are seeing results from marketing BOCES has done,

which is evident through the increased enrollment in New Visions programs. Mr. Savin explained that costs and the financial structure of BOCES make marketing challenging. He suggested that the Board schedule a meeting to discuss this topic in more depth.

District Superintendent's Report

District Superintendent Report:

- **APPR Update**: Mr. Savin mentioned that he had sent out a draft of the Annual Professional Performance Review (APPR) plan to the Board for their review. He expressed that he was pleased with the process; teachers and administration worked well together.

- **Superintendent Search Update:** Mr. Savin informed the Board that the Edmeston Superintendent search is underway. He is in the process of interviewing candidates with the Edmeston Board of Education. He expects to have someone in place by September 1, 2016.

- **Completer Ceremonies:** Mr. Savin told the Board that he was pleased with both the OAOC and NCOC Completer Ceremonies. He would like to see more student participation at future NCOC Completer Ceremonies.

- **CASSC Interviews:** Mr. Savin discussed the Catskill Area School Study Council Coordinator search. He told the Board that there were good applicants and that the interviews have been completed. He is currently working on background checks and expects the position to be filled by the end of the week.

Deputy Superintendent Report

Deputy Superintendent Report:

- **Space Moves:** Dr. Bolton Carls informed the Board that there will be a number of office moves during the summer to create more classroom space. She is working with Mr. Booan on these plans. Currently, there is work being done upstairs at OAOC to create office space. She offered to take the Board on a tour of this space at the August Board Meeting. The CASEBP office at NCOC will be moving; their old space will become a distance learning room. BOCES is also trying to rent office space at a component school. Mr. Beisler asked what classes are offered through distance learning and the potential for more use in our own programs. Dr. Bolton Carls went on to mention that the SESIS Offices will move from OAOC to NCOC and some student program offices will move from NCOC to OAOC.

- **Capital Projects Update:** Dr. Bolton Carls informed the Board that both the EPC and Siding projects are underway. Lighting contractors have finished at OAOC and will be coming to NCOC. BOCES is working on approval from the State Education Department to repair the NCOC parking lot; she hopes that this work can be done in the fall.

- **Staffing Changes:** Dr. Bolton Carls updated the Board about the staffing changes due to the reduction in positions at CASEBP. Ellen Kennedy will be taking a position in the Business Office. Likely, Shellie Blevins will continue with Records Management and potential secretary position.

Directors' Report

Anne Pallischeck, Coordinator, Instructional Support Services:

Ms. Pallischeck briefly discussed the permit with the State University of New York at Oneonta that is on the Agenda for approval. She also explained upcoming staffing changes. Distance Learning technical staffing will increase to accommodate growing demand; more districts have joined our distance learning programs.

Joseph Booan, Assistant Superintendent for Student Programs:

Mr. Booan thanked the Board for his appointment to Assistant Superintendent for Student Programs.

Mr. Booan distributed Senior Exit Survey results from the 2015-2016 school year for both OAOC and NCOC. The survey results show students' plans after graduation in the following categories: college, military, work, and unemployed. Mr. Booan explained that there is a follow-up survey in six months.

Mr. Booan passed around a second handout, which details BOCES' CTE Summer Class offerings at OAOC and NCOC. He noted that these programs have been offered to seventh-ninth graders as well as upperclassmen this summer.

Mr. Booan distributed a third handout to the Board. The document gives an overview of the new Summer New Visions Program with Fox Hospital, along with a brief Biography of each student attending. He explained that the program is unique because it gives students professional, on the job experience. Students may also be able to gain an elective credit from the program. Students go through rotations in five departments at the hospital and gain approximately 110-115 rotation hours. Mr. Beisler inquired about transportation to and from the program. Mr. Booan explained that BOCES does not provide transportation; districts with participating students decide transportation procedures.

Mr. Booan mentioned that, for the first time in four or five years, Summer School has begun at Charlotte Valley.

Mr. Booan updated the Board about current employee searches. He announced that Ryan DeMars has been appointed Principal at the Otsego Area Occupational Center and an Assistant Principal, Kevin Stevens, is on the Agenda for approval. He informed the Board that he hopes to hire a Keyboard Specialist, a Cosmetology teacher, an English Language Arts teacher, and a Science

teacher by the end of the day. He also mentioned that searches for an Innovative Program Administrator and an Itinerant Supervisor are in progress. Mr. Savin explained that there may need to be mid-month appointments.

