

**MINUTES OF THE CENTER FOR INSTRUCTION, TECHNOLOGY AND INNOVATION
REGULAR MEETING
September 17, 2014**

The Regular Meeting of the Center for Instruction, Technology and Innovation was held on Wednesday, September 17, 2014 at the CiTi Main Center in Mexico, New York.

Mr. John Shelmidine called the meeting to order at 6:47 p.m.

- Board Members Present: Donna Blake
Casey Brouse
Kevin Dix
Matthew Geitner
John Shelmidine, President
William "Dave" White
- Board Members Absent: Eric Behling
Gregory Muench, Vice-President
Joel Southwell
- Central Administration: Christopher J. Todd, District Superintendent
Roseanne Bayne
Mark LaFountain
Michael Sheperd
- Other CiTi Staff: Gisèle Benigno
Marla Berlin
Tracy Fleming
James Huber
Dr. John Ramin
Amy Rhinehart
Wayne Wideman
- Officers: Melissa Allard, District Clerk
Kelly Wood, Treasurer
- Attorney: Marc Reitz

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

None.

Board Recognition

District Superintendent Todd recognized Mr. Matthew Geitner with a binder presented by NYSSBA for his service as a Board Member and his commitment to professional development hours through NYSSBA.

APPROVAL OF THE MINUTES OF THE AUGUST 20, 2014 REORGANIZATIONAL & REGULAR BOARD MEETING

It was:

Moved by Donna Blake, seconded by Casey Brouse, that the Center for Instruction, Technology and Innovation (CiTi) Board approves the minutes of the August 20, 2014 Regular Board meeting as presented.

Vote on the motion: Ayes 6, 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 Internal Claims Auditor Report.

7.4 Resolution for Disposal of Surplus Equipment – September 7, 2014.

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. FINANCE (CONTINUED)

7.5 Resolution to Authorize the Establishment of Student Club Accounts. Please see enclosure. BE IT RESOLVED, that the Center for Instruction, Technology and Innovation (CiTi) Board hereby authorizes the establishment of the following student club accounts and faculty advisors for the school year:

Student Club	Faculty Advisor
Adult Health Occupations	Elizabeth Hillier
Auto Body	Richard Rainville
Deaf Education	Stephanie Moretti
Digital Media Class	Elizabeth Stephens
Law Enforcement #873	James Garcia/Mark Bender
Manufacturing Plus	KC Jones/Carolyn Deary-Petrocci
Retailing	Brian Barfoot/Tammy Furlong
Signature Club	Sue Jerrett/Sam Passer
Skills USA	Craig Mahon/LouAnn Peet
S.T.E.R.N	Barbara Kickbush/Joanne St. Gelais
The Star Ceramic Club	Lisa Carney/Mary Throne
Vocational Training Program (VTP)	Diane Tighe/Chuck Pehta

It was:

Moved by Kevin Dix, seconded by Donna Blake, that the Center for Instruction, Technology and Innovation Board approves Section 7.1 through 7.5 of Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 6, Nays 0, motion carried.

7.6 Draft 2015-2016 Budget Development Calendar

Mr. Michael Sheperd shared with the Board Members present, the 2015-2016 Draft Budget Development Calendar for their information.

