

**MINUTES OF THE OSWEGO COUNTY BOARD OF COOPERATIVE EDUCATIONAL SERVICES
REGULAR MEETING
February 12, 2014**

The Regular Meeting of the Oswego County Board of Cooperative Educational Services was held on Wednesday, February 12, 2014 at the Oswego County BOCES Main Campus in Mexico, New York.

Mr. John Shelmidine called the meeting to order at 6:39 p.m.

Board Members Present:	Donna Blake Casey Brouse Matthew Geitner Gregory Muench, Vice-President John Shelmidine, President Joel Southwell
Board Members Absent:	Eric Behling Kevin Dix William "Dave" White
Central Administration:	Christopher J. Todd, District Superintendent Roseanne Bayne Michael Sheperd
Other BOCES Staff:	Gisèle Benigno Marla Berlin Ron Camp Tracy Fleming James Huber Alyson Inman
Officers:	Melissa Allard, District Clerk
Attorney:	Marc Reitz

The Pledge of Allegiance was recited.

PRESENTATIONS

District Superintendent Todd presented Board Achievement Awards on behalf of the New York State School Boards Association to John Shelmidine, Donna Blake and Gregory Muench.

FACILITIES REPORT

Mr. Todd announced that due to there not being a whole lot to report on, Mr. Nate VanWie is not in attendance at this evening's Board meeting. He has provided a written report instead.

PUBLIC COMMENTS

None.

APPROVAL OF THE MINUTES OF THE JANUARY 15, 2014 REGULAR BOARD MEETING

It was:

Moved by Donna Blake, seconded by Joel Southwell, that the Oswego County Board of Cooperative Educational Services approves the minutes of the January 15, 2014 Regular Board Meeting as presented.

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

7. FINANCE

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

7.2 Financial Reports. Please see enclosures.

7.21 Student Club Account

7.22 Treasurer's Report

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

7.3 Internal Claims Auditor Report. Please see enclosures.

7.4 Resolution for Disposal of Surplus Equipment – February 12, 2014. Please see enclosure.

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services declares the attached listing of equipment as surplus and authorizes proper disposal of such.

7. FINANCE (CONTINUED)

7.5 Resolution to Award Lease Financing For the EPC

The Board of Cooperative Educational Services of the Sole Supervisory District of Oswego County, New York, HEREBY RESOLVES (by a majority vote of all the members of said Board) as follows:

Section 1. The Board of Cooperative Educational Services of the Sole Supervisory District of Oswego County (the "BOCES") received proposals from two (2) firms to provide financing for the Energy Performance Contract with Johnson Controls, Inc. (the "Agreement").

Section 2. Following a discussion of the BOCES, and based upon the written recommendation received from Fiscal Advisors & Marketing, Inc., the BOCES' Financial Advisor, it is hereby determined that the proposal of Municipal Leasing Consultants LLC (the "Lessor"), which represents the lowest responsible bid received by the BOCES, is hereby accepted.

Section 3. The President of the Board, the Vice President of the Board, the District Superintendent and/or the Assistant Superintendent for Administrative Services (collectively the "Authorized Representatives" and individually, the "Authorized Representative") acting on behalf of the BOCES, are hereby authorized to negotiate, enter into, execute, and deliver one or more lease purchase agreements (collectively the "Equipment Leases" or individually the "Equipment Lease") with the Lessor, such documents to be made available for public inspection at the office of the District Clerk. The Authorized Representatives are hereby authorized to negotiate, enter into, execute, and deliver such other documents relating to the Equipment Leases (including, but not limited to, escrow agreements) as the Authorized Representatives deem necessary and appropriate. All other related contracts and agreements necessary and incidental to the Equipment Leases are hereby authorized.

Section 4. The aggregate original principal amount of the Equipment Leases shall not exceed \$2,023,910.00 and shall bear interest as set forth in the Equipment Lease(s) and shall contain such options to purchase by the BOCES as set forth therein.

Section 5. The BOCES' obligations under the Equipment Leases shall be subject to annual appropriation or renewal by the BOCES as set forth in each Equipment Lease and the BOCES' obligations under the Equipment Leases shall not constitute a general obligation of the BOCES or indebtedness under the Constitution or laws of the State of New York.