Antoinette Hull asked Mr. Booan his opinion on why a number of former students are coming out of BOCES unemployed, referring to the Senior Exit Survey results distributed earlier in the meeting. The Board briefly discussed possible reasons and solutions. Mr. Booan mentioned that BOCES has been teaching students how to write a resume and cover letter, and some programs have begun conducting mock interviews. The goal is to eventually have all students equipped with both a resume and cover letter by graduation.

Personnel

Johnnie Nemec and Theresa Hait 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**
Kevin Stevens	Student Programs	Assistant Principal - OAOC	Administrative Unit Position, Full-time, 12-month, 4-year probationary appointment	*7/18/2016 - 7/17/2020 (Revised effective date from June 8, 2016 board)	Administration: Assistant Principal	Building Leader - Initial & School District Leader - Professional	$73,000.00 prorated to the effective date
Miriam Rose	CTE	School Counselor	Full-time, 10-month, Teacher Unit Position, 4-year probationary position	*8/31/2016 - 8/30/2020	Special Subject: School Counseling & Guidance	School Counselor - Provisional	$40,793.00 plus up to 5 summer curriculum days
Katlyn Yorks	IP	Special Education Teacher	Full-time, 10-month, Teacher Unit Position, 4-year probationary position	*8/31/2016 - 8/30/2020	Special Subject: General Special Education	Students with Disabilities Grades 1-6, Initial	$41,423.00 plus up to 5 summer curriculum summer days

*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.

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Anthony Betrus	Casual Employee	Workshop Presenter - School Library System	8/24/2016	$1,600.00
Iburan Doyon	Casual Employee	Program Coordinator, Forensic Speech & Debate - CASSC	9/1/2016 - 6/30/2017	$200.00 per tournament plus $100.00 preparation work Max. of $700.00
Matthew Thompson	Casual Employee	Workshop Presenter - CASSC	8/22/2016	$300.00
Ed Weidman	Casual Employee	CDL Instructor Occasional Driver	7/1/2016 - 6/30/2017	$25.00/hr $17.00/hr
Michael F. Stensland	Casual Employee	Workshop Instructor - ISS Summer authoring training	7/20/2016 - 7/28/2016	$170.00/day Max. of $340.00
Patrick Darfler-Sweeney	Casual Employee	Negotiator - Employee/Labor Relations	7/1/2016 - 6/30/2017	$70.00/hr + expenses & mileage
David J. Smith	Casual Employee	Negotiator - Employee/Labor Relations	7/1/2016 - 6/30/2017	$70.00/hr + expenses & mileage
David P. Rowley	Casual Employee	Negotiator - Employee/Labor Relations	7/1/2016 - 6/30/2017	$70.00/hr + expenses & mileage
Clifford Moses	Casual Employee	Negotiator - Employee/Labor Relations	7/1/2016 - 6/30/2017	$70.00/hr + expenses & mileage
Kelly Coons	Casual Employee	Data Analyst - Employee/Labor Relations	7/1/2016 - 6/30/2017	$30.00/hr + expenses & mileage
Erin Annunziata	Temporary	Substitute	6/29/2016 - 8/31/2017	As per board policy or rate per contract
John DeGarmo	Temporary	Substitute Cleaner	7/7/2016 - 8/31/2017	As per board policy or rate per contract
Sherry Albano	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Walter Ashley	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Diane Braches	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Marlene Cammer	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Keith Carpenter	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Barbara Duffy-Graig	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Gloria Hendricks	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Irene Hess	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Dona Janke	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Valerie Jones	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Caren Kelsey	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Noelle Kletcha	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Linda Martinez	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Shannon Proudman	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Jocelyn Reeves	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Marie Schwarzkopf	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Alice Talbot	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Gina Tarbell	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Richard Treski	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Rita Treski	Temporary	Substitute	9/1/2016 - 8/31/2017	As per board policy or rate per contract
Carol Lernihan	Temporary	Substitute Nurse	9/1/2016 - 8/31/2017	As per board policy or rate per contract

