

**Cayuga-Onondaga BOCES
Reorganization and
Cooperative Board Meeting
Minutes**

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July 13, 2017

Reorganization and
Regular Board Meeting

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

Members Present:

Melinda Quanbeck Colleen Battalino
Kathryn Carlson Carol Quill
Dean Winspear Larry Hartle
William Andre

Members Absent:

Douglas Hart

Others Present:

Mark Vivacqua Christopher Todd
Randy Ray Peter Colucci
Susan Lynch Jessica Docteur
Tony Abbatiello Steve Woodard
Drew Yakawiak Linda Brown

Opening of Meeting	The meeting of the Cooperative Board was called to order by Linda Brown, Clerk of the Board, 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 Clerk Linda Brown.
Oath of Office to Board Members	The Oath of Office to Board of Education members was administered by Board Clerk Linda Brown to Kathryn Carlson, Skaneateles, and Melinda Quanbeck, Port Byron, effective July 1, 2017 through June 30, 2020.
Approval of Reorganization and Board Agenda with Addendum	A motion was made by William Andre, seconded by Carol Quill, to approve the agenda as amended. The motion was carried unanimously by the Board members present.
2017-2018 President of the BOCES Board of Education	<p>Board Clerk Linda Brown requested nominations for the office of President of the Cayuga-Onondaga BOCES Board of Education for the 2017-2018 school year.</p> <p>A motion was made by Dean Winspear to nominate Melinda Quanbeck for the office of President. The motion was seconded by Larry Hartle. No other nominations were forthcoming and nominations for President were closed. By a unanimous vote by the members present, Melinda Quanbeck was officially declared President for the 2017-2018 school year.</p>
2017-2018 Vice President of the BOCES Board of Education	<p>Board President Melinda Quanbeck requested nominations for the office of Vice President the Cayuga-Onondaga BOCES for the 2017-2018 school year.</p> <p>A motion was made by Dean Winspear to nominate Kathryn Carlson for the office of Vice President. The motion was seconded by Larry Hartle. No other nominations were forthcoming and nominations for Vice President were closed. By a unanimous vote by the members present, Kathryn Carlson was officially declared Vice President for the 2017-2018 school year.</p>

UNOFFICIAL

Appointment of Officers	<p>A motion was made by William Andre, seconded by Carol Quill, to approve the following Appointment of Officers as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. Clerk – Linda Brown – \$4,000 stipend 2. Treasurer – Lucinda Pattington 3. Deputy Treasurer – Libby Halverson 4. Claims Auditor – Kelly Walsh – \$3,000 stipend 5. Claims Auditor in the absence of auditor – Ryan Hatch 6. Independent Auditor – Ciaschi, Dietershagen, Little, Mickelson, a Division of Insero & Co. 7. Attorney – Randy Ray – \$16,000 stipend 8. Records Access Officer – Randy Ray 9. BOCES School Physician Services – East Hill Family Medical, Inc.
Other Annual Appointments	<p>A motion was made by Kathryn Carlson, seconded by Dean Winspear, to approve the following Other Annual Appointments as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. Purchasing Agent/Payroll Certification – Peter Colucci 2. Alternate Purchasing Agent/Payroll Certification Officer – District Superintendent or designee 3. Section 504 Officer – Randy Ray 4. Title VI and Title IX Compliance Officer – Ryan Hatch 5. Chief Advisor to Student Extra Classroom Activity Funds – Steven Woodard 6. Treasurer – Student Extra Classroom Activity Funds – Libby Halverson - \$1,600 stipend 7. Records Management Officer – Peter Colucci 8. School Pesticide Representative – Al Albring 9. Respiratory Protection Program Administrator – Mark Snyder 10. (Asbestos) Designated Person – Mark Snyder 11. Capital Assets Preservation Program Coordinator – Peter Colucci 12. Hearing Officers for any and all layoffs – Randy Ray, Ryan Hatch, Nick Minderler, and Bryan Georgiady 13. Dignity for all Students Act (DASA) Building Coordinators – Steve Woodard, Susan Lynch and Drew Yakawiak 14. Recipient of notices of claim made against the Cayuga-Onondaga BOCES and filed with the New York State Secretary of State – Linda Brown, Clerk of the Board 15. Barry Schwarting, Union Springs – Chairperson of the Annual Meeting
Committee Memberships	<p>A motion was made by Kathryn Carlson, seconded by Carol Quill, to approve the following Committee Memberships as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. BOCES Audit Committee – Melinda Quanbeck, Larry Hartle, Kathryn Carlson, Carol Quill, District Superintendent, and Peter Colucci

