The regular monthly meeting of the Board of Cooperative Educational Services, Sole Supervisory District of Otsego, Delaware, Schoharie, and Greene Counties was held on Tuesday, August 22, 2017, 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, Ellen Hager, Barbara Ann Heegan, Antoinette Hull, and Kurt Holcherr.
MEMBERS ABSENT:	Joseph Ballard, William Haltermann and Johnnie Nemec.
OTHERS PRESENT:	Nicholas Savin, Jennifer Bolton, Joseph Booan, Lynn Chase, Alyssa Oliveri.

Call to Order

At 12:30 p.m. Acting President, Paul Beisler, called the meeting to order with a quorum present.

Pledge of Allegiance

Mr. Beisler 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.

Nominations and Elections of Officers

At the Reorganization Meeting the election for Board President resulted in a tie. The Board decided to carry over the votes cast for Board Election President into the August Meeting to allow Ms. Birch to cast the tiebreaking vote. Mr. Savin explained, that following the meeting we decided we should check the legality of that decision. Alyssa Oliveri, as Board Clerk, contacted Bob Freeman at the New York State Committee on Open Government. Mr. Freeman indicated that carrying from a previous meeting is not allowable. He suggested that we re-vote at an upcoming meeting and encourage any Board Members who are not physically able to attend arrange to video conference in to cast their vote. Mr. Savin consulted with NYSCOSS and was told the same.

Ms. Hull and Mr. Holcherr moved to table the nominations and elections for Board President and Vice President.

Motion was approved unanimously.

Additions to the Addenda

There were no additions to the Addenda.

Approval of Consent Agenda

Antoinette Hull and Marcy Birch moved to approve the Consent Agenda.

1. Minutes from Annual Reorganization Meeting- July 12, 2017
2. Minutes from the July 12, 2017 Regular Board Meeting
3. 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).
4. Budgetary Transfers
5. Claims Auditor Report - July 2017 (Copy filed in the Clerk's office).

Motion was approved unanimously.

Warrants

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

Public Comments

There were no public comments.

District Superintendent's Report

District Superintendent Report:

Mechatronics Update: Mr. Savin informed the Board that we have actively been pursuing grant money to fund the Mechatronics Lab. This effort has been going well. Mr. Savin met with a number of our legislators. Senator Seward and Assemblyman Magee are working to secure $200,000 and $150,000 respectively. We are pursuing a Scriven, a Regional Economic Development and an ARC grant. If we secure all we will be close to our 1.6 million dollar goal. Ms. Birch asked when we project to open. Mr. Savin explained that we were aiming to open Fall 2018, but our architects believe Fall 2019 is more likely due to the delays with project reviews at NYSED. Mr. Savin mentioned the possibility of starting the program without the lab and focusing the beginning of the curriculum with instruction only, but there is not ample, available instructional space at OAOC. Ms. Heegan stated that Astrocom may have free space in their facility. Mr. Savin expressed interest in setting up a meeting.

Administrative Contract: Mr. Savin notified the Board that the Administrative Tentative Agreement had been left off of the July Board Agenda in error; it is on the Agenda this month.

Administrative Organization Chart: Mr. Savin referenced the organization chart, which was distributed with the Addendas. There were no changes in staffing, but there were some changes in administrative structure. As discussed at previous meetings, Itinerant Services has become a stand-

alone department. He explained that it is a complex department and that Ms. Robbins, Itinerant Services Supervisor, has been working hard to build the program and establish good working relationships with districts. This and Mr. Steven's acquisition of Adult Education initiated the changes. Ms. Birch mentioned the need for early intervention programs in our area. She cited shortages for these services, usually handled by the county, for the Cooperstown area. She noted that the county cannot find workers, partly due to the inability to provide a fulltime position with benefits. This may be a good opportunity to collaborate with Otsego County; together a full-time position may be possible so we can get someone to help young children in our region. Mr. Savin will bring this idea up at our next Superintendents Cabinet Meeting. Ms. Hull noted that current students should be informed of such career paths and a New Visions type learning experience to provide insight and training may be valuable.

Opening Week: Mr. Savin shared that there will be a number of conferences the last week of August to kick off the school year. The Board was supplied with the Agendas for the conference days.

Mohawk Valley Economic Regional Development Council (MVREDC): Mr. Savin told the Board that he will be attending a MVREDC meeting on Wednesday, August 23rd, to discuss ways in which colleges and BOCES can better partner with area businesses.

Deputy Superintendent Report

Deputy Superintendent Report:

Capital Projects Update: Dr. Bolton expressed her satisfaction with the new NCOC parking lot. The window replacement component of the project in progress. She informed the Board that there was a brown out at OAOC recently; we are looking into the purchase of a generator for the building.

Human Resources Office Staffing: Dr. Bolton explained that the work in the Human Resources department has evolved over the past few years. Tammy Pochily is doing a lot of certification work in addition to her duties as an HR Assistant. Tammy is one of the few people in the state with the knowledge to assist. She gets so many calls that we have developed a CoSer for districts outside of our BOCES; two have already signed up. Also, Tara Nolet's position has changed. Our recruitment services for component schools has increased dramatically, from seven districts to seventeen. In addition to processing paperwork, she manages the aforementioned recruitment service, OLAS, and our time-keeping, AESOP. Due to these changes, the HR department may need additional support. Ms. Matteson is working with the Civil Service office to see inquire about titles for an additional employee for the office.

