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, December 14, 2016, at 12:30 p.m. at the Otsego Area Occupational Center, Milford, New York.

Roll Call & Quorum Check

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

MEMBERS ABSENT: Joseph Ballard and Theresa Hait.

OTHERS PRESENT: Nicholas Savin, Jennifer Bolton Carls, Joseph Booan, Alyssa Oliveri, Anne Pallischeck, Liz Congdon, Jason Sanchez, and Suzanne Swantak-Furman.

Call to Order

At 12:35 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 Johnnie Nemec moved to approve the Consent Agenda as presented.

1. Minutes from Regular Meeting - November 9, 2016
2. Monthly Reports - October 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 by a vote of 6, yes; 1, abstained (Paul Beisler, yes; Marcy Birch, yes; James Gray, yes; Ellen Hager, yes; Antoinette Hull, yes; Johnnie Nemec, yes; William Halterman, abstained).

Warrants

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

Public Comments

There were no public comments.

District Superintendent Report

District Superintendent Report:

- **Strategic Planning Presentations**: Mr. Savin announced that Strategic Planning Presentations will continue today with presentations about the following programs: Catskill Area School Study Council, Innovative Programs, Creating Rural Opportunities Partnership (CROP), and Career and Technical Education (CTE).

  Suzanne Swantak-Furman, Executive Coordinator of the Catskill Area School Study Council (CASSC), provided the Board with the CASSC brochure, 2015-2016 Annual Report and an outline of CASSC responsibilities and plans for the future. Ms. Swantak-Furman stated CASSC serves four areas: unique enrichment for children, professional training, instruction at SUNY Oneonta, and facilitating field learning opportunities for pre-service teachers attending SUNY Oneonta. She explained that next year's focus will be on working with the STEM Council to provide math and science based enrichment programs. She explained that CASSC also provides students with unique cultural experiences, that can be hard to come by in small, rural areas such as ours. One such experience, the youth concert with the Catskill Symphony Orchestra, had over 800 youth attendees.

5 Year Plan Presentation- Scott Duell

Mr. Duell, Principal of BCA Architects, presented the Board with the ONC BOCES 5-Year Plan and noted that the first page is a summary. He explained that he has been working with Dr. Bolton Carls and Mr. Booan to update the plan. A discussion ensued about the parking lot project, which had to be postponed until 2017 due to lack of bids in the fall. Dr. Bolton Carls expressed her hope to do the project this coming spring. Logistics regarding staff parking were considered.

- **Strategic Planning Presentations:** Mr. Jason Sanchez, Innovative Programs Administrator, distributed handouts detailing the many offerings in the Innovative Programs department. He went through each, including Career Pathways, the Therapeutic Learning Center, TRUST, Basic Life Skills, and Behavioral Adjustment. He explained that Career Pathways offers its students general education and job training; Career Pathways II and III, for older students, do on-site training at local businesses as well. The Therapeutic Learning Center (TLC) is a 30-45 day evaluative program, intended to help students experiencing severe emotional crisis. The program also assists students transitioning from hospitalization or other placement to the community and home district. Counseling, academic, and psychological testing are features of the TLC. He explained that the TRUST program is designed for students with behavioral problems. TRUST classrooms are highly structured and offer on-site counseling, behavior management, and inclusion in regular education classes when appropriate. The Behavior Adjustment program is designed for students with minimal learning difficulties and moderate behavioral/social problems. This program also includes regular class placement per each student's IEP.

Mr. Sanchez announced that BOCES is introducing a Basic Life Skills COSER next school year, and that a new Elementary TRUST classroom will be opening in January.

Mr. Haltermann noted that the dynamics seem to be changing between BOCES and component schools when it comes to Special Education placement. He had observed schools pulling back from sending students with learning disabilities to BOCES, and handling it in district instead; now it seems to be the other way around. Mr. Booan explained that basic learning disabilities are largely being handled in-district; we are seeing a growth of students with emotional and mental health needs at BOCES. There was a discussion among the group about the cause of this population growth. Mr. Haltermann shared that he finds this a good area for BOCES to expand; the group largely agrees. There was some conversation about the hiring difficulties. Mr. Booan mentioned the possibility of training our own behavioral specialists.

- **Systems of Care Grant:** Mr. Savin informed the Board that the Otsego County Systems of Care Grant, if obtained, will also help to serve students with severe emotional and mental health needs. He described features of the Systems of Care plan, which includes having clinical social workers onsite in schools at least once per week. The social worker will act as a liaison between the schools and social service providers. A significant benefit of partnering with a clinical social worker is that they can get into the homes of these students to uncover problems or needs of the families. Mr. Savin expressed his hope to duplicate this plan in other counties if it proves successful.