Section 6. The proceeds of any Equipment Leases may be applied to reimburse the BOCES for expenditures made after the effective date of this resolution for the purpose for which said proceeds are authorized, or on or prior to such date if the BOCES has adopted a prior statement of intent to issue bonds for such purpose. The foregoing statement of intent with respect to reimbursement is made in conformity with Treasury Regulation Section 1.150-2 of the United States Treasury Department.

Section 7. The Authorized Representatives are hereby authorized to take any and all other actions necessary in connection with the Agreement and any financing related thereto.

Section 8. This resolution shall take effect immediately.

It was:

Moved by Gregory Muench, seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services approves Section 7.1 through 7.5 of the Finance Section of the Board Agenda, effective as indicated.

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

7.6 2014-15 Budget Development Update.

Mr. Michael Sheperd, Assistant Superintendent for Administrative Services presented a PowerPoint Presentation to the Board of Education giving them an update of the current 2014-2015 Budget for Oswego County BOCES.

8.1 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.

Leave of Absence			
Name	Program	Position	Effective Date
Becker, Kim	Exceptional Education	Teaching Assistant	2/7/2014 - 6/30/2014
MacDougall, Kristy	Exceptional Education	Teaching Assistant	1/16/2014 - 2/14/2014

8.1 PERSONNEL (CONTINUED)

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Career & Technical Education	Fisher, Karen	Teaching Assistant	\$19,058.00	/yr	2/10/2014		recalled from preferred hiring list; to be prorated from 2/10/14
	Nesbitt, Diana	Team Leader	\$2,955.00	/yr	9/1/2013	6/30/2014	
	Vrooman, Roger	CDL Instructor	\$20.40	/hr	2/1/2014	6/30/2014	as per timesheet
Distance Learning	Gullo, Heather	Regents Reviewer	\$35.00	/hr	1/15/2014	6/30/2014	as per timesheet
Exceptional Education	Craig, Rebecca	Senior Class Advisor	\$900.00	/stipend	9/1/2013	6/30/2014	
	Furlong, Tammy	Senior Class Advisor	\$900.00	/stipend	9/1/2013	6/30/2014	
	Gayne, Donna	Teacher Assistant	\$20,474.00	/yr	1/21/2014		recalled from preferred hiring list; to be prorated from 1/21/14
	Quade, Mary	Home Tutor	\$15.00	/hr	1/24/2014	6/30/2014	0-10 hrs/wk as per timesheet
	Warner, Cassandra	Teacher Assistant	\$17,116.00	/yr	2/10/2014	9/13/2014	recalled from preferred hiring list; to be prorated from 2/10/14
Migrant Education	Vasquez, Ruth	Migrant Tutor	\$14.50	/hr	2/16/2014	8/31/2014	0-19 hrs/wk as per timesheet
OCTC	DePoint, Brad	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
	DePoint, Lynnette	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
	Griffin, Stephanie	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
	Stafsonberg, Jennifer	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
	Tennant, Heather	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
	Tugaw, Brianne	Workshop Presenter	\$50.00	/hr	12/11/2013	6/30/2014	as per timesheet
Workstudy	Student # 99	Workstudy Student	\$2.35	/hr	09/16/2013	06/26/2014	as per timesheet
Substitutes							
Exceptional Education							
Herrington, Colleen			\$8.94/hr; \$70.36/day				
Lamb, Angela			\$8.94/hr; \$70.36/day				
Mayo, Richard			\$8.94/hr; \$70.36/day				

It was:

Moved by Matthew Geitner, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves the Personnel Report on the Board Agenda, effective as indicated.

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

9.0 INSTRUCTIONAL SUPPORT

- 9.1 Data Compilation Oswego County CTE Meeting – January 2014 – Roseann Bayne
Mrs. Roseann Bayne shared with the Board of Education a report that was recently compiled regarding the Oswego County Career and Technical Education programs.
- 9.2 Points of Pride – February 12, 2014. (For Information Only)

10.0 SUPERINTENDENT’S REPORT

- 10.1 Communications Planning Committee
District Superintendent Todd shared with the Board of Education that a Communications Planning Committee had recently been formed with representatives from each department to share suggestions regarding internal communications. Areas of concern were discussed at the first meeting. Mr. Todd informed the Board that he would forward the minutes of the first meeting to them.

