

## Board of Education

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



### BOARD AGENDA

Wednesday, October 10, 2018  
11:30 p.m. - ETC Room

Otsego Area Occupational Center  
Milford, New York 13807

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

### **12:00 Audit Committee Meeting**

#### **I. OPENING OF MEETING**

A. ROLL CALL & QUORUM CHECK

B. PLEDGE OF ALLEGIANCE

C. CALL TO ORDER

D. STRATEGIC PLANNING: WORKING RELATIONSHIPS BETWEEN ONC  
BOCES AND COMPONENT DISTRICTS

E. ADDITIONS TO AGENDA

F. 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 September 12, 2018 Meeting- Attachment #1
2. Monthly Reports - Attachment #2
3. Budgetary Transfers - Attachment #3
4. Claims Auditor Report – Attachment #4

G. EXAMINATION OF WARRANTS

H. PUBLIC COMMENTII. **REPORTS**A. KEVIN STEVENS, ADULT EDUCATION & ALTERNATIVE EDUCATIONB. DISTRICT SUPERINTENDENT REPORT

- NCOC 50th Anniversary
- Licenced Teaching Assistants
- Systems of Care Grant
- Transportation Collaboration
- Public Comment Policy Discussion

C. DEPUTY SUPERINTENDENT REPORT

- Audit Committee Recommendation Regarding CASEBP Audit Report (Lynn Chase)

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 #5B. 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. Financing of Technology Equipment – Cooperstown CSD
- D. Resolution to Approve 2018-19 Transportation Contracts
- E. Resolution to Accept the 2017-2018 CASEBP Audit Report
- F. Resolution to Declare Surplus Equipment
- G. Approval – BOCES Wide Safety Committee/Building Safety Teams 2018-2019
- H. Resolution to Approve SRO Agreement With Otsego County Sheriff's Office
- I. Approval of Study Grants- Attachment #6

Consent C.      FINANCING OF TECHNOLOGY EQUIPMENT – COOPERSTOWN CSD

Resolved that ONC BOCES authorizes the financing of technology equipment through an Installment Purchase Agreement that is in compliance with General Municipal Law 109-b, with M & T Bank and/or wholly owned subsidiaries of Manufacturers and Traders Trust Company (its nominees, assigns or affiliates). The length of the agreement would be for a period of 5 years at an estimated total cost of \$65,760. (This total cost will include the purchase price (\$59,508.00) and estimated financing cost (\$6,251.79))

Consent D.      RESOLUTION TO APPROVE 2018-19 TRANSPORTATION 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, effective September 1, 2018 through June 30, 2019 at the rate of \$21.00/hr plus \$1.10/mile, with the total anticipated annual cost equal to \$4,875, and

Whereas, Schenewus Central School has agreed to provide transportation under The State Education Department, Transportation Unit contract TC, effective September 1, 2018 through June 30, 2019 at the rate of \$19.25/hr plus \$1.20/mile, with the total anticipated annual cost equal to \$4,000, and

Whereas, Cherry Valley-Springfield Central School has agreed to provide transportation under The State Education Department, Transportation Unit contract TC, effective September 1, 2018 through June 30, 2019 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 for the rates and terms shown above.

Consent E.      RESOLUTION TO ACCEPT THE 2017-2018 CASEBP AUDIT REPORT

Upon the recommendation of the Audit Committee, the Otsego Northern Catskills BOCES does hereby accept the 2017-18 CASEBP Audit Reports as presented and reviewed by Patrick Powers, D'Arcangelo & Company.

Consent F.      RESOLUTION TO DECLARE SURPLUS EQUIPMENT

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/OAOC:**

<u>TAG #</u>	<u>DESCRIPTION</u>	<u>ACQUISITION DATE</u>
005413	SAW ARBOR CABT BASE 10IN	1/1/1968
013575	SAW TABLE	7/1/2008
015125	G0690 10 IN CABINET TABLE SAW	7/1/2011
AK3749	2002 FORD SILVER F350 TRUCK 4X4, VIN #8534	1/1/2003
AK3750	2003 FORD RED F250 TRUCK 4X4, VIN #4489	1/1/2003
AK3754	2006 BLUE GRAND CHEROKEE, VIN #0382	1/1/2007
AK3756	2007 CHEVROLET UPLANDER GOLD VAN, VIN #5528	1/1/2007

**Oneonta Middle School:**

<u>TAG #</u>	<u>DESCRIPTION</u>	<u>ACQUISITION DATE</u>
012109	PROJECTOR	1/1/2008
015818	HP CP4525DN PRINTER FOR HS LIBRARY	7/1/2012
015819	HP CP4525DN PRINTER FOR CAD LAB 401	7/1/2012

Consent G.     APPROVAL – BOCES WIDE SAFETY COMMITTEE/BUILDING SAFETY TEAMS 2018-2019

**BOCES WIDE SAFETY COMMITTEE MEMBERS:**

Deputy Superintendent:	Jennifer Bolton
Safety Risk Officer:	Josh Reiss
Assistant Superintendent of Student Programs:	Joe Boan
Director of Facilities	Vincent Wojciechowski
Principal – OAOC:	Ryan DeMars
Principal – NCOC:	Mitchell Rapp
Non-Instructional – OAOC:	Lori Graves, Michael Culligan

Non-Instructional – NCOC:  
Instructional – OAOC:  
Instructional – NCOC:

Ann Clark, James Snyder, Rich Martin  
Jim Calhoun  
Laurie Darfler-Sweeney,  
Kellie LaCoppola

**NORTHERN CATSKILLS OCCUPATIONAL CENTER BUILDING SAFETY COMMITTEE :**

Deputy Superintendent:  
Safety Risk Officer:  
Non-Instructional Staff Members:  
  
Instructional Staff Members:  
  
Crisis Intervention Specialist:  
School Counselor:  
Assistant Superintendent of Student Programs:  
Principal:  
Director of Facilities  
Building Maintenance Worker:  
Nurse:  
Fire Chief/Assistant Chief  
Civic Center  
Constable:  
Student:  
Parent:

Jennifer Bolton  
Josh Reiss  
Adam Baldanza, Ellen Kennedy,  
Rich Martin, Ann Clark  
Jake Boyle, Laurie Darfler-Sweeney,  
Craig Tucker  
Deb Burroughs  
Kellie LaCoppola  
Joe Boonan  
Mitchell Rapp  
Vincent Wojciechowski  
James Snyder  
Jonathan DeGarmo  
DJ Speenburgh, Wink Hinkley  
Tom Hynes  
Steve Williamson  
Scott Ballard  
Lynette Sweat

**OTSEGO AREA OCCUPATIONAL CENTER BUILDING SAFETY COMMITTEE:**

Deputy Superintendent:  
Safety Risk Officer:  
Non-Instructional Staff Members:  
Instructional Staff Members:  
Assistant Superintendent of Student Programs:  
Principal:  
Assistant Principal:  
Director of Facilities  
Building Maintenance Worker:  
Nurse:  
CTS Instructor:  
Counselor:  
NYS Trooper:  
Milford Fire Chief:  
Student:

Jennifer Bolton  
Josh Reiss  
Lori Graves, Susan Gates  
Jody Albano, Jim Calhoun, Robin Bush  
Joe Boonan  
Ryan DeMars  
Kevin Stevens  
Vincent Wojciechowski  
Michael Culligan  
Charity Burton  
Betsey Clark  
Kristen Shultz  
Trooper Snyder  
Donnie Eckler  
TBD

**Parent:** **TBD**  
Consent H. RESOLUTION TO APPROVE SRO AGREEMENT WITH OTSEGO COUNTY  
SHERIFF'S OFFICE

Whereas, the Otsego Northern Catskills BOCES desires to enter into an agreement with the Otsego County Sheriff's Office for providing School Resource Officer (SRO) services, and

Whereas, the Otsego County Sheriff's Office, Cooperstown, NY, has agreed to provide the above services for the annual cost of \$85,000 effective September 4, 2018 to August 31, 2019, agreeing to the terms and conditions of the agreement,

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

Consent I. APPROVAL OF STUDY GRANTS- Attachment #6

J. PUBLIC COMMENTS

K. INFORMATION ITEMS

**IV. ADJOURNMENT**

/ao

10/4/18

Attachments

# 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, September 12, 2018, at 11:00 a.m. at the Instructional Support Services Center, Oneonta, New York.

## **Roll Call & Quorum Check**

**MEMBERS PRESENT:** Paul Beisler, Robert Calloway, Barbara Ann Heegan, Kurt Holcherr, Antoinette Hull, Johnnie Nemec and Jacqueline Parry

**MEMBERS ABSENT:** Joseph Ballard

**OTHERS PRESENT:** Nicholas Savin, Joseph Booan, Lynn Chase, Alyssa Oliveri, Anne Pallischeck, Jason Sanchez, Monica Towne and Ray Buell.

## **Call to Order**

At 11:19 p.m. Board 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.

## **Executive Session**

Antoinette Hull and Paul Beisler moved to adjourn to Executive Session at 11:21 p.m. to discuss the evaluation of an individual employee.

The motion was approved unanimously.

## **Regular Session**

Marcy Birch and Kurt Holcherr moved to return to Regular Session at 12:30 p.m.

## **Audit Committee Meeting**

The Board entered the Audit Committee Meeting at 12:35 p.m.

Antoinette Hull and Marcy Birch moved to adjourn the Audit Committee Meeting and return to the Regular Board Meeting at 1:20 p.m.

The motion was approved unanimously.

**Nomination of Board Member**

Mr. Johnnie Nemec expressed interest in serving on the ONC BOCES Board.

Barbara Ann Heegan and Antoinette Hull moved to appoint Johnnie Nemec to fill the vacancy on the ONC BOCES Board.

The motion was approved unanimously.