Director of Facilities: Dr. Bolton informed the Board that we had made an offer, which the candidate is considering.

Directors' Report

Joseph Booan, Assistant Superintendent, Student Programs

Articulation Agreements: Mr. Booan distributed a summary of current articulation agreements. He noted that the list has been growing.

Mechatronics: Mr. Booan informed the Board that curriculum development is going well. We are looking forward to hiring a teacher and plan to have the instructor in place for a least a half year before the program opens to students.

Mr. Holcherr asked about the status of Building Trades at NCOC. Mr. Savin explained that the decision of the Superintendents was to continue Building Trades at NCOC, but then we had an unexpected retirement of our teacher at OAOC. The NCOC instructor was relocated to OAOC and we have secured a part-time teacher to allow the seniors at NCOC to complete the program at that location. Incoming juniors will attend at OAOC. He reviewed the committee process and noted that this year the Student Programs Committee will be comprised of the full Cabinet. Mr. Holcherr also inquired about saving the equipment should the program shut down or go on hiatus. Mr. Booan indicated that we would likely shrink-wrap equipment or repurpose it for another program.

The group discussed marketing strategies to spread the word about new and existing programs. Testimonials, data on job placement and data on job openings per field were suggested.

Personnel

Ellen Hager and Marcy Birch 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							
Name	**Dept.**	**Position**	**Appointment**	**Effective**	**Tenure Area**	**Certification**	**Salary**
Karen Melanson	CTE	Visual Arts Communication and Technology Teacher (OAOC)	Full-time, 10-Month, Teacher Unit Position, 4 -Year Probationary Appointment	*8/29/2017 - 8/28/2021	Occupational Subject: Graphic, Printing and Visual Communications Trade Subject: Commercial Art (change in tenure area due to CTE certification)	Career & Technical Education: Graphic, Printing and Visual Communications - Commercial Art: Initial Visual Arts: Initial Certificate	$40,103.00 & negotiated increase as per contract plus up to 5 summer curriculum days
Jennifer Gentles	CTE	Science Teacher	Full-time, 10-Month, Teacher Unit Position, 4 -Year Probationary Appointment	*8/29/2017 - 8/28/2021	Academic Subject: Science	Biology 7-12, Initial	$41,258.00 & negotiated increase as per contract plus up to 2 summer per diem days

Christopher Slinn	IP	Consultant Teacher	Full-time, 10-Month, Teacher Unit Position, 4 -Year Probationary Appointment	*8/29/2017 - 8/28/2021	Special Subject: General Special Education	Students with Disabilities - Grades 7-12 Mathematics: Initial	$39,963.00 & negotiated increase as per contract plus up to 3 summer curriculum days
Kellie LaCoppola	CTE	School Counselor	Full-time, 10-Month, Teacher Unit Position, 4 -Year Probationary Appointment	*8/29/2017 - 8/28/2021	Special Subject: School Counseling & Guidance	School Counselor - Permanent	$46,178.00 & negotiated increase as per contract plus up to 3 summer curriculum days
Kelsey Eckler	IP	School Counselor	Full-time, 10-Month, Teacher Unit Position, 4 -Year Probationary Appointment	*8/29/2017 - 8/28/2021	Special Subject: School Counseling & Guidance	School Counselor - Provisional	$39,863.00 & negotiated increase as per contract plus up to 3 summer curriculum days and 4 workshop days
Donna Jo Cody	IT	Media Library Specialist	Part-time, Temporary, .83 FTE, 10-Month, Teacher Unit Position	*8/29/2017 - 6/30/2018	N/A	Library Media Specialist - Professional	$43,948.00 prorated to .83 FTE & negotiated increase as per contract

*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.

UNCLASSIFIED APPOINTMENTS - 3 Year Probationary Appointments

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Christopher Curtis	CTE	English Teacher	Full-time, 10-Month, Teacher Unit Position, 3 -Year Probationary Appointment	*8/29/2017 - 8/28/2020	Academic Subject: English 7-12	English 7-12 Permanent	$49,688.00 & negotiated increase as per contract plus 2 per diem days

*Effective date in accordance with the law. This expiration date is tentative and conditional only. In order to be granted the tenure, the teacher 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 to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period, the teacher 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.

UNCLASSIFIED APPOINTMENT - SUPPORT APPOINTMENTS

Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Marcus LaSalle	IP	Licensed Teaching Assistant	Part-time, .5 FTE, 10-month, 6 hour day, ESPA Unit Position, Recalled from PEL	8/30/2017-6/30/2018	N/A	Teaching Assistant, Level III	$14,059.00 prorated to 50% plus up to 4 days per diem for TCI training as needed

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
Raymond Smith	O&M	Cleaner	Full-time, 12 month, 7.0 hour day, Labor Class, ESP Support Unit, Probationary Civil Service Position	10/2/2017	$20,675.00 prorated to the effective date
Diane Rossman	SBO	Account Clerk	Full-time, Temporary, 12-month, 7.5 hour day, Permanent Civil Service, ESPA Unit Position, Takeover from component school district	8/28/2017 - 8/27/2018	$24,836.00 porated to the effective date
Carol Maxim	SBO	Senior Account Clerk	Full-time, 12-month, 7.5 hour day, ESPA Unit Position, Provisional Civil Service Position	8/23/2017	$27,186.00 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
Katherine McMichael	Casual Employee	CASSC: Presenter for Student Leadership	9/1/2017 - 4/27/2018	$150.00 per presentation Max. of $300.00
Joanne Lentner	Casual Employee	CASSC: Assistant Coordinator Trainer	7/1/2017 - 6/30/2018	$20.00/hour Max. of $170.00
Wyatt Green	Casual Employee	CASSC: Enrichment Instructor	10/14/2017 - 11/18/2018	$100.00 per course up to 10 participants/$140.00 per course 11-18 participants Max. of $400.00/$560.00
Robert Lishansky	Casual Employee	Occasional Driver	8/23/2017 - 6/30/2018	$17.00/hour

