

**Regular Board Meeting**

Cayuga-Onondaga BOCES Regional Education Center  
Board of Cooperative Educational Services  
1879 West Genesee Street Road, Auburn, NY 13021

**Members Present:**

Larry Hartle	William Andre
Lee Epprecht	Dean Winspear
Kathryn Carlson	Carol Quill
Colleen Battalino	Melinda Quanbeck
Douglas Hart	

**Members Absent:**

**Others Present:**

Denise Dzikowski	Steve Woodard
Susan Conway	Randy Ray
Susan Lynch	Drew Yakawiak
Tony Abbatiello	Kathy Rhodes
Jessica Docteur	Peter Colucci

Opening of Meeting	The regular meeting of the Cooperative Board was called to order by Melinda Quanbeck, President at 6:00 pm in the Board Room of the Regional Education Center, 1879 West Genesee Street Road, Auburn, NY 13021.
Pledge of Allegiance	The Pledge of Allegiance was led by Board President Melinda Quanbeck.
Approval of Agenda with Addendum	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Colleen Battalino, seconded by Dean Winspear, to approve the agenda as amended. The motion was carried unanimously by the Board members present.
Approval of the Minutes of January 19, 2017	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Colleen Battalino, to approve the minutes of the January 19, 2017. The motion was carried unanimously by the Board members present.
Approval of Treasurer's Report – January 31, 2017	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Colleen Battalino, to approve the Treasurer's Report for the period ending January 31, 2017. The motion was carried unanimously by the Board members present.
Extra Classroom Activity Funds Report	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Lee Epprecht, to approve the Extra Classroom Activity Funds Report for the period ending January 31, 2017. The motion was carried unanimously by the Board members present.
BOCES Claims Auditor's Report – January 1, 2017- January 31, 2017	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Lee Epprecht to approve the BOCES Claims Auditor's Report for the period January 1, 2017 through January 31, 2017. The motion was carried unanimously by the Board members present.
Cayuga-Onondaga Teacher Center Update	Kathy Rhodes, Teacher Center Director presented to the Board a progress report of the 2016-2017 workshops. Kathy mentioned most of the workshops have been well attended. One goal will be to raise the attendance for substitute teacher training workshops, as substitutes are in high demand. One suggestion will be to provide the training in August. Kathy discussed new workshops being offered and responses from participants have been positive.

Kathy Rhodes left the meeting at 6:10 p.m.

**Executive Session**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by William Andre, seconded by Lee Epprecht to adjourn to executive session at 6:10 p.m. for the purpose of discussing the employment history of a particular person(s) and Day Care Specialist – Certified hiring range. The motion was carried unanimously by the Board members present.

Peter Colucci, Susan Conway, Drew Yakawiak, Tony Abbatiello, Steve Woodard, Susan Lynch, left the meeting at 6:10 p.m.

**Regular Session**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Larry Hartle to adjourn to return to regular session at 6:30 p.m. The motion was carried unanimously by the Board members present.

**Resignation/Special  
Education Teacher**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Carol Quill, to accept the resignation of Danielle Manzone from the position Special Education Teacher, effective February 9, 2017. The motion was carried unanimously by the Board members present.

**Resignation/Special  
Education Speech and  
Language Pathologist**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Carol Quill, to accept the resignation of Judith Metelus from the position Special Education Speech and Language Pathologist, effective February 27, 2017. The motion was carried unanimously by the Board members present.

**Resignation/Special  
Education Teacher Aide**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Carol Quill, to accept the resignation of Haley Anderson from the position of Special Education Teacher Aide, effective February 10, 2017. The motion was carried unanimously by the Board members present.

**Resignation/Secretary to  
the District  
Superintendent/Clerk of  
the Board**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Carol Quill, to accept the resignation for retirement, with regret and thanks of Susan Conway from the position of Secretary to the District Superintendent/Clerk of the Board, with request to carry single traditional health insurance into retirement, effective July 1, 2017. The motion was carried unanimously by the Board members present.

**Leave of Absence/Special  
Education Teacher Aide**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the medical leave of absence request of Susan Secaur, with the use of accumulated available leave time to be used as appropriate, effective January 9, 2017 to January 25, 2017, or until released by her physician. The motion was carried unanimously by the Board members present.

**Leave of Absence/GED  
Teacher**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the request for a military leave of absence for Brett Janes, in accordance with Sections 242 and 243 of Military Law, effective May 1, 2017 through May 12, 2017. The motion was carried unanimously by the Board members present.

