

**MINUTES OF THE OSWEGO COUNTY BOARD OF COOPERATIVE EDUCATIONAL SERVICES
REGULAR MEETING
April 30, 2014**

The Regular Meeting of the Oswego County Board of Cooperative Educational Services was held on Wednesday, April 30, 2014 at the Oswego County BOCES Main Campus in Mexico, New York.

Mr. John Shelmidine called the meeting to order at 6:32 p.m.

Board Members Present: Eric Behling
 Donna Blake
 Casey Brouse
 Kevin Dix (Arrived at 6:39 p.m.)
 Matthew Geitner (Arrived at 6:36 p.m.)
 Gregory Muench, Vice-President
 John Shelmidine, President
 Joel Southwell
 William "Dave" White

Central Administration: Christopher J. Todd, District Superintendent
 Roseanne Bayne
 Mark LaFountain

Other BOCES Staff: Roseanne Bayne
 Gisèle Benigno
 Marla Berlin
 Tracy Fleming
 Paul Gugel
 James Huber
 Alyson Inman
 Wayne Wideman

Officers: Melissa Allard, District Clerk
 Kelly Wood, Treasurer

Attorney: Marc Reitz

The Pledge of Allegiance was recited.

FACILITIES REPORT

District Superintendent Todd announced that Nate wouldn't be at the meeting this evening, but there is a need for two change orders to be voted on. Tours of the capital project will once again be offered prior to the next Board meeting on May 14th.

4.1 Resolution to Approve Change Orders for Capital Project (Please See Enclosures).

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services approves Change Order No. AA-04 in the amount of \$26,453.00 and Change Order No. AA-05 in the amount of \$103,530.00 for JAG Environmental, LLC for Asbestos Abatement for the BOCES Capital Project.

It was:

Moved by Donna Blake, seconded by Eric Behling, that the Oswego County Board of Cooperative Educational Services approves Change Order No. AA-04 in the amount of \$26,453.00 and Change Order No. AA-05 in the amount of \$103,530.00 for JAG Environmental, LLC for Asbestos Abatement for the BOCES Capital Project.

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

PUBLIC COMMENTS

None.

APPROVAL OF THE MINUTES OF THE MARCH 19, 2014 REGULAR BOARD MEETING AND MARCH 26, 2014 SPECIAL BOARD MEETING

It was:

Moved by Casey Brouse, seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services approves the minutes of the March 19, 2014 Regular Board Meeting and March 26, 2014 Special Board meeting as presented.

Mr. LaFountain informed the Board that Jackie Hardesty's salary was presented wrong last month and before the minutes are acted on it should be changed to \$61,200.

Vote on the motion: Ayes 7, 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 Reports

7.22 Treasurer's Report

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

7.3 Internal Claims Auditor Report.

7.4 Bids/Awards & Rejection. Please see enclosures

7.41 Cooperative Bid – Calculators – Bid #B14-1501

7.42 Cooperative Bid – General Supplies – Bid #B14-0201

7.43 Cooperative Bid – Transportation Parts and Supplies – Bid #B14-1701

7.5 Resolution for Disposal of Surplus Equipment – April 9, 2014.

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.

7.6 Resolution to Accept Donation from the Oswego Transfer Station.

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts the donation of one (1) broken ice machine, valued at approximately \$200.00 once repaired, from the Oswego County Transfer Station to our Adult Education HVAC program, to be donated once repaired to the Mexico High School Football program.

7.7 Resolution to Accept Donation from the Phoenix Central School District.

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts the donation of one (1) 1995 V6 Convertible Mustang, valued at approximately \$1,650, from the Phoenix Central School District to our Career & Technical Education program. As there is no title for this vehicle, it is being accepted "as is" for instructional purposes only and will never be registered or sold.