Theodore Smith	Casual Employee	Data Specialist & Program Service	9/1/2017 - 8/31/2018	$750.00/site visit, $100.00/webinar Program Service fee based on district size (enrollment per student cost) Mileage reimbursement per IRS rate Max. of $15,000.00
Caren Kelsey	Casual Employee	CPR/AED/First Aid Trainer	9/5/2017 - 6/30/2018	$125.00/per day of training Max. of $1,250.00
Jocelyn Reeves	Temporary	Workshop - TCI training	8/23/2017	As per board policy or rate per contract
Scott Gaston	Casual Employee	CDL Instructor	7/1/2017 - 6/30/2018	$25.00/hour
Edward Weidman	Casual Employee	CDL Instructor	7/1/2017 - 6/30/2018	$25.00/hour
Ralph Arrandale	Temporary	Substitute	8/23/2017 - 8/31/2018	As per board policy or rate per contract
Christina Quadrio	Temporary	Substitute	9/1/2017 - 8/31/2018	As per board policy or rate per contract
Diana Defoe	Temporary	Long Term Visual Impaired Teacher Substitute	8/29/2017 - 8/31/2018	As per board policy or rate per contract
Lisa Parisian	Temporary	Substitute	8/23/2017 - 8/31/2018	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.

MISCELLANEOUS SUMMER APPOINTMENTS **June 26, 2017 - August 31, 2017**

Name	Position	Days	Compensation
Jody Albano	Culinary Arts Teacher	Max. of 3 days	Per Diem
Samantha Gaske	School Counselor	Max. of 20 days	Per Diem up to a maximum of $250.00/day
Linda Fisher	Special Education Teacher	Workshop - 4 days	$85.00/day
Sally Kelleher	Special Education Teacher	Workshop - 4 days	$85.00/day
Miriam Rose	School Counselor	Workshop - 4 days	$85.00/day
Charlene Doherty-Bucking	Licensed Teaching Assistant	Workshop - 4 days	Per Diem
Cherie Ralph	Licensed Teaching Assistant	Workshop - 4 days	Per Diem
Elva Manee	New Visions Teacher	Max. of 6 days (moving)	Per Diem

Patricia Verlaan	Adult Education	Revised -Additional 3.5 hours @ $25.00/hour	Max. of $1,287.50 (Revision from June 14, 2017 board meeting)
Betsey Clark	Consultant Teacher	Max. of 7 days (Increased from 5 days on July Board)	Per Diem
Marie Carrasco	Special Education Teacher	Max. of 2 days (moving)	Per Diem

CHANGE IN POSITION

Employee	Title	Dept.	Current	New	Effective
Heidi Sass	Licensed Teaching Assistant	IP	1.0	.5	8/29/2017 Voluntary Reduction due to full time vacancy available
Kristen Shultz	School Counselor	CTE	1.0	1.1	8/29/2017 - 6/30/2018
Stephanie Bauer	Deaf and Hearing Impaired Teacher	CTE	.9	1.0	8/29/2017
Patti Kruppo	Physical Education Teacher	IT	.9	1.0	8/29/2017
Jim Bercovitz	Clinical Psychologist	IT	.7	.5	8/29/2017

REDUCTIONS/ELIMINATIONS/PEL LIST

Position	Effective	FTE Reduction	Dept.	Affected Employee(s)
Physical Education/Health	8/29/2017	1.0 to 0	IT	Lori Shuster (District Recall) Preferred Eligibility List
Library Media Specialist	8/29/2017	Placed on Preferred Eligibility List until August 31, 2021	IT	Robin Tabor Accepted full time position with non-component school district as full time employment was not available at ONC BOCES

2017 - 2018 RE-APPOINTMENTS - ADULT EDUCATION & PART-TIME STAFF - 10 MONTH

Name	Dept.	2017-2018 FTE	Position	Effective
Gina Pasa	Adult Education	1.0	PN & Adult Health Services Coordinator	2017 - 2018 School Year
Leicha Wilson-Collins	Adult Education	1.0	PN Instructor	2017 - 2018 School Year
James Cimko	Adult Education	1.0	GED/Literacy Adult Education Instructor	2017 - 2018 School Year

2017 - 2018 RE-APPOINTMENTS - ADULT EDUCATION & PART-TIME STAFF - 10 MONTH

Name	Dept.	2017-2018 FTE	Position	Effective
Patricia Verlaan	Adult Education	.4	GED/Literacy Adult Education Instructor	2017 - 2018 School Year
Cynthia Struckle	Adult Education	.5	Adult Education Instructor/Data Coordinator	2017 - 2018 School Year
Robert Hage	Student Programs	.8	Dean of Students	2017 - 2018 School Year
Suzanne Swantak-Furman	CASSC	.3	CASSC Coordinator	2017 - 2018 School Year
Erin Annunziata	IP	.5 Voluntary	Licensed Teaching Assistant	2017 - 2018 School Year
Peter Pollock	IT	.8	Science Enrichment Teacher	2017 - 2018 School Year
Larry Davis	Media Library	.8	Van Driver	2017 - 2018 School Year

