

**MINUTES OF THE CENTER FOR INSTRUCTION, TECHNOLOGY AND INNOVATION
REGULAR MEETING
January 21, 2015**

The Regular Meeting of the Center for Instruction, Technology and Innovation was held on Wednesday, January 21, 2015 at the CiTi Main Center in Mexico, New York.

Mr. Gregory Muench called the meeting to order at 6:32 p.m.

Board Members Present:	Donna Blake Casey Brouse Kevin Dix Matthew Geitner Gregory Muench, Vice-President John Shelmidine, President William "Dave" White
Board Members Absent:	Eric Behling Joel Southwell
Central Administration:	Christopher J. Todd, District Superintendent Roseann Bayne Mark LaFountain Michael Sheperd
Other CiTi Staff:	Gisèle Benigno Marla Berlin Tracy Fleming Iraina Gerchman Paul Gugel James Huber Amy Rhinehart Jim Sheeley Garrette Weiss Wayne Wideman
Officers:	None
Attorney:	None
Guests:	None

The Pledge of Allegiance was recited.

FACILITIES REPORT

District Superintendent Todd shared with the Board the C&S construction report from Mr. Nate Van Wie. (A copy of the report can be found in the Board Supplemental File).

PUBLIC COMMENTS

None

APPROVAL OF THE MINUTES OF THE DECEMBER 17, 2014 REGULAR BOARD MEETING

It was:

Moved by Matthew Geitner, seconded by Casey Brouse, that the Center for Instruction, Technology and Innovation (CiTi) Board approves the minutes of the December 17, 2014 Regular Board meeting as presented.

Vote on the motion: Ayes 7, Nays 0, motion carried.

FINANCE

7.1 List of Bills Approved and Ordered Paid by the Internal Claims Auditor.

7.2 Financial Reports.

7.21 Student Club Report

7.22 Treasurer's Report

7.23 Budget Status Report & Transfers Greater Than \$50,000

7.3 Bids and Awards.

7.31 Cooperative Bid – Printing Services Bid #B15-5000

7.4 Internal Claims Auditor Report.

FINANCE – (CONTINUED)

7.5 Resolution for Disposal of Surplus Equipment – January 21, 2015.

BE IT RESOLVED that the Center for Instruction, Technology and Innovation (CiTi) Board declares the attached listing of equipment as surplus and authorizes proper disposal of such.

7.6 Resolution to Rescind Cooperative Bid Award.

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services hereby rescinds Cooperative Bid Award #B15-4004 Printing Consumables Equipment Break/Fax and Managed Print Services to Eastern Managed Print Services, originally awarded on December 17, 2014.

7.7 Resolution to Accept Donation.

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services hereby accepts the donation of \$200.00 from C&S Companies, \$200.00 from Contrax Furnishings and \$100.00 from Dr. Reid Oliver to our Career & Technical Education program, for the purpose of supplying shirts for Career & Technical Education staff.

It was:

Moved by Mathew Geitner, seconded by Kevin Dix, that the Oswego County Board of Cooperative Educational Services hereby approves Sections 7.1 through 7.7 of Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 7, Nays 0, motion carried.

7.8 2015-2016 Budget Development Update.

Mr. Michael Sheperd, Assistant Superintendent for Administrative Services gave an update of the 2015-16 Budget Development process with the rate setting having been completed. Mr. Sheperd thanked everyone for their hard work during the budget process and revealed that the increase in the Administrative Budget as of December was 2.25% and now it is 2.1%. The rates will be released to the districts on Monday, January 26th.

Mr. Sheperd shared that the CTE program would be moving to the prior year billing method and explained what the method meant. He also explained the surplus/deficits in various CTE programs.

Assistant Superintendent for Instructional Support, Mrs. Roseann Bayne explained the 670 vs 700 CTE enrollment. Mr. Matthew Geitner asked what the actual cost of a CTE student costs. Mr. Michael Sheperd responded about \$3,000 after state aid.

Mr. Todd informed the Board that Missy Allard is setting up meetings for the final request forms to be reviewed with component districts.

Board Member, Mr. Casey Brouse asked about the Budget Roadshow and if it would occur this year. Mr. Todd stated that they are available to do that, but most districts have chosen for him not to come and present.

PERSONNEL - AGENDA

RESOLVED, that upon the recommendation of the District Superintendent of Schools, that the Oswego County Board of Cooperative Educational Services approve the Personnel Section of the agenda, effective as indicated.

Resignations						
Name	Program	Position	Effective Date			
Solazzo, Tracy	Adult Education - Health Occupations	Health Occ. Instructor - LPN	1/23/2015			
Retirement						
Name	Program	Position	Effective Date			
Ouderkirk, Laura	Instructional Support Services	Distance Learning Coordinator	7/6/2015			
Appointments						
Program	Name	Position	Salary	Eff. Date	End Date	Comments
Adult Education	Yablonski, Michelle	Health Occ. Instructor - LPN	\$31.21 /hr	01/12/2015	06/30/2015	0-37.5 hrs/wk. as per timesheet
	Yablonski, Michelle	Curriculum Development	\$168.00 /day	01/12/2015	06/30/2015	4 days
	Yeomans, Laura	Health Occ. Instructor - LPN	\$31.89 /hr	12/17/2014		1 day to give final exam

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PERSONNEL – AGENDA (CONTINUED)

