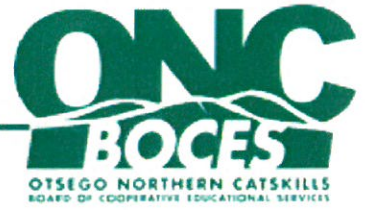


Board of Education

1914 County Route 35, PO Box 57
Milford, NY 13807
607-286-7715, ext. 2224



BOARD ADDENDA

Wednesday, December 12, 2018
11:00 a.m.- ETC Room

Instructional Support Services Center
Oneonta, New York 13820

The Mission of the Otsego Northern Catskills BOCES is:

To provide leadership and support systems through teamwork with the component districts to enhance student outcomes and lifelong learning.

Adopted: May 20, 1991

I. OPENING OF MEETING

A. ROLL CALL & QUORUM CHECK

B. PLEDGE OF ALLEGIANCE

C. CALL TO ORDER

D. ADDITIONS TO AGENDA

E. APPROVAL OF CONSENT AGENDA ITEMS

(Note: If a board member believes that any item on the consent agenda requires discussion or a separate vote, the board member may request that the item be removed from the consent agenda and placed on the regular agenda for consideration.)

1. Minutes from November 14, 2018 Meeting- Attachment #1
2. Monthly Reports - Attachment #2
3. Budgetary Transfers - Attachment #3
4. Claims Auditor Report – Attachment #4

F. EXAMINATION OF WARRANTS

G. PUBLIC COMMENT

H. STRATEGIC DISCUSSIONS (and working lunch, 11:30)

II. REPORTS**A. DEPARTMENT PRESENTATIONS: EMPLOYEE RELATIONS, DOUG FAVALORO****B. DISTRICT SUPERINTENDENT REPORT**

- Otsego County Chamber Legislative Breakfast
- Roxbury-Led Collaborative Discussions
- Legislative Luncheon
- Capital Project Updates: Mechatronic/Robotics Lab & Generator Project

C. DEPUTY SUPERINTENDENT REPORT

- NYSASBO Opportunity for All Policy Report
- ASBO 2019 Legislative Priorities

D. DIRECTORS' REPORT

- Joe Booan, Assistant Superintendent, Student Programs
- Anne Pallischeck, Director, Instructional Support Services; Interim Itinerant Services Supervisor

II. NEW BUSINESS**A. PERSONNEL - Attachment #5****B. APPROVAL OF CONSENT AGENDA ITEMS**

(Note: If a board member believes that any item on the consent agenda requires discussion or a separate vote, the board member may request that the item be removed from the consent agenda and placed on the regular agenda for consideration.)

- C. Approval of the New York Times Site License Purchase Agreement
- D. Resolution to Approve Atlantic Testing Laboratories Agreement
- E. Resolution to Bid – Culinary Arts Program Supplies and Equipment
- F. Resolution to Bid – Robotics Equipment
- G. Resolution to Bid – Oaoc Mechatronics Lab Project
- H. Resolution to Approve Amendment 18-15 A1 of 2018-19 Revocable Permit - State University of New York, Oneonta for Safety Risk
- I. Resolution to Declare Surplus Equipment- Attachment #6
- J. Acceptance of Donation/Gift

Consent C. APPROVAL OF THE NEW YORK TIMES 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 December 20, 2018 to December 19, 2019, and

Whereas, The New York Times, Newark, NJ has agreed to provide the site license for a free 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.

Consent D.

RESOLUTION TO APPROVE ATLANTIC TESTING LABORATORIES AGREEMENT

Whereas, the Otsego Northern Catskills BOCES wishes to enter into an agreement with Atlantic Testing Laboratories (ATL). ATL will provide asbestos project monitoring services for the OAOC Bathroom Abatement Project at estimated fees as outlined in the scope of services included within the agreement. For technical personnel, miscellaneous reports, travel, and for laboratory analysis estimated total fees are \$2,501; and

Whereas, Atlantic Testing Laboratories, Limited, Canton, NY has agreed to provide said services as indicated above for the period of December 13, 2018 to July 31, 2019, and

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

Consent E.