7.8 Resolution Authorizing Participation in Erie 1 BOCES Bid. (Please See Enclosure).

WHEREAS, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for SMART Technologies and,

WHEREAS, The Oswego County BOCES is desirous of participating with other BOCES

Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the Oswego County Board of Cooperative Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and,

BE IT FURTHER RESOLVED, That the Oswego County BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

BE IT FURTHER RESOLVED, That the Oswego County BOCES Board of Education agrees

(1) to abide by majority decisions of the participating BOCES on quality standards;

(2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; and

(3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

It was:

Moved by Gregory Muench, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves 7.1 through 7.8 of the Finance Section of the Board Agenda.

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

Mr. Matthew Geitner arrived at 6:36 p.m.

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FINANCE - ADDENDUM

1.1 Resolution to Accept A USDA Rural Utilities Service Distance Learning and Telemedicine Grant
 BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services approves the Distance Learning and Telemedicine Grant Agreement to purchase equipment for Distance Learning Rooms in Oswego County BOCES component districts. This fund will provide funds totaling \$302,678 beyond the \$152,322 matching funds required by BOCES and its component districts.

It was:

Moved by Joel Southwell, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves the Distance Learning and Telemedicine Grant Agreement to purchase equipment for Distance Learning Rooms in Oswego County BOCES component districts. This fund will provide funds totaling \$302,678 beyond the \$152,322 matching funds required by BOCES and its component districts.

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

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.

Leaves of Absence							
Name	Program	Position	Effective Date				
MacDougall, Kristy	Exceptional Education	Teaching Assistant	4/1/2014 - 5/9/2014				
Shaw, Kimberly	Exceptional Education	Teaching Assistant	4/1/2014 - 5/9/2014				
Retirements							
Name	Program	Position	Effective Date				
Burdick, Sherry	Exceptional Education	School Psychologist	7/1/2014				
Densk, Sally	Exceptional Education	Teacher of the Visually Impaired	6/30/2014				
Sova, Theresa	Exceptional Education	Speech Therapist	7/27/2014				
Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Adult Education	Bednar, Khrysha	Capstone Internship	\$8.00	/hr	03/18/2014	06/26/2014	as per timesheet
	Gayne, Daniel	HVAC Substitute Instructor	\$10.69	/hr	12/01/2013	06/30/2014	as per timesheet
	Jay, Dustin	Capstone Internship	\$8.00	/hr	03/18/2014	06/26/2014	as per timesheet
	Sapka, Samuel	Capstone Internship	\$8.00	/hr	03/18/2014	06/26/2014	as per timesheet
Business Office	Burdick, Stephanie	Senior Account Clerk	\$35,830.00	/yr	05/19/2014	05/19/2015	to be prorated from 5/19/2014
Career & Technical Education	Balcom, Kelly	NOCTI Technical Assessments	\$75.00	/day	03/31/2014	05/30/2014	4 days as per timesheet
	Clayton, Bobbi Jo	Consultant, Math Academic Review	\$164.00	/day	03/31/2014	05/30/2014	4 days as per timesheet
	LeVe, Margaret	Consultant, Math Academic Review	\$164.00	/day	03/31/2014	05/30/2014	4 days as per timesheet
	Zych, Lori	Consultant, Math Academic Review	\$164.00	/day	03/31/2014	05/30/2014	4 days as per timesheet
Crossroads	Somers, Kerry	Teaching Assistant	\$22,804.00	/yr	03/25/2014	03/15/2015	increased to 100% eff. 3/25/14
Exceptional Education	Craig, Rebecca	Curriculum Development	\$164.00	/day	07/01/2014	08/29/2014	10 days; to be adjusted according to negotiated contract
	Gayne, Donna	Home Tutor	\$15.00	/yr	03/19/2014	06/30/2014	0-10 hrs/wk as per timesheet
	Travet, Bonnie	Job Coach	\$9.48	/hr	04/01/2014	06/30/2014	0-25 hrs/wk as per timesheet
Instructional Support Services	Chamberlain, Cathleen	Director Stle3 Grant	\$400.00	/day	03/24/2014	06/30/2014	as per timesheet
	Nelson, Peri	Technology Resource Coordinator	\$71,500.00	/yr	07/01/2014		
Oswego County Teacher Center	Mosher, Tracy	Workshop Presenter	\$50.00	/hr	03/06/2014	06/30/2014	as per timesheet
	Tamayo, Telia	Workshop Presenter	\$50.00	/hr	12/11/2013	06/30/2014	as per timesheet
VAP Grant	Goldberg, Kathryn	Course Developer	\$137.00	/day	03/20/2014	08/29/2014	30 days maximum; as per timesheet
	Lennox, Jennifer	Course Developer	\$137.00	/day	03/20/2014	08/29/2014	30 days maximum; as per timesheet
	Rielly, Deborah	Course Developer	\$137.00	/day	03/20/2014	08/29/2014	30 days maximum; as per timesheet
Workstudy	Student # 100	Workstudy Student	\$1.75	/hr	04/02/2014	06/26/2014	as per timesheet
	Student # 101	Workstudy Student	\$2.35	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 102	Workstudy Student	\$1.75	/hr	03/25/2014	06/26/2014	as per timesheet