**Oath of Office for Newly Appointed Board Members**

Alyssa Oliveri, Board Clerk, administered the Oath of Office to newly appointed board members, Jacqueline Parry and Johnnie Nemec.

**Approval of Consent Agenda**

Antoinette Hull informed the Board that there was an error on the August 22, 2018 meeting minutes. The minutes noted that Assemblyman Butler would be attending the 50th Anniversary Celebration, which is incorrect. Mr. John Butler, former NCOC Principal will be attending. Alyssa Oliveri will make a correction.

Barbara Ann Heegan and Robert Calloway moved to approve the Consent Agenda as amended.

1. Minutes from the August 22, 2018 Board Meeting
2. Monthly Reports -  
Treasurer's Report, Report of Interest Earned, Budget Status Reports, Revenue Status Reports, General Fund Trial Balance, Special Aid Fund Trial Balance, Capital Fund Trial Balance, Trust & Agency Fund Trial Balance, Private Purpose Trust Fund Trial Balance and Extra Classroom Activities Reports for OAOC, NCOC. (Copy filed in the Clerk's office).
3. Budgetary Transfers
4. Claims Auditor Report - August 2018 (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**

Mr. Ray Buell, Licensed Teaching Assistant at NCOC, approached the board to express dissatisfaction with LTA assignments this year. He shared that he has been an LTA for the EOR program at NCOC for many years. This year he has been assigned to another classroom and the EOR program is without an LTA. He distributed EOR enrollment information and reviewed it



briefly with the group. He informed the board that he does not feel comfortable in his new role and expressed concerns about liability and diminished educational experiences in EOR without the presence of an experienced LTA for that classroom. Mr. Boan explained the legal reasoning behind the changes. He noted that BOCES is contractually bound by IEPs to give services to those students first, then LTAs must be placed to adhere to student-teacher ratios in special education classes. After those obligations are met, LTAs are placed in regular education and CTE classrooms; class size and other factors determine where those LTAs are placed. He further explained that ONC BOCES is understaffed in LTAs and does not have a choice but to fill legal and contractual obligations first, which is why he has been placed elsewhere this year. Special Education growth has contributed to this situation, as the added classrooms are LTA intensive. Districts and BOCES can be audited on this. Should vacancies be filled, BOCES plans to place Mr. Buell back in EOR. Mr. Beisler asked about the progress on filling these positions. Mr. Savin shared that BOCES is working on a proposal to create tiers for teaching assistant positions, with the hopes that the proposed system will attract more candidates.

#### **Innovative Programs- Jason Sanchez**

Mr. Jason Sanchez, Innovative Programs Supervisor, provided the board with information about his department. He distributed handouts detailing the various programs and enrollment. He discussed Career Pathways, the Therapeutic Learning Center (TLC), TRUST, Basic Life Skills (BLS), and Behaviour Adjustment classes. He also shared information about future endeavors, such as PrepareU, which will integrate mental health curriculum in classrooms and a restorative justice program, which would provide trauma informed care. He noted that the biggest challenge faced in Innovative Programs has been staffing.

#### **District Superintendent Report**

#### **DISTRICT SUPERINTENDENT REPORT**

**Licensed Teaching Assistants:** Mr. Savin shared that ONC BOCES is hoping to transition substitutes to full time teaching assistants. To accomplish this, BOCES is exploring creating multiple levels of teaching assistants, including non-licensed TAs, LTAs and Behavioral Technicians. Allowing non-licensed TAs may encourage substitutes to become full time employees, as they will be able to receive benefits. The pay raise that would come along with becoming licensed may be an incentive for non-licensed TAs to eventually take the test to become licensed. Finally, creating a level above LTAs may encourage current LTAs to continue education and training to receive an increase in pay, which will in turn help retain staff. ONC BOCES will need to work with the support staff union.

**NCOC 50th Anniversary:** Mr. Savin announced that Ms. Monica Towne, Work-Based Internship Coordinator and project manager for the 50th Anniversary Celebration, is present to discuss the event. Ms. Towne shared that speakers have been secured. The event will feature children's activities, door prizes, a memory table with old yearbooks, a slideshow and classroom exhibits. Banners have been hung at the end of Jump Brook Road and lawn signs have been

distributed to advertise the event. The *Catskill Mountain News* will be present to cover the celebration. Ms. Towne will be discussing the event on WIOX and the RIP radio station will also provide an announcement.

**Schenevus CSD Superintendent Search:** Mr. Savin shared that four candidates have been selected to be interviewed by the Schenevus Board of Education. He will keep the Board updated as the search progresses.

**System of Care Grant:** Mr. Savin announced that Otsego County has been awarded the Systems of Care Grant. County agencies and schools will work collaboratively to provide care to students with emotional health challenges and their families. All Otsego County schools are eligible to participate. Searches for clinicians and social workers will likely begin soon.

**Personnel:** Mr. Savin asked the Board for permission to hire a network specialist between meetings to fulfill a need for Andes and Margaretville Central School Districts. Should we not be able to provide this service they will contract with Broome BOCES. If ONC secures someone to fill the position, it will appear backdated on the October agenda.

**Digital Mapping:** Mr. Savin mentioned that the State is working with a third party to digitally map all schools, starting in Delaware County. Maps and diagrams of campuses will be available to emergency agencies.

**School Board Institute:** Mr. Savin announced that DCMO will be hosting a School Board Institute on October 18th, which will feature Regent Mittler. The event will be held at Sidney High School and will begin with dinner at 5:30 p.m.

**Deputy Superintendent Report- Lynn Chase**

DEPUTY SUPERINTENDENT REPORT- Lynn Chase

Ms. Chase, Director of Management Services, presented in Dr. Bolton's absence. She shared that the ONC BOCES 2017-2018 Audit Report is on the agenda for approval.

**Director Report**

ANNE PALLISCHECK, DIRECTOR, INSTRUCTIONAL SUPPORT SERVICES;  
INTERIM ITINERANT SUPERVISOR

Ms. Pallischeck thanked the board for their support of the new Instructional Support Services Center (ISSC). She announced that the board meeting is the first meeting held in the new space. She offered to provide a tour following adjournment.

Ms. Pallischeck shared that a fifth staff developer has been hired; one vacancy remains. She indicated that there have been some FTE increases in Itinerant Services. There is need for a

Speech Therapist and another Physical Therapist. She announced that there has been a retirement in the School Library System. Because that position has evolved over the years, Human Resources is exploring a title change. She asked the Board for permission to hire between meetings.

Ms. Pallischeck informed the Board that she sits on the Catskill Regional Teachers' Center Board. She asked the board for permission to use the ISSC meeting space for their meetings, as the space they currently use at SUNY Oneonta is quite small. Meetings are held from 4:30-6:00, so use of the space would not interrupt ONC BOCES activities. The board agreed, as long as Ms. Pallischeck is present at the meetings.

#### Approval of Personnel

Johnnie Nemec and Marcy Birch moved to approve 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
Donna Jo Cody	IT	Library Media Specialist	Full-time, 10-month, Teachers Unit Position, 4-year Probationary Appointment	*8/29/2018 - 8/28/2022	Special Subject: School Media Specialist (Library)	Library Media Specialist: Permanent	\$46,434.00 (Increased from .83 FTE to 1.0 FTE)

\*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<sup>3</sup> 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 APPOINTMENT- Support Unit							
Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
Rosemary Powers	IP	Licensed Teaching Assistant	Full-time, 10-month, 6 hour day, ESPA Unit Position, 4-year Probationary Appointment	*9/13/2018 - 9/12/2022	Special Subject: Licensed Teaching Assistant	Teaching Assistant, Level I	\$14,820.00 prorated to the effective date

\*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<sup>3</sup> 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 APPOINTMENT Non-Unit Support Unit							
Name	Dept.	Position	Appointment	Effective	Tenure Area	Certification	Salary
James Kane	ISS	Network Team/Staff Developer	Full-time, 10-month, 7.5 hour day, Non-Unit Support Position, 3-year Probationary Appointment	9/13/2018 - 9/12/2021	Special Subject: Instructional Support Services & Professional Development	Mathematics, Permanent	\$66,635.00 prorated to the effective date

CLASSIFIED APPOINTMENTS					
Name	Dept.	Position	Appointment Type	Effective	Salary
Jonathan Falke	O&M	Cleaner	Full-time, 12-month, 7.5 hour day, Labor Class, ESPA Support Unit, Probationary Civil Service Position	9/13/2018	\$22,697.00 prorated to the effective date
Lucas Bouton	SBO	Senior Account Clerk	Full-time, 12-month, 7.5 hour day, Competitive Class, ESPA Support Unit, Provisional Civil Service Position	9/24/2018	\$29,337.00 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
Heather Bouton	Casual Employee	CASSC: Substitute Enrichment Instructor	9/13/2018 - 11/10/2018	\$60.00/day Max. of \$240.00
Christina Quadrio	Temporary	Substitute	9/13/2018 - 8/31/2019	As per board policy or rate per contract
Marie Schwarzkopf	Temporary	Substitute	9/13/2018 - 8/31/2019	As per board policy or rate per contract