CHANGE IN CIVIL SERVICE STATUS

Name	Dept.	Position	Appointment	Effective
Alyssa Oliveri	Administration	Executive Secretary	Permanent	1/25/2017
Jarrin Hayen	CASSC	Assistant Coordinator	Probationary	8/23/2017 - 5/22/2018

LEAVE OF ABSENCES

Name	Position	Reason	Effective
Matthew Demaurez	Building Maintenance Worker	Medical	7/19/2017 - 8/1/2017
Shellie Blevins	Claims Examiner/Processor	Medical	8/7/2017 - 8/24/2017
Carol Maxim	Account Clerk	Personal - To accept the Senior Account Clerk position at ONC BOCES	8/23/2017 - 8/22/2018

RESIGNATIONS/RETIREMENTS

Name	Position	Reason	Effective
Kari Dowling-Ryan	School Counselor	Resignation	8/28/2017
Jennifer Osborn	Consultant Teacher	Resignation	8/29/2017

RESIGNATIONS/RETIREMENTS			
Name	**Position**	**Reason**	**Effective**
Jonathan Bliss	English Teacher	Resignation	8/29/2017
Marie Carrasco	Special Education Teacher	Resignation	8/29/2017

Motion was approved unanimously.

Approval of Consent Agenda Items

Ellen Hager and Marcy Birch moved to approve the Consent Agenda as presented:

Approval of Field Trip – Attachment #7

- OAOC & NCOC (Manee/Subik) Lackawanna Coal Mine, Scranton PA October 6, 2017

Resolution to Approve 2017-2018 Transportation & Bus Maintenance Contracts

Whereas, the Otsego Northern Catskills BOCES desires to provide transportation for field trips for students enrolled in the CTE and Special Education Programs at their Occupational Centers, and

Whereas, Laurens Central School has agreed to provide transportation under The State Education Department, Transportation Unit contract TC for the 2017-18 School Year, effective September 1, 2017 through June 30, 2018 at the rate of $21.00/hr plus $1.10/mile, with the total anticipated annual cost equal to $4,875, and

Whereas, Schenevus Central School has agreed to provide transportation under The State Education Department, Transportation Unit contract TC for the 2017-18 School Year, effective September 1, 2017 through June 30, 2018 at the rate of $18.25/hr plus $1.20/mile, with the total anticipated annual cost equal to $3,000, and

Whereas, Cherry Valley-Springfield Central School has agreed to provide transportation under The State Education Department, Transportation Unit contract TC for the 2017-18 School Year, effective September 1, 2017 through June 30, 2018 at the rate of $20.60/hr plus $1.03/mile, with the total anticipated annual cost equal to $19,750, and

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

Resolution to Approve Venuetize, INC/Rapid Responder Agreement for Safety Risk

Whereas, the Otsego Northern Catskills BOCES Safety Risk desires to enter into an agreement with the following business for an Annual Rapid Responder ASP Subscription including implementation fee for 2 sites @ $99 per month, and

Whereas, Venuetize, Inc., Bellevue, WA has agreed to provide this subscription for an annual fee of $2,376 effective August 23, 2017 through August 23, 2020, and

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

Resolution to Approve Amendment 17-19A2 of 2017-18 Revocable Permit State University of New York, Oneonta for SLS

Whereas, the Otsego Northern Catskills BOCES School Library System will require the use of the Morris Craven Lounge, CME Great Room and Smart Classroom on the SUNY Oneonta Campus for their meetings on December 8, 2017 and May 17, 2018 at a total charge of $225; and

Whereas, the Otsego Northern Catskills BOCES has requested use of offices and various rooms for events on the SUNY College at Oneonta campus from July 1, 2017 through June 30, 2018. Extra services will require a fee of an estimated $50-$75/hour for extraordinary custodial staff; $20/hour for Site Administrator Fee for athletic functions, $13.90/hour for building managers; $9.75/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 #17-019 Amendment A2.

Approval of ESI/Employee Assistance Program (EAP) Renewal Agreement

Whereas, the Otsego Northern Catskills BOCES desires to enter into a renewal agreement with ESI Group/Employee Assistance Program (EAP), and

Whereas, ESI Group/EAP, Wellsville, NY, will provide the employee assistance program at a cost of $22.15 per employee (192) at the sum of $4,252.80/year as well as DOT required Substance Abuse Evaluations at $850.00/each, for a period of September 1, 2017- August 31, 2018, and

Be it resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the EAP renewal agreement for the rates and terms shown above.

Resolution to Appoint Bernier, Carr & Associates as Architect of Record and Accept Hourly Rates and Fees

Whereas, the Otsego Northern Catskills BOCES desires to employ the services of an Architect

for current and/or future building projects and to perform various duties associated with buildings and grounds, and

Whereas, the Otsego Northern Catskills BOCES also desires to employ the services of an Architect for their Mechatronics Lab Addition Project at OAOC, and

Whereas, Bernier, Carr & Associates of 401 East State Street, Ithaca, NY 13807 has agreed to provide said services in accordance with their 2017-18 standard hourly rates and fees outlined in their contract, effective July 26, 2017;

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the continuation of architectural contracts with Bernier, Carr and Associates and agree to reimburse at the rates contained in the 2017-18 rates schedule and contracts as billed.