RESOLUTION TO BID – CULINARY ARTS PROGRAM SUPPLIES AND EQUIPMENT

Whereas, the Culinary Arts Program at the ONC BOCES CTE Centers desire to purchase supplies and equipment for the remainder of the 2018-19 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	-	January 11, 2019
BIDS TO VENDORS	-	January 8, 2019
BIDS OPENED	-	February 1, 2019
BIDS AWARDED	-	February 13, 2019

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

Consent F. RESOLUTION TO BID – ROBOTICS EQUIPMENT

Whereas, the Mechatronics & Engineering Program at the ONC BOCES CTE Centers desire to purchase robotics equipment for the 2018-19 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 robotics equipment adhering to the following estimated timeline:

LEGAL NOTICES	-	January 10, 2019
BIDS TO VENDORS	-	January 7, 2019
BIDS OPENED	-	February 4, 2019
BIDS AWARDED	-	February 13, 2019

Be it resolved, that the Otsego Northern Catskills Board of Education does hereby approve the bidding of robotics equipment.

Consent G. RESOLUTION TO BID – OAOC MECHATRONICS LAB PROJECT

Whereas, the Otsego Northern Catskills BOCES, in accordance with Sections 103, 104b and 119-0 of the General Municipal Law, desires to solicit bids for Contracts for materials and labor for the Otsego Area Occupational Center Mechatronics Lab Project, and

Resolved, the Otsego Northern Catskills BOCES Board of Education does hereby approve the bidding for the OAOC Mechatronics Lab Project adhering to the timeline as follows:

APPROVAL TO BID	-	December 12, 2018
LEGAL NOTICE - ADS	-	December 20, 2019
BIDS MAILED	-	December 14, 2018
BID OPENING	-	January 7, 2019
BID AWARD	-	January 9, 2019

Consent H. RESOLUTION TO APPROVE AMENDMENT 18-15 A1 OF 2018-19 REVOCABLE PERMIT - STATE UNIVERSITY OF NEW YORK, ONEONTA FOR SAFETY RISK

Whereas, the Otsego Northern Catskills BOCES Safety Risk Management will require the use of the Morris Craven Lounge on the SUNY Oneonta Campus for their Safety Risk Training on December 14, 2018 at a total charge of \$87.50; 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, 2018 through

June 30, 2019. Extra services will require an estimated fee of \$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 #18-015 Amendment A1.

Consent I. RESOLUTION TO DECLARE SURPLUS EQUIPMENT- Attachment #6

Whereas, the Otsego Northern Catskills BOCES does not wish to retain the attached list of equipment or components, Attachment #6, as the items are obsolete, no longer functional or operational,

Resolved, that the Otsego Northern Catskills BOCES Board of Education declares the attached equipment as surplus in accordance with Board Policy #6900 and will be disposed of accordingly.

Consent J. ACCEPTANCE OF DONATION/GIFT

Whereas, the ONC BOCES OAOC Auto Technology Program received a donation of a 2011 Chevrolet Cruze, 4 door sedan-LS Model, VIN #2782 with mileage of 91,235 at an estimated value of \$2,589, and

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

Addenda K. 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 28, 2018 and to continue for 8 weeks, and

Whereas, Screen Vision Media has agreed to provide cinema ads advertising for an estimated cost of \$2,450, 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.

Addenda L. APPROVAL OF FIELD TRIPS - Attachment #7

- NCOC (Sweeny/Lapin) March 12, 2018 International Beauty Show - Jacob Javits Convention Center, NYC

- OAOC (Williams) March 12, 2018 International Beauty Show - Jacob Javits Convention Center, NYC

Addenda M. AGREEMENT - CLINICAL EXPERIENCE – CHESTNUT PARK REHABILITATION AND NURSING CENTER

Whereas, the Otsego Northern Catskills BOCES has established educational programs at 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 Chestnut Park Rehabilitation and Nursing Center, Oneonta, 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 and addendum, effective January 1, 2018 -December 31, 2020. No monies will be exchanged or provided for this agreement.