<b>MISCELLANEOUS APPOINTMENTS Continued</b>				
<b>Name</b>	<b>Appointment</b>	<b>Position</b>	<b>Effective</b>	<b>Compensation</b>
Iris Burnsworth	Temporary	Substitute	9/13/2018 - 8/31/2019	As per board policy or rate per contract
Elizabeth Sutton	Temporary	Substitute	9/13/2018 - 8/31/2019	As per board policy or rate per contract
Linda Brown	Temporary	Long Term Special Education Teacher Substitute	9/13/2018 - 6/30/2019	As per board policy or rate per contract
Reena LaSalle	Temporary	Substitute	9/13/2018 - 8/31/2019	As per board policy or rate per contract
Joseph Pester	Casual Employee	Construction Work	6/22/2018 - 10/31/2018 11/1/2018 - 6/30/2019 (Revised from July 11, 2018 board meeting)	\$30.00/hour \$35.00/hour Max. of \$25,000.00
Lois VanAlstine	Casual Employee	Adult Education - Adult CNA Instructor	9/17/2018 - 8/31/2019	\$30.00/hour Max. of \$19,680.00
Craig Tucker	Additional CTE Credit Bearing Instruction Stipend	CTE Teacher - CTE Value added Instruction Course for Additional Credit	September 2018 - June 2019	\$2,800.00 Full year
Laurie Darfler-Sweeney	CTE/Annual Appointment Club	Advisor - National Technical Honor Society  Club Advisor - Student Leadership  Club Advisor - Skills USA	9/1/2018 - 6/30/2019	\$300.00  \$600.00  \$600.00
Christopher Drumma	CTE/Annual Appointment Club	Advisor - National Technical Honor Society	9/1/2018 - 6/30/2019	\$300.00
Jonah Burness	CTE/Annual Appointment Club	Advisor - Skills USA	9/1/2018 - 6/30/2019	\$600.00
Lindy Lapin	CTE/Annual Appointment Club	Advisor - Skills USA	9/1/2018 - 6/30/2019	\$600.00
Jake Boyle	CTE/Annual Appointment Club	Advisor - Student Leadership	9/1/2018 - 6/30/2019	\$600.00

<b>MISCELLANEOUS APPOINTMENTS Continued</b>				
<b>Name</b>	<b>Appointment</b>	<b>Position</b>	<b>Effective</b>	<b>Compensation</b>
April Erkson	CTE/Annual Appointment Club	Advisor - National Technical Honor Society	9/1/2018 - 6/30/2019	\$600.00
Larry Miller Jr.	CTE/Annual Appointment Club	Club Advisor - Future Farmers of America	9/1/2018 - 6/30/2019	\$600.00
Patricia Hornbeck	CTE/Annual Appointment Club	Club Advisor - Health Occ. Students of America	9/1/2018 - 6/30/2019	\$600.00
Laurie Darfler- Sweeney	Annual Mentor Stipend	Mentor Stipend: Christopher Drumma New teacher to the profession	9/1/2018 - 6/30/2019	\$600.00
Mercedes Morales	Annual Mentor Stipend	Mentor Stipend: Alyson Monahan New teacher to the profession (Revised from the April 11, 2018 board meeting)	4/12/2018 - 4/11/2019	\$300.00 for 2018 - 2019 School Year
Betsey Clark	Annual Mentor Stipend	Mentor Stipend: Veronica O'Brien New teacher to the profession	9/1/2018 - 6/30/2019	\$600.00
Jim Calhoun	Annual Mentor Stipend	Mentor Stipend: Torrey Robinson New teacher to the profession	9/1/2018 - 6/30/2019	As per agreement
Jody Albano	Annual Mentor Stipend	Mentor Stipend: Andrea Alban New teacher to the profession	9/1/2018 - 6/30/2019	\$600.00
Margaret Subik-Stevens	Annual Mentor Stipend	Mentor Stipend: Nicole Lawton New experienced teachers to BOCES	9/1/2018 - 6/30/2019	\$300.00
Amy Walther	Annual Mentor Stipend	Mentor Stipend: Sheryl Kosturock New experienced teachers to BOCES	9/1/2018 - 6/30/2019	\$300.00
April Erkson	Annual Mentor Stipend	Mentor Stipend: Nils Anderson New teacher to the profession	9/1/2018 - 6/30/2019	\$600.00
Tera Talbot	Annual Mentor Stipend	Mentor Stipend: New experienced teachers to BOCES Megan McGinnis Dylan Howell Lucas Wright	9/1/2018 - 6/30/2019 9/1/2018 - 6/30/2019 9/1/2018 - 12/10/2018	\$550.00

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

<b>MISCELLANEOUS SUMMER APPOINTMENTS</b>			
<b>Name</b>	<b>Position</b>	<b>Days</b>	<b>Compensation</b>
Alyson Monahan	Long Term Special Education Teacher	Max. of 3 days	Curriculum \$200.00/day
Rebecca Peck	Licensed Teaching Assistant	Max. of 1 workshop day	Per Diem
Nicole Lawton	New Visions Health Teacher	Max. of 14 days effective June 9, 2018 through August 27, 2018 (revised from the August 22, 2018 board meeting)	Per Diem
Erin Darran	Licensed Teaching Assistant	Max. of 4 workshop days	Per Diem
Lucas Wright	Physical Education Teacher	Max. of 4 workshop days	\$85.00/day
Jennifer Calhoun	Speech Therapist	Max. of 30 days (Revised from the August 22, 2018 board meeting)	Per Diem up to a maximum of \$250.00/day
Christine Guy	Speech Therapist	Max. of 1 day	Per Diem up to a maximum of \$250.00/day
Dawn Kalleberg	RSE TASC Transition Specialist	Max. of 21 days (Revised from the June 13, 2018 board meeting)	Per Diem

<b>CHANGE IN POSITION</b>					
<b>Employee</b>	<b>Title</b>	<b>Dept.</b>	<b>Current</b>	<b>New</b>	<b>Effective</b>
Martha Kilbridge Bischoff	ESOL Teacher	IT	.5	1.0	8/29/2018
Erika Molnar	Keyboard Specialist	ISS/SEIS/Student Programs	.5	1.0	9/13/2018
Robin Bush	SWD 7-12, CO-OP Teacher	Innovative Programs	1.0	1.1	9/13/2018 - 6/30/2019
Kristen Shultz	School Counselor	CTE	1.0	1.1	8/29/2018 - 6/30/2019

<b>LEAVE OF ABSENCES</b>			
<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Laura Bouton	School Counselor	Medical (paid and unpaid)	10/25/2018 - 12/06/2018
Erin Darran	Licensed Teaching Assistant	Medical (paid and unpaid)	8/31/2018 - 9/24/2018
Harry Richards	Cleaner	Medical	9/14/2018 - 10/14/2018

<b>RESIGNATIONS/RETIREMENTS</b>			
<b>Name</b>	<b>Position</b>	<b>Reason</b>	<b>Effective</b>
Karen Hotaling	Licensed Teaching Assistant	Resignation	9/15/2018
Kimberly Carr	Licensed Teaching Assistant	Resignation	9/5/2018
Miriam Rose	School Counselor	Resignation	10/6/2018

The motion was approved unanimously.

**Approval of Consent Agenda**

Marcy Birch and Johnnie Nemec moved to approve the Consent Agenda as presented:

**Approval/Re-approval of Lead Evaluators**

Upon the recommendation of the District Superintendent, the Otsego Northern Catskills BOCES does hereby grant approval of the following staff as Lead Evaluators by virtue of the fact of participation in the Lead Evaluator Training provided by the Otsego Northern Catskills BOCES Network Team, which included the required components.

Mitchell Rapp  
 Corinna Pelkey  
 Joe Boosan  
 Ryan DeMars  
 Anne Pallischeck  
 Kevin Stevens  
 Monica Towne  
 Jennifer Bolton

**Resolution to Accept the 2017-2018 ONC BOCES Audit Report**



Upon the recommendation of the Audit Committee, the Otsego Northern Catskills BOCES does hereby accept the 2017-18 ONC BOCES Audit Reports as presented and reviewed by Patrick Powers, D'Arcangelo & Company.

The motion was approved unanimously.

**Second Reading and Adoption of Board Policy #0110, Sexual Harassment And  
Accompanying Regulation- Attachment #6**

The Board conducted a second reading.

Johnnie Nemec and Kurt Holcherr moved to adopt Board Policy #0110, Sexual Harassment and the accompanying regulation.

The motion was approved unanimously.

**Second Reading and Adoption of Board Policy #6700, Boces Personal  
Property Accountability- Attachment #7**

The Board conducted a second reading.

Marcy Birch and Robert Calloway moved to adopt Board Policy #6700, BOCES Personal Property Accountability.

The motion was approved unanimously.

**Second Reading and Adoption of Board Policy #4311.1, Display Of The Flag  
Resolution- Attachment #8**

The Board conducted a second reading.

Johnnie Nemec and Kurt Holcherr moved to adopt Board Policy #4311.1, Display Of The Flag Resolution.

**Second Reading and Adoption of Board Policy #2340, Notice Of Meetings-  
Attachment #9**

The Board conducted a second reading.

Marcy Birch and Johnnie Nemec moved to adopt Board Policy #2340, Notice of Meetings.

The motion was approved unanimously.

**Approval of Field Trip- Attachment #10**

Johnnie Nemec and Kurt Holcherr moved to approve the following field trip:

- OAOC & NCOC (M. Subik, N. Lawton) Lackawanna Coal Mine, Scranton PA - October 12, 2018

The motion was approved unanimously.

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

Marcy Birch and Jacqueline Parry moved to approve the following resolution:

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 \$22.59 per employee (203) at the sum of \$4,585.77/year as well as DOT required Substance Abuse Evaluations at \$850.00/each, for a period of September 1, 2018- August 31, 2019, 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.

The motion was approved unanimously.

**Public Comments**

There were no public comments.

**Adjournment**

Barbara Ann Heegan and Kurt Holcherr moved to adjourn the meeting at 2:52 p.m.

The motion was approved unanimously.

