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

Roll Call & Quorum Check

MEMBERS PRESENT: Paul Beisler, Marcy Birch, James Gray, Ellen Hager, Theresa Hait, Antoinette Hull.

MEMBERS ABSENT: Joseph Ballard, William Haltermann and Johnnie Nemec.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Lynn Chase Alyssa Oliveri, Anne Pallischeck, Katie Cannon, Eileen Coryat, and Tami Fancher.

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

Theresa Hait and Paul Beisler moved to approve the Consent Agenda as presented.

1. Minutes from Regular Meeting - October 12, 2016
2. Monthly Reports - September 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. Claims Auditor Report

Motion was approved unanimously.

Warrants

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

Public Comments

Mr. Gray announced that the South Kortright Central School boy's soccer team had made it to the final four, and will be playing in Middletown on Saturday, November 12th.

District Superintendent Report:

- **Strategic Planning Presentations**: Mr. Savin announced that the series of strategic planning session presentations will continue today, with presentations on the following programs: Itinerant Services, School Library Services/Media Library, Special Education School Improvement, Distance and Online Learning, and Instructional Support Services.

  Mr. Booan, Assistant Superintendent for Student Programs, gave a presentation about the Itinerant Services we offer to our component districts. He went through services we currently offer, as well as services that have been requested by districts that we aren't currently offering, as the BOCES has not been able to hire some difficult to find certifications. There was a brief discussion regarding the difficulty securing staff.

  Ms. Eileen Coryat, Coordinator of School Library Services and the Media Library, presented the Board with information about services provided through her department. She discussed features of the School Library Service, such as inter-library loans, databases, and professional development resources. She also described the Educational Media Library, which includes a multitude of digital learning systems, as well as study kits and exhibits.

  Ms. Kathleen Cannon gave a presentation about the services she provides as the ONC BOCES Special Education School Improvement Specialist. She explained that her aim is to improve outcomes for students with disabilities in our BOCES and component districts. She further explained that she assists with behavioral management, literacy, and special education services. She discussed assistive technologies, which have been successful in providing students with disabilities access to learning materials at the same time as their classmates who do not have disabilities.

  Tami Fancher, Distance Learning Coordinator, went over services provided through her department, which include classes via video conferencing, virtual field trips, online learning, and collaborative meetings. She informed the board that there are sixty courses, 45 of which offer college credits, offered via video conference; over 650 students participate in this service. Ms. Fancher also discussed online classes for students and the use of Learning Management Systems (LMS).

  Anne Pallischeck, Director of Instructional Support Services, explained that she serves as the ONC BOCES Program Coordinator for Staff Development. She distributed a handout that contains facts and figures related to the Instructional Support Services program. She noted that School Improvement is the largest CoSer in the program.

- **Every Student Succeeds Act (ESSA):** Mr. Savin gave an overview of the Every Student Succeeds Act (ESSA) Regional Meeting that was held at SUNY Oneonta on October 25, 2016. He explained that attendees provided feedback on ideas provided by NYSED regarding the implementation of ESSA in New York State. He distributed the feedback

summary that was sent to NYSED. Mr. Savin noted that he believed the meeting was successful. He informed the Board that there will be seven or eight public comment forums around the state regarding ESSA implementation strategies. Mr. Savin indicated that he will inform the Board once a date and location for our region's public forum meeting is set.

- **School Boards Institute:** Mr. Savin reminded the Board that the Catskill Area School Study Council will be holding their Fall School Boards Institute Workshop on Thursday, November 17th. He asked that any interested Board Members contact Alyssa Oliveri as soon as possible.

- **Enrollment Report:** Mr. Savin distributed a draft of the 2016-2017 enrollment report. He explained that he uses BEDS data and live birth data to project future enrollment in our BOCES region.

- **Idea Planning:** Mr. Savin briefly discussed ideas being considered for new CTE programs, including an actuarial program, mechatronics/robitics program, and an education professionals program. Mr. Savin then discussed the process of how such ideas become programs at ONC BOCES. He explained that after an idea is proposed, it is discussed by committees, departments within ONC BOCES, and with the Superintendents' Cabinet. The Board of Education receives recommendations from those parties and has the final say regarding implementation of a new program or service. He distributed a handout that outlines the process in detail.

- **CTE Enrollment:** Mr. Savin passed out handouts regarding CTE enrollment. The handout included data about current CTE enrollment, and projections on the program participation rate needed in the future to keep CTE enrollment steady, while overall enrollment in our area is declining. Mr. Savin expressed his hope to drive enrollment up and to continue lowering the tuition. He voiced the need to attract a different variety of student to accomplish our enrollment goals. He noted that strategies in place include the addition of new programs, such as the Education Professionals and Mechatronics/Robotics programs being considered.