8.1 PERSONNEL (CONTINUED)

Substitutes	
Instructional Technology	
Abbass, Joseph	\$8.66/hr
Operations & Maintenance	
Berlin, Aaron	\$8.21/hr
Bennett, Aleisha	\$8.21/hr

It was:

Moved by Donna Blake, seconded by Joel Southwell, 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 8, Nays 0, motion carried.

Mr. Kevin Dix arrived at 6:39 p.m.

INSTRUCTIONAL SUPPORT

- 9.1 Points of Pride – April 30, 2014. (For Information Only)
- 9.2 Grant Writing Newsletter – April 2014. (For Information Only)
- 9.3 Resolution to Approve an Overnight Field Trip – Skills USA.

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby grants approval for Skills USA students to participate in the SKILLS USA State Competition to be held at Syracuse, NY on April 23rd through April 25th, 2014. Students will be staying in Syracuse at a hotel to be assigned by Syracuse Conference Center. Students will be transported via two buses and three vans and chaperoned by James Casamento, John DeSantis, Kathy Finnerty, Lori Giverson, Craig Mahon, Missy Nabinger, Keith (KC) Jones, Lou Anne, Peet, Lisa Prye, Richard Rainville, Margaret Rice, Ines Rovito, and Carolyn Petrocci. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

It was:

Moved by Casey Brouse, seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services hereby grants approval for Skills USA students to participate in the SKILLS USA State Competition to be held at Syracuse, NY on April 23rd through April 25th, 2014. Students will be staying in Syracuse at a hotel to be assigned by Syracuse Conference Center. Students will be transported via two buses and three vans and chaperoned by James Casamento, John DeSantis, Kathy Finnerty, Lori Giverson, Craig Mahon, Missy Nabinger, Keith (KC) Jones, Lou Anne, Peet, Lisa Prye, Richard Rainville, Margaret Rice, Ines Rovito, and Carolyn Petrocci. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

Mr. Shelmidine announced that we had four students place at the competition (2 First Place Finishes, One Second Place Finish and One Third Place Finish).

Vote on the motion: Ayes 9, Nays 0, motion carried.

- 9.4 Resolution to Approve an Overnight Field Trip – NYS FFA Conference.

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby grants approval for FFA students to participate in NYS FFA Conference to be held at Medina, NY on May 8th through May 10th, 2014. Students will be staying at the Quality Inn in Batavia. Students will be transported via a BOCES DOT Inspected van and chaperoned by Instructor, Margaret Rice. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

It was:

Moved by Donna Blake, seconded by Eric Behling, that the Oswego County Board of Cooperative Educational Services hereby grants approval for FFA students to participate in NYS FFA Conference to be held at Medina, NY on May 8th through May 10th, 2014. Students will be staying at the Quality Inn in Batavia. Students will be transported via a BOCES DOT Inspected van and chaperoned by Instructor, Margaret Rice. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

Vote on the motion: Ayes 9, Nays 0, motion carried.