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Leave of Absence/Special Education Teacher Aide	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the medical leave of absence request of Rosalind Fallat, with the use of accumulated available leave time to be used as appropriate, effective January 22, 2017 to February 7, 2017, or until released by her physician. The motion was carried unanimously by the Board members present.
Leave of Absence/Special Education Teacher Aide	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the medical leave of absence request of Ranny Peacock, with the use of accumulated available leave time to be used as appropriate, effective February 17, 2017 to April 17, 2017, or until released by her physician. The motion was carried unanimously by the Board members present.
Leave of Absence/Senior Typist	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the leave of absence for maternity request of Sarah Halpin, with the use of the Family and Medical Leave Act to run concurrently with the use of accumulated available leave time to be used as appropriate, effective on or about April 14, 2017, until released by her physician; and continue for child rearing through July 7, 2017. The motion was carried unanimously by the Board members present.
Leave of Absence/Day Care Specialist	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the leave of absence for maternity request of Erin Bethelmy, with the use of the Family and Medical Leave Act to run concurrently with the use of accumulated available leave time to be used as appropriate, effective on or about May 7, 2017, until released by her physician; and continue for child rearing through July 23, 2017. The motion was carried unanimously by the Board members present.
Leave of Absence/Special Education Teacher Aide	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the medical leave of absence request of Kari Metz, with the use of accumulated available leave time to be used as appropriate, effective February 1, 2017 to February 8, 2017, or until released by her physician. The motion was carried unanimously by the Board members present.
Appointment/Substitute Teacher Aide	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the appointment of Amber Liccion as Substitute Teacher Aide for the Special Education Department, effective January 23, 2017 through June 30, 2017. Ms. Liccion shall be compensated at the board approved hourly rate of \$11.00 per hour. The motion was carried unanimously by the Board members present.
Appointment/Regular Substitute Teacher	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the appointment of Ashley Roles as a Regular Substitute Math Teacher for the Compass Program, effective January 23, 2017 through June 30, 2017. Ms. Roles shall be compensated at the rate of 1/200 <sup>th</sup> of \$50,095.00 (\$250.48) per day. The motion was carried unanimously by the Board members present.
Appointment/Teacher Mentor	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the appointment of Amy Senn, Middle School Math Teacher, as mentor for Ashley

Roles, Regular Substitute Math Teacher, effective January 23, 2017 through June 23, 2017. Ms. Senn shall be compensated at a stipend of \$70.00 per day for up to 10 mentoring days. The motion was carried unanimously by the Board members present.

Appointment/Full-Time  
Adult Education Nursing  
Instructor

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve the appointment of Lauren Weed as a Full-time Adult Education Nursing Instructor, effective January 31, 2017. Ms. Weed shall be compensated at the annual salary of \$59,900, prorated. The motion was carried unanimously by the Board members present.

Appointment/Teacher  
Center Consultant

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve Renee Lawrence to provide one additional 2-hour professional development workshop (Google Apps) for component district teachers, effective January 26, 2017. Ms. Lawrence shall be compensated \$160.00 for preparation of workshop. The motion was carried unanimously by the Board members present.

Appointment/Teacher  
Center Consultant

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Dean Winspear, seconded by Douglas Hart, to approve Renee Lawrence to provide additional 2-hour professional development workshops (Google Apps) for component district teachers, effective March 9, 2017, March 30, 2017, May 11, 2017 and May 25, 2017. Ms. Lawrence shall be compensated \$160.00 for preparation of each workshop for a total cost of \$640.00. The motion was carried unanimously by the Board members present.

Appointment/Special  
Education Teacher

ATTACHMENT #1 – Rosalie Whipple – Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve staff development training for Rosalie Whipple, effective February 27, 2017 through June 30, 2017. Ms. Whipple shall be compensated at the Board approved stipend of \$125.00 per day. The motion was carried unanimously by the Board members present.

Appointments/Odyssey of  
the Mind Staffing

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointments of the following as Head Judges for the Odyssey of the Mind competition. They shall be compensated \$75.00 for the day. The motion was carried unanimously by the Board members present.

<u>Title</u>	<u>First</u>	<u>Last Name</u>
Head Judge	Robert	Drake
Head Judge	Nancy	Murinka
Head Judge	Pat	Kinney
Head Judge	Sharon	Botsford
Head Judge	Robert	Eggelston
Head Judge	David	Vincent
Head Judge	Kellie	Stiadle

Appointment/Odyssey of  
the Mind Nurse

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Joseph Goodsell as a nurse for the Odyssey of the Mind Competition, effective March 11, 2017. Mr. Goodsell shall be compensated at the

Board approved hourly rate of \$28.80 per hour. The motion was carried unanimously by the Board members present.

**Appointment/Adult  
Education Instructor**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Mark Fitzgerald to prepare and cater food for the Odyssey of the Mind Competition, effective March 11, 2017. Mr. Fitzgerald shall be compensated at the Board approved hourly rate of \$28.00 per hour. The motion was carried unanimously by the Board members present.