Respectfully Submitted,

Alyssa Oliveri  
Board Clerk

9/11/2018

# Otsego Northern Catskills Board of Cooperative Educational Services

## Treasurers' Report as of August 31, 2018

General Fund				Federal Fund		Capital Fund	
Checking	CD	Liability Reserve	ERS Reserve	UI Reserve	EBLR Reserve	CTE Equip Reserve	Savings/CD
NYLAF	NYLAF	NYLAF	NYLAF	NYLAF	NYLAF	NYLAF	NYLAF
(A200.10)	(A201.00)	(A200.LR)	(A200.ER)	(A200.LR)	(A200.ER)	(A200.ER)	(A200.10)
5,963,962.10	171,814.61	0.00	850,988.18	48,200.59	1,420,988.63	403,978.14	2,210,534.27
424,962.86	229.66	0.00	1,211.91	66.74	2,019.14	574.06	3.89
(1,677,794.87)	0.00	0.00	0.00	0.00	0.00	0.00	3,153.52
							0.00
<b>\$4,711,130.09</b>	<b>\$172,144.27</b>	<b>\$0.00</b>	<b>\$852,188.09</b>	<b>\$48,267.33</b>	<b>\$1,423,008.77</b>	<b>\$404,552.20</b>	<b>\$2,213,687.79</b>
4,817,088.40	172,144.28	0.00	852,188.09	48,267.32	1,423,008.77	404,552.20	2,213,687.81
0.00							0.00
(105,958.31)	(0.01)			0.01			(19,151.34)
							(0.02)
<b>\$4,711,130.08</b>	<b>\$172,144.27</b>	<b>\$0.00</b>	<b>\$852,188.09</b>	<b>\$48,267.33</b>	<b>\$1,423,008.77</b>	<b>\$404,552.20</b>	<b>\$2,213,687.79</b>
		<b>430,000.00</b>	<b>866,000.00</b>	<b>51,000.00</b>	<b>1,487,000.00</b>	<b>539,000.00</b>	

**Balance Per Books:**

Balance-Prior Month  
add: Current Month Receipts  
less: Current Month Disbursements  
Adjustments:

Ending Book Balance

**Balance Per Bank:**

Bank Statement Balance  
add: Deposits in Transit  
less: Outstanding Checks  
Adjustments:

Ending Bank Balance

BOE Approved Funding

Other Fund (Health, Wkrks Comp, Dental & FLEX)				Trust & Agency Fund			
CASEBP	FLEX	WORKERS COMP	DENTAL	Trust & Agency	Payroll	Excess/Room	
Savings/CD	CASE FLEX	Savings/CD	Savings/CD	Checking	Account	Account	
NET (07200-04)	NET (07200-04)	NET (07200-04)	NET (07200-04)	NET (07200-04)	NET (07200-04)	NET (07200-04)	
18,289,352.88	37,640.68	2,274,238.86	272,276.45	312,938.32	0.00	55,511.85	
1,857,185.56	0.55	121,467.94	47,561.15	528,021.33	349,188.00	501.00	
(1,830,998.79)	(9,020.93)	0.00	(19,469.80)	(503,215.89)	(349,188.00)	0.00	
0.00							
<b>\$18,315,649.45</b>	<b>\$28,620.30</b>	<b>\$2,395,706.80</b>	<b>\$300,367.80</b>	<b>\$337,743.76</b>	<b>\$0.00</b>	<b>\$56,012.85</b>	
18,315,649.45	28,620.30	2,395,706.80	300,367.80	344,381.56	9,979.33	56,036.42	
0.00	0.00	31,073.00	0.00	0.00	0.00	0.00	
0.00	0.00	0.00	0.00	(6,637.82)	(9,979.33)	(25.57)	
				0.00	0.00	0.00	
<b>\$18,315,649.45</b>	<b>\$28,620.30</b>	<b>\$2,395,706.80</b>	<b>\$300,367.80</b>	<b>\$337,743.76</b>	<b>\$0.00</b>	<b>\$56,012.85</b>	

**Balance Per Books:**

Balance-Prior Month  
add: Current Month Receipts  
less: Current Month Disbursements  
Adjustments:

Ending Book Balance

**Balance Per Bank:**

Bank Statement Balance  
add: Deposits in Transit  
less: Outstanding Checks  
Adjustments:

Ending Bank Balance

All bank statement cash balances reconcile to collateralization reports for month ending: August 31, 2018



**Ossego Northern Catskills BOCES**  
**Interest Report and Investment Rate Chart**  
**For Period Ending 3/31/2018**

General Fund/Reserves	Interest Rate	Term	Formula	Amount Invested	Interest This Period	Interest To Date
NBT - Checking	0.02%	Monthly	Sum of all Daily balances X rate divided by 365	4,711,130	91.06	207.32
NBT - MMDA	0.02%	Monthly	Sum of all Daily balances X rate divided by 365	0		0.00
NYLAF CD rate	see below*	At Maturity	Starting balance X rate divided by 360 X no. of days invested	2,900,171	4,101.51	7,814.31
<b>Total General Fund Interest</b>					4,192.57	8,021.63
<b>Capital Fund/Reserves</b>						
NBT - Checking	0.02%	Monthly	Sum of all Daily balances X rate divided by 365	209,915	3.89	7.83
NYLAF CD rate	see below*	At Maturity	Starting balance X rate divided by 360 X no. of days invested	2,213,688	3,153.52	6,008.17
<b>Total Capital Fund Interest</b>						6,016.00
<b>CASEBP Fund</b>						
Chase - Checking	0.05%	Monthly	Sum of all Daily balances X rate divided by 365	12,652,767	1,045.24	1,987.07
Chase - Savings	0.10%	Monthly	Sum of all Daily balances X rate divided by 365	0	0.00	0.00
NBT - Savings	0.02%	Quarterly	Sum of all Daily balances X rate divided by 365	5,549	0.00	0.00
NYLAF CD rate	see below*	At Maturity	Starting balance X rate divided by 360 X no. of days invested	18,310,000	25,943.11	49,427.53
<b>Total CASEBP Interest</b>						51,414.60
<b>Dental Fund</b>						
Chase - Checking	0.05%	Monthly	Sum of all Daily balances X rate divided by 365	106,000	13.47	22.99
NYLAF CD rate	see below*	At Maturity	Starting balance X rate divided by 360 X no. of days invested	1,841,639	2,611.76	4,975.99
<b>Total Dental Fund Interest</b>						4,998.98
<b>Workers Comp Fund</b>						
Chase - Checking	0.05%	Monthly	Sum of all Daily balances X rate divided by 365	300,368	22.26	47.99
NBT - Savings	0.02%	Quarterly	Sum of all Daily balances X rate divided by 365	160,511		0.00
NYLAF CD Rate	see below*	At Maturity	Starting balance X rate divided by 360 X no. of days invested	2,234,196	3,164.94	6,029.93
<b>Total Workers Comp Interest</b>						6,077.92
<b>FLEX Fund</b>						
NBT - Checking	0.02%	Monthly	Sum of all Daily balances X rate divided by 365	28,620	0.55	1.26
<b>Total FLEX Interest</b>						1.26
<b>*NYLAF CD rates:</b>						
Investment	Interest Rate	% of total Investment	Maturity Date			
408,694	1.38%	1.49%	Savings			
5,000,000	1.76%	18.18%	2/15/19			
17,023,000	2.05%	61.90%	1/10/19			
5,068,000	2.05%	18.43%	1/10/19			
<b>Total</b>		100.00%				
27,499,694.17						
						0.00

**Otsego-Northern Catskills BOCES**  
GENERAL FUND Trial Balance for Fiscal Year 2019  
Cycle 02  
Post Dates From 07/01/2018 To 08/31/2018

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-10	CASH-NBT	4,711,130.09	
200-EB	CASH-EMP BEN ACRD LIAB RSRV	1,423,008.77	
200-EQ	CASH- CTE EQUIP. RESERVE	404,552.20	
200-ER	CASH- ERS CONTRIBUTION RESERVE	852,198.09	
200-UI	CASH-UI RESERVE	48,267.33	
201-00	CASH IN TIME DEPOSITS	172,144.27	
210-00	PETTY CASH	200.00	
380-00	ACCOUNTS RECEIVABLE	11,457.94	
410-00	STATE/FEDERAL FUNDS RECEIVABLE	3,869,179.15	
431-00	SCHOOLS DISTRICTS	2,251,909.96	
<b>Budgetary and Expense Accounts</b>			
510-00	ESTIMATED REVENUES	28,608,232.47	
521-00	ENCUMBRANCES	16,246,165.32	
522-00	EXPENSES	3,631,871.98	
<b>Liabilities and Reserves</b>			
431-80	SCHOOL DISTRICTS SURPLUS		3,346,478.20
600-00	ACCOUNTS PAYABLE		385,456.87
600-99	ACCOUNTS PAYABLE		350,236.20
601-DE	DENTAL BENEFITS	3,968.56	
601-EY	EYE CARE BENEFITS		6.11
601-HD	HEALTH DOCKS		87.42
601-HE	HEALTH BENEFITS	161,058.71	
630-00	Due to Other Funds		372,573.98
632-00	DUE TO TEACHERS' RETRMNT (TRS)		741,646.88
637-00	DUE TO EMPLOYEES' RTRMNT (ERS)		187,443.70
658-00	STATE AID DUE SCHOOL DISTRICTS		3,869,179.14
689-01	ACCRUED POST RETIRE BENEFIT		62,197.76
689-02	ACCRUED EDUCATIONAL IMPROVEMEN		132,710.22
689-03	ACCRUED WORKERS COMP		7,104.98
689-04	ACCRUED UNEMP. INS.		1,637.10
689-06	ACCRUED EAP		622.01
690-00	OVERPAYMENTS/COLL. IN ADVANCE		26,433.20
690-04	Overpaid/Collect in Advance		2,581,968.22
691-00	DEFERRED REV-CROP/SETRC INDIRE		13,379.74
815-UI	FB-Unemployment Ins Reserve		48,140.17
821-00	RESERVE FOR ENCUMBRANCES		16,246,166.14
827-ER	FB Retirement Contrib Reserve		849,889.13
830-EB	FB Empl Benefit Accrued Liab R		1,419,161.85
915-EQ	Assigned Unapp. FB (CTE EQUIP		403,458.48
<b>Budgetary and Revenue Accounts</b>			
960-00	APPROPRIATIONS		28,608,232.47
980-00	REVENUES		2,741,134.87
<b>Grand Totals</b>		<b>62,395,344.84</b>	<b>62,395,344.84</b>

The latest accounting cycle closed in this fund is the period ending 08/31/2018.