MISCELLANEOUS APPOINTMENTS				
Name	**Appointment**	**Position**	**Effective**	**Compensation**
Ann Kiehm	Additional CTE Credit Bearing Instruction Stipend	Visual Arts Teacher - CTE Value added Instruction Course for Additional Credit	9/15/2015 - 6/13/2016	$2,800.00 Full year (1.0 school year)
Jody Albano	Additional CTE Credit Bearing Instruction Stipend	Culinary Teacher - CTE Value added Instruction Course for Additional Credit	9/15/2015 - 6/13/2016	$2,800.00 Full year (1.0 school year)
David Gelfuso	Additional CTE Credit Bearing Instruction Stipend	Automotive Teacher - CTE Value added Instruction Course for Additional Credit	9/15/2015 - 1/15/2016	$1,400.00 Half year (.5 school year)
Edward Bordinger	Additional CTE Credit Bearing Instruction Stipend	Welding Teacher - CTE Value added Instruction Course for Additional Credit	1/19/2016 - 6/13/2016	$1,400.00 Half year (.5 school year)
Deb Burroughs	Training Participant	Workshop Day - 1 day TCI Training	6/30/2016	As per board policy or rate per contract
Kristin Basile	Training Participant	Workshop Days - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 4 days
Candice Gockel	Training Participant	Workshop Days - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 4 days
Sean Lynch	Training Participant	Workshop Days - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 4 days
Cathy Popp-McKenna	Training Participant	Workshop Days - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 4 days
Rebecca Thompson	Training Participant	Workshop Days - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 4 days
Michelle Pindar	Training Participant	Workshop Day - TCI Training	6/27/2016 - 6/30/2016	$85.00/day Max. of 1 day

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

MISCELLANEOUS SUMMER APPOINTMENTS			
Name	**Position**	**Days**	**Compensation**
Steven Lawton	Information Technology Teacher	Max. of 6.5 days (Revised from the June 8, 2016 board meeting)	Per Diem

MISCELLANEOUS SUMMER APPOINTMENTS			
Name	**Position**	**Days**	**Compensation**
Michelle Swiderski	Speech and Hearing Handicapped Teacher	Max. of 18 days Workshop day - 1 day	Per Diem up to a maximum of $250.00/day $85.00/day
Jennifer Calhoun	Speech and Hearing Handicapped Teacher	Max. of 32 days (Revised from the June 8, 2016 board meeting)	Per Diem up to a maximum of $250.00/day
Samantha Gaske	School Counselor	Max. of 10 days Workshop day - 1 day (Revised from the June 8, 2016 board meeting)	Per Diem up to a maximum of $250.00/day $85.00/day
Jennifer Keefe	Summer Program - Teacher	7/6/2016 - 8/26/2016	Per Diem up to a maximum of $250.00/day
Linda Wilberg	Summer Program - Teaching Assistant	7/6/2016 - 8/26/2016	Per Diem
Toni Cumming	Summer Program - Teaching Assistant	7/6/2016 - 8/26/2016	Per Diem
Susan Greene	Summer Program - Crisis Intervention Specialist	7/6/2016 - 8/26/2016	Per Diem
Jim Calhoun	Summer Program - Teacher Substitute	7/6/2016 - 8/26/2016	Per Diem up to a maximum of $250.00/day
Jennifer Muthig	Summer Program - Teaching Assistant Substitute	7/6/2016 - 8/26/2016	Per Diem
James Cimko	Adult Education	7/5/2016 - 8/30/2016	$25.00/hour Max. of $2,400.00
Patricia Verlaan	Adult Education	7/5/2016 - 8/30/2016	$25.00/hour Max. of $1,200.00
Cynthia Struckle	Adult Education	7/5/2016 - 8/30/2016	$25.00/hour Max. of $3,600.00
Andrew Morell	School Volunteer - Engineering Camp	7/1/2016 - 8/29/2016	N/A
Benji Blacklock	School Volunteer - Engineering Camp	7/1/2016 - 8/29/2016	N/A
Bradley Morell	School Volunteer - Engineering Camp	7/1/2016 - 8/29/2016	N/A
Adam Agogila	School Volunteer - Engineering Camp	7/1/2016 - 8/29/2016	N/A

CHANGE IN POSITION					
Employee	**Position**	**Dept.**	**Current FTE**	**New FTE**	**Effective**
Robin Tabor	Library Media Specialist	IT	.1	.2	8/31/2016
Stephanie Bauer	Hearing Impaired Teacher	IT	.4	.51	8/31/2016
Logan Mohr	Distance Learning Technician	ISS	.8	1.0	7/1/2016

LEAVE OF ABSENCES			
Name	**Position**	**Reason**	**Effective**
Stephen Murn	English Teacher	Medical	6/13/2016 - 6/24/2016
Rebecca Welton	Confidential Secretary	Medical	6/17/2016 - 6/29/2016
#2373834	Non-Unit	Administrative Leave with Pay	6/29/2016 - Present

RESIGNATIONS/RETIREMENTS			
Name	**Position**	**Reason**	**Effective**
Patricia Loker	Assistant School Business Manager	Resignation	7/1/2016
Kathleen Bentley	Keyboard Specialist	Resignation	7/30/2016

Motion approved unanimously.