Resolution to Award Bid Culinary Arts Program Supplies and Equipment

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 August 10, 2017 by Annette Hinkley, witnessed by Melissa Kiel. There were two bids received, and the bidders have met the specifications contained within the bid.

Whereas, the bids were 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 August 23, 2017 – January 31, 2018.

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 Declare Surplus Equipment

Marcy Birch and Antoinette Hull moved to approve the following resolution:

Whereas, the Otsego Northern Catskills BOCES does not wish to retain the following list of equipment or components below, 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.

NCOC:

TAG #	DESCRIPTION	ACQUISITION DATE
005313	CABINET FLAMMABLE 45 GAL	1/1/1994
005314	CABINET FLAMMABLE 45 GAL	1/1/1994
005317	TABLE STAKE PLATE MTL WD 8X4	1/1/1968
009178	SYRUP PROCESSOR MAPLE WD BURNING BOILER W/ BURNER LEAD EVAPORATOR PANS & ACCESS	1/1/2004
009549	WORKBENCH MTL WD 54X64	1/1/1968
009550	WORKBENCH MTL WD 54X64	1/1/1968
900296	GROUP OF MISC WORKTABLES SHOP FURNITURE	1/1/1968

OAOC:

TAG #	DESCRIPTION	ACQUISITION DATE
015110	COMPUTER	6/1/2010
005544	RANGE GRIDDLE TOP	7/1/2001
005545	RANGE-OVEN 60IN	1/1/1989
008560	RANGE-OVEN 48IN	1/1/2003

Motion was approved unanimously.

Review and Adoption of Board Policy #1530
Smoking and Other Tobacco Use on School Premises (Attachment #8)

Ellen Hager and Marcy Birch moved to adopt Board Policy #1530- Smoking and Other Tobacco Use on School Premises, as presented.

Mr. Holcherr noted that the previous policy forbade smoking on field trips, but the proposed new policy does not. Mr. Booan explained that smoking at off-campus school activities is covered in the student handbook.

Motion was approved unanimously.

Review and Adoption of Board Policy #5460
Suspected Child Abuse and Maltreatment (Attachment #9)

Antoinette Hull and Marcy Birch moved to adopt Board Policy #5460- Suspected Child Abuse and Maltreatment, as presented.

Ms. Hull asked if the language regarding same-sex staff members sitting in on interviews with Child Protective Services when sexual abuse is suspected is correct; the policy indicates that a same-sex staff member being present in this situation is "recommended," but the word "required" may be appropriate. Alyssa Oliveri will contact the NYSSBA Policy Service.

Motion was approved unanimously.

Resolution to Accept 2017-2018 District and Building Level Emergency Response Plans (Attachment #10)

Ellen Hager and Marcy Birch moved to approve the following resolution:

> Whereas, ONC BOCES is required to update and adopt their district and building level emergency response plans by September 1st, and
>
> Whereas, copies of the District and Building Level Emergency Response Plans have been reviewed by Administrators and the Board of Education for the following locations: Northern Catskills Occupational Center and the Otsego Area Occupational Center, and
>
> Be it resolved, the Otsego Northern Catskills BOCES Board of Education does hereby accept and adopt these updated emergency response plans.

Motion was approved unanimously.

Adoption of ONC BOCES' Administrators' Association Tentative Agreement

Marcy Birch and Barbara Ann Heegan moved to approve the following resolution:

> Resolved, that the ONC BOCES Board of Education does hereby ratify the tentative agreement effective July 1, 2017 to June 30, 2018 with the ONC BOCES Administrators' Association and approve the necessary funding.

Motion was approved unanimously.

Resolution to Approve Agreement with the Otsego County Department of Social Services (DSS)

Marcy Birch and Antoinette Hull moved to approve the following resolution:

> Whereas, the Otsego Northern Catskills BOCES Adult Education Program desires to work with Otsego County DSS to provide a work site placement for students placed within Adult Education to provide experience which improves existing skills or develops new skills leading to self-sufficiency.
>
> Whereas, Otsego County DSS, Cooperstown, NY has agreed to the terms within the agreement for the period of August 22, 2017 to June 30, 2018, and
>
> Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the agreement at the terms shown above.

Motion was approved unanimously.

Approval of Adult Education CNA to HHA Transition Course & Tuition

Antoinette Hull and Kurt Holcherr moved to approve the following resolution:

> Approval is requested for the following adult education program for the 2017-18 school year:
>
> Certified Nursing Assistant (CNA) to Home Health Aide (HHA) Transition Course taught by a Registered Nurse including 12 hours of lecture and 15 hours of home health aide clinical. The tuition cost of the course is $225 with a minimum of 5 students.

Motion was approved unanimously.

Executive Session

Marcy Birch and Barbara Ann Heegan moved to adjourn to Executive Session to discuss negotiations at 2:15 p.m.

Motion was approved unanimously.

Regular Session

Barbara Ann Heegan and Kurt Holcherr moved to return to regular session at 2:34 p.m.

Motion was approved unanimously.

Adjournment

Ellen Hager and Marcy Birch moved to adjourn the meeting at 2:35 p.m.

Motion was approved unanimously.