# Otsego-Northern Catskills BOCES

Budget Status Report As Of: 08/31/2018

Fiscal Year: 2019

Fund: A GENERAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
0 Administration		3,970,513.00	15,859.33	3,986,372.33	1,100,659.58	2,050,465.22	835,247.53
1 Career Education		5,332,839.00	109,703.94	5,442,542.94	177,220.76	4,296,611.00	968,711.18
2 Special Education		5,863,783.00	51,536.93	5,915,319.93	170,061.93	4,685,386.55	1,059,871.45
3 Itinerant Services		2,609,763.00	217,927.92	2,827,690.92	163,665.55	2,273,222.82	390,802.55
4 General Instruction		1,755,677.00	14,569.84	1,770,246.84	143,763.09	1,362,751.25	263,732.50
5 Instruction Support		2,566,383.00	333,873.53	2,900,256.53	679,707.21	1,335,427.98	885,121.34
6 Other Services		5,463,419.00	302,383.98	5,765,802.98	502,038.16	1,949,591.68	3,314,173.14
7 Undefined		0.00	0.00	0.00	694,755.70	-1,707,291.18	1,012,535.48
<b>Total GENERAL FUND</b>		<b>27,562,377.00</b>	<b>1,045,855.47</b>	<b>28,608,232.47</b>	<b>3,631,871.98</b>	<b>16,246,165.32</b>	<b>8,730,195.17</b>

# Otsego-Northern Catskills BOCES

Revenue Status Report As Of: 08/31/2018

Fiscal Year: 2019

Fund: A GENERAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
0 Administration			3,970,513.00	15,859.33	3,986,372.33	322,943.90	3,654,945.86	7,376.76
1 Career Education			5,332,839.00	109,703.94	5,442,542.94	531,587.51	4,801,351.49	100.00
2 Special Education			5,863,783.00	51,536.93	5,915,319.93	501,938.46	5,361,845.11	0.57
3 Itinerant Services			2,609,753.00	217,927.92	2,827,680.92	273,141.04	2,510,507.30	0.34
4 General Instruction			1,755,677.00	14,569.84	1,770,246.84	173,794.88	1,596,451.96	0.00
5 Instruction Support			2,566,383.00	333,873.53	2,900,256.53	276,528.24	2,499,912.04	0.25
6 Other Services			5,463,419.00	302,383.98	5,765,802.98	661,200.84	5,076,974.74	2,428.59
Total GENERAL FUND			27,562,377.00	1,045,855.47	28,608,232.47	2,741,134.87	25,501,988.50	9,906.51

## Selection Criteria

Criteria Name: Private: BOE REPORT  
As Of Date: 08/31/2018  
Suppress revenue accounts with no activity  
Print Summary Only  
Sort by: Fund/State CoSer Group  
Printed by PATRICIA POWELL-WAGNER

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
These are estimates to balance the budget

**Otsego-Northern Catskills BOCES**  
SPECIAL AID FUND Trial Balance for Fiscal Year 2019  
Cycle 02  
Post Dates From 07/01/2018 To 08/31/2018

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-00	CASH	38,921.97	
200-20	CASSC Special Fund	28,276.23	
380-00	ACCOUNTS RECEIVABLE	9,791.54	
391-00	Due from Other Funds	71,397.34	
410-00	STATE/FEDERAL FUNDS RECEIVABLE	260,058.88	
<b>Budgetary and Expense Accounts</b>			
522-00	EXPENSES	144,811.23	
<b>Liabilities, Reserves and Fund Balance</b>			
600-00	ACCOUNTS PAYABLE		20,950.38
600-99	ACCOUNTS PAYABLE		77,290.08
691-10	Deferred Rev - 850		14,880.89
691-99	CASSC Funds		28,276.23
<b>Budgetary and Revenue Accounts</b>			
980-00	REVENUES		411,859.61
<b>Grand Totals</b>		<b>553,257.19</b>	<b>553,257.19</b>



# Otsego-Northern Catskills BOCES

Budget Status Report As Of: 08/31/2018  
Fiscal Year: 2019

## Fund: F SPECIAL AID FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
803 SCHOOL LIBRARY SYSTEM		203,866.35	0.00	203,866.35	24,956.58	59,928.39	118,981.38
807 SESIS GRANT		232,725.00	0.00	232,725.00	8,870.96	119,289.24	104,564.80
808 TRANSITION SPECIALIST		137,132.00	0.00	137,132.00	12,447.31	109,705.93	14,978.76
820 SUMMER PROGRAMS: HANDICAPPED		38,077.53	0.00	38,077.53	109,866.28	8,557.42	-80,346.17
824 STEWARTS (17-18) CHAR ED INCENTIVE-ONC		500.00	0.00	500.00	0.00	500.00	0.00
825 STEWARTS (16-17) CHAR ED INCENTIVE-ONC		500.00	0.00	500.00	0.00	500.00	0.00
826 CFES-College for Every Student		836.48	0.00	836.48	0.00	0.00	836.48
850 CREATING RURAL OPPORTUNITY PARTNERSHIP		0.00	0.00	0.00	9,715.85	153,012.00	-162,727.85
862 SCRIVEN FOUND (13-14) ENGINEERING-OAOC		44,236.87	0.00	44,236.87	0.00	0.00	44,236.87
863 CORNING (17-18) MECHATRONICS OAOC		15,000.00	0.00	15,000.00	0.00	0.00	15,000.00
864 KEY BANK (17-18) MECHATRONICS-OAOC		5,000.00	0.00	5,000.00	0.00	0.00	5,000.00
865 STEWARTS (17-18) MECHATRONICS-OAOC		1,000.00	0.00	1,000.00	0.00	0.00	1,000.00
867 ARC (18-19) MECHATRONICS (OAOC)		75,000.00	0.00	75,000.00	0.00	0.00	75,000.00
888 CORNING (18-19) INFOTECH (OAOC)		7,500.00	0.00	7,500.00	0.00	0.00	7,500.00
889 JOB CORP (2014) TRUCK REPAIR (OAOC)		12,395.74	0.00	12,395.74	0.00	0.00	12,395.74
890 ADULT EDUCATION		0.00	0.00	0.00	0.00	0.00	0.00
894 ADULT ED		293,676.52	0.00	293,676.52	18,542.46	10,452.20	-10,452.20
895 LPN - OAOC PROGRAM		460,168.29	0.00	460,168.29	39,838.48	187,598.23	87,535.83
896 GRANT ADMINISTRATION		0.00	0.00	0.00	-79,426.69	306,131.94	114,197.87
<b>Total SPECIAL AID FUND</b>		<b>1,527,614.78</b>	<b>0.00</b>	<b>1,527,614.78</b>	<b>144,811.23</b>	<b>925,078.04</b>	<b>457,725.51</b>

**Otsego-Northern Catskills BOCES**  
Revenue Status Report As Of: 08/31/2018  
Fiscal Year: 2019  
Fund: F SPECIAL AID FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
803 SCHOOL LIBRARY SYSTEM			203,866.35	0.00	203,866.35	203,866.35	0.00	0.00
807 SESIS GRANT			232,725.00	0.00	232,725.00	0.00	232,725.00	0.00
808 TRANSITION SPECIALIST			137,132.00	0.00	137,132.00	0.00	137,132.00	0.00
820 SUMMER PROGRAMS: HANDICAPPED			38,077.53	0.00	38,077.53	38,077.53	0.00	0.00
824 STEWARTS (17-18) CHAR ED INCENTIVE-O			500.00	0.00	500.00	500.00	0.00	0.00
825 STEWARTS (16-17) CHAR ED INCENTIVE-O			500.00	0.00	500.00	500.00	0.00	0.00
826 CFES-College for Every Student			836.48	0.00	836.48	836.48	0.00	0.00
862 SCRIVEN FOUND (13-14) ENGINEERING-OA			44,236.87	0.00	44,236.87	44,236.87	0.00	0.00
863 CORNING (17-18) MECHATRONICS OAOC			15,000.00	0.00	15,000.00	15,000.00	0.00	0.00
864 KEY BANK (17-18) MECHATRONICS-OAOC			5,000.00	0.00	5,000.00	5,000.00	0.00	0.00
865 STEWARTS (17-18) MECHATRONICS-OAOC			1,000.00	0.00	1,000.00	1,000.00	0.00	0.00
867 ARC (18-19) MECHATRONICS (OAOC)			75,000.00	0.00	75,000.00	0.00	75,000.00	0.00
888 CORNING (18-19) INFOTECH (OAOC)			7,500.00	0.00	7,500.00	7,500.00	0.00	0.00
889 JOB CORP (2014) TRUCK REPAIR (OAOC)			12,395.74	0.00	12,395.74	12,395.74	0.00	0.00
890 ADULT EDUCATION			0.00	0.00	0.00	0.00	0.00	0.00
894 ADULT ED			293,676.52	0.00	293,676.52	10,954.83	0.00	10,954.83
895 LPN - OAOC PROGRAM			460,168.29	0.00	460,168.29	27,402.52	266,274.00	0.00
Total SPECIAL AID FUND			1,527,614.78	0.00	1,527,614.78	411,859.61	1,126,730.00	10,974.83

**Selection Criteria**

Criteria Name: Private: BOE REPORT Modified  
As Of Date: 08/31/2018  
Suppress revenue accounts with no activity  
Print Summary Only  
Sort by: Fund/CoSer  
Printed by PATRICIA POWELL-WAGNER

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
These are estimates to balance the budget

**Otsego-Northern Catskills BOCES**  
CAPITAL FUND Trial Balance for Fiscal Year 2019  
Cycle 02  
Post Dates From 07/01/2018 To 08/31/2018

**Summary - All Services**

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-10	CASH-NBT	209,914.75	
201-00	Cash in Time Deposits	2,213,687.79	
391-00	Due from Other Funds	583,510.09	
<b>Budgetary and Expense Accounts</b>			
522-00	Expenditures	19,151.34	
<b>Liabilities and Reserves</b>			
915-00	Assigned Unapp. FB (Encumbranc		2,029,007.62
<b>Budgetary and Revenue Accounts</b>			
980-00	Revenues		997,256.35
<b>Grand Totals</b>		<b>3,026,263.97</b>	<b>3,026,263.97</b>

The latest accounting cycle closed in this fund is the period ending 08/31/2018.