Appointments						
Program	Name	Position	Salary	Eff. Date	End Date	Comments
	Yeomans, Laura	Health Occ. Instructor - CNA	\$22.22 /hr	01/26/2015	06/30/2015	as per timesheet
Career & Technical Education	Vrooman, Roger	CDL Instructor	\$21.90 /hr	02/02/2015	06/30/2015	as per timesheet
Exceptional Education	Lee, Susan	Job Coach	\$9.67 /hr	12/04/2014	06/30/2015	0-25 hrs/wk. as per timesheet
	Sanderlin-White, Sandra	School Nurse (Long-Term Substitute)	\$191.00 /day	12/19/2014	04/10/2015	as per timesheet
	Smegelsky, Joann	School Counselor	\$60,258.00 /yr	01/12/2015	01/19/2015	reduced to 60%; to be prorated from 1/12/15
	Smegelsky, Joann	School Counselor	\$60,258.00 /yr	01/20/2015	06/30/2015	increased to 80%; to be prorated from 1/20/15
Instructional Support Services	Millbyer, Laura	Staff Development Specialist	\$65,000.00 /yr	TBD		3 year probationary period; salary to be prorated from start date; appointment pending fingerprint clearance
Instructional Technology	Buck, Kyle	Student Helper	\$8.75 /hr	01/20/2015	06/30/2015	as per timesheet
	Buske, Matthew	Computer Services Assistant	\$31,320.00 /yr	01/12/2015		to be prorated from 1/12/15
VAP Grant	Colella, Margaret	Teacher	\$23.00 /hr	12/15/2014	06/30/2015	as per timesheet; not to exceed 347 hours
	Higgins, Jennie	Teacher	\$23.00 /hr	12/15/2014	06/30/2015	as per timesheet; not to exceed 826 hours
	Keefe, Janna	Teacher	\$23.00 /hr	12/15/2014	06/30/2015	as per timesheet; not to exceed 347 hours
	Rielly, Deborah	Teacher	\$1,000.00 /stipend	01/01/2015	06/30/2015	to be paid on 6/1/14; as per timesheet
	Maxam, Michael	Blended Learning Coach	\$80,000.00 /yr	01/01/2015	06/30/2015	increased to 100%, prorated from 1/1/15
Workstudy	Student #92	Workstudy Student	\$1.75 /hr	12/01/2014	06/25/2015	
Substitutes						
Career & Technical Education						
Daubek, Shane			\$101.00/day; \$10.00/hr.			
Stacy, Laura			\$84.78/day; \$10.00/hr.; pending fingerprint clearance			
Exceptional Education						
Belden, Virginia			\$90.18/day; \$10.00/hr.			
Instructional Technology						
McCann, David			\$8.83/hr.			

It was:

Moved by Donna Blake seconded by Gregory Muench, that the Board of Cooperative Educational Services hereby approves Section 8.1 of the Personnel Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 7, Nays 0, motion carried.

INSTRUCTIONAL SUPPORT

9.1 Points of Pride – January, 2015 (For Information Only)

9.2 Resolution to Revise the Refund Policy for Adult Education. Please See Enclosure.

BE IT RESOLVED, that Oswego County Board of Cooperative Educational Services hereby accepts and approves the Adult Education Program’s Refund Policy as presented.

9.3 Resolution to Approve Skills USA Regional Competition Field Trip. Please See Enclosure.

BE IT RESOLVED, that Oswego County Board of Cooperative Educational Services hereby accepts and approves approximately 85 students and chaperones from CiTi to compete in the Skills USA Regional Competition on February 13, 2015 at Morrisville College. Students will be transported via bus and accompanied by 7-8 advisors and chaperones.

It was:

Moved by Gregory Muench, seconded by Kevin Dix, that the Board of Cooperative Educational Services hereby approves Section 9.2 through 9.3 of the Instructional Support Services Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 7, Nays 0, motion carried.

SUPERINTENDENT’S REPORT

10.1 New Campus and Program Configuration

District Superintendent Todd talked about program evaluation and the suggestion of having a “fresh set of eyes” look at our current programs and due a Futures Study. Mr. Todd stated “This is the time - time to dive into the kid stuff”. A lengthy discussion ensued and Mrs. Donna Blake stated that she likes the outside approach – having someone from outside the organization evaluate the programs. Board Members expressed interest in the study and interest in participation by the component school districts in the process.

PRESIDENT’S REPORT

President Shelmidine reminded those in attendance of the OCSBA meeting on January 29th at 7 p.m. Someone from Baldwinsville will be present to speak about opting out of the School Lunch Program.

Mr. Shelmidine also announced that the President of the Baldwinsville School District (Joan Reeves) is hosting a meeting on the same night, January 29th to have a discussion about the NYSSBA.

Donna Blake also reminded everyone about the CNYSSBA Forum on February 5th beginning at 6:30 p.m. in North Syracuse. Chris Todd will be speaking at this event. He will have the GEA spreadsheets for our districts available.

President Shelmidine thanked everyone for their support over the past two months with everything he has had going on.

MEETING ADJOURNED

It was:

Moved by Kevin Dix, seconded by William “David” White, that the CiTi Board Meeting be adjourned.

Vote on the motion: Ayes 7, Nays 0, motion carried.

The BOCES Board adjourned at 8:23 p.m.

Respectfully Submitted,

Roseann Bayne
Clerk Pro-Tem