N. PUBLIC COMMENTS

O. INFORMATION ITEMS

IV. ADJOURNMENT

/ao

12/12/18

Attachments

HUMAN RESOURCES ATTACHMENT

BOCES BOARD ADDENDA

DECEMBER 12, 2018

5

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

UNCLASSIFIED APPOINTMENT Support Unit							
Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
<i>Natiqua Morton</i>	<i>IP</i>	<i>Licensed Teaching Assistant</i>	<i>Full-time, 10-month, 6 hour work day, ESPA Unit Position, 4-year Probationary Appointment</i>	<i>*12/13/2018 - 12/12/2022</i>	<i>Special Subject: Licensed Teaching Assistant</i>	<i>Teaching Assistant, Level I</i>	<i>\$14,820.00 prorated to the effective date</i>
<i>Jean Ruffino</i>	<i>IP</i>	<i>Crisis Intervention Specialist</i>	<i>Full-time, 10-month, 6.5 hour work day, ESPA Unit Position, 4-year Probationary Appointment</i>	<i>*1/7/2019 - 1/6/2023</i>	<i>Special Subject: Licensed Teaching Assistant</i>	<i>Teaching Assistant, Level I (pending)</i>	<i>\$25,747.00 prorated to the effective date</i>

*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 3012³ 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
Sharon Koerner	Casual Employee	Teacher of the Visually Impaired	11/20/2018 - 6/30/2019	\$65.00/hour plus mileage
Cheryl Butler	Casual Employee	Coaching Course Instructor	1/1/2019 - 6/30/2019	\$26.00 Max. of \$2,000.00
James Dallara	Casual Employee	CASSC Instructor, Enrichment Seminar Program - SAT PREP	1/19/2019 - 3/2/2019	\$100.00/Saturday Max. of \$600.00
Linda Dallara	Casual Employee	CASSC Instructor, Enrichment Seminar Program - SAT PREP	1/19/2019 - 3/2/2019	\$100.00/Saturday Max. of \$600.00
Brian Trask	Casual Employee	CASSC Presenter - School Bus Driver Safety Refresher	1/7/2019 - 1/14/2019	\$150.00 per session Max. of \$300.00
Dawn Hamlin	Casual Employee	CASSC Presenter - School Bus Driver Safety Refresher	1/7/2019 - 1/14/2019	\$150.00 per session Max. of \$300.00
Gina Pasa	Hourly	Nursing Services for Center Street School IP Classrooms	2018 - 2019 School Year	\$3,285.60/year (Hourly rate based 1.87 hours per week)
Liecha Wilson-Collins	Hourly	Nursing Services for Center Street School IP Classrooms	2018 - 2019 School Year	\$759.60/year (Hourly rate based .625 hours per week)

MISCELLANEOUS APPOINTMENTS

Name	Appointment	Position	Effective	Compensation
Megan McGinnis	Stipend	Speech Teacher/Speech Language Pathologist (SLP)	2018 - 2019 School Year and each year thereafter as per MOA	<p>\$600.00 per Speech Teacher Supervised as per Medicaid Guidelines</p> <p>NYS SLP License \$350.00 (reimbursed every 3 years upon proof of renewal)</p> <p>American Speech Language Hearing Association (ASHA) Membership Fee: \$225 per year (reimbursed annually upon proof of renewal)</p>
Jim Calhoun	Temporary	TCI Trainer	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	Hourly Per Diem Rate
Linda Brown	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	\$85.00/day Prorated Hourly
Elizabeth Sutton	Temporary (Substitute)	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	As Per Policy or Rate Per Contract
Jordyn Fisher	Temporary (Substitute)	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	As Per Policy or Rate Per Contract
Jennifer Giacomelli	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	Hourly Per Diem Rate
Natiqua Morton	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	Hourly Per Diem Rate
Jean Ruffino	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	Hourly Per Diem Rate
Heather Wood	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	Hourly Per Diem Rate
Jennifer Culver	Temporary	TCI Training - up to 4 days	1/7/2019 - 1/11/2019 & 1/14/2019 - 1/16/2019 @ 2:30 pm	\$85.00/day Prorated Hourly
Steven Tines	Casual Employee	Adult Education: Literacy GED Preparation Instructor located at Otsego County Correctional Facility	10/17/2018 - 6/29/2019	\$25.00/hour Max. of \$2,500.00

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
Erika Molnar	ISS	Keyboard Specialist	Probationary	12/13/2018 - 9/12/2019
Carrie Conklin	Safety Risk Management	Keyboard Specialist	Probationary	12/13/2018 - 9/12/2019
Steven Futterman	Technology Services	Microcomputer Specialist	Probationary	12/13/2018 - 9/12/2019