Approval of Consent Agenda Items

Theresa Hait and Johnnie Nemec moved to approve the following Consent Agenda Items:

Resolution to Bid- Culinary Arts Program Supplies and Equipment

Whereas, the Culinary Arts Program at the CTE Centers desire to purchase supplies and equipment for the remainder of the 2016-17 school year which collectively exceed the purchasing limit of $20,000 and which requires bidding under General Municipal Law 104b and to adhere to ONC BOCES Purchasing Regulations (Policy #6700), and

Whereas, the Otsego Northern Catskills BOCES will prepare and solicit bids for Culinary Arts Program Supplies and Equipment adhering to the following timeline:

LEGAL NOTICES - July 21, 2016

BIDS TO VENDORS	-	July 15, 2016
BIDS OPENED	-	August 4, 2016
BIDS AWARDED	-	August 2016 (TBD)

Be it resolved, that the Otsego Northern Catskills Board of Education does hereby approve the bidding of Culinary Arts Program Supplies and Equipment.

Resolution to Bid - Welding Ventilation System Installation

Whereas, the ONC BOCES desires to bid for installation of the welding ventilation system at NCOC which will exceed the purchasing limit of $20,000 and which requires bidding under General Municipal Law 104b and to adhere to ONC BOCES Purchasing Regulations (Policy #6700), and

Whereas, the Otsego Northern Catskills BOCES will prepare and solicit bids for the welding ventilation system installation adhering to the following estimated timeline:

LEGAL NOTICES	-	July 21, 2016
BIDS TO VENDORS	-	July 14, 2016
BIDS OPENED	-	August 3, 2016
BIDS AWARDED	-	August 2016 (TBD)

Be it resolved, that the Otsego Northern Catskills Board of Education does hereby approve the bidding of the installation of the welding ventilation system.

Resolution to Approve Frontline Technologies,
Professional Growth Customer WebReg Agreement

Whereas, the Otsego Northern Catskills BOCES Instructional Support Services (ISS) desires to enter into a Professional Growth Customer agreement with Frontline Technologies for the period of July 1, 2016 to June 30, 2017, and

Whereas, Frontline Technologies, Malvern, PA has agreed to provide a contract to allow ONC BOCES ISS to have a regional registration process through My Learning Plan WebReg at an annual subscription cost of $2,400.00, agreeing to the terms and conditions of the agreement, and

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

Resolution to Approve A.O. Fox Hospital Agreement -Adult Education Services

Whereas, the Otsego Northern Catskills BOCES Adult Education Program desires to work with A. O. Fox Hospital to provide Certified Nursing Assistant (CNA) training to their employees at a fee of $250 per person. The fee includes tuition, competency checklist for clinical experience, and testing fee to Prometric. A.O. Fox will pay for the services of the primary instructor, and the clinical instructor will be hired as necessary if the class exceeds eight students, and

Whereas, A. O. Fox Hospital, Oneonta, NY has agreed to the terms shown above for the period of June 20, 2016 to on or around August 1, 2016, and

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

Agreement- Clinical Experience - Woodside Hall LLC

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 Woodside Hall LLC, 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 September 1, 2016 –June 30, 2021. No monies will be exchanged or provided for this agreement.

Approval of Adult Education Tuition

Approval is requested for the following adult education programs for the 2016-17 school year as follows:

Practical Nursing Program: Tuition proposed to increase from ***$9,750 to $11,000*** for the full program year.

Nursing Assistant Program: Tuition proposed to remain at $1,650 for the full program, which includes tuition, textbook, one uniform and testing fee.

Home Health Aide Program: Tuition proposed to remain at $600 for the full program, which includes tuition and textbook.

CDL Program: Tuition proposed to remain at $1,250 for 10 hours of driving time.

5 Hour Course: Tuition proposed to remain at $35 per participant.

Resolution to Approve Contracts - Foxcare's Stamford Family Practice

Whereas, the Otsego Northern Catskills BOCES Northern Catskills Occupational Center and the Otsego Area Occupational Center will be providing occasional driver physicals to their staff, CDL physicals for students, physical exams for full time special education and alternative education students when requested, and will also be provided with a medical license number for ordering of medical supplies and PPD vaccine as needed, and each desires to contract with Fox Care's Stamford Family Practice for this purpose for the period of July 1, 2016 – June 30, 2017, and

Whereas, Foxcare's Stamford Family Practice, Stamford, NY has agreed to provide the above services, and has requested compensation in the amount of an annual fee of $1,746.88 per center to be paid on a quarterly basis of $436.72 per quarter for each center, and

