



**CAYUGA-ONONDAGA BOCES  
COOPERATIVE BOARD MEETING  
Thursday, October 19, 2017**

**5:00 p.m. Board Member Recognition & New Employee Welcome  
Conference Room 1**

**6:00 p.m. Board Meeting  
Board Room**

**1879 West Genesee Street Road, Auburn, NY 13021**

## **Agenda**

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- A. Opening of the Meeting by Board of Education President
- B. Pledge of Allegiance
- C. Approval of Agenda
- D. Opportunity to be Heard – Public Comments
- E. Approval of the Minutes of September 21, 2017
- F. Treasurer’s Report – September 30, 2017
- G. Extra Classroom Activity Funds Report – September 30, 2017
- H. BOCES Claims Auditor’s Report – September 1, 2017 – September 30, 2017
- I. Quarterly Treasurer’s Report – July 1, 2017-September 30, 2017
- J. Budget Amendments Report – July 1, 2017-September 30, 2017
- K. BOCES Personnel Report

**Enclosures:**

- 1. Minutes of September 21, 2017
- 2. Treasurer’s Report – September 30, 2017
- 3. Extra Classroom Activity Funds Report – September 30, 2017
- 4. Claims Auditor’s Report – August 1, 2017 – September 30, 2017
- 5. Quarterly Treasurer’s Report – July 1, 2017-September 30, 2017
- 6. Budget Amendments Report – July 1, 2017-September 30, 2017
- 7. BOCES Personnel Report
- 8. Articles from the Citizen:  
*“Cayuga-Onondaga BOCES: Facility Placed on Short Lockdown Following Incident with Student”*

### **NEW BUSINESS – FINANCIAL**

1. **Recommendation for Approval** – 2018-2019 Budget Development Calendar (attachment)
2. **Recommendation for Approval** – Workforce Investment Act (WIA) Title II Adult Basic Education and Literacy Services Grant (Project # 2338-18-2077) to accept and approve the expenditure of funds – effective July 1, 2017 through June 30, 2018 – in the amount of \$44,955.00
3. **Recommendation for Approval** – Workforce Investment Act (WIA) Title II Corrections Grant (Project # 0138-18-2012) to accept and approve the expenditure of funds – effective July 1, 2017 through June 30, 2018 – in the amount of \$127,875.00

### **NEW BUSINESS – LEGAL**

1. **Agreement** – **Loretto Health and Rehabilitation Center** – BOCES will provide Loretto employees with Nurse Aide training for six (6) Loretto employees – effective October 2, 2017 to October 31, 2017 - payment to the BOCES in the amount of \$6,450.00
2. **Agreement** – **Loretto Health and Rehabilitation Center** – BOCES will provide Loretto employees with Nurse Aide training for eight (8) Loretto employees – effective November 7, 2017 to December 6, 2017 - payment to the BOCES in the amount of \$8,600.00
3. **Agreement** – **New York State Education Department** – renewal of agreement enabling BOCES to administer TASC testing – renewal period from January 1, 2018 to December 31, 2018 – funding amount for renewal period \$11,496.00
- \*4. **Agreement** – **Melissa Deyo** – BOCES Applied Electrical Technology students will install new 200 amp service and wire complete house at the homeowner’s Bluefield Road construction site during the 2017-2018 school year

### **NEW BUSINESS – MISCELLANEOUS**

#### **A. Recommendation for Approval**

#### **B. Recommendation for Acceptance of Donation**

1. BCS Rear Tine Tiller – 500 Series from Joanne Mark for the BOCES Outdoor Power Equipment/Powersports Technology Program – estimated donation value of \$300.00

#### **C. Superintendent & Administrator Reports**

1. Report on Positive Behaviors Interventions and Supports – Susan Lynch and Special Education Team
2. Recurring Strategic Objectives
  - a) Policies & Practices
    - Adopt Resolution Authorizing Purchasing for Administrators
  - b) Governance Structure
    - Reclassification of HR Position
    - Revisit Board Committee Structure
  - c) Fiscal Resources
    - Review Budget Assumptions

- Budget Restructuring
- d) Facilities and Technology Infrastructure
  - Cost Basis Review Status
  - Project and RFP Status

**D. Committee Reports**

**E. Board Member Reports**

1. BoardDocs Training 6:00-7:00 p.m., prior to November 16, 2017 Board meeting
2. NYSSBA Convention – Lake Placid, NY

**F. Meetings/Workshops**

**G.** Executive session for the purpose of discussing the employment history of a particular person(s) and collective negotiations

**H.** Next Board Meeting – November 16, 2017 – 6:00 p.m. Board training, 7:00 Board meeting

**I.** Adjournment

**PERSONNEL REPORT**  
**CAYUGA-ONONDAGA BOCES**  
**October 19, 2017**

As recommended by Christopher Todd, Interim District Superintendent, the Cayuga-Onondaga BOCES Board accepts the resignations, approves the leaves of absence, the creation and abolition of positions, terminations, substitute appointments, staff appointments, changes in appointment status, provisional appointments, temporary appointments, probationary appointments, classified appointments, tenure appointments, and amendments, as listed in this Personnel Report, noting the salary, certification, and tenure status of all appointees, as appropriate.