INSTRUCTIONAL SUPPORT (ADDENDUM)

9.4 Resolution to Approve an Overnight Field Trip – Migrant Education.

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby grants approval for a student in the Migrant Outreach Education Program to attend an overnight fieldtrip to be recognized with the Margaret Raley New York State Migrant Student Scholarship at the Albany Marriott Hotel on May 15th through the 16th. Transportation will be provided via a BOCES DOT Inspected vehicle. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

It was:

Moved by Casey Brouse, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services hereby grants approval for a student in the Migrant Outreach Education Program to attend an overnight fieldtrip to be recognized with the Margaret Raley New York State Migrant Student Scholarship at the Albany Marriott Hotel on May 15th through the 16th. Transportation will be provided via a BOCES DOT Inspected vehicle. In the event of an uncertain situation, the District Superintendent will have the discretion to cancel this trip.

Vote on the motion: Ayes 9, Nays 0, motion carried.

10. SUPERINTENDENT'S REPORT

10.1 Resolution to approve the Oswego County School District's Calendar for 2014-15. Please see enclosure.

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby approves the Oswego County School Districts Calendar for 2014-15 as presented.

It was:

Moved by Kevin Dix, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services hereby approves the Oswego County School Districts Calendar for 2014-15 as presented.

Vote on the motion: Ayes 9, Nays 0, motion carried.

Rebranding Update

Ms. Benigno announced that various surveys have been completed to get the perception of BOCES from staff, external students/parents and stakeholders. The Public Relations staff have been reworking ideas for a name and logo and will be presenting to the Board in the near future.

Cayuga Community College

District Superintendent Todd announced that he met with Interim President DeCinque of Cayuga Community College regarding some partnerships with their Fulton Campus. More will be shared with the Board soon. At the very least both organizations will be partnering on a single publication to announce offerings.

CGR – Center for Governmental Research

District Superintendent Todd announced that he and Shane Broadwell traveled to Rochester to meet with Dr. Donald Pryor regarding a regional capacity study. Mr. Todd stated that he has requested a proposal for the study from Dr. Pryor and he knows the cost will be significant, however, he will not ask the component schools for any money. Once the proposal is received he will be looking for funding within the county.

Pulaski Superintendent Search

Mr. Todd announced that a search for a new Superintendent for the Pulaski Central School District is underway with the announcement of Dr. Marshall's retirement and that he is the search consultant. Mr. Todd stated that the deadline for applications for the search is May 30th.

Grace Under Fire – Sharing of Services Conference

Mr. Todd announced that he had recently attended a local conference on the sharing of services between organizations and municipalities. He said he was glad to hear the presenter state that BOCES is a great model for sharing.

11. PRESIDENT'S REPORT

11.1 Second Reading and Approval of Board Policy #5212 – Reimbursement for Approved Expenses.

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts and approves the Second Reading of Board Policy #5212 – Reimbursement for Approved Expenses.

It was:

Moved by Gregory Muench, seconded by Kevin Dix, that the Oswego County Board of Cooperative Educational Services hereby approves the Second Reading and Adoption of Board Policy #5212 – Reimbursement for Approved Expenses.

Vote on the motion: Ayes 9, Nays 0, motion carried.

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11. PRESIDENT'S REPORT (CONTINUED)

- 11.2 First Reading of Board Policy #6470 – Notification of Sex Offenders (Please See Enclosure)
RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts and approves the First Reading of Board Policy #6470 – Notification of Sex Offenders.