	<ol style="list-style-type: none"> 2. BOCES Facilities Committee – Melinda Quanbeck, Larry Hartle, Douglas Hart, Dean Winspear, District Superintendent, Tony Abbatiello, Al Albring, Mark Snyder, and Peter Colucci 3. 2017-2018 BOCES District Level School Safety Team Committee <ul style="list-style-type: none"> ▪ District Superintendent (administrator representative) ▪ Jessica Docteur (administrator representative) ▪ Susan Lynch (administrator representative) ▪ Steve Woodard (administrator representative) ▪ Suzanne Burnett (teacher representative) ▪ Al Albring (facilities representative) ▪ Pete Colucci (administrator representative) ▪ Tony Abbatiello (administrator representative) ▪ Mark Snyder (school safety personnel) ▪ Andy Worden (school safety personnel) ▪ Kathryn Carlson (Board of Education representative) ▪ Deputy Robert Guarnieri (school safety personnel) ▪ Lt. Michael Wellauer (law enforcement representative) ▪ Kevin Foster, Fire Marshall, Aurelius Fire Dept. (local emergency response) ▪ Chief Jason Wells, Aurelius Fire Dept. 4. Career and Technical Education Advisory Committee <ul style="list-style-type: none"> ▪ Bruce Blodgett, Cayuga Community College Director of Admissions ▪ Ann Kubarek, Cayuga Community College Employment & Training Office Director ▪ Nancy Ansteth, Onondaga Community College Certified Business Advisor ▪ Connie McGarr, Independent Farmer ▪ Denise Markowsky, Cayuga Community College Vocational Counselor ▪ Tracy Verrier, Cayuga County Chamber of Commerce Executive Director ▪ John Nolander, SCORE Small Business Advisor/Consultant ▪ Scott Berlucchi, Auburn Community Hospital CEO ▪ Shaun O'Connor, Weedsport Central School District Superintendent ▪ Carey Eidel, Auburn Public Theater Director ▪ Deanna Lockwood, Auburn Holiday Inn Director of Sales ▪ Jim Daddabbo, Mesa Grande Restaurant Owner ▪ Kimberly Cuipylo, Cayuga Community College Child Care Center Director ▪ Martin Cornell, Mier Tool Company Owner ▪ Amy Valente, Cayuga Community College Professor ▪ Sheila Myers, Cayuga Community College Director of Experiential Learning ▪ BOCES District Superintendent ▪ Jessica Docteur, Cayuga-Onondaga BOCES Assistant Superintendent ▪ Steve Woodard, Cayuga-Onondaga BOCES Director of CTE ▪ Tony Abbatiello, Cayuga-Onondaga BOCES Director of Instructional Support Services ▪ CTE Teacher – name T.B.A. ▪ Jennifer Driscoll, Cayuga-Onondaga BOCES Adult Education Case Manager ▪ Jonathan Schillace, Cayuga-Onondaga BOCES Math Teacher
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Designations	<p>A motion was made by Dean Winspear, seconded by Larry Hartle, to approve the following Designations as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. Designation of Depositories for Funds – <ol style="list-style-type: none"> A. M&T Bank, Chemung Canal Trust, JP Morgan Chase and Tompkins Trust <ol style="list-style-type: none"> 1. General Fund 2. Special Aid Fund 3. Trust & Agency Fund 4. Student Extracurricular Fund 5. Scholarship Accounts T&E Fund 6. Capital Project B. As designated by the District Superintendent <ol style="list-style-type: none"> 1. Other funds as established by the Board of Education 2. Designation of Official Newspaper – The Citizen 3. Establish Date, Time, and Place for Meetings (proposed dates listed in parenthesis) <ol style="list-style-type: none"> A. Regular Meetings – Third Thursday of each month – 6:00 p.m. except as otherwise indicated – see Attachment #1 Location of meetings is 1879 West Genesee Street Road, Auburn, New York B. Nominations for BOCES Board of Education (March 19, 2018) C. Annual Meeting (Thursday, April 5, 2018) D. Annual Budget/Election Vote (Wednesday, April 18, 2018) E. 2018-2019 Reorganization Meeting (July 19, 2018)
Authorizations	<p>A motion was made by William Andre, seconded by Dean Winspear, to approve the following Authorizations as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. Associate Superintendent for Management, Regional Services & Finance to certify payrolls; Treasurer is authorized if the Associate Superintendent is not available 2. CTE Principal & Extracurricular Treasurer to sign Extracurricular Classroom Account checks and related documentation 3. Extracurricular accounts for Skills USA, FFA, and FEMA 4. District Superintendent and Associate Superintendent for Management, Regional Services & Finance to approve all budget adjustments 5. Approval for board members to attend conferences 6. District Superintendent or designee to approve staff attendance at conferences 7. All items greater than \$5,000 will be capitalized and depreciated 8. District Treasurer to sign all checks; Deputy Treasurer is authorized if Treasurer is not available 9. Petty Cash Funds 2017-2018 <ul style="list-style-type: none"> Business Office - \$100 Culinary Arts - \$30 – cash advance Center for Learning - \$30

	<p>10. The following individuals to collect money:</p> <p><u>Business Office</u></p> <p>Cindy Pattington Liz Romeo Joanne Mark Libby Halverson Christine Barbagallo</p> <p><u>Cafeteria</u></p> <p>Connie Oram Dawn Taylor Dawn Noble (Sub)</p> <p><u>Compass</u></p> <p>Patty Podolak</p> <p><u>CTS</u></p> <p>Jenilee Weisbrod</p> <p><u>CTE</u></p> <p>Rick Estes Karen Savino CTE Secretary (t.b.a.)</p> <p><u>Extra-Curricular</u></p> <p>Steve Woodard</p> <p>Advisors:</p> <p>Cale Jirinec Kelly Bryant Julia Rotman-Smith Sharon Gulnac Melisa Vormwald Terry Cuddy</p> <p>Student Treasurers:</p> <p>FEMA, Skills USA, FFA, NTHS, Yearbook Libby Halverson (Central Treasurer)</p> <p>11. District Superintendent to transfer funds within the legal limitations of the State of New York</p> <p>12. Reaffirmation of Reserve Accounts: New York State Unemployment Insurance Reserve Account; CTE Equipment Reserve Account</p> <p>13. Treasurer to invest revenues, with the approval of the District Superintendent</p> <p>14. District Superintendent to require that employees be examined by a physician as designated, in accordance with Section 913 of the New York State Education Law</p> <p>15. Appoint Peter Colucci, Associate Superintendent for Management, Regional Services & Finance and Jessica Docteur, Assistant Superintendent of Curriculum, Instruction & Educational Programs as Acting District Superintendent of Schools in the absence of the District Superintendent of Schools</p>
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	<ol style="list-style-type: none"> 16. Appoint Peter Colucci as the Cayuga-Onondaga BOCES representative on the Board of Directors of the Cayuga-Onondaga Area School Employees' Healthcare Plan for the period July 1, 2017 through July 31, 2018 17. Authorize the President of the Cayuga-Onondaga Board of Cooperative Educational Services to sign all contracts on behalf of the BOCES organization 18. Authorize the Vice-President of the Cayuga-Onondaga Board of Cooperative Educational Services to sign contracts in the absence of the President 19. Authorize the District Superintendent of Schools to enter into and execute agreements with public entities and private corporations within the service area for the Cayuga-Onondaga BOCES to provide employer-specific training and to execute the Cayuga-Cortland Workforce Investment Board or its successor Summer Youth Program agreement 20. Authorize the District Superintendent of Schools to enter into and execute agreements with consultants to provide services to local school districts as part of the School Improvement Co-Ser 21. Authorize the District Superintendent to appoint employees on a temporary basis with the understanding that the Board of Education will make the final determination at the next subsequent Board of Education meeting 22. Approve the Standard Work Days of Randy Ray, BOCES Attorney, Linda Brown, Clerk of the Board, and Lucinda Pattington, Treasurer, at seven and one-half (7.5) hours
Re-adoption of Board Policies in Effect During the Previous School Year	<p>A motion was made by Colleen Battalino, seconded by Dean Winspear, approve the following Re-adoption of Board Policies in effect during the previous school year. The motion was carried unanimously by the Board members present.</p> <ol style="list-style-type: none"> 1. Readopt all By-Laws, Policies and Administrative Regulations for Personnel of the Cayuga-Onondaga Board of Cooperative Educational Services 2. Ratification of prior acts of the Board of Cooperative Educational Services, District Superintendent of Schools and those authorized thereunder
Memberships	<p>A motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the following Memberships as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. New York State School Boards Association (NYSSBA) 2. Central New York School Boards Association (CNYSBA) Midstate School Finance Consortium 3. Cayuga-Onondaga Counties School Boards Association – (COSBA) 4. Rural Schools Program 5. Chamber of Commerce of Auburn & Cayuga Co., Inc. 6. Association of Educational Service Agencies (AESA) 7. AESA/BOCES Coordinator 2017-2018 8. Study Council at Syracuse University 9. BOCES Educational Consortium (BEC)