PERSONNEL

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				
Becker, Kim	Exceptional Education	Teaching Assistant	9/18/2014				
Burke, Danielle	Exceptional Education	Teaching Assistant	8/28/2014				
Sweeting, Amber	Instructional Support Services	Senior Typist	9/12/2014				
Abbott, Thomas	Security Office	Safety Officer (50%)	10/9/2014				
Trabucco, Mark	Summer School 2014	English Teacher	7/25/2014				
Trabucco, Mark	Summer School 2014	AIS English Teacher	NEVER STARTED				
Trabucco, Mark	Summer School 2014	Regents Proctoring	NEVER STARTED				
Trabucco, Mark	Summer School 2014	Grading Regents	NEVER STARTED				
Retirements							
Name	Program	Position	Effective Date				
Mihalek, Kathryn	Instructional Support Services	Senior Typist	1/3/2015				
Popp, Joann	Instructional Technology	Computer Services Assistant	11/29/2014				
Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Adult Education	Gullo, Rosario	Financial Aid Advisor (PT)	\$25.00	/hr	10/01/2014	06/30/2015	0-19 hrs/wk. as per timesheet
	Santa Barbara, Kathy	GED Examiner	\$25.00	/hr	07/01/2014	06/30/2015	as per timesheet
After School Driver Education	Beams, David	Driver Education Instructor	\$27.05	/hr	09/15/2014	06/30/2015	as per timesheet
Career & Technical Education	Prye, Lisa	Career Pathways Liaison	\$68,672.38	/yr	07/01/2014	06/30/2015	
District Office	Pietroski, Angela	Sub-Teacher Registrar	\$4,800.00	/Stipend	09/01/2014	06/30/2015	

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PERSONNEL
APPOINTMENTS (CONTINUED)

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Exceptional Education	Abbott, Sharon	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Anderson, Jacqueline	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Barfoot, Brian	Teacher	\$54,622.00	/yr	11/03/2014	11/03/2017	to be prorated from 11/3/2014
	Batchelor, Morgan	Teaching Assistant	\$17,258.00	/yr	09/01/2014	09/01/2017	
	Batchelor, Morgan	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Belden, Virginia	Teacher (50%)	\$56,665.00	/yr	09/01/2014	06/30/2015	prorated to 50%
	Benjamin, Michelle	Captionist	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Benjamin, Michelle	Interpreter	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Bennett, Maureen	Curriculum Development	\$168.00	/day	07/01/2014	08/29/2014	increased to 18 days; as per timesheet
	Berthod, Patricia	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Bonner, Kathryn	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Boyer, Marcella	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Buccina, Joyce	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Callard, Mary	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Carr, Nancy	Team Leader (OT/PT, Speech, Medicaid)	\$3,020.00	/Stipend	09/01/2014	06/30/2015	
	Clyne, Michael	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	D'Innocenzo, Elizabeth	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Elgabalawy, Michelle	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Eseltine, Susan	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk. as per timesheet
	Frawley, Theresa	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk. as per timesheet
	Gilbo, Julia	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk. as per timesheet
	Hall, Charlotte	Captionist	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Hall, Charlotte	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	House, Barbara	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Jock, Alice	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk. as per timesheet

PERSONNEL

APPOINTMENTS (CONTINUED)

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Kesler, Peter	Job Coach	\$10.82	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Kessler, Julie	Teaching Assistant	\$19,705.00	/yr	09/08/2014	03/28/2015	recalled from preferred list eff. 9/8/2014
	Kinney, Elizabeth	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Kress, Patricia	Job Coach	\$11.36	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Lane, Irene	Teaching Assistant (50%)	\$17,258.00	/yr	09/08/2014	06/30/2015	to be prorated to 50% eff. 9/8/14
	Latak, Tracy	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Loomis, Michelle	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Lougee, Mary	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Lougee, Mary	Captionist	\$904.00	/Stipend	09/01/2014	06/30/2015	
	March, Alicia	Speech Therapist (75%)	\$66,694.00	/yr	09/01/2014	06/30/2015	recalled from a preferred hiring list; to be prorated to 75% eff. 9/1/2014
Exceptional Education	Mason, Julie	Teaching Assistant	\$17,258.00	/yr	09/08/2014	7/27/2016	recalled from a preferred hiring list; to be prorated from 9/8/2014
	Moretti, Stephanie	Team Leader (Audiology, Deaf)	\$3,020.00	/Stipend	09/01/2014	06/30/2015	
	Parsons, Darleen	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Pehta, Eric	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Phillips, Jeneva	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Ripka, Gabrielle	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Scott, Alice	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Sereno, Charlotte	Job Coach	\$10.01	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Settle, Jacquelyn	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Seymour, Tamara	Curriculum Development	\$168.00	/day	07/01/2014	08/29/2014	increased to 8 days
	Smegelsky, Joann	School Counselor (60%)	\$60,258.00	/yr	09/08/2014	06/30/2015	increased & prorated from 9/8/14 to 60%
	Spawn, Carolyn	Team Leader (Nurses)	\$3,020.00	/Stipend	09/01/2014	06/30/2015	
	Spilman, Gina	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	