- **Strategic Planning Presentations:** Ms. Liz Congdon, CROP Program Manager, distributed a summary of the Creating Rural Opportunities Partnership (CROP) program. She informed the Board that ten districts currently have CROP programs at their schools. There are three main components to CROP: enrichment, development, and family involvement. The program partners with local organizations to offer quality educational experiences. Our Delaware County CROP group partners with Hanford Mills, the Greater Roxbury Learning Initiative Corporation (GRLIC), ONC BOCES, and The Farmer's Museum, among others. CROP requires two hours of programming, five days per week during the school year, and four hours, five days per week during the summer vacation. At this time it provides over 100 part-time jobs. She explained that funds come from the Federal Government. Right now she is working on renewing the Delaware County grant. Some Otsego County schools also applied; they are working on back-up plans in the event they are not awarded a grant. Ms. Congdon shared that Stamford Central School District is piloting a new, club-based model program.

  Mr. Joe Booan, Assistant Superintendent, Student Programs, reviewed ONC BOCES' Career and Technical Education offerings. He explained the many benefits afforded to CTE graduates. All students leave with professional certifications and many graduate with direct and/or articulated college credits. He explained that a lot of traditional academic curriculum, such as math and science, is worked right into the CTE courses. Mr. Haltermann mentions creating a technical highschool. A brief discussion ensued. Mr. Savin expressed his interest

in the idea and suggests revisiting the topic during the collaborative conversations with the component districts' Superintendents.

- **Legislative Luncheon:** Mr. Savin informed that Board that four local legislators attended the Annual Legislative Luncheon with the component Superintendents: Senator Seward, Assemblyman Magee, Assemblyman Crouch, and Assemblyman Lopez. Topics addressed during the meeting include amending the Foundation Aid formula, the need to fund needy districts, CTE salaries, and APPR.

- **Planning Day:** Mr. Savin invited suggestions for the location of this year's Board Planning Day. There was a brief discussion among the Board about site options. Alyssa Oliveri will be in contact with the Board to choose the date.

Deputy Superintendent Report

Deputy Superintendent Report:

- **State Budget Proposals:** Dr. Bolton Carls distributed NYASBO State Aid recommendations, the New York State Educational Conference Board State Aid recommendations and the Regents State Aid Proposal. She reviewed the State Aid proposal slideshow. She noted that the most controversial item on the proposal is save-harmless; the Regents proposal suggests giving districts on save-harmless up to a 1%, wealth adjusted aid increase.

  She reported that the Education Conference Board believes $1.7 Billion is needed just to keep current programs operating.

- **Land Use RFP:** Dr. Bolton Carls provided details about the Land Use RFP on the Addenda for approval. She explained that the taxable value of the land recently increased considerably. The lease rate was adjusted, but not to the full tax amount, as it may have been unaffordable.

Directors' Report

Joseph Booan, Assistant Superintendent for Student Programs:

Mr. Booan informed the Board that Bee Loftus, a long-time Laurens and former BOCES Board Member, had passed away.

Mr. Booan reviewed some items on the Agenda for approval. He mentioned the Culinary Arts Bid, a transportation contract for a field trip and advertising for CTE courses in the local movie theatre. He also mentioned the donations listed on the Addenda for approval. Mr. Booan stated that it may be necessary to hire instructors for the new TRUST classroom before the next Board Meeting.

Anne Pallischeck, Director, Instructional Support Services:

Ms. Pallischeck announced that Rob Lishansky has offered to be a substitute van driver; he is on the personnel section of the Agenda for approval. She also stated that Jessica Sobers has been recommended for tenure and is on the Agenda for approval.

Approval of Personnel

Paul Beisler 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 APPOINTMENT - Support Appointments

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Amy Moratto	IP	Licensed Teaching Assistant	Full-time, 10-month, 6 hour day, ESPA Unit, 4-year probationary appointment	12/16/2016 - 12/15/2020	Special Subject: Licensed Teaching Assistant	Teaching Assistant, Level I	$13,233.00 prorated to the effective date
Leonard Zaccagnino	IP	Licensed Teaching Assistant	Temporary, Part-time, .5 FTE, 10-month, 6 hour day, ESPA Unit Position	12/19/2016 - 6/30/2017	N/A	Teaching Assistant, Level I (pending)	$13,233.00 @ 50% 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
Michelle Osterhoudt	Casual Employee	CASSC Instructor, School Bus Driver Safety Refresher Course	1/9/2017	$100.00/Presentation
Linda Dallara	Casual Employee	CASSC Instructor, Enrichment Program	1/21/2017 - 3/4/2017	$100/Saturday Max. of $600.00
James Dallara	Casual Employee	CASSC Instructor, Enrichment Program	1/21/2017 - 3/4/2017	$100/Saturday Max. of $600.00
Matthew Thompson	Casual Employee	CASSC Instructor, 30 Hour School Bus Driver Training Course	3/17/2017 - 4/1/2017	$2,000.00 Max. of 30 hours of training
		Instructor, 10 hours of School Bus Monitors Training	3/10/2017 - 3/11/2017	$700.00 Max. of 10 hours of training

MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Robert Lishansky	Temporary	Substitute - Van Driver	12/15/2016 - 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 CIVIL SERVICE STATUS

Name	Dept.	Position	Appointment	Effective
Tara Fahey	Human Resources	Personnel Assistant	Permanent	1/14/2017

TENURE APPOINTMENTS

Name	Tenure Area	Effective
Jessica Sobers	Special Subject: ISS & Professional Development	2/10/2017 (Extended Leave due to Medical Leave of Absence)

RESIGNATIONS/RETIREMENTS

Name	Position	Reason	Effective
Elizabeth Cutter	Itinerant Supervisor	Resignation	2/3/2017

Motion was approved unanimously.