Establishment of Rates	<p>A motion was made by William Andre, seconded by Colleen Battalino, to approve the following Establishment of Rates as presented for the 2017-2018 school year. The motion was carried unanimously by Board members present.</p> <ol style="list-style-type: none"> 1. Establish the cost of copying documents for the public at \$0.25/per page 2. Establish component school district classroom and related space rentals at \$5,000 per room 3. Establish a 2017-2018 Adult Differential Tuition Rate in the amount of fifty percent (50%) of the School Aged Tuition Rate (\$5,429) 4. Establish Initial Hiring Ranges for the 2017-2018 fiscal year for Non-Instructional Employees – see Attachment #2 5. Reimburse administrators who use personal cell phones in the amount of \$50.00 per month for use of their cell phone/smart phone for availability of conducting BOCES business 6. Resolution to establish the mileage reimbursement rate at the current IRS Standard Mileage Rate
Appointment of Board of Education Representatives to Associations	<p>A motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the following Appointment of Board of Education Representatives to Associations as presented. The motion was carried unanimously by the Board members present.</p> <ol style="list-style-type: none"> 1. 2017 Voting Delegate to NYSSBA Annual Conference – William Andre 2. 2017 Alternate Delegate to NYSSBA Annual Conference – Douglas Hart
Approval of the Minutes June 15, 2017	<p>A motion was made Colleen Battalino, seconded by Kathryn Carlson, to approve the minutes of the June 15, 2017 Board meeting, with correction. The motion was carried unanimously by the Board members present.</p>
Treasurer's Report June 30, 2017	<p>The Treasurer's Report for June 30, 2017 was not available.</p>
Extra Classroom Activity Funds Report June 30, 2017	<p>A motion was made by William Andre, seconded by Dean Winspear, to approve the Extra Classroom Activity Funds Report for the period ending June 30, 2017. The motion was carried unanimously by the Board members present.</p>
BOCES Claims Auditor's Report June 1-30, 2017	<p>A motion was made by Colleen Battalino, seconded by William Andre, to approve the BOCES Claims Auditor's Report for the period June 1, 2017 through June 30, 2017. The motion was carried unanimously by the Board members present.</p>
BOCES Personnel Report	<p>Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the BOCES Personnel Report and accept the resignations, approve the leaves of absence, the creation and abolition of positions, terminations, appointments, classified appointments, tenure appointments, and amendments, as listed in the Personnel Report, noting the salary, certification, and tenure status of all appointees, as appropriate. The motion was carried unanimously by the Board members present.</p>

Resignations

1. **Lorraine Jewsbury** – Special Education Teacher – with request to continue health insurance through August 31, 2017 – effective August 31, 2017
2. **Corianne Siegel** – Special Education Teacher Aide – effective June 22, 2017
3. **Lisa Parks** – Cleaner in Operations & Maintenance Department – effective June 30, 2017
4. **Nikkia Borowski** – Special Education Teacher Aide – effective June 22, 2017
5. **Michelle Robinson** – Itinerant School Social Worker – effective August 31, 2017
6. **Steven Berkey** – Career and Technical Education Teacher – effective August 31, 2017
7. **Colleen Valletta** – Special Education Supervisor – effective August 9, 2017

Leaves of Absence

1. **Heather Maitland** – Special Education Teacher Aide – request for a medical leave of absence with the use of the Family and Medical Leave Act to run concurrently with the medical leave of absence and the use of accumulated available leave time to be used as appropriate – effective June 6, 2017 to further notice, or until released by her physician
2. **Wayne Stokes** – School Social Worker in Special Education Department – request for a medical leave of absence with the use of Family and Medical Leave Act to run concurrently with the medical leave of absence and the use of accumulated available leave time to be used as appropriate – effective June 12, 2017 through June 23, 2017

Creation/Abolition of Position(s)

Terminations

1. **Shannon Bachman** – 1:1 Teacher Aide for the Special Education Department, due to the departure of her student from the program, effective June 23, 2017

Appointments - Substitute

None.

Appointments – Temporary

None.