PERSONNEL

APPOINTMENTS (CONTINUED)

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Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Stenson, Georgia	Job Coach	\$9.74	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Thompson, Holly	Team Leader (Vision)	\$3,020.00	/Stipend	09/01/2014	06/30/2015	
	Travet, Bonnie	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk. as per timesheet
	Trout, Nikki	Interpreter Stipend	\$904.00	/Stipend	09/01/2014	06/30/2015	
	Wells, Brenda	Job Coach	\$9.67	/hr	09/01/2014	06/30/2015	0-25 hrs/wk as per timesheet
	Wilson, Lynne	Teacher of Visually Impaired	\$74,804.00	/yr	09/01/2014	09/01/2016	
Instructional Support Services	Ascenzi, Dante	Coordinator of OCAY League	\$2,500.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Bigelow, Shannon	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Lanius, Eric	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Mason, William	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	McCullough, Sandra	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Mihalek, Kathryn	GCNY Ed. Consortium Secretary	\$3,500.00	/Stipend	07/01/2014	01/02/2015	to be prorated through 1/2/2015
	Morse, Kayley	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Ryan, Susan	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Sorbello, Elizabeth	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
	Urlacher, Caitlin	OCAY League Coach	\$1,000.00	/Stipend	09/01/2014	06/30/2015	as per timesheet
Instructional Technology	Campbell, Bryan	Temp. IT Tech Assistant	\$8.83	/hr	09/08/2014	09/30/2014	as per timesheet
	Edwards, Donna	Temp. IT Tech Assistant	\$8.83	/hr	09/08/2014	09/30/2014	as per timesheet
	Edwards, Jeffery	Temp. IT Tech Assistant	\$8.83	/hr	09/08/2014	09/30/2014	as per timesheet
Migrant Education	Lawrence, Jennifer	Migrant Tutor	\$15.84	/hr	09/01/2014	06/30/2015	reduced to 0-19 hrs/wk as per timesheet
	Moore, Jessica	Migrant Tutor	\$14.50	/hr	08/04/2014	06/30/2015	0-19 hrs/wk. as per timesheet
	Wren, Susan	Migrant Tutor	\$14.00	/hr	09/08/2014	06/30/2015	0-19 hrs/wk. as per timesheet
Public Relations	Griser, Paul	Public Information Assistant	\$39,000.00	/yr	09/15/2014		to be prorated from 9/15/2014
Summer School 2014	Kelly, Eileena	English Teacher	\$1,500.00	/Session	07/28/2014	8/12/2014	10 days; prorated from 7/28/14

Substitutes	
Career & Technical Education	
Engelman, Susan	\$90.18/day; \$10.00/hr
Exceptional Education	
Kramer, Lori	\$90.18/day
Sanderlin-White, Sharon	\$15.40/hr.
Summer School 2014	
Honors, Tommy	\$90.18/day
Reilly, Erin	\$90.18/day

It was:

Moved by Casey Brouse, seconded by Kevin Dix, that the Center for Instruction, Technology and Innovation Board approves Section 8.1 of the Personnel Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 6, Nays 0, motion carried.

PERSONNEL - ADDENDUM
APPOINTMENTS (CONTINUED)

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Operations & Maintenance	Raate, Amber	Head Custodian	\$40,000.00	/yr	10/06/2014		to be prorated from 10/6/14

It was:

Moved by Casey Brouse, seconded by Donna Blake, that the Center for Instruction, Technology and Innovation Board approves Section 8.1 of the Personnel Section of the Board Addendum, effective as indicated.

Vote on the motion: Ayes 6, Nays 0, motion carried.

INSTRUCTIONAL SUPPORT

9.1 Points of Pride – September 2014

SUPERINTENDENT’S REPORT

Draft 2014-2015 Board of Education/District Goals

Mr. Todd presented goals that will continue from last year as well as action items that came out of the Board’s discussion at the August Board Meeting.