# Otsego-Northern Catskills BOCES

Budget Status Report As Of: 08/31/2018

Fiscal Year: 2019

Fund: H CAPITAL FUND

Budget Account	Description	Initial Appropriation	Adjustments	Current Appropriation	Year-to-Date Expenditures	Encumbrance Outstanding	Unencumbered Balance
771.103 MECHATRONICS PROJECT		0.00	503,118.53	503,118.53	17,061.30	55,265.33	430,791.90
772.103 GENERATOR PROJECT-OAOC 016-018		0.00	577,047.94	577,047.94	2,090.04	325,018.77	249,939.13
Total CAPITAL FUND		0.00	1,080,166.47	1,080,166.47	19,151.34	380,284.10	680,731.03

**Otsego-Northern Catskills BOCES**  
Revenue Status Report As Of: 08/31/2018  
Fiscal Year: 2019  
Fund: H CAPITAL FUND

Revenue Account	Service	Description	Original Estimate	Adjustments	Current Estimate	Year-to-Date	Anticipated Balance	Excess Revenue
771.103 MECHATRONICS PROJECT			0.00	503,118.53	503,118.53	430,000.35	3,952.00	0.00
772.103 GENERATOR PROJECT-OAOC 016-018			0.00	577,047.94	577,047.94	567,256.00	0.00	6,016.00
<b>Total CAPITAL FUND</b>			<b>0.00</b>	<b>1,080,166.47</b>	<b>1,080,166.47</b>	<b>997,256.35</b>	<b>3,952.00</b>	<b>6,016.00</b>

**Selection Criteria**

Criteria Name: Private: BOE REPORT Modified  
As Of Date: 08/31/2018  
Suppress revenue accounts with no activity  
Print Summary Only  
Sort by: Fund/Service  
Printed by PATRICIA POWELL-WAGNER

\* Estimated revenue for Carryover Encumbrances from the prior fiscal year will not be realized.  
These are estimates to balance the budget

**Otsego-Northern Catskills BOCES**  
OTHER FUND Trial Balance for Fiscal Year 2019  
Cycle 02  
Post Dates From 07/01/2018 To 08/31/2018

**Summary - All Services**

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-16	WC Savings/CHASE/M&T	1,000.00	
200-40	HEALTH CASH-CHASE	12,652,766.57	
200-60	WORKERS COMP CASH-CHASE	300,367.80	
200-80	DENTAL CASH-CHASE	105,999.80	
201-04	CASEBP Savings/CD NYLAF	18,310,000.23	
201-06	WC Savings/CD NYLAF	2,234,196.02	
201-08	DENTAL Savings/CD NYLAF	1,841,639.43	
204-00	CASEBP Savings/CD NBT	5,549.22	
206-00	WC Savings/CD NBT	160,510.58	
207-00	FLEX NBT	28,620.30	
380-02	VISION RECEIVABLES	386.92	
380-03	MEDIGAP RECEIVABLES	292,082.80	
380-04	HEALTH RECEIVABLES	2,204,795.00	
380-06	WORKERS COMP RECEIVABLES	1,087,971.00	
380-07	FLEX RECEIVABLES ONC	8,112.11	
380-08	DENTAL RECEIVABLES	126,104.00	
<b>Budgetary and Expense Accounts</b>			
085-05	HEALTH CLAIMS	3,922,673.21	
085-15	HEALTH SCRIPTS	1,340,817.57	
085-25	HEALTH STOP LOSS	101,409.44	
085-26	WC STOP LOSS	88,733.00	
085-43	MEDIGAP/BENISTAR EXPENSE	1,317,511.45	
085-46	BOARD FIDUCIARY LIAB-RMSCO	20,596.46	
085-56	WC ADMIN	5,003.16	
085-60	WC CLAIMS	61,651.12	
085-65	HEALTH SOFTWARE SUPPORT	155,493.30	
085-68	DENTAL SOFTWARE SUPPORT	4,051.30	
085-70	FLEX CLAIMS	18,588.86	
085-80	DENTAL CLAIMS	231,944.61	
<b>Liabilities and Reserves</b>			
085-27	FLEX PREM CARRYOVER		55,320.01
086-04	IBNR - HEALTH		2,141,667.00
086-06	IBNR - WORKERS COMP		3,073,867.00
086-08	IBNR - DENTAL		215,984.00
870-04	District Run Out Reserve		640,917.00
912-04	SELF INSURED HEALTH FUND		27,246,963.20
912-06	SELF INSURED WORKERS COMP FUND	393,785.24	
912-08	SELF INSURED DENTAL FUND		1,701,029.16
<b>Budgetary and Revenue Accounts</b>			
085-02	VISION PREMIUMS		813.46
085-03	MEDIGAP PREMIUMS		1,317,619.14
085-04	HEALTH PREMIUMS		8,822,290.00
085-06	WORKERS COMP PREMIUMS		1,253,273.00
085-08	DENTAL PREMIUMS		387,727.00
085-14	HEALTH INTEREST		51,414.60
085-16	WC INTEREST		6,077.92
085-18	DENTAL INTEREST		4,998.98
085-24	HEALTH-REVENUE, REFUNDS, REBA		102,397.77
085-37	FLEX INTEREST		1.26

**Otsego-Northern Catskills BOCES**  
**OTHER FUND Trial Balance for Fiscal Year 2019**  
**Cycle 02**  
**Post Dates From 07/01/2018 To 08/31/2018**

**Summary - All Services**

<b>G/L Account</b>	<b>Description</b>	<b>Debits</b>	<b>Credits</b>
<b>Grand Totals</b>		<b>47,022,360.50</b>	<b>47,022,360.50</b>

The latest accounting cycle closed in this fund is the period ending 08/31/2018.

**Otsego-Northern Catskills BOCES**  
**TRUST & AGENCY FUND Trial Balance for Fiscal Year 2019**  
**Cycle 02**  
**Post Dates From 07/01/2018 To 08/31/2018**

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-00	CASH	337,743.76	
200-02	CASH - EXTRACLASSROOM	56,012.85	
380-00	ACCOUNTS RECEIVABLE	22,379.04	
<b>Liabilities and Fund Balance</b>			
018-02	NYS EMPLOYEE RETIREMENT W/H	5.36	
020-01	HEALTH INSURANCE RETIREES		66,379.23
020-04	HEALTH INSURANCE-COBRA		6,186.38
020-07	DENTAL - COBRA		1,668.72
038-01	STUDENT DEPOSITS-NCOC		2,150.05
038-02	STUDENT DEPOSITS-OAOC		1,340.00
085-00	Sales Tax - ONC		70.35
085-04	EXTRACLASSROOM		56,012.85
630-00	Due to Other Funds		282,333.45
<b>Grand Totals</b>		<b>416,141.01</b>	<b>416,141.01</b>



**Otsego-Northern Catskills BOCES**  
PRIVATE PURPOSE TRUST FND Trial Balance for Fiscal Year 2019  
Cycle 02  
Post Dates From 07/01/2018 To 08/31/2018

G/L Account	Description	Debits	Credits
<b>Assets</b>			
200-01	Dean M. Graham Scholarship NBT	3,263.38	
200-02	Julie Bartlett Scholarship NBT	420.23	
200-04	R. Brainard Mem. Fund Cash-NBT	567.82	
200-07	Mitch Sprague Fund - NBT	18.18	
200-08	Michael Mayne Scholarship NBT	3,904.96	
200-09	Jennie Rielle Scholarship NBT	20.04	
200-10	Martin Lawrence Scholarship-NB	25.09	
<b>Liabilities and Reserves</b>			
092-01	Dean M. Graham Scholarship		3,263.38
092-02	Julie Bartlett Scholarship		420.23
092-04	R. Brainard Memorial Fund		567.82
092-07	Mitch Sprague Fund		18.18
092-08	Michael Mayne Scholarship		3,904.96
092-09	Jennie Rielle Scholarship		20.04
092-10	Martin Lawrence Scholarship		25.09
<b>Grand Totals</b>		<b>8,219.70</b>	<b>8,219.70</b>

The latest accounting cycle closed in this fund is the period ending 08/31/2018.