Appointments - Staff

1. Summer Staff Development Training – effective between July 1, 2017 and August 31, 2017 – compensation at the stipend of \$125 per day:

UNOFFICIAL

First	Last	District	Workshop
Alexis	Abdo	Skaneateles	Shared Summer Workshops
Mary	Allen	Skaneateles	Shared Summer Workshops
Richard	Allen	Skaneateles	Shared Summer Workshops
Pam	Anastasio	Skaneateles	Shared Summer Workshops
Colleen	Anna	Skaneateles	Shared Summer Workshops
Mary	Arnott	Skaneateles	Shared Summer Workshops
Susan	Barry	Skaneateles	Shared Summer Workshops
Michelle	Beaudet	Skaneateles	Shared Summer Workshops
John	Behm	Skaneateles	Shared Summer Workshops
Seth	Benjamin	Skaneateles	Shared Summer Workshops
Connie	Bohrer	Skaneateles	Shared Summer Workshops
Kelly	Bonner	Skaneateles	Shared Summer Workshops
Tracey	Boudreau	Skaneateles	Shared Summer Workshops
Cherie	Bourcy	Skaneateles	Shared Summer Workshops
Robert	Broddus	Skaneateles	Shared Summer Workshops
Christine	Brown	Skaneateles	Shared Summer Workshops
David	Brown	Skaneateles	Shared Summer Workshops
Debbie	Brown	Skaneateles	Shared Summer Workshops
Erin	Brown	Skaneateles	Shared Summer Workshops
Heather	Buff	Skaneateles	Shared Summer Workshops
Elizabeth	Chalanick	Skaneateles	Shared Summer Workshops
Matthew	Chalanick	Skaneateles	Shared Summer Workshops
Peter	Chapman	Skaneateles	Shared Summer Workshops
Peggy	Charles	Skaneateles	Shared Summer Workshops
Laurie	Cinelli	Skaneateles	Shared Summer Workshops
Maureen	Collier	Skaneateles	Shared Summer Workshops
Lucy	Copeland	Skaneateles	Shared Summer Workshops
Debra	Covell	Skaneateles	Shared Summer Workshops
Elaine	Croucher	Skaneateles	Shared Summer Workshops
Cari	Danaher	Skaneateles	Shared Summer Workshops
Rob	DeMass	Skaneateles	Shared Summer Workshops
Donna	Dennihy	Skaneateles	Shared Summer Workshops
Suzanne	Dmochowski	Skaneateles	Shared Summer Workshops
Patricia	Donahue	Skaneateles	Shared Summer Workshops
Sandy	Drancsak	Skaneateles	Shared Summer Workshops

UNOFFICIAL

Dan	Ferrare	Skaneateles	Shared Summer Workshops
Nancy	Fortais	Skaneateles	Shared Summer Workshops
Jenel	Fortino	Skaneateles	Shared Summer Workshops
Richard	Garrett	Skaneateles	Shared Summer Work
Richard	Garrett	Skaneateles	Shared Summer Workshops
Kathleen	Gillen	Skaneateles	Shared Summer Workshops
Helen	Glowacki	Skaneateles	Shared Summer Workshops
Rebecca	Goodell	Skaneateles	Shared Summer Workshops
Sue	Grady	Skaneateles	Shared Summer Workshops
Marcus	Guy	Skaneateles	Shared Summer Workshops
Terry (Tracy)	Hale	Skaneateles	Shared Summer Workshops
Susan	Hamilton	Skaneateles	Shared Summer Workshops
Kate	Hardy (Schneider)	Skaneateles	Shared Summer Workshops
Joshua	Hares	Skaneateles	Shared Summer Workshops
Mary	Hart	Skaneateles	Shared Summer Workshops
Melissa	Henry	Skaneateles	Shared Summer Workshops
Kathy	Herr	Skaneateles	Shared Summer Workshops
Liz	Hyatt	Skaneateles	Shared Summer Workshops
Maureen	Jarvis	Skaneateles	Shared Summer Workshops
Lisa	Kerr	Skaneateles	Shared Summer Workshops
Jill	King	Skaneateles	Shared Summer Workshops
John	King	Skaneateles	Shared Summer Workshops
Courtney	Klunder	Skaneateles	Shared Summer Workshops
Carol	Knowles	Skaneateles	Shared Summer Workshops
Alanna	Kramerson	Skaneateles	Shared Summer Workshops
Michael	Kringer	Skaneateles	Shared Summer Workshops
Daniel	Kurzen	Skaneateles	Shared Summer Workshops
Todd	Lamberton	Skaneateles	Shared Summer Workshops
Keith	Lamphere	Skaneateles	Shared Summer Workshops
Danielle	LeoGrande	Skaneateles	Shared Summer Workshops
Douglas	Lewis	Skaneateles	Shared Summer Workshops
Echo	Lynch	Skaneateles	Shared Summer Workshops
Kathleen	Magruder	Skaneateles	Shared Summer Workshops
Mitch	Major	Skaneateles	Shared Summer Workshops
Lori	Mancini	Skaneateles	Shared Summer Workshops
Karen	Marino	Skaneateles	Shared Summer Workshops
Alaina	Matson	Skaneateles	Shared Summer Workshops