LEAVE OF ABSENCES

Name	Position	Reason	Effective
Joan Kinch	Keyboard Specialist	Medical	11/20/2018 - 11/30/2018
Kathleen Cannon	SEIS (Special Education School Improvement Specialist)	Medical	11/26/2018 - 11/30/2018
Kegan Althiser	Cleaner	Medical	11/8/2018 - 2/21/2019
Debra Barnes	Keyboard Specialist	Medical	11/8/2018 - 12/21/2018

Determination and approval pending for the following: (1) paid or unpaid leave (2)FMLA (3) health insurance premium repayment as per ESPA Contract.

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**Otsego Northern Catskills BOCES
Field Trip Request Form**

Teacher: Sweeney/Lapin Building: NCOC Date Submitted: #####
November 26th, 2018

Date of planned trip: 12-Mar-18

Destination: Jacob Javits Convention Center, NYC

Depart School: 6:30 AM Arrive at Destination: 10:00

Depart Destination: 3:00 PM Return to School: 6:30 PM

Expected Outcomes: Students will experience one of the greatest hair shows in the US. They will have a multitude of classes to choose from. Including platform and smaller class sizes. Advanced skills is hair cutting, coloring, make up, straightening, waxing and facials will be demonstrated. Vis. Comm students will be visiting a museum. There will be 9 from Vis. Comm. and 6 from

Planned Pre-Trip Activities:

Review professionalism and schedule classes attending. Discuss expectations and how to make the most of this opportunity.

Planned Post-Trip Activities

Journal experiences and discuss with class what was observed and learned. Discuss possible career opportunities. Demonstrate skills learned.

Number of Students Taking Trip: 12

Number of Adults Taking Trip: 3

Estimate Reimbursement for Meals/Travel: _____

Bus/Vehicle(s) Required; Special Needs:

Submit maintenance request to prepare BOCES vehicle(s), gas, etc. if necessary.

Driver Needed: Yes _____ No no

Transportation provided by: Chartered Bus pre-planned with OAOC Cosmetology class

Budget code/club account: 101-3640-454

Purchase order request submitted for (amount): _____

Transportation approval: pre-approved w/O

Date: _____

Supervisor's approval: [Signature]

Date: 11/28/18

Director/Asst. Superintendent Approval: [Signature]

Date: [Signature]

Board Approval: _____

Date: _____

*Approval conditional on teacher fulfilling pre-trip conditions listed on attached pages. If applicable, teacher securing occasional driver status prior to trip departure; and safe road conditions suited for van travel to/from destination.

Otsego Northern Catskills BOCES Field Trip Request Form

Teacher Williams Building: OAOC Date Submitted November 26th, 2018

Date of planned trip 12-Mar-18

Destination: Jacob Javits Convention Center, NYC

Depart School: 5:30 AM Arrive at Destination: 10:00

Depart Destination: 3:00 PM Return to School: 7:30 PM

Expected Outcomes: Students will experience one of the greatest hair shows in the US. They will have a multitude of classes to choose from. Including platform and smaller class sizes. Advanced skills is hair cutting, coloring, make up, treatments, waxing and facials will be demonstrated.

Planned Pre-Trip Activities

Review professionalism and schedule classes attending. Discuss expectations and how to make the most of this opportunity.

Planned Post-Trip Activities

Journal experiences and discuss with class what was observed and learned. Discuss possible career opportunities. Demonstrate skills learned.

Number of Students Taking Trip: 15

Number of Adults Taking Trip: 3

Estimate Reimbursement for Meals/Travel: _____

Bus/Vehicle(s) Required; Special Needs:

Submit maintenance request to prepare BOCES vehicle(s), gas, etc. if necessary.

Driver Needed: Yes _____ No no ✓

Transportation provided by Chartered Bus pre-planned with NCOC Cosmetology class

Budget code/club account 101-3640-454

Purchase order request submitted for (amount): _____

Transportation approval: pre-approved w/ NCOC Date: _____

Supervisor's approval: [Signature] Date: 11/29/18

Director/Asst. Superintendent Approv. [Signature] Date: 12/6/18

Board Approval _____ Date: _____