**Appointment/Substitute  
Teacher Aide & Substitute  
Teacher Assistant &  
Substitute Teacher**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to approve the appointment of Kerrie Marquart as Substitute Teacher Aide, Substitute Teacher Assistant and Substitute Teacher, for the Compass, High School Equivalency, Career & Technical Education and Special Education programs effective January 26, 2017 through June 30, 2017. Ms. Marquart shall be compensated at the Board approved hourly rates of Substitute Teacher and Substitute Teacher Assistant - \$14.00/hr. - Substitute Teacher Aide - \$11.00/hr. The motion was carried unanimously by the Board members present.

**Appointment/Teacher  
Mentor**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Todd Marcellus, Outdoor Power Equipment Teacher, as mentor for Casey Meyer, Early Childhood Education Teacher, effective January 17, 2017 through June 23, 2017. Mr. Marcellus shall be compensated at a stipend of \$70.00 per day for up to 10 mentoring days. The motion was carried unanimously by the Board members present.

**Appointment/Day Care  
Specialist (Certified)**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Katherine Dec to the provisional appointment of Day Care Specialist -Certified, effective February 21, 2017. Ms. Dec shall be compensated at the graded annual level of \$32,500.00/12 months prorated. The motion was carried unanimously by the Board members present.

**Appointment/Day Care  
Specialist**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Katelyn Farrelly to the provisional appointment of Day Care Specialist, effective February 21, 2017. Ms. Farrelly shall be compensated at the graded annual level of \$23,500.00/12 months prorated. The motion was carried unanimously by the Board members present.

**Appointment/Part-Time  
Day Care Worker**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Corenthia Brown, effective February 21, 2017. Ms. Brown shall be compensated at the Board approved hourly rate of \$10.00 per hour (not to exceed 29.5 hours per week. The motion was carried unanimously by the Board members present.

**Appointment/Part-Time  
Day Care Worker**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Brittnay Vanderhoof, effective February 21, 2017. Ms. Vanderhoof shall be compensated at the Board approved hourly rate of \$10.00 per hour (not to exceed 29.5 hours per week. The motion was carried unanimously by the Board members present.

Appointment/Adult Education Nursing Instructor, Substitute School Nurse & Substitute Nursing Instructor	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Douglas Hart, seconded by Carol Quill, to approve the appointment of Michelle Pelton as an Adult Education Nursing Instructor, Substitute School Nurse & Substitute Nursing Instructor, effective February 16, 2017 through June 30, 2017. Ms. Pelton shall be compensated at the Board approved hourly rate of \$28.80 per hour. The motion was carried unanimously by the Board members present.
Appointment/Itinerant Technology Teacher	ATTACHMENT #2 – Jason Dean
Change in Appointment Status	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Kathryn Carlson, to approve the change in appointment status of Aileen Jasnewski from a 1:1 Teacher Aide to a Program Teacher Aide in the Special Education Department, effective January 23, 2017. Ms. Jasnewski shall be compensated at the Board approved hourly rate of \$17.79. The motion was carried unanimously by the Board members present.
Salary Adjustment	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Douglas Hart, to approve the salary adjustment for Danielle Fantasia, Day Care Specialist – Certified to \$40,000.00/12 months, to more adequately compensate for the credentials she is required to possess and the job duties required as a UPK teacher, effective February 16, 2017. The motion was carried unanimously by the Board members present.
Recommendation for Approval	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Douglas Hart, to approve the establishment of a salary range for Day Care Specialist – Certified, with a range of \$30,000-\$40,000/12 months to account for the education and level of credentials specialists are required to possess, effective February 16, 2017. The motion was carried unanimously by the Board members present.
Agreement/Loretto Health and Rehabilitation Center	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Colleen Battalino, to approve the agreement between Loretto Health & Rehabilitation Center and Cayuga-Onondaga BOCES that the BOCES will provide employees with Nurse Aide training for up to (4) four Loretto employees, effective January 25, 2017 to March 10, 2017. Payment to the BOCES in the amount of \$5,100.00. The motion was carried unanimously by the Board members present.
Agreement/Loretto Health and Rehabilitation Center	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Colleen Battalino, to approve the agreement between Loretto Health & Rehabilitation Center and Cayuga-Onondaga BOCES that the BOCES will provide employees with Nurse Aide training for up to (8) eight Loretto employees, effective March 14, 2017 to April 20, 2017. Payment to the BOCES in the amount of \$10,200.00. The motion was carried unanimously by the Board members present.
Agreement/Cayuga-Onondaga Teacher Center Presenters	Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Colleen Battalino, to approve the agreement with Kathy Oehler and Cheryl Boucher and the Cayuga-Onondaga Teacher Center. Presenters will provide a one-day workshop for component district teachers, staff and administrators to increase the understanding and skills working

with Autistic students to increase their writing skills, effective March 21, 2017. Cost in the amount of \$3,000 speaker fee plus expenses for a total of \$5,800.00. The motion was carried unanimously by the Board members present.