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Michael	Maute	Skaneateles	Shared Summer Workshops
Aisha	McConochy	Skaneateles	Shared Summer Workshops
Kristin	McKee	Skaneateles	Shared Summer Workshops
Kelly	McQuiggan	Skaneateles	Shared Summer Workshops
Jessica	Meyer	Skaneateles	Shared Summer Workshops
Anne	Montreal	Skaneateles	Shared Summer Workshops
Diane	Moon	Skaneateles	Shared Summer Workshops
Sara	Moth	Skaneateles	Shared Summer Workshops
Kristen	Mulcahy	Skaneateles	Shared Summer Workshops
Daniel	Mulroy	Skaneateles	Shared Summer Workshops
Jessica	Murphy	Skaneateles	Shared Summer Workshops
Scott	Musumeci	Skaneateles	Shared Summer Workshops
Sherry	Nichols	Skaneateles	Shared Summer Workshops
Karl	Norris	Skaneateles	Shared Summer Workshops
Jane	O'Brien	Skaneateles	Shared Summer Workshops
Sharon	O'Connell	Skaneateles	Shared Summer Workshops
Keri	O'Connor	Skaneateles	Shared Summer Workshops
Peter	O'Connor	Skaneateles	Shared Summer Workshops
Colleen	O'Hara	Skaneateles	Shared Summer Workshops
Mary	Palladino-Baldwin	Skaneateles	Shared Summer Workshops
Stacey	Patalino	Skaneateles	Shared Summer Workshops
Bridget	Patterson	Skaneateles	Shared Summer Workshops
Martha (Kris)	Perkins	Skaneateles	Shared Summer Workshops
Michelle	Persse	Skaneateles	Shared Summer Workshops
Daniel	Pesarchik	Skaneateles	Shared Summer Workshops
Rob	Pickup	Skaneateles	Shared Summer Workshops
Anthony	Pignatti	Skaneateles	Shared Summer Workshops
Lauren	Pohl	Skaneateles	Shared Summer Workshops
Vicky	Powers	Skaneateles	Shared Summer Workshops
Ginnie	Ranalli	Skaneateles	Shared Summer Workshops
Doreen	Richichi	Skaneateles	Shared Summer Workshops
Tami	Rigling	Skaneateles	Shared Summer Workshops
Corey	Riley	Skaneateles	Shared Summer Workshops
Andrew	Rozak	Skaneateles	Shared Summer Workshops
James	Ryan	Skaneateles	Shared Summer Workshops
Monique	Ryan	Skaneateles	Shared Summer Workshops
Jessica	Sawchuk	Skaneateles	Shared Summer Workshops

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Brian	Sevey	Skaneateles	Shared Summer Workshops
Coleen	Shaver	Skaneateles	Shared Summer Workshops
Margaret	Sisson	Skaneateles	Shared Summer Workshops
Matthew	Slauson	Skaneateles	Shared Summer Workshops
Elizabeth	Smith	Skaneateles	Shared Summer Workshops
Julie	Spinelli	Skaneateles	Shared Summer Workshops
Scott	Stagnitta	Skaneateles	Shared Summer Workshops
Diane	Stellmack	Skaneateles	Shared Summer Workshops
Susan	Sterling	Skaneateles	Shared Summer Workshops
Justin	Suhr	Skaneateles	Shared Summer Workshops
James (Stanley)	Szalach	Skaneateles	Shared Summer Workshops
Sandra	Taylor	Skaneateles	Shared Summer Workshops
Andy (Joseph)	Tidd	Skaneateles	Shared Summer Workshops
Cheryl	Tompkins	Skaneateles	Shared Summer Workshops
Amy	Tormey	Skaneateles	Shared Summer Workshops
Julie	Torrey	Skaneateles	Shared Summer Workshops
Jo-Ann	Trice	Skaneateles	Shared Summer Workshops
Rob	Tuttle	Skaneateles	Shared Summer Workshops
Lori	Usifer	Skaneateles	Shared Summer Workshops
Susan	Vanderpool	Skaneateles	Shared Summer Workshops
Jennifer	Van Ry Capozzi	Skaneateles	Shared Summer Workshops
Maureen	VanVechten	Skaneateles	Shared Summer Workshops
Karen	Veverka	Skaneateles	Shared Summer Workshops
Carrie	Viggiano	Skaneateles	Shared Summer Workshops
Laura	Vincent	Skaneateles	Shared Summer Workshops
Heather	VonUderitz	Skaneateles	Shared Summer Workshops
Kim	Ward	Skaneateles	Shared Summer Workshops
Karen	Watson	Skaneateles	Shared Summer Workshops
Kathryn	Webster	Skaneateles	Shared Summer Workshops
Marcy	Weed	Skaneateles	Shared Summer Workshops
Susan	Welch	Skaneateles	Shared Summer Workshops
Mary	Whirtley	Skaneateles	Shared Summer Workshops
Jeri	Whiting	Skaneateles	Shared Summer Workshops
Lauren	Wiese	Skaneateles	Shared Summer Workshops
Joanne	Williams	Skaneateles	Shared Summer Workshops
Joshua	Williams	Skaneateles	Shared Summer Workshops

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Linda	Williams	Skaneateles	Shared Summer Workshops
Jennifer	Wolfanger	Skaneateles	Shared Summer Workshops
Ellen	Wolford	Skaneateles	Shared Summer Workshops
Christopher	Yost	Skaneateles	Shared Summer Workshops

First	Last	District	Workshop
Jackie	Hess	Moravia	Shared Summer Workshops
Catrina	Loomis	Moravia	Shared Summer Workshops
Julie	McElfresh	Moravia	Shared Summer Workshops
Sarah	Bock	Port Byron	Shared Summer Workshops
David	Graf	Port Byron	Shared Summer Workshops
Michele	Robinson	Port Byron	Shared Summer Workshops
Elise	Sielski	Port Byron	Shared Summer Workshops

2. Part-Time Day Care Worker – **Sandra Dec** – effective July 1, 2017 – compensation rate of \$10.00 per hour, not to exceed 29.5 hours per week
3. Teachers and Staff for Regional Summer School Program – effective July 5, 2017 through August 18, 2017 at the following rates:

Teachers at the approved rate of compensation, \$4,200 for two courses:

Dominick Leone	Steven Baumes	John Behm
Derek Belcher	Kara Catino	Megan Collins
Christina Crawford	Patrick Crawford	Kimberly Doan
Mitchell Fabian	John Ferrara	Anthony Fisher
David Fisselbrand	Lenore Gillmore	Deborah Gleason-Rielly
Jessica Fricano	Joseph Hannagan	Kati Hinman
Kathleen Horbal	Elaine Hobart	Kelley Horbal
Cynthia Jarvis	Maureen Jarvis	Diana Jacobs
David Jones	Jason Kufs	Keith Lavey
Carole Leonello	Andrea Craft Martinez	James McCandless
John Oliver	Janine Pellegrino	Tabitha Scruton
Linda Townsend	Aditya Dhara	Greg Carroll
Richard Doan	Callie Goss	Stacey Hearn
Elizabeth Lane	Gina Loiacono	Jessica McNabb
Kate Monto	Lisa Rosecrans	Meghan Wilmot