# Receipts and Disbursements Report - Exc. Encumb.

## Northern Catskills Occ Center

### Ending Date : 8/31/2018

Account	Month To Date			Year To Date		
	Beg. Mth. Bal	Receipts	Disbursements	Transfers	Ending Bal.	Receipts Disbursements Transfers
202.00 Building Trades	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
206.00 Cos	\$383.94	\$0.00	\$0.00	\$0.00	\$383.94	\$0.00
208.00 Career Pathways	\$1,890.27	\$0.00	\$0.00	\$0.00	\$1,890.27	\$0.00
211.00 Equipment Operation and Repair	\$7,989.72	\$0.00	\$0.00	\$0.00	\$7,989.72	\$0.00
213.00 Auto	\$3,937.84	\$0.00	\$0.00	\$0.00	\$3,937.84	\$0.00
215.00 Culinary Arts	\$977.77	\$0.00	\$0.00	\$0.00	\$977.77	\$0.00
221.00 SkillsUSA	\$36.66	\$0.00	\$0.00	\$0.00	\$36.66	\$0.00
224.00 Leadership	\$809.04	\$0.00	\$0.00	\$0.00	\$809.04	\$0.00
228.00 Visual Comm	\$3,824.06	\$0.00	\$0.00	\$0.00	\$3,824.06	\$0.00
232.00 Welding	\$2,765.90	\$0.00	\$0.00	\$0.00	\$2,765.90	\$0.00
237.00 Engineering-NCOC	\$1,198.88	\$0.00	\$0.00	\$0.00	\$1,198.88	\$0.00
<b>Series 2 Totals</b>	<b>\$23,814.08</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$23,814.08</b>	<b>\$0.00</b>
501.00 Sales Tax	\$331.88	\$0.00	\$0.00	\$0.00	\$331.88	\$0.00
<b>Total Regular Accounts</b>	<b>\$24,145.96</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,145.96</b>	<b>\$0.00</b>
<b>End of Regular Accounts</b>						
999.00 Cash Account	\$24,145.96	\$0.00	\$0.00	\$0.00	\$24,145.96	\$0.00

Month To Date

Account	Beg. Mth. Bal	Receipts	Disbursements	Transfers	Ending Bal.	Receipts	Disbursements	Transfers
Total Asset Accounts	\$24,145.96	\$0.00	\$0.00	\$0.00	\$24,145.96	\$0.00	\$0.00	\$0.00

End of Asset Accounts

I certify that the above information is correct

Auditor's Signature

*[Signature]*

10/2/18

Preparer's Signature

*[Signature]*

9/27/18

Date

Date

# Receipts and Disbursements Report - Exc. Encumb.

## Otsego Area Occ Center

### Ending Date : 8/31/2018

Account	Month To Date				Year To Date		
	Beg. Mth. Bal	Receipts	Disbursements	Transfers	Ending Bal.	Receipts	Disbursements
101.00 BAP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102.00 Bldg Trades AM	\$513.48	\$0.00	\$0.00	\$0.00	\$513.48	\$0.00	\$0.00
103.00 Bldg Trades PM	\$1,025.99	\$0.00	\$0.00	\$0.00	\$1,025.99	\$0.00	\$0.00
104.00 Comp104/Info Tech	\$845.50	\$0.00	\$0.00	\$0.00	\$845.50	\$0.00	\$0.00
106.00 Cos AM	\$406.14	\$88.00	\$0.00	\$0.00	\$494.14	\$88.00	\$0.00
107.00 Cos PM	\$2,041.62	\$125.00	\$0.00	\$0.00	\$2,166.62	\$125.00	\$0.00
108.00 Career Pathways II (CP 3/4)	\$2,358.90	\$0.00	\$0.00	\$0.00	\$2,358.90	\$0.00	\$0.00
111.00 FFA/NRO	\$4,275.23	\$0.00	\$0.00	\$0.00	\$4,275.23	\$0.00	\$0.00
113.00 FAST/Auto	\$1,465.26	\$40.00	\$0.00	\$0.00	\$1,505.26	\$40.00	\$0.00
115.00 Foods II/Culinary Arts	\$5,086.11	\$81.00	\$0.00	\$0.00	\$5,167.11	\$81.00	\$0.00
116.00 HOSA AM	\$1,168.43	\$0.00	\$0.00	(\$392.05)	\$776.38	\$0.00	(\$392.05)
117.00 HOSA PM	(\$137.90)	\$0.00	\$0.00	\$392.05	\$254.15	\$0.00	\$392.05
119.00 Career Pathways I (CP 1/2)	\$2,340.34	\$142.00	\$0.00	\$0.00	\$2,482.34	\$142.00	\$0.00
121.00 SkillsUSA	\$3,023.54	\$25.00	\$0.00	\$0.00	\$3,048.54	\$397.73	\$0.00
124.00 Leadership	\$103.47	\$0.00	\$0.00	\$0.00	\$103.47	\$0.00	\$0.00
125.00 CFES	\$123.66	\$0.00	\$0.00	\$0.00	\$123.66	\$0.00	\$0.00
128.00 Visual Arts Media (VAM)	\$277.68	\$0.00	\$0.00	\$0.00	\$277.68	\$0.00	\$0.00
132.00 Welding	\$6,355.92	\$0.00	\$0.00	\$0.00	\$6,355.92	\$0.00	\$0.00
133.00 Yes Program-OAOC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Account	Month To Date				Year To Date			
	Reg. Mth. Bal	Receipts	Disbursements	Transfers	Ending Bal.	Receipts	Disbursements	Transfers
127.00 MV Engineering - OAO	\$92.52	\$0.00	\$0.00	\$0.00	\$92.52	\$0.00	\$0.00	\$0.00
Series 1 Totals	\$31,365.89	\$501.00	\$0.00	\$0.00	\$31,866.89	\$873.73	\$0.00	\$0.00
501.00 Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Regular Accounts	\$31,365.89	\$501.00	\$0.00	\$0.00	\$31,866.89	\$873.73	\$0.00	\$0.00
End of Regular Accounts								
999.00 Cash Account	\$31,365.89	\$501.00	\$0.00	\$0.00	\$31,866.89	\$873.73	\$0.00	\$0.00
Total Asset Accounts	\$31,365.89	\$501.00	\$0.00	\$0.00	\$31,866.89	\$873.73	\$0.00	\$0.00
End of Asset Accounts								

I certify that the above information is correct

Auditor's Signature

Preparer's Signature

10/2/18

Date

9/27/18

Date



ATTACHMENT# 3

## BUDGET CODE KEY

Coser	Coser Description	Coser	Coser Description
001	Administration	535	Grant writing
002	Capital Expenditures	552	Assistive Technology
101	Career & Technical Education (NCOC)	604	School Bus Driver Training - Staff Development
103	Career & Technical Education (OAOC)	605	Employee Safety/Risk Management Coordination
104	Consultant Teacher	610	Self-Funded, Self-Admin, Healthcare/Dental Benefit Coord
201	Special Class Placement 15:1:1(BAP/CP)	616	Self-Funded, Self-Admin, Worker's Compensation Prog Coord
202	Therapeutic Learning Center	621	Admin Staff Training
204	Special Class Placement 12:1:1+3(Basic Life Skills)	622	School Board Institute
210	Special Class Placement 8:1:1 (TRUST)	631	Employee Relations
212	Special Class Placement 8:1:1 (Behavioral Adjustment)	635	Shared Business Office Support
301	Physical Education	637	Telephone Interconnect
302	Adaptive Physical Education	640	Cooperative Personnel Recruitment
304	Foreign language	650	Subfinder Service
305	Speech improvement	660	Employee Assistance Program (EAP)
306	Art	670	Records Management
308	Elementary & Secondary Guidance/Handicapped Counseling	680	Fingerprinting Service
309	Health Education	701	Operations & Maintenance
310	School Psychologists	704	Vocational Assessment Administration
311	Dental Hygienist	705	Learning Centers Administration
312	Student Assistance Program	706	1:1 Aides - Handicapped Services
314	School Library Media Specialist	707	Internal Technology Administration
315	Speech/Language, Severe	708	Instructional Support Services Administration
318	English as a Second Language (ESL)	711	Innovative Programs/Itinerant Services Administration
320	Service for the Visually Impaired	800	Grant Benefits
321	Service for the Hearing Impaired/Deaf	802	USDA-RUS Grant
323	Business Teacher	803	School Library System
328	Physical Therapy	806	Library Services/Technology Act
329	Occupational Therapy	807	SEIS Grant
406	Alternative School Program	820	Summer Programs: Handicapped
411	Distance Learning	831	O'Connor Matching Fund Grant
421	Student Leadership Training Workshops (CASSC)	837	New Visions
430	Summer Driver Education	841	PBIS Program
503	Educational Media Services	854	CROP IV
504	Elementary Science Program	861	VATEA - Secondary
505	Library Instructional Resources	862	Scriven Foundation Stem Program
514	In-Service Coordination - Staff Development	890	Adult Education
521	Library Automation	892	CDA-Child Dev
523	Instructional Technology	893	Robinson Broadhurst Grant - LPN
524	Model Schools	894	C N A Home Health Aide
527	School Improvement	895	LPN - OAOC Program
532	Coordination (CASSC)	896	Grant Administration