School Law Books 35th Edition

Mr. Todd asked the Board Members who would be interested in receiving a copy of the School Law Book that is currently being ordered for CiTi and our component school districts. Those that responded were: John Shelmidine, Donna Blake and one will be ordered for Missy and Chris to share.

Rebranding

Ms. Gisèle Benigno distributed some handouts which included a Rebuilding and Rebranding: Strategic Messaging and stylus guide, the new CiTi calendar for 2014-15 and an updated CiTi Core Values poster.

PRESIDENT’S REPORT

11.1 Resolution to Designate a Voting Delegate and alternate to the 2013 NYSSBA Annual Meeting

DELEGATE

It was:

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Moved by Kevin Dix, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services hereby designates Mrs. Donna Blake as their Voting Delegate to the 2014 NYSSBA Annual Meeting.

Vote on the motion: Ayes 6, Nays 0, motion carried.

ALTERNATE

It was:

Moved by Kevin Dix, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services hereby designates Mr. Matthew Geitner as their Voting Alternate to the 2014 NYSSBA Annual Meeting.

Vote on the motion: Ayes 6, Nays 0, motion carried.

11.2 Discussion Regarding Changing the Date of the November Board of Education Meeting

President Shelmidine mentioned the fact that the COE Conference relating to Adult Education and the Accreditation process is being held beginning on November 20th. In order for Mr. Todd and President Shelmidine to attend the conference they would need to travel on the 19th, which is the date the November Board meeting is currently scheduled for. Those Board Members in attendance agreed to change the date of the November Board meeting to Wednesday, November 5th, beginning at 6:30 p.m. the W450 Building.

Executive Session Motion

It was:

Moved by Matthew Geitner seconded by Donna Blake, that the CiTi Board enter into an Executive Session for the purpose of discussing the matters leading to the resignation of a particular person..

The BOCES Board entered into a second Executive Session at 8:04 p.m. in the Public Justice Classroom in the W-450 Building at the Center for Instruction, Technology & Innovation (CiTi). Those in attendance were: Melissa Allard, Roseann Bayne, Donna Blake, Casey Brouse, Kevin Dix, Matthew Geitner, Mark LaFountain, Dr. John Ramin, Marc Reitz – Attorney, John Shelmidine, Michael Sheperd, Christopher Todd and William White.

Vote on the motion: Ayes 6, Nays 0, motion carried.

Regular Board Meeting reconvened

It was:

Moved by Donna Blake, seconded by Kevin Dix, that the CiTi Board adjourn the Executive Session and reconvene to the Regular Board Meeting.

Vote on the motion: Ayes 6, Nays 0, motion carried.

The CiTi Board adjourned the Executive Session and reconvened the Regular Board meeting at 8:12 p.m.

PERSONNEL

RESOLUTION NO. 1

RESOLVED, that the Board accepts the Settlement Agreement between the CiTi and a tenured teacher As discussed in Executive Session.

It was:

Moved by Donna Blake, seconded by Matthew Geitner, that the Board accepts the Settlement Agreement between the Center for Instruction, Technology and Innovation (CiTi) and a tenured teacher as discussed in Executive Session.

Vote on the motion: Ayes 6, Nays 0, motion carried.

RESOLUTION NO. 2

RESOLVED, that the Board accepts the irrevocable resignation of Margaret Ericksen, effective June 30, 2015.

It was:

Moved by Casey Brouse, seconded by Kevin Dix, that the Board accepts the irrevocable resignation of Margaret Ericksen, effective June 30, 2015

Vote on the motion: Ayes 6, Nays 0, motion carried.

MEETING ADJOURNED

It was:

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Moved by Donna Blake, seconded by Casey Brouse, that the CiTi Board Meeting be adjourned.

Vote on the motion: Ayes 6, Nays 0, motion carried.

The BOCES Board adjourned at 8:14 p.m.

Respectfully Submitted,

Melissa A. Allard
District Clerk