To appoint substitute teachers at the approved rate of compensation, \$16.40/hour:

Paul Gagliano	Danielle Borza	John Agati
Omar Bailey	Sara Belcher	Janie Campbell
Jody Catalone	Heather Clark	Jordan Coughlin
Glenn Cummings	James Fedigan	John Hand
Kay Kraatz	Patricia DeLong	Michele DeRegis
Scott Martin	Antonia Mosey	Barbara Palmer

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Stacy Pettigrass	Sarah Pitcher	Jeffery Richardson
Amy Senn	Lori Stallone	Gregory Walker

Substitute clerks at the approved rate of compensation, \$10.00/hour:

Patricia Drennen	
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Driver education teachers at the approved rate of compensation \$2100 for the classroom portion and \$28.00/hour for drive time:

Mark Izzo	Gary Burghdurf	Shawn Akley
Matthew Loveless	Ryan Hannon	Robert Morsdorf

4. Elementary Regional Summer School Teacher – Union Springs Elementary – **Ashley Wade** – effective July 5, 2017 through July 27, 2017 compensation rate of \$2,688 for the summer program
5. Teacher Aide – **Aileen Jasniewski** - in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective August 31, 2017 - graded at the Board approved hourly rate of \$18.23 per hour, with additional appointment as a Substitute Teacher Aide in the Special Education Department – effective 2017-2018 school year – compensation at the Board approved hourly rate of \$11.00 per hour
6. Teacher Aide – **Tiffany Gregg** - in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department - effective August 31, 2017 - graded at the Board approved hourly rate of \$18.23 per hour, with additional appointment as a Substitute Teacher Aide in the Special Education Department – effective 2017-2018 school year – compensation at the Board approved hourly rate of \$11.00 per hour
7. Teacher Center Workshop Teacher – **Lauren Anderson** - Teacher Center Effects of Poverty and Mental Health Workshops Teacher – effective July 13 & 14, 2017 – compensation in the amount of \$40.00/hour, six (6) hours per day, for two (2) days total
8. Full Time Adult Education Nurse Aide Instructor – **Lisa Bergerstock** - effective August 1, 2017 through June 30, 2018 – at the annual rate of \$56,160.
9. Substitute Clerk in Career & Tech Education Office – **Patricia Drennen** – effective July 1, 2017 – at the hourly rate of \$15.00
10. Teachers and Staff for Regional Summer School Review Class – effective July 31, 2017 through August 15, 2017 at the following rates:

Review class teachers at the approved rate of compensation, \$543:

Kara Catino	Steven Baumes	Linda Townsend
Derek Belcher	John Hand	John Behm
Maureen Jarvis	Kelley Horbal	Dominick Leone
Tabitha Scruton	Aditya Dhara	

Substitute teachers to provide testing accommodations for final exams and Regents exams at the approved rate of \$16.40:

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Dominick Leone	Steven Baumes	John Behm
Derek Belcher	Kara Catino	Megan Collins
Christina Crawford	Patrick Crawford	Kimberly Doan
Mitchell Fabian	John Ferrara	Anthony Fisher
David Fisselbrand	Lenore Gillmore	Deborah Gleason-Rielly
Jessica Fricano	Joseph Hannagan	Kati Hinman
Kathleen Horbal	Elaine Hobart	Kelley Horbal
Cynthia Jarvis	Maureen Jarvis	Diana Jacobs
David Jones	Jason Kufs	Keith Lavey
Carole Leonello	Andrea Craft Martinez	James McCandless
John Oliver	Janine Pellegrino	Tabitha Scruton
Linda Townsend	Aditya Dhara	Greg Carroll
Richard Doan	Callie Goss	Stacey Hearn
Elizabeth Lane	Gina Loiacono	Jessica McNabb
Kate Monto	Lisa Rosecrans	Meghan Wilmot
Happy McClurg		

11. Additional Staff for Special Education Summer School Program – effective July 6, 2017 through August 18, 2017

Teachers – \$32.00 per hour

Stephanie Festa

School Nurse (seasonal) – \$28.80 per hour

Bernadine Oliver, RN

Teacher Aides – at the Board approved negotiated rate

Denise Giuffrida

Lisa Lloyd (seasonal)

Lisa Hudson

Erica Paddock (seasonal)

Rebecca Reed (seasonal)

Kirsten Neagle

Substitute Teacher Aides – \$11.00 per hour

Cary Reilley

12. Summer Staff Development Training – effective between July 1, 2017 and August 31, 2017 – compensation at the stipend of \$125 per day:

First	Last	District	Workshop
Josephine	Schmeling	Skaneateles	Shared Summer Workshops

13. Teacher for Regional Summer School Program – **William Zimpher** – effective July 5, 2017 through August 18, 2017 at the approved rate of compensation, \$4200 for two courses

Appointments – Provisional

None.

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Appointments – Probationary

1. Speech and Language Pathologist – **Toni Van Nostrand** – four (4) year probationary appointment in the special tenure area of Education of Children with Handicapping Condition – Education of Speech and Hearing Handicapped Children – effective August 31, 2017 through August 30, 2021 – compensation at the annual level of \$61,000/10 months – with additional appointment for approved in-service training – effective July 1, 2017 through June 30, 2018 – compensation at the per diem rate of \$125.00
2. Math Teacher – **Tabitha Scruton** – four (4) year probationary appointment in the tenure area of Mathematics – effective August 31, 2017 through August 30, 2021 – compensation at the annual level of \$58,223/10 months – with additional appointment for approved in-service training – effective August 1, 2017 through June 30, 2018 – compensation at the per diem rate of \$125.00

The expiration dates of the 4-year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-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 receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

The expiration date of the 3-year probationary appointments are tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appointments – Classified

1. Recommendation for Permanent Appointment – **Bryan Georgiady** from the fifty-two (52) week probationary appointment to a permanent appointment in the non-competitive Civil Service position of Labor Relations Specialist for the Office of Personnel Relations, effective July 25, 2017

Appointments – Tenure

None.