**Recommendation for  
Acceptance and Approval**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Colleen Battalino, to approve and accept the Supplemental Nutrition Assistance Program Employment & Training Venture IV (SNAP Program) Grant from the Office of Temporary & Disability Assistance (OTDA). The grant is performance based allowing BOCES to claim up to \$150,000 annually for five (5) years, effective October 1, 2016 to September 30, 2021. The motion was carried unanimously by the Board members present.

**Repayment  
Agreement/Laura Shields**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Colleen Battalino, to approve the agreement between Cayuga-Onondaga BOCES and Laura Shields in which she will repay the BOCES for costs and damages from a judgment rendered against her by the Auburn City Court due to the dismissal from the Practical Nursing Program, creating debt owed to BOCES in the amount of \$1,527.58, effective March 1, 2017. The motion was carried unanimously by the Board members present.

**Recommendation for  
Approval**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Colleen Battalino, seconded by Lee Epprecht, to approve and accept the donation of miscellaneous oil filters from Walmart with the value of \$792.57. Items will be used by the Automotive Technology Program for educational purposes. The motion was carried unanimously by the Board members present.

**Superintendent &  
Administrator Reports**

1. Legislative Forum Report
2. SED Update
3. Discussion of date for Board retreat
4. Celebrating Compass Student Success

**Committee Reports**

Establishment of a Policy Committee consisting of Kathryn Carlson, Colleen Battalino, Carol Quill and Bryan Georgiady and Randy Ray.

**Executive Session**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Lee Epprecht, seconded by Carol Quill, to adjourn the meeting to executive session at 7:10 p.m. for the purpose of discussing the evaluation of the District Superintendent of Schools. The motion was carried unanimously by the Board members present.

Randy Ray, Drew Yakawiak, Tony Abbatiello, Jessica Docteur, Steve Woodard, Peter Colucci, Susan Lynch, and Susan Conway, left the meeting at 7:10 p.m.

**Regular Session**

The meeting was returned to regular session at 9:33 p.m.

**Adjournment**

Upon the recommendation of District Superintendent Denise Dzikowski, a motion was made by Kathryn Carlson, seconded by Lee Epprecht, to adjourn the meeting at 9:36 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Susan Conway  
Clerk of the Board

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**ATTACHMENT #1**

Motion made by Kathryn Carlson, seconded by Lee Epprecht.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Subpart 30-3 of the Rules of the Board of Regents, upon the recommendation of Denise Dzikowski, District Superintendent, does hereby appoint Rosalie Whipple of 204 Miles Avenue, Fayetteville, NY 13066, who holds a Professional New York State Certificate in Education of Children with Handicapping Conditions-General Special Education (7-12) and Certificate in Education of Children with Handicapping Conditions (1-6), permitting her to teach in the public schools of New York State, to the position of Teacher, in the tenure area of Education of Children with Handicapping Conditions-General Special Education, effective February 27, 2017.

BE IT FURTHER RESOLVED, that the appointment of Rosalie Whipple shall be a probationary appointment for a period of four (4) years, to commence on February 27, 2017, and to expire on February 26, 2021. In order to be granted tenure, probationary teachers must have received composite annual professional performance review ratings pursuant to Education Law Section 3012-d of either effective or highly effective in at least three of the four preceding years. If the employee receives an ineffective composite rating in the final year of the probationary period, he or she shall not be eligible for tenure at that time. Ms. Whipple during the first year of appointment shall be paid at the annual salary of \$57,500.00/10 months, prorated.

Motion carried unanimously by the Board members present.

**ATTACHMENT #2**

Motion made by Douglas Hart, seconded by Carol Quill.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Subpart 30-3 of the Rules of the Board of Regents, upon the recommendation of Denise Dzikowski, District Superintendent, does hereby appoint Jason Dean of 1079 Flyer Road, Kirkville, NY 13082, who holds an Initial New York State Certificate in Technology Education, permitting him to teach in the public schools of New York State, to the position of Teacher, in the special subject tenure area of Technical Subjects - Technology Education, effective March 22, 2017.

BE IT FURTHER RESOLVED, that the appointment of Jason Dean shall be a probationary appointment for a period of four (4) years, to commence on March 22, 2017, and to expire on March 21, 2021. In order to be granted tenure, probationary teachers must have received composite annual professional performance review ratings pursuant to Education Law Section 3012-d of either effective or highly effective in at least three of the four preceding years. If the employee receives an ineffective composite rating in the final year of the probationary period, he or she shall not be eligible for tenure at that time. Mr. Dean during the first year of appointment shall be paid at the annual salary of \$50,714.00/10 months, prorated.

Motion carried unanimously by the Board members present.