Respectfully Submitted,

Alyssa Oliveri

Alyssa Oliveri
Board Clerk

2017-2018

Updated August 9, 2017

Superintendent's Conference Days

OAOC		NCOC	
Tuesday, August 29	**Wednesday, August 30**	**Tuesday, August 29**	**Wednesday, August 30**
Superintendent's Conference Day (No LTA's)	**Superintendent's Conference Day (All staff)**	**Superintendent's Conference Day (No LTA's)**	**Superintendent's Conference Day (All staff)**
7:55 Refreshments, Sign In **8:30 Principal Welcome (agenda for conf. Day, new faculty/staff intro)** 9:00 - 11:00 New Teacher Benefits and HR Orientation with Diane Mancuso (New Teachers) **9:00 - 9:30: IPD Plan Information (All faculty)** 9:30 - 10:00 IPD Plan proposal development (All faculty - optional) 10:00 - 11:00: New Tech Programs (IP/Alt Ed/CTE) 11-11:30 APPR (All Faculty) **11:30-12:00 Lunch** (All 12:30 - 2:30 Atlas Curriculum (CTE/Core Content Teachers) **12:30 - 2:30 IEP Development (IP/Alt Ed)** Meet and Greet at NCOC	**Light Refreshments, Sign In** **8:30 Principal Welcome (agenda for conf. Day, new faculty/staff intro)** 9:00 - 10:00 New Tech Programs (LTA's) - via DL 9:00 - 10:00 Assessments for APPR (CTE) **10:00 - 11:30 Library Media Resources (IP/Alt Ed/LTA's)** **11:30 - 12:00 Lunch**	**7:55 Refreshments, Sign In** **8:30 Principal Welcome (agenda for conf. Day, new faculty/staff intro)** 8:00 - 9:00 NCOC Customs (All Faculty-optional) 9:30 - 10:30: New Tech Programs (IP/Alt Ed) 11:00 - 11:30 APPR (All Faculty) **11:30-12:00 Lunch** 12:00 - 12:30: IDP Plan Information (All faculty) 12:30 - 1:00: IDP Plan Proposal Development (All Faculty - optional) 1:00 - 2:00 New Tech Programs (CTE Teachers) 1:00 - 2:30 Library Media Resources via DL (IP/Alt Ed) 1:30 - 3:30 New Teacher Benefits and HR Orientation with Diane Mancuso (New Teachers)	**7:55 Light Refreshments, Sign In** **8:30 Principal Welcome (agenda for conf. Day, new faculty/staff intro)** **9:00 - 11:30 Atlas Curriculum (CTE/Core Content Teachers)** **9:00 - 11:30 IEP Development(IP/Alt Ed)** 9:00 - 10:00 New Tech programs via DL (LTA's) **10:00 - 11:30 Library Media Resources via DL (LTA's)** **11:30 - 12:00 Lunch** 1:00 - 2:30 Meet and Greet at NCOC
All Faculty and Staff			
Thursday, August 31, 2017 * 7:55 - 2:30			
Holiday Inn, Oneonta * Agenda to be distributed upon arrival			

Articulation Agreements by CTE Program

Otsego Northern Catskills BOCES
(Updated: March 2017)

Career and Technology Centers:

NCOC: Northern Catskills Occupational Center, Grand Gorge, NY (607-588-6291)
OAOC: Otsego Area Occupational Center, Milford, NY (607-286-7715)

Auto Service Center Technician (NCOC & OAOC)

Bryant & Stratton College: (effective through 2017-2018 year)
BUSS 100 Business Principles (3 credits)

Columbia-Green Community College: (effective through September 1, 2020)
AU 128 Introduction To Auto Repair (4 credits)
AU 130 Brakes, Steering, & Suspension (3 credits)
"ONC Students must pass at least one (1) out of the four (4) NATEF exams."
"Performance exams for AU 128 and AU 130 are required and will be administered by C-GCC Automotive staff."

Fulton – Montgomery Community College (effective 11/3/14 for 5 yrs.)
AUT 101 Introduction to Automotive TECH (3 credits)
AUT 103 Automotive Electrical Systems (3 credits)
AUT 104 Automotive Chassis Systems (3 credits)
AUT 115 Quantitative Business Applications (3 credits)

Morrisville: (effective: until Feb. 2020)
AUTO 110: Summer Work Experience

SUNY Alfred: (effective 11, 2013 to 11/2018 (5yrs)
"[W]ill waive specific first-year requirements based on individual student proficiency. See agreement on file for more conditions. *Course proficiency form (blank copy) at NCOC

SUNY Delhi:
AUTO 125 Automotive Electrical I (4 credits) (effective: 12/14/15 for 5 yrs.)
AUTO 152 Automotive Chassis I (4 credits)

Lincoln Technical: (effective 1/1/13 for 5 years)
AT103 Automotive Electrical Systems
AT111 Automotive Steering and Suspension Systems

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)
Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Building Trades (NCOC & OAOC)

Fulton – Montgomery Community College: (effective: 11/3/14 for 5 yrs.)

CST 101 Construction Safety (3 Credits)
CST 102 Introduction to Construction (3 credits)
CST 104 Blueprint Reading & Estimating (3 credits)
CST 105 Introduction to Framing (3 credits)
ELT 125 Electric Circuit Analysis I (3 credits)
ELT 132 Digital Electronics (3 credits)

SUNY Alfred: (effective: 11/13 to 11/18

BLCT 1022 Wood Fabrication Technology I (2 credits)
BLCT 1132 Estimating I (2 credits)
BLCT 1142 Masonry I (2 credits)
BLCT 1021 College and Life Skills (1 credit)
BLCT 3423 Pipe Fitting-Math Estimating (3 cr.)
BLCT 3453 Plumbing Trade History and Safety (3 cr.)
*Course proficiency form (blank copy) at NCOC

SUNY Delhi: (effective: 12/14/15 for 5 yrs.)