10.0 SUPERINTENDENT'S REPORT (CONTINUED)

10.2 Update on CTE Liasion Position

Mr. Todd informed the Board that he had Roseann and Mark take a look at the applications of folks who had applied for the position and told them what it was he was looking for. After the two of them reviewed the applications they informed Mr. Todd that they didn't believe what he was looking for was present in the current applicants. Mr. Todd informed the Board that what he would like to do is combine the duties of the CTE Liasion with some of the duties of Adult Education that Paul Gugel

11. PRESIDENT'S REPORT

11.1 Second Reading and Adoption of Board Policies. (Please See Enclosures)

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts and approves the Second Reading and Adoption of the following Board Policies moved by Donna Blake, seconded by Casey Brouse excluding policies as noted below:

- 1315 – Appointment And Duties Of the Claims Auditor
- 1317 – Duties Of The External (Independent) Auditor
- 1431 – Regular Board Meetings And Rules (Quorum and Parliamentary Procedure)
- 1433 – Executive Sessions of the Board
- 1435 – Minutes of Board Meetings
- 1436 – Special Meetings of the Board
- 1438 – Annual Organizational Meeting
- 1580 – Board Member Training
- 2410 – Code of Conduct On BOCES Property
- 2420 – Non-Discrimination And Anti-Harassment in the BOCES
- 4230 – Acceptance of Gifts, Grants and Bequests To BOCES
- 4310 – Purchasing
- 4480 – Financial Accountability
- 4550 – Smoking/Tobacco Use
- 4571 – Information Security Breach and Notification
- 4573 – Employee Persona Identifying/Information
- 5120 – Equal Employment Opportunity
- 5121 – Sexual Harassment of BOCES Personnel
- 5130 – Performance Review
- 5156 – Safety of Students (Fingerprinting Clearance of New Hires)
- 5260 – Staff Use of Computerized Information Resources
- 5262 – Use of Email in the BOCES
- 5320 – Health Insurance
- 5341 – Family and Medical Leave Act
- 6212 – Suspension of Students Attending BOCES Programs
- 6220 – Alcohol, Tobacco, Drugs and Other Substances (Students)
- 6230 – Searches and Interrogations Of Students
- 6240 – Weapons in School and The Gun-Free Schools Act
- 6320 – Student Records: Access and Challenge
- 6322 – Student Data Breaches
- 6421 – Administration of Medication
- 6460 – Equal Educational Opportunity
- 6462 – Bullying in the BOCES
- 6464 – Dignity For All Students Act
- ~~6470 – Notification of Sex Offenders (Remove)~~
- 7111 – Fire Drills and Bomb Threats
- 7121 – Providing Teachers and Service Providers Copies of A Student's Individualized Education Program.
- ~~7315 – Student Use of Personal Technology (Remove)~~

It was:

Moved by Donna Blake, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services hereby approves the Second Reading and Adoption of Board Policies as listed above

Resolution to Amend Second Reading and Adoption of Board Policies

It was:

Moved by Donna Blake, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services hereby approves the Second Reading and Adoption of Board Policies as listed above with the removal of Board Policy #6470 – Notification of Sex Offenders and Policy #7315 – Student Use of Personal Technology. These policies will be reviewed further by BOCES administrators and brought back for approval at a later time if necessary.

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

BOARD FORUM/DISCUSSION

None.

EXECUTIVE SESSION MOTION

It was:

Moved by Joel Southwell, seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services enter into an Executive Session to discuss a personnel matter.

The BOCES Board entered into a second Executive Session at 8:29 p.m. in the Public Justice Classroom in the W-450 Building at Oswego County BOCES. Those in attendance were: Melissa Allard, Roseann Bayne, Donna Blake, Casey Brouse, Matthew Geitner, Gregory Muench, John Shelmidine, Michael Sheperd, Joel Southwell, and Christopher Todd.

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

Regular Board Meeting reconvened

It was:

Moved by Casey Brouse, seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services adjourn the Executive Session and reconvene to the Regular Board Meeting.

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

The BOCES Board adjourned the Executive Session and reconvened the Regular Board meeting at 8:45 p.m.

MEETING ADJOURNED

It was:

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

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

The BOCES Board adjourned at 8:46 p.m.

Respectfully Submitted,

Melissa A. Allard
District Clerk