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

Resolution to Approve OMNI Financial Group Contract Reinstatement for 2016-2017

Whereas, the Otsego Northern Catskills BOCES - an educational institution as defined by the Internal Revenue Code of 1986, as amended, desires to retain OMNI Financial Group, Inc., Water Tower 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, 2016 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 a PE Administrative Fee of $1,500 and a Non-P3 Service Provider 403(b) Fee at the rate of $36 per account for 16 accounts with 457(b) accounts and Non-Elective Contributions included at no charge for a total of $2,076 for the compliance and remitting services provided by OMNI Financial Group.

Resolution to Approve 2016-17 Revocable Permit
State University of New York, Oneonta, NY for ONC BOCES

Whereas, the Otsego Northern Catskills BOCES Instructional Support Services (ISS) Program will require the use of the SUNY Oneonta Campus for events in the 2016-17 School Year; and

Whereas, the Otsego Northern Catskills BOCES ISS has requested use of the Hunt Union - Leatherstocking Room and Morris Hall – Craven Lounge for meetings and trainings on the SUNY College at Oneonta campus from July 12, 2016 through August 17, 2016 at a charge of $225.00. 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 #16-030.

Resolution to Approve Authorized Signature for
Payment Disbursements for EPC Contract

Whereas, Real Lease, Inc. on behalf of the Otsego Northern Catskills BOCES will disburse payments to John W. Danforth Company for the Energy Performance Contract (EPC) services, and

Resolved, the Otsego Northern Catskills BOCES Board of Education approves that Jennifer Bolton Carls, Deputy Superintendent, is authorized and directed by the Otsego Northern Catskills Board of Education as the authorized signature for the Payment and Performance Bonds with Dual Obligee Rider, and the Certificate of Incumbency as well as payment requests to disburse payments to John W. Danforth Company for the EPC contract.

Resolution to Declare Surplus Equipment

Whereas, the Otsego Northern Catskills BOCES does not wish to retain the following list of equipment or components, as the item(s) are 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.

OAOC Tag#	Description
015961	2012 FORD TRANSIT VAN - MEDIA LIBRARY

Resolution to Approve ClassMate Subscription Agreement

Whereas, the Otsego Northern Catskills BOCES desires to enter into a subscription agreement with N. Harris Computer Corporation to provide ClassMate Subscription for CTE, Alternative Ed, and Itinerant students including annual maintenance and support at a fee of $20,323, and

Whereas, N. Harris Computer Corporation, Ottawa, Ontario has agreed to the terms shown above for the period of July 1, 2016 to June 30, 2017, and

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

Re-Adoption of 2016-2017 ONC BOCES Calendar
Attachment #5

As presented.

Motion approved unanimously.

Review and Adoption of Board Policy #8134 - Emergency Managemnt
Attachment #6

Johnnie Nemec and Paul Beisler moved to approve Board Policy #8134 - Emergency Management as presented.

Theresa Hait asked for clarification about the confidentiality of Emergency Plans. Dr. Bolton Carls explained that only Building-Level Emergency Plans are confidential; generic, district wide plans can be public knowledge.

Motion was approved unanimously.

Approval of ONC BOCES Annual Professional Performance Review Plan 3012-d -Attachment #7

Paul Beisler and Johnnie Nemec moved to approve the following:

> Upon the recommendation of the District Superintendent, the Otsego Northern Catskills BOCES does hereby approve the Annual Professional Performance Review (APPR) Plan as agreed between the Otsego Northern Catskills BOCES and the Otsego Northern Catskills BOCES Teachers' Association as presented.

Motion approved unanimously.

Public Comments

There were no public comments.

Executive Session

Johnnie Nemec and Antoinette Hull moved to adjourn to Executive Session at 1:42 p.m. Motion was approved unanimously.

Salary Adjustments

Theresa Hait and Paul Beisler moved to approve the following salary adjustments:

Tami Fancher - A total salary, for the 2016-2017 school year, of $65,000, including longevity.

Diane Matteson - An additional, one time, increase of $3,000. A total salary, for the 2016-2017 school year of $85,146, including longevity.

Regular Session

Johnnie Nemec and Antoinette Hull moved to return to regular session at 2:05 p.m. Motion was approved unanimously.

Adjournment

Antoinette Hull and Johnnie Nemec moved to adjourn at 2:06 p.m. Motion was approved unanimously.

Respectfully submitted,

Alyssa Oliveri
Board Clerk