Amendments

None.

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Recommendation for Approval/ 2017-18 Extended School Year (Special Education Summer School Related Services Only) Budget	A motion was made by Colleen Battalino, seconded by Carol Quill, to approve the 2017-2018 Extended School Year (Special Education Summer School Related Services Only) Budget, in the amount of \$12,926.00. The motion was carried unanimously by the Board members present.
Recommendation for Approval/ 2017-18 Extended School Year (Special Education Summer School) Budget	A motion was made by Colleen Battalino, seconded by Carol Quill, to approve the 2017-2018 Extended School Year (Special Education Summer School) Budget, in the amount of \$735,885.00. The motion was carried unanimously by the Board members present.
Agreement/ Loretto Health and Rehabilitation Center	A motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the agreement between Loretto Health and Rehabilitation Center and the Cayuga-Onondaga BOCES that the BOCES will provide Loretto employees with Nurse Aide training, effective July 5, 2017 through August 11, 2017. Payment to the BOCES in the amount of \$10,200.00. The motion was carried unanimously by the Board members present.
Agreement/ Loretto Health and Rehabilitation Center	A motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the agreement between Loretto Health and Rehabilitation Center and the Cayuga-Onondaga BOCES that the BOCES will provide Loretto employees with Nurse Aide training, effective August 21, 2017 through September 19, 2017. Payment to the BOCES in the amount of \$8,600.00. The motion was carried unanimously by the Board members present.
Agreement/ Loretto Health and Rehabilitation Center	A motion was made by Colleen Battalino, seconded by Kathryn Carlson, to approve the agreement between Loretto Health and Rehabilitation Center and the Cayuga-Onondaga BOCES that the BOCES will provide Loretto employees with Nurse Aide training for ten (10) classes in a one-year period, effective August 1, 2017 through June 30, 2018. Payment to the BOCES in the amount of \$115,000.00 to be paid in quarterly installments. The motion was carried unanimously by the Board members present.
Superintendent and Administrator Reports	<p>A. Chief Operating Officer Report</p> <p>The following recurring strategic objectives were discussed:</p> <ul style="list-style-type: none"> • Erie 1 BOCES policy service – No remaining questions or concerns were expressed subsequent to the June discussion. The Erie 1 BOCES policy service will be utilized beginning immediately. • Create Director of Human Resources position – The submitted written proposal and job description were reviewed and discussed. • Review Board to Board format – A draft of the first edition was shared. The President will review the final draft prior to publication. • Facilities Status Report – Long-range facilities planning status will be presented and will be a recurring agenda item through December 2017.

	The Board members present discussed their wish for the availability of more work time at the August meeting. It was decided that the August 17, 2017 Board meeting will begin at 5:30 p.m.
Creation of Position	Upon the recommendation of Interim District Superintendent Christopher Todd, a motion was made by Larry Hartle, seconded by William Andre, to create the position of Director of Human Resources. The motion was carried unanimously by the Board members present.
Board Member Reports	Board President Melinda Quanbeck led a brief discussion on the possibility of utilizing Boarddocs as a Board management tool in the future. It was decided to hold a Boarddocs demonstration in the near future.
Executive Session	<p>A motion was made by William Andre, seconded by Dean Winspear, to adjourn the meeting to executive session at 6:50 p.m. for the purpose of discussing the employment history of a particular person(s) and/or collective negotiations. The motion was carried unanimously by the Board members present.</p> <p>Peter Colucci, Susan Lynch, Jessica Docteur, Tony Abbatiello, Steve Woodard Drew Yakawiak, and Linda Brown left the meeting at 6:50 p.m.</p>
Regular Session	A motion was made by Kathryn Carlson, seconded by William Andre, to return to regular session. The meeting was returned to regular session at 8:52 p.m.
Adjournment	A motion was made by Kathryn Carlson, seconded by Carol Quill, to adjourn the meeting at 8:53 p.m. The motion was carried unanimously by the Board members present.

Respectfully submitted,

Linda Brown
Clerk of the Board

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Adopted: July 13, 2017

Cayuga-Onondaga BOCES

**Board Meeting Dates for 2017-2018
(Third Thursday of the Month unless otherwise indicated)**

July 13, 2017

August 17, 2017

September 21, 2017

October 19, 2017

November 16, 2017

December 21, 2017

January 18, 2018

February 15, 2018

March 15, 2018

April 5, 2018 – Annual Meeting (Thursday)

April 19, 2018

May 17, 2018

June 21, 2018

July 19, 2018 – Reorganization Meeting

Nominations for BOCES Board of Education (March 19, 2018)
Annual Meeting (Thursday, April 5, 2018)
Annual Budget/Election Vote (Wednesday, April 18, 2018)
2018-2019 Reorganization Meeting (Thursday, July 19, 2018)