- **Collaborative Conversations**: Mr. Savin invited the Board to suggest topics for the Collaborative Conversations with Superintendents that will take place in January and February.

Deputy Superintendent Report

Deputy Superintendent Report:

- **Budget Development:** Dr. Bolton Carls announced that ONC BOCES Budget Development has begun. She distributed a handout listing the 2017-2018 Budget Assumptions for salary and benefit costs; she noted that there are upcoming union negotiations and changes in CASEBP enrollment, so there will be adjustments to these projections.

- **Foundation Aid Task Force:** Dr. Bolton Carls distributed the New York State Association of School Business Officials (NYSASBO) Foundation Aid Task Force recommendations and a BOCES Aid Change Proposal. She explained the need for changes to Foundation Aid, then

  reviewed the recommendations from the NYSASBO Task Force, such as improving strategies used to measure student poverty. Dr. Bolton Carls also discussed reforming BOCES aid by raising the cap on aidable CTE Teacher salaries from $30,000 to $66,000.

- **CASEBP and NY44 Comparison:** Dr. Bolton Carls informed the Board that some component districts are planning to move from CASEBP to NY44 through Erie 1 BOCES. Dr. Bolton Carls described the differences between the plans. She explained why some districts were leaving, but further explained foreseeable problems with the NY44 plan, and the benefits of CASEBP.

Directors' Report

Joseph Booan, Assistant Superintendent for Student Programs:

Mr. Booan announced that all student programs had a good start and that the Perkin's Grant had been approved. He informed the Board the OAOC CTE Advisory Dinner, scheduled for November 14th, may be rescheduled. Mr. Booan went over some appointments listed on the agenda for approval.

Anne Pallischeck, Director, Instructional Support Services:

- **Conference:** Ms. Pallischeck informed the Board that the Creating Connections Conference, held on October 28, was a success. She announced that 421 people registered, 100 of which were SUNY Oneonta methods students. They plan on holding the event again next year.

  Ms. Pallischeck mentioned the upcoming DASA Regional Workshop scheduled for December 8, 2016. She explained that the workshop is going to be a poverty simulation, and will require fifty attendees for the simulation to work properly.

- **Agenda Items:** Ms. Pallischeck briefly discussed items listed on the Agenda for approval.

Approval of Personnel

Theresa Hait and Antoinette Hull 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 -TEMPORARY

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Amanda Robinson	IT	ESL Teacher	Temporary, Part-time, 10%, Teacher Unit Position	11/1/2016 - 6/30/2017	N/A	English to Speakers of Other Languages - Professional	$46,324.00 prorated to 10% to the effective date

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
Cherie Ralph	IP	Licensed Teaching Assistant	Full-time, 10-month, 6 hour day, ESPA Unit Position, 4-year probationary appointment	11/28/2016 - 11/27/2020	Special Subject: Licensed Teaching Assistant	Teaching Assistant, Level III	$13,433.00 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
Caren Kelsey	Casual Employee	Clinical Job Coach	11/8/2016 - 06/30/2017	$15.00/hour Max. of 150 hours
Patricia Heinrich	Casual Employee	PN Clinical Instructor	11/10/2016 - 6/30/2017	$28.00/hour Max. of 250 hours
Karlyn Mellor	Casual Employee	PN Clinical Instructor	10/13/2016 - 6/30/2017	$26.00/hour Max. of 725 hours Revised hours from the October 12, 2016 board meeting
Janice Mueller	Casual Employee	Occupational Therapist	11/9/2016 - 6/30/2017	$354.00/day per diem
Lisa Chapman	Temporary	Substitute	11/10/2016 - 8/31/2017	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	New	Effective
Bria Currie	Cleaner	O&M	.6 FTE	1.0 FTE	11/10/2016 - 6/30/2017 Temporary increase to fill a leave of absence

CHANGE IN POSITION					
Employee	**Position**	**Dept.**	**Current**	**New**	**Effective**
Shawn Loveless	Cleaner	O&M	7.0 hour/day	7.5 hour/day	11/10/2016
Martha Kilbridge Bischoff	English to Speakers of Other Languages Teacher	IT	.5	1.0	9/26/2016
Jim Bercovitz	Clinical Psychologist	IP	.6	.7	11/14/2016
Patti Kruppo	PE Teacher	IT	1.0	.9	10/25/2016

LEAVE OF ABSENCES			
Name	**Position**	**Reason**	**Effective**
Jennifer Muthig	Licensed Teaching Assistant	Medical Leave	12/13/2016 - 1/24/2017
Lynn Chase	Director of Management Services	Medical Leave	11/29/2016 - 1/6/2017
Kevin Kreis	Health Benefits and Claims Coordinator	Medical Leave	12/19/2016 - 1/3/2017

TENURE APPOINTMENTS		
Name	**Tenure Area**	**Effective**
Lynn Chase	Administration: School Business Official	11/14/2016

RESIGNATIONS/RETIREMENTS			
Name	**Position**	**Reason**	**Effective**
Willard Palmer	Licensed Teaching Assistant	Resignation	11/1/2016

Motion was approved unanimously.