CARP 130 Light Frame Construction Theory (3 cr.)
CARP 150 Finish Carpentry Theory (3 credits)

Bryant & Stratton College: (effective through 2017-2018 year)

BUSS 100 Business Principles (3 credits)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

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Cosmetology (NCOC & OAOC)

Bryant & Stratton College: (effective through 2017-2018 year)

BUSS 100 Business Principles (3 credits)

Columbia-Green Community College: (effective through September 1, 2020)

BU ELE Business Elective (3 credits)

Herkimer County Community College: (effective: 9/8/16 to 9/8/18)

BU 238 Entrepreneurship (3 credits)

Paul Smith's College: (being updated: Fall '14)

Entrepreneurship 232 (3 credits)

SUNY Cobleskill: (effective through March 1, 2021)

BADM 121 Fundamentals of Business (3 cr.)

Culinary Arts (NCOC & OAOC)

Alfred State: (effective: Oct. '14 to Oct 2018; 5 yrs.)

FS 1084 Sanitation and Food Safety Courses (4cr)

Bryant & Stratton College: (effective through 17-18 year)

HOSS 110 Introduction to Hospitality Management (3 credits)
HOTT 101 Introduction to Hospitality (3 credits)
BUSS 100 Business Principles (3 credits)

Johnson & Wales: (As of June 2016)

CUL 1035 Culinary Fundamentals
CUL 1055 Cooking in Today's Restaurant: Breakfast & Lunch
CUL 1385 Foundations of Baking & Pastry Arts
Required: Acceptance at J&W, minimum of a B (3.0) gpa for ONC CA, pass a practical exam for each course requesting credit, exam is administered at J&W, fee is imposed for each exam.

Paul Smith's College: (effective: 12/13/13> 12/13/18)

Culinary Arts and Service Management (3cr)
General Elective (3cr)

Schenectady County Community College: (effective: 6/1/16 to 5/31/19)

HOT 135 Sanitation Techniques (1 credit)
(requires: ServSafe Certificate)

SUNY Delhi: (effective: 12/17/15 for 5 yrs.)

HOSP 110 Basic Food Preparation and Standards (3 credits)
HOSP 115 Basic Food Preparation and Standards- Lab (1 credit)
HOSP 135 Foodservice Sanitation (1 credit)
HOSP 000 Restricted Elective (3 credits)

SUNY Cobleskill: (effective March, 2015-2020)

CAHT 111 Basic Food Preparation (3 credits)
CAHT 103 Food Servicer Sanitation (2 credits) (With valid ServSafe Certificate)
CAHT 140 Hospitality Math (3 credits)
(Student must earn a 75% on Math Challenge Exam)
*Guaranteed admission into the AOS Culinary Arts or AAS Restaurant Management or BBA Technology Management Culinary Arts major with a NYS HS diploma, ONC BOCES average of 85% or better, and letter of recommendation from CA instructor)

The Culinary Institute of America: (effective: 12/10/15 for 3 yrs.)

Food Safety (ServSafe)
Students must submit certification three weeks prior to enrollment for this credit.
-ONC graduates will have fulfilled the six months of hands-on foodservice experience.
-Application fee is waived.
-Eligible for the CIA Merit Scholarship program offering a minimum of $5,000 per year, renewable with GPA requirement.

Pennsylvania College of Technology: (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Engineering:

Syracuse University: (effective: Sept. '13)

Calculus

SUNY Oneonta: (effective: Sept. '13)

Physics

SUNY Cobleskill *(effective: 4/1/16 to 3/31/21)*

ENGL 101 Composition (3 credits)

ENGL 102 Composition (3 credits)

SUNY Delhi: *(effective: 3/21/13)*

CADD 111 Fundamentals of Drafting (3 credits)

CADD 130 Introduction to CAD (Siemens Solid Edge) (3 credits)

Equipment Operation and Repair (NCOC)

Paul Smith's: (effective May 2015, 5 yrs)

General Elective in Arboriculture & Landscape Management; Ecological Forest Management (3 credits)

SUNY Cobleskill: (effective January, 2015-2020)

AGEN 101 Introduction to Agricultural Engineering (3 credits)

SUNY Delhi: (effective: 12/17/15 for 5 yrs)

WELD 100 Fundamentals of Welding (2 credits)

Lincoln Technical: (being updated: Dec. 2015)

Diesel Technology

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ Reviewed every 5 years.

Health Occupations (OAOC)

Broome Community College

HST 100 Seminar in Health Sciences (1 credit) (effective March 2017)

Fulton – Montgomery Community College: (effective 11/3/14 for 5 yrs.)