**Resignations**

1. **Phillip Deacy** – Head Building Maintenance Person – resignation for purpose of retirement – effective October 31, 2017
2. **Catherine Coretti** – Special Education Teacher Aide – effective October 14, 2017
3. **David Briest** – School Psychologist – effective November 10, 2017
4. **Brad Vargason** – Special Education Teacher Aide – effective October 11, 2017

**Leaves of Absence**

1. **Brett Janes** – TASC Teacher – request for a military leave of absence in accordance with Sections 242 and 243 of Military Law – effective the following dates: October 13, 2017, December 1, 2017, April 13, 2018, and June 8, 2018
2. **Jule DiRenzo** – Account Clerk Typist in Central Business Office - 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 October 20, 2017 until November 20, 2017, or until released by her physician

**Creation/Abolition of Position(s)**

**Terminations**

1. **Julie Brandstetter** – Teacher Aide in a 1:1 position for the Special Education Department – effective August 31, 2017, due to the departure of her student from the program
2. **Tyler Condes** – Teacher Aide in a 1:1 position for the Special Education Department – effective October 2, 2017, for cause
3. **Linda Hetherington** – Office Machine Operator in the Instructional Support Services Department – effective October 6, 2017, for cause

**Appointments – Substitute**

1. Substitute Cleaner – **William Barlow** – effective September 1, 2017 for the 2017-2018 school year – at Board approved hourly rate of \$10.00
2. Substitute Teacher for Career and Technical Education/Alternative Education/Special Education/TASC Programs – **Kelly Cunningham** – effective September 22, 2017 for the 2017-18 school year – compensation at Board approved rate of \$14.00 per hour
3. Substitute Teacher for Nursing Programs/Part-Time Nursing Clinical Instructor – **Lois Seamans** – effective September 25, 2017 for the 2017-18 school year – compensation at Board approved rate of \$28.80 per hour
4. Substitute Teacher Aide for Special Education Programs – **Renee Hudson** – effective October 1, 2017 through June 30, 2018 – compensation at Board approved hourly rate of \$11.00

**Appointments - Staff**

1. Staff Development Training – effective for the 2017-18 school year – compensation at the stipend of \$125 per day:

First	Last	District	Workshop
Lyndsey	Stupp	Union Springs	Shared Summer Workshops
Scott	Zippel	Union Springs	Shared Summer Workshops
Barbara	Drozynski	Skaneateles	Shared Summer Workshops
Kelly	Gunderson	Skaneateles	Shared Summer Workshops
Mary Lou	Ingram	Skaneateles	Shared Summer Workshops

2. Mentor/Trainer – **Jennifer Balliette** – for Special Education Classrooms – effective August 1, 2017 through June 30, 2018 for the 2017-2018 school year – compensation at a stipend of \$70 per day for up to 20 days
3. Part-Time Nursing Instructors for Adult Education – effective October 10, 2017 through June 30, 2018 – compensation at the Board approved hourly rate of \$28.80:

<b>Chelsea DeBois</b>	<b>Jennifer Newcomb</b>
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4. Teacher Mentor/Coaches – to mentor/coach for literacy and math instruction in Special Education Classrooms – effective August 1, 2017 through June 30, 2018 – compensation at stipend of \$70 per day for up to 20 days:

<b>Stephanie Provo</b>	<b>Kim Manzare</b>	<b>Kim Sochan</b>
<b>Randy Liberty</b>	<b>Melisa Vormwald</b>	<b>Larry Pelkey</b>
<b>David Briest</b>	<b>Helen Day</b>	<b>Joann Tarolli</b>

## Change in Appointment Status

### Appointments – Provisional

1. Computer Systems Technician – **Kevin Carpenter** – pending results of the Civil Service Computer Systems Technician Exam – effective November 13, 2017 – graded at the annual salary of \$49,950/12 months

### Appointments – Temporary

1. Teacher-Special Projects – **Debra House** – supporting the Teacher Center – effective August 19, 2017 through June 30, 2018 for the 2017-2018 school year, at the Board approved hourly rate of \$10.00
2. Clerk – **Brittany Ward** – in the Business Office – effective September 15, 2017 through June 30, 2018, at the hourly rate of \$25.00 for approximately 10 hours per week
3. Registered Nurse – **Joe Goodsall** – for the Finger Lakes First Lego League competition – effective for November 11, 2017, at the Board approved hourly rate of \$28.80

### Appointments – Probationary

1. Teacher Aide – **Heather McKeen** – fifty-two (52) week probationary appointment in the classified Civil Service position of Teacher Aide in a 1:1 Teacher Aide position for the Special Education Department – effective September 25, 2017 through September 24, 2018 – compensation at the Board approved hourly rate of \$18.23, 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
2. Cleaner – **Beth Longo** – fifty-two (52) week probationary appointment in the classified Civil Service position of Cleaner in the Operations & Maintenance Department – effective October 16, 2017 through October 15, 2018 – graded at the Board approved annual compensation level of \$27,419/12 months, prorated
3. Teacher – Special Education Department – **Corey Jones** – four (4) year probationary appointment in the special subject tenure area of Education of Children with Handicapping Conditions – General Special Education – effective October 30, 2017 through October 29, 2021 – compensation at the annual level of \$49,500/10 months – with additional appointment for approved in-service training – effective October 30, 2017 through June 30, 2018 – compensation at the per diem rate of \$125.00
- \*4. Building Maintenance Helper – **Tom Coleman** – fifty-two (52) week probationary appointment – in the classified Civil Service position of Building Maintenance Helper for the Operations & Maintenance Department – effective October 31, 2017 through October 30, 2018 – graded at the Board approved annual compensation level of \$32,933/12 months, prorated

*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 dates 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 – **Shannon Clark** from the fifty-two (52) week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide for the Special Education Department, effective November 7, 2017
2. Recommendation for Permanent Appointment – **Phillip Tabone** from the fifty-two (52) week probationary appointment to the permanent appointment in the classified Civil Service position of Teacher Aide for the Special Education Department, effective November 16, 2017

### **Appointments – Tenure**

1. **Morgan Parkison** – Special Education Teacher in the special subject tenure area of Education of Children with Handicapping Conditions – General Special Education – effective November 3, 2017

### **Amendments**