# Otsego-Northern Catskills BOCES

## Budgetary Transfer Report

Fiscal Year: 2019

Current Appropriation - Effective From: 08/01/2018 To: 08/31/2018

Effective Date	Trans ID	Transaction Description	Budget Account	Description	Amount Transferred From	Amount Transferred To	Approval Level
<b>Fund: A - GENERAL FUND</b>							
08/17/2018	003377	TO PROPERLY ALLOCATE FUNDS TO COVER THE COST OF MOVIE LICENSING FOR COOPERSTOWN CSD					Posted
			A505-6316-304-133 R	BOOKS	-422.55		
			A505-6316-302-133 R	DATABASES		422.55	
08/17/2018	003382	TO PROPERLY ALLOCATE FUNDS TO OVER THE COST OF DATABASES					Posted
			A505-6316-304-134 R	BOOKS	-245.32		
			A505-6316-302-134 R	DATABASES		245.32	
08/17/2018	003399	TO PROPERLY ALLGATE FUNDS TO COVER THE COST OF MAGAZINES					Posted
			A505-6316-302-146 R	DATABASES	-1.61		
			A505-6316-303-146 R	MAGAZINES/TEXTBOOKS		1.61	
08/09/2018	003575	to cover installation of door fobs at the rear and front of ISS center and integrate into existing ONC system					Posted
			A707-9500-970-711 R	TRANS CREDs FROM OTH PROG	-10,565.90		
			A711-8010-299-000 R	TECHNOLOGY EQUIPMENT	-10,565.90		
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		10,565.90	
			A711-9500-960-707 R	TRANSFER CHARGES		10,565.90	
08/09/2018	003576	VOIP phone system - purchase of phones and software					Posted
			A503-6310-399-000 R	TECHNOLOGY SUPPLIES	-1,535.90		
			A505-6316-399-000 R	TECHNOLOGY SUPPLIES	-767.95		
			A521-6320-399-000 R	TECHNOLOGY SUPPLIES	-767.95		
			A707-9500-970-503 R	TRANS CREDs FROM OTH PROG	-1,535.90		
			A707-9500-970-505 R	TRANS CREDs FROM OTH PROG	-767.95		
			A707-9500-970-521 R	TRANS CREDs FROM OTH PROG	-767.95		
			A503-9500-960-707 R	TRANSFER COST		1,535.90	
			A505-9500-960-707 R	TRANSFER FROM OTH SERVICE		767.95	
			A521-9500-960-707 R	TRANSFER FROM OTH SERVICE		767.95	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		1,535.90	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		767.95	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		767.95	
08/10/2018	003694	participation in the VOIP phone system - includes software and phone purchase					Posted
			A524-6360-401-000 R	TELEPHONE	-1,278.42		
			A707-9500-970-524 R	TRANS CREDs FROM OTH PROG	-1,278.42		
			A707-9500-970-708 R	TRANS CREDs FROM OTH PROG	-582.28		
			A707-9500-970-711 R	TRANS CREDs FROM OTH PROG	-767.95		
			A708-8015-401-000 R	TELEPHONE	-582.28		
			A711-8010-401-000 R	TELEPHONE	-767.95		
			A524-9500-960-707 R	TRANSFER FROM OTH SERVICE		1,278.42	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		767.95	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		582.28	
			A707-8011-399-000 R	TECHNOLOGY SUPPLIES		1,278.42	
			A708-9500-960-707 R	TRANSFER FROM OTH SERVICE		582.28	
			A711-9500-960-707 R	TRANSFER CHARGES		767.95	
08/16/2018	003818	to cover cost for attorneys					Posted
			A001-1010-440-000 R	PROFESSIONAL SERVICES	-2,000.00		
			A631-9500-970-001 R	TRANSFERS FROM ADMIN	-2,000.00		
			A001-9500-960-631 R	TRANSFERS-HUMAN RESOURCE		2,000.00	
			A631-7111-440-000 R	PROFESSIONAL SERVICES		2,000.00	
08/17/2018	004014	To move Forecast5 coordination fees to travel line					Posted
			A635-7017-419-060 R	CONTRACTUAL SERVICES	-4,000.00		
			A635-7017-454-060 R	TRAVEL		4,000.00	
		Total for Fund A - GENERAL FUND			-41,202.18	41,202.18	



# Otsego Northern Catskills BOCES

## CLAIMS AUDITOR REPORT Gail Miner

Audit Log: 9/1/18-9/30/18

Claims Auditor \_\_\_\_\_ Date \_\_\_\_\_

AE-Adult Education  
CASEBP - Catskill Area Schools Employee Benefit Plan  
CASSC-Catskill Area Schools Study Council  
DS-District Superintendent  
HR-Human Resources  
IS-Itinerant Services  
ISS-Instructional Support Services  
LR-Labor Relations

MS-Management Services  
SP-Student Programs  
SEIS-SEIS  
SBO-Shared Business Office  
SLS-School Library System  
SR-Safety Risk Management  
TS-Technology Services

Warrant #	Warrant Date	Check # & ACH Sequence	Fund	Audit Date	Transaction Number	CA Findings
28	09/04/18	98195-98213	A	09/03/18	<p><b>6 Claims Returned</b></p> <p>'001253 SP-Service prior to PO</p> <p>'001169 SP-Service prior to PO</p> <p>'001170 SP-Service prior to PO</p> <p>'001251 SP-Service prior to PO</p> <p>'001088 ML-Service prior to PO</p> <p>'001323 ISS-Service prior to PO</p>	
0031	09/11/18	98214-98237	A	09/10/18	<p><b>3 Claims Returned</b></p> <p>'001462 CASSC-Service prior to PO</p> <p>'000623 SP-Service prior to PO</p> <p>'001259 ML-Service prior to PO</p>	
0036	09/18/18	98237-98276	A	09/17/18	<p><b>13 Claims Returned</b></p> <p>'001622 CASSC-Order prior to PO</p> <p>'001680 SR-Service prior to PO</p> <p>'000638 SP-Service prior to PO</p> <p>'000693 ML-Order prior to PO</p> <p>'001276 SP-Service prior to PO</p> <p>'001263 SP-Service prior to PO</p> <p>'001673 DL-No PO issued; Service prior to PO</p> <p>'001050 SP-Service prior to PO</p> <p>'001051 SP-Service prior to PO</p> <p>'001625 ML-Order prior to PO</p> <p>'001626 ML-Order prior to PO</p> <p>'001181 SP-Late receiving of invoice by department</p> <p>'001461 SP-Service prior to PO</p>	
0038	09/25/18	19591	F	09/23/18	<p><b>1 Claim Returned</b></p> <p>'001798 MS-Invoice missing</p>	

# HUMAN RESOURCES ATTACHMENT

## BOCES BOARD AGENDA

### OCTOBER 10, 2018

**ATTACHMENT# 5**

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
Suzanne Czechowski	IT	Special Education Teacher	Full-time, 10-month, Teachers Unit Position, 4-year Probationary Appointment	*9/24/2018 - 9/23/2022	Special Subject: General Special Education	Students with Disabilities: Grades 1-6	\$44,820.00 prorated to the effective date
Jennifer Hobbs	IP	School Counselor	Full-time, 10-month, Teachers Unit Position, 4-year Probationary Appointment	*11/1/2018 - 10/31/2022	Special Subject: School Counseling and Guidance	School Counselor: Provisional	\$46,363.00 prorated to the effective date

\*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<sup>a</sup> 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.

CLASSIFIED APPOINTMENTS					
Name	Dept.	Position	Appointment Type	Effective	Salary
Robert Kaplow	Technology Services	Communication Specialist	Full-time, 12-month, 7.5 hour day, Non-Unit Support, Provisional, Competitive Civil Service Position	10/4/2018	\$50,000.00 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
Danielle Denny	CASSC	Instructor, Enrichment Seminar Program	10/3/2018 - 11/10/2018	\$60.00 per Saturday & \$100.00 prep work Max. of \$340.00
Theodore J. Smith	Casual Employee	Data Specialist & Program Services	10/13/2018 - 8/30/2019	\$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 \$10,000.00
William Schryver	Casual Employee	CDL Driver Trainer	10/1/2018 - 6/30/2019	\$25.00/hour
Kristen Shultz	CTE/Annual Appointment Club	Advisor - College for Every Student	9/1/2018 - 6/30/2019	\$600.00

**MISCELLANEOUS APPOINTMENTS**

Name	Appointment	Position	Effective	Compensation
Natasha Nirschl	CTE/Annual Appointment Club	Advisor - College for Every Student	9/1/2018 - 6/30/2019	\$600.00
Cressa Dovigh	Temporary	Substitute	10/11/2018 - 8/31/2018	As per board policy or rate per contract
Robert Sumner	Temporary	Substitute	10/11/2018 - 8/31/2018	As per board policy or rate per contract
Jordyn Fisher	Temporary	Substitute	10/11/2018 - 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**

Name	Position	Days	Compensation
Reena LaSalle	Substitute	Max. of 4 workshop days	Per Diem
Patricia Hornbeck	Health Occupations Teacher	Max. of 16.5 days (5 Curriculum, 11.5 Per Diem) Revised from the June 13, 2018 board	Curriculum \$200.00/day Per Diem
Jennifer Flores	Network Team/Staff Developer	Max. of 21 days Revised from the June 13, 2018 board	Per Diem

**CHANGE IN POSITION**

Employee	Title	Dept.	Current Salary	New Salary	Tenure	Effective
Jason Sanchez	Current Title: Innovative Programs Administrator New Title: Director of Special Education Services	IP	\$85,078.00	\$90,000.00 Prorated to the effective date	Probationary through 8/7/2020 - Administration: Director of Special Education Services	8/8/2018

**LEAVE OF ABSENCES**

Name	Position	Reason	Effective
Laura Bouton	School Counselor	Medical Leave - paid & unpaid	9/19/2018 - 1/11/2019

**TENURE APPOINTMENTS**

Name	Tenure Area	Effective
Adam Bonci	Occupational Subject: Trade Subject: Vehicle Mechanical Repair (Including Heavy Equipment Repair ) 7-12	10/11/2018

## Study Grant/Salary Adjustment Summary Fall 2018

Name	Cr. Hrs.	College	Option
<b>TEACHERS</b>			
Bryan Bordinger Teacher	3	SUNY Oswego	Study Grant
April Erksen Teacher	3	SUNY Cortland	Study Grant
Amy Walther School Counselor	3	University of Buffalo	Study Grant
Tera Talbot Teacher	6	SUNY Brockport	Study Grant
Angela Braselmann Teacher	3	Mercy College	Study Grant
Karli Williams Teacher	3	SUNY Empire State College	Study Grant
Serafina Breslawski Teacher	3	SUNY Oneonta	Study Grant
Matthew Zynda Teacher	3	Stony Brook University	Study Grant
Jennifer Gentles Teacher	4	SUNY Empire State College	Study Grant
<b>SUPPORT PERSONNEL</b>			
Brianna Tolley Licensed Teaching Assistant	6	Hudson Valley Community College	Salary Adjustment
<b>NON-UNIT SUPPORT</b>			
		NONE	
<b>NON-UNIT, ADMINISTRATIVE</b>			
		NONE	

*Amounts that will be reimbursed for study grants or salary adjustments will be paid according to board policy or contracts. Actual amounts reimbursed for study grants are not determined until proof of payment and successful course completion are submitted. Request for Salary Adjustments must be submitted with proof of successful course completion.*