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Adopted: July 13, 2017

2017-2018

HIRING PARAMETERS: SALARY GRADES AND CLASSIFICATIONS*

Senior Typist (12 Mo)	Range	\$ 25,150	-	\$ 29,302
Administrative Assistant (12 Mo)	Range	\$ 39,000		\$ 46,215
Account Clerk Typist	Range	\$ 30,000	-	\$ 35,007
Senior Account Clerk	Range	\$ 32,500	-	\$ 36,459
Senior Clerk	Range	\$ 30,000		\$ 33,378
Senior Clerk PT	Range	\$ 10.00/hr – 1 st year	-	\$ 15.41/hr
Sr. Account Clerk Typist	Range	\$ 32,800	-	\$ 37,211
Principal Account Clerk	Range	\$ 43,775	-	\$ 51,345
Typist (12 Mo)	Range	\$ 19,500	-	\$ 23,857
Typist PT	Rate	\$ 10.00/hr		
Clerk	Range	\$ 19,500	-	\$ 27,986
Clerk PT	Range	\$ 10.00/hr – 1 st year	-	\$ 15.41/hr
Clerk Substitute	Rate	\$ 10.00/hr		
Head Building Maintenance Person	Range	\$ 39,000	-	\$ 44,603
Building Maintenance Mechanic	Range	\$ 32,500	-	\$ 36,823
Building Maintenance Helper	Range	\$ 27,250	-	\$ 32,933
Cleaner	Range	\$ 25,750	-	\$ 28,006
Cleaner Substitute	Range	\$ 10.00/hr – 1 st year	-	\$ 15.41/hr
Computer Systems Technician	Range	\$ 43,000	-	\$ 50,826
Computer Technician	Range	\$ 36,500		\$ 42,528
Audio-Visual Aide	Range	\$ 19,500	-	\$ 22,594
(Audio-Visual Aide PT)				
ISS Summer Help (Seasonal)	Range	\$ 10.00/hr – 1 st year	-	\$ 15.41/hr
Motor Vehicle Operator	Range	\$ 20,000	-	\$ 24,648
Motor Vehicle Operator - Part Time (Substitute Courier)	Range	\$ 10.00/hr – 1 st year	-	\$ 15.41/hr
Personnel Clerk	Range	\$ 39,000	-	\$ 46,215

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Day Care Specialist	Range	\$ 21,500	-	\$ 24,135
Day Care Specialist – Certified	Range	\$ 30,000	-	\$ 41,080
Day Care Worker - Full Time (Salaried)	Range	\$ 19,500	-	\$ 21,567
Day Care Worker - Full Time (Hourly)	Rate	\$ 10.00/hr.		
Day Care Worker - Part Time	Rate	\$ 10.00/hr.		
Teacher Aide Substitute	Rate	\$ 11.00/hr.		
Teaching Assistant	Range	\$ 17,000	-	\$ 23,108
Teaching Assistant Sub	Rate	\$ 14.00/hr.		
Teacher Mentor	Rate	\$ 70.00/day for up to 20 days		
Teacher Substitute	Rate	\$ 14.00/hr.		
Adult Ed. Teacher /	Rate	\$ 21.00/hr - First Year \$ 23.00/hr - Continuing Years		
Adult Ed. Cert. BOCES Teachers	Rate	\$ 28.00/hr		
Home School Coordinator	Rate	\$ 28.00/hr.		

<u>2017-2018 Program Rates</u>				
Special Ed. Extended School Teacher	Rate	\$ 32.00/hr.		
PT Hourly Instructional	Rate	\$ 32.00/hr.		
<u>Remedial Summer School: 2017-2018</u>				
Course Stipend		\$2,100.00		
Seasonal Clerk		\$10.00/hr 1 st year - \$15.00/hr		
Seasonal Clerk Substitute		\$10.00/hr		
Nurse		\$28.80/hr		
Review Class		\$543.00 per class		
Teacher Substitute		\$16.40 hr.		
Driver Ed Instructor		\$ 28.00/hr.		

School Nurse 10 Month	Range	\$ 25,750	-	\$ 30,810
Summer Help (Oper. & Maint.)	Range	\$ 10.00/hr-1 st year	-	\$ 13.35/hr
Nurse (All Other Positions)	Rate	\$ 28.80/hr		
Staff Development		\$ 125/day		

*BOCES Teacher Aide substituting as a Classroom Teacher

Current Aide rate PLUS \$.80 per hour

**BOCES Teacher Assistant substituting as a Classroom Teacher

Flat \$15.00 EXTRA pay per day or \$7.50 for 1/2 day

Range indicates the new hiring target with possible adjustment above for substantial experience.

Board Approved:

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ATTACHMENT #3

Motion made by Colleen Battalino, seconded by Kathryn Carlson.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Part 30-1.3 of the Rules of the Board of Regents, upon the recommendation of Christopher Todd, Interim District Superintendent, does hereby appoint Toni Van Nostrand of RR 4, A 109, Moravia, NY 13118, who holds a Permanent New York State Certificate permitting her to serve as a teacher providing services related to the education of children with handicapping conditions—education of speech and hearing handicapped children in the public schools of New York State, to the position Speech and Language Pathologist in the special subject tenure area of Education of Children with Handicapping Condition – Education of Speech and Hearing Handicapped Children, effective August 31, 2017.

BE IT FURTHER RESOLVED, that the appointment of Toni Van Nostrand shall be a probationary appointment for a period of four (4) years, to commence August 31, 2017 and to expire on August 30, 2021. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Sections 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. Ms. Van Nostrand during the first year of appointment shall be paid at the annual salary of \$61,000.00/10 months.

The motion was carried unanimously by the Board members present.

ATTACHMENT #4

Motion made by Colleen Battalino, seconded by Kathryn Carlson.

“RESOLVED, that the Cayuga-Onondaga Board of Cooperative Educational Services, pursuant to Section 3014 of the Education Law and in compliance with Part 30-1.3 of the Rules of the Board of Regents, upon the recommendation of Christopher Todd, Interim District Superintendent, does hereby appoint Tabitha Scruton of 12639 Upton Road, Red Creek, NY 13142-9408, who holds a Professional New York State Certificate in Mathematics 7-12 permitting her to serve in the public schools of New York State, to the position of Mathematics Teacher in the tenure area of Mathematics, effective August 31, 2017.

BE IT FURTHER RESOLVED, that the appointment of Tabitha Scruton shall be a probationary appointment for a period of four (4) years, to commence August 31, 2017 and to expire on August 30, 2021. In order to be granted tenure the employee must have received composite or overall annual professional performance review ratings pursuant to Education Law Sections 3012-c and/or 3012-d of either effective or highly effective in at least three of the four preceding years and if the employee receives an ineffective composite or overall rating in the final year of the probationary period he or she shall not be eligible for tenure at that time. Ms. Scruton during the first year of appointment shall be paid at the annual salary of \$58,223.00/10 months.

The motion was carried unanimously by the Board members present.

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