Approval of Consent Agenda Items

Paul Beisler and Theresa Hait moved to approve the following Consent Agenda Items:

Approval of the New York Time Site License Purchase Agreement

Whereas, the Otsego Northern Catskills BOCES School Library System will require a site license purchase of the Group Pass for the New York Times website for the Windham-Ashland-Jewett CSD for the period of January 1, 2017 to December 31, 2017, and

Whereas, The New York Times, Newark, NJ has agreed to provide the site license at the cost of $780.00 for a one year subscription, 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.

Approval of CSEA Employee Training Program Partnership Agreement
PN Program

Whereas, the Otsego Northern Catskills BOCES Practical Nursing Program would like to enter into a partnership agreement with CSEA, Inc on behalf of the New York State and CSEA Partnership for Education and Training for the period of April 1, 2016 to March 31, 2017, and

Whereas, CSEA, Inc., has agreed to provide funding through vouchers for an Employee Development Training Program for the purpose of furthering the career development of employees for whom CSEA is the bargaining agent. CSEA will pay ONC BOCES for tuition charges for non-credit courses at the published amount standardly charged to the public or $1,100.00 per semester, 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.

Approval of Otesaga Hotel Agreement - ISS

Whereas, the Otsego Northern Catskills BOCES Instructional Support Services (ISS) Program will require the use of the Otesaga Hotel for an event; and

Whereas, the Otsego Northern Catskills BOCES ISS has requested use of several rooms for professional development Inquiry Team Institute on December 2, 2016 at the fee of $375.00, and

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

Resolution to Declare Surplus Equipment
Attachment #6

Whereas, the Otsego Northern Catskills BOCES does not wish to retain the attached list, Attachment #6 of equipment or components, including those which were purchased for our component districts, as the items 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.

Approval of Frontier Communications
Telephone Lease and Management Agreement

Antoinette Hull and Paul Beisler moved to approve the following:

Whereas, the Otsego Northern Catskills BOCES Technology Services desires to enter into a lease agreement for the installation of a VOIP Phone System for an integrated telephone system for both occupational centers, as well as a maintenance agreement for this equipment with the following businesses, and

Whereas, Frontier Communications, Norwich, NY through TAMCO Capital Corporation, Tampa, FL, has agreed to lease this phone system at a total initial installation fee of $2,439 ($2,344 plus documentation fee of $95) with a lease fee of $1,172 per month which includes a maintenance plan for the period of November 10, 2016 through November 10, 2021, and

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

Motion was approved unanimously.

Resolution to Approve Amendment A2 to 2016-2017 Revocable Permit
State University of New York, Oneonta, NY, for School Library System

Whereas, the Otsego Northern Catskills BOCES School Library System (SLS) will require the use of the Morris Hall - Craven Lounge on December 16, 2016, March 16, 2017 & May 10, 2017 on the SUNY Oneonta Campus with the charge of $87.50 for each workshop event; and

Whereas, the Otsego Northern Catskills BOCES SLS has requested use of this room for this event on the SUNY College at Oneonta campus and the permit will expire on June 30, 2017. 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 #16-031 A2 (Amendment).

Motion was approved unanimously.

Public Comments

Mr. Gray announced that a student from South Kortright won an award at the North American International Livestock Exposition, that took place in Louisville, Kentucky.

Ms. Hull shared that the Rockefeller Center Christmas Tree is coming from Oneonta, NY, and that a local student had been interviewed by the Tonight Show regarding the Christmas tree; the student's interview will air on television.

Executive Session

Antoinette Hull and Ellen Hager moved to adjourn to Executive Session at 3:11 p.m.

Motion was approved unanimously.

Regular Session

Paul Beisler and Marcy Birch moved to return to regular session at 3:37 p.m.

Motion was approved unanimously.

Adjournment

Antoinette Hull and Ellen Hager moved to adjourn the meeting at 3:38 p.m.

Motion was approved unanimously.

Respectfully submitted,

Alyssa Oliveri
Board Clerk