NUR elective- Nursing elective (3 credits)

Herkimer: (waiting for signed papers)

Schenectady County Community College:

HSC 100 Introduction to the Health Professions (1 credit) (effective 7/1/16 to 6/30/16)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

SUNY Cobleskill:

I am sorry to say at this time we will not be able to create an articulation agreement with your Health Occupations program. It is the feeling that while you have a quality program, it does not really align with what we are offering at this time in our Histotechnician degree. **Dottie Wilcox** (5/10/16)

SUNY Delhi:

Due to the prescriptive nature of our Nursing programs, we do not offer articulation agreements with the various high school and BOCES programs. Robert W. Mazzei 12/18/15

(Health Occ. Continued)

Utica College:

I had the Chair of our Health Studies program take a look and she didn't feel that the courses matched any of the courses in her program or tracking into her program but were more nursing oriented. The nursing department doesn't really ever enter into articulation agreements so I don't see much point in passing it on to them.
Health Studies is really our 'generalist' program, so if they don't see your program as being a fit then I don't think there would be another program to try to work with.
Best, Amanda [Amanda Reeder, Director of Transfer Services, Office of the Registrar] (6/16/16)

Columbia Greene CC:

6-9-16 Carol responded to my (5/26) request concerning H Occ and will let me know but that an agreement will likely not happen. I will share your information with Academic Dean Carito. We do not currently have any articulation agreements for nursing and medical assisting. Since medical assisting is a relatively new program for us, we haven't discussed this possibility yet. Nursing has been looked into previously. It has always been difficult to match the breadth and depth of our courses such as Anatomy and Physiology in order to offer a clear articulation. One thing we have offered in the past is waiving the fees for any eligible LPNs from BOCES programs if they want to challenge Nursing 1 and Nursing 2.

Information Technologies (OAOC)

Bryant & Stratton College: (effective through 2017-2018 year)

BUSS 100 Business Principles (3 credits)
TECH 100 Business Information Systems Principles (3 credits)
TECH 130 Hardware & Operating Systems (3 credits)

Columbia-Green Community College: (effective through September 1, 2020)

CI 105 Computer Applications (3 credits)
CS 211 PC Computer Hardware (3 credits)

Fulton-Montgomery Community College: (effective 11/3/14 for 5 yrs.)

COT 131 CISCO 1 (4 credits)
COT 132 CISCO 2 (4 credits)
COT 133 CISCO 3 (4 credits)
COT 134 CISCO 4 (4 credits)
CIS 105Computer Applications (3 credits)

SUNY Cobleskill: (effective until 6-30-20)

CITA 115 Computer Operating Systems & Lab
CITA 120 Computer Hardware Concepts & Lab
CITA 230 Network Technology & Lab

SUNY Delhi: (effective: June 2016 for 5 yrs.)

CITA 110 Introduction to Software Applications (3 credits)
CITA 120 Computer Concepts & Operation Systems (3 credits)
CITA 200 Data Communication & Networking (3 credits)
CITA 235 Cybersecurity (3 credits)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Natural Resources Occupations (OAOC)

Bryant & Stratton College: (effective through 2017-2018 year)

BUSS 100 Business Principles (3 credits)
NSC1280 Ecology (3 credits)

Paul Smith's College: (effective: 12/13/13> 12/13/18)

Forestry: General elective (3 credits)

SUNY Cobleskill: (effective: January, 2015-2020)

ORHT 105 Introduction to Horticulture (3 credits)

SUNY Delhi:

HORT 120 Intro. to Horticultural Practices (3 credits) (effective: July, 2013-18)
HORT 150 Grounds keeping Equipment (2 credits) (effective: July, 2013-18)
(Horticulture: *12/12/11 good until either makes changes. Letter in file*)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Visual Arts Communications and Technology:

Bryant & Stratton College: (effective through 2017-2018 year)

GRAD 100 Introductions to Design (3 hours)
GRAD 115 Page Layout (3 hours)
INMD 100 Introduction to Interactive Media Design (3hours)

Cazenovia College: (being considered)

Columbia-Green Community College: *(effective through September 1, 2020)*

AR 119 Basic Drawing (3 credits)
AR 140 Computer Graphics (3 credits)

Fulton-Montgomery Community College: *(effective 11/3/14 for 5 yrs.)*

DMT 120 Digital Photography/Adobe (3 credits)
2 Digital Media Electives (3 to 6 credits)

Mohawk Valley Community College *(effective: March 2017 for 5yrs)*

GD 145 Digital Applications 1 (3 credits)
GD 146 Digital Applications 2 (3 credits) and/or

Schenectady County Community College:

As of 12/8/14, SCCC does not have an agreement to offer

SUNY Cobleskill: (effective2/27/15 until 2/27/20)

*Guaranteed admission: A.S. of Communications or the B.S. of Communications in Technology or A.A. in Graphic Design or B.S in Graphic Design
GART 112 Introduction to Digital Media (3 credits)
GART 290 Special Projects (after portfolio review) (3 credits)
ARTS 114 Drawing (3 credits)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Welding & Metal Fabrication

SUNY Delhi: (effective: 12/17/15 for 5 yrs.)

WELD 140 Blueprint Reading I (3 credits)

Hobart Institute of Welding Technology (in effect: Dec. 2015)

A student may potentially test out of five courses.
Saving up to 1/3 of training time and reducing cost of attendance.
(This information is available on their website under Admissions and Financial Aid> Miscellaneous forms>Pre-requisite forms. Copy in articulation folder: Hobart)

Pennsylvania College of Technology (effective 5/1/13 > 5/1/18)

Advanced credit is available when required competencies are met in the program offered by Penn College which is directly related to the students' high school studies. Student must apply within two academic years following high school graduation. Conditions, procedures, competencies required for advanced placement can be found at http://www.pct.edu/k12/ or in the current college catalog http://www.pct.edu/catalog/ Reviewed every 5 years.

Lincoln Tech: (effective 1/1/13 reviewed annually)

WLD112 Basic Arc Welding Procedures
WLD113 SMAW Plate Welding