Approval of Consent Agenda Items

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

Resolution to Bid- Culinary Arts Program Supplies and Equipment

Whereas, the Culinary Arts Program at the ONC BOCES Occupational 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 estimated timeline:

LEGAL NOTICES - December 22, 2016
BIDS TO VENDORS - December 15, 2016
BIDS OPENED - January 6, 2017

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

Approval of Advertising Agreement- CTE

Whereas, the Otsego Northern Catskills BOCES Career and Technology Education (CTE) Program desires to contract with Screen Vision Media, Rochester, NY for cinema ads for CTE classes offered by ONC BOCES effective December 9, 2016 and to continue for 12 weeks, and

Whereas, Screen Vision Media has agreed to provide cinema ads advertising for $3,992, agreeing to the terms and conditions of the agreement,

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

Resolution to Approve 2016-17 Transportation Contract

Whereas, the Otsego Northern Catskills BOCES Occupational Centers desire to provide transportation for students enrolled in the Cosmetology and Visual Arts Communications and Technology classes, and

Whereas, Oneonta Bus Lines, Oneonta, NY has agreed to provide transportation to the Jacob Javits Center in New York City under The State Education Department, Transportation Unit contract TC for the 2016-17 School Year, on March 14, 2016 at the lump sum of $1,650, and

Whereas, Oneonta Bus Lines has agreed to adhere to provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law for the purpose of providing transportation, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the transportation contract for the rate and terms shown above.

Acceptance of Donation/Gift

Whereas, the ONC BOCES Otsego Area Occupational Center received a donation of a 1995 Dodge Dakota, Vin# 40150, for their Automotive Program with an estimated value of $1,769, and

Be it resolved, the Otsego Northern Catskills Board of Education does hereby accept the above donation as indicated.

Motion was approved unanimously.

Resolution to Declare Surplus Equipment- Attachment #6

William Haltermann and Paul Beisler moved to approve the following resolution:

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.

Motion was approved unanimously.

Designation of ONC BOCES Test Integrity Officer and Test Integrity Officer Designee

William Haltermann and Paul moved to approve the following designations:

Whereas, the Otsego Northern Catskills BOCES Board of Education does hereby designate Nicholas J. Savin, District Superintendent, as the District Integrity Officer, SED Test Security Unit, for the Otsego Northern Catskills BOCES region including its 19 component school districts.

Whereas, the Otsego Northern Catskills BOCES Board of Education does hereby designate Mr. Douglas Favaloro, Employee Relations Coordinator, as the District Integrity Officer Designee, SED Test Security Unit, for the Otsego Northern Catskills BOCES region including its 19 component school districts.

Motion was approved unanimously.

Approval of Field Trip- Attachment #7

Ellen Hager and March Birch moved to approve the following field trip:

OAOC & NCOC (Williams, Cook, Kiehm, Mathisen) International Beauty Show, Jacob Javits Convention Center, New York, NY - March 14, 2017

Motion was approved unanimously.

Acceptance of Donations

Antoinette Hull and Ellen Hager moved to approve the donation as presented below:

Whereas, the ONC BOCES received donations in the total amount of $830 in memory of Robert Chase for exclusive use by the OAOC NRO class, and

Be it resolved, the Otsego Northern Catskills Board of Education does hereby accept the above donations as indicated.

Motion was approved unanimously.

Resolution to Award RFP- Agricultural Use of Land at NCOC

Johnnie Nemec and Marcy Birch moved to approve the following resolution:

Whereas, the Otsego Northern Catskills BOCES has solicited Request for Proposals (RFP's) for Agricultural Use of Land at the Northern Catskills Occupational Center, and

Whereas, the RFP was duly advertised and opened on December 2, 2016 by Annette Hinkley, witnessed by Patricia Powell Wagner. There was only one bidder, and they met all the specifications contained within the RFP, and

Whereas, the RFP was reviewed by Jennifer Bolton Carls, and she recommended that the bid be awarded to Frederick Kuhn, Grand Gorge, NY for a period of three years with an option of two (2) additional years. The lease rate will be $300/year for May 16, 2017 to May 15, 2018; $306/year for May 16, 2018-May 15, 2019; $312/year for May 16, 2019-May 15, 2020; with an increase of two (2)% each optional year thereafter, and

Therefore, be it resolved, that the Otsego Northern Catskills BOCES does hereby award the bid to the vendor and in the amounts shown above.

Motion was approved unanimously.

Public Comments

The Board and other attendees wished each other Happy Holidays.

Adjournment

William Haltermann and Johnnie Nemec moved to adjourn to the meeting at 3:00 p.m.

Motion was approved unanimously.

Respectfully submitted,

Alyssa Oliveri

Alyssa Oliveri
Board Clerk