It was:

Moved by Donna Blake, seconded by Kevin Dix, that the Oswego County Board of Cooperative Educational Services hereby waives the Second Reading of Board Policy #6470 – Notification of Sex Offenders.

Vote on the motion: Ayes 9, Nays 0, motion carried.

It was:

Moved by Gregory Muench, seconded by Eric Behling, that the Oswego County Board of Cooperative Educational Services hereby adopts Board Policy #6470 – Notification of Sex Offenders.

Vote on the motion: Ayes 9, Nays 0, motion carried.

- 11.3 CNYSBA Annual Meeting – Thursday, May 29, 2014 – The Lodge at Welch Allyn, Skaneateles Falls, NY

Mr. Shelmidine also announced that the CNYSBA Annual Meeting is Thursday, May 29, 2014 – The Lodge at Welch Allyn, Skaneateles Falls, NY and stated that Missy will need to have reservations in by May 22nd. Anyone wishing to attend should notify Missy Allard. Those expressing an interest in attending at the Board Meeting were: Donna Blake, John Shelmidine and Christopher Todd. Others will get back to Missy if they decide to go.

BOARD FORUM/DISCUSSION

Adult Education Advisory Committee

President Shelmidine thanked Paul Gugel for putting together an Adult Education Advisory Committee. The next meeting of the committee will be on June 4th at 9 a.m.

Administrative Budget

President Shelmidine announced that the BOCES Administrative Budget had been approved with a vote of 8-1 and all Board Members had been re-elected.

Multi-Occ Pancake Breakfast

Mr. Shelmidine thanked the Multi-Occ. Class for inviting the Board to their pancake breakfast featuring their home made maple syrup.

SkillsUSA State Competition

Mr. Shelmidine announced that the SkillsUSA students had recently competed at the State Competition held at the New York State Fair Grounds and we had two First Place winners. One of those students will be going on to the National Competition in Kansas City. The other student will not continue on because there is not a National competition in their area.

National Technical Honor Society Inductions

President Shelmidine announced that NTHS Inductions would be held on Tuesday, May 6th at the Mexico High School Auditorium.

Pre-AP Information Meeting

Board Member Dix announced that he had recently attended a Pre-AP Informational meeting that was held and he found it to be very informational. He thanked Lori Kramer for holding the meeting.

Executive Session Motion

It was:

Moved by Joel Southwell, seconded by Eric Behling, that the Oswego County Board of Cooperative Educational Services enter into an Executive Session for the purpose of discussing a personnel matter and the District Superintendent's Employment Contract.

The BOCES Board entered into a second Executive Session at 7:22 p.m. in the Public Justice Classroom in the W-450 Building at Oswego County BOCES. Those in attendance were: Melissa Allard, Donna Blake, Eric Behling, Casey Brouse, Kevin Dix, Matthew Geitner, Gregory Muench, John Shelmidine, Joel Southwell, Christopher Todd and William White.

Vote on the motion: Ayes 9, Nays 0, motion carried.

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Mr. Todd left Executive Session at 7:28 p.m.

Regular Board Meeting reconvened

It was:

Moved by Gregory Muench, seconded by Matthew Geitner, 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 9, Nays 0, motion carried.

The BOCES Board adjourned the Executive Session and reconvened the Regular Board meeting at 7:40 p.m.

Resolution to Approve a Memorandum of Understanding with the Director of Security

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby approves the Memorandum of Understanding with the Director of Security as presented.

It was:

Moved by Kevin Dix, seconded by Donna Blake that the Oswego County Board of Cooperative Educational Services hereby approves the Memorandum of Understanding with the Director of Security as presented.

Vote on the motion: Ayes 9, Nays 0, motion carried.

Resolution to Approve a Salary Increase for the District Superintendent for the 2014-2015 School Year

RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby approves increasing the District Superintendent's salary for a total combined salary of \$159,500 (\$43,499 NYS Portion and \$116,001 BOCES Portion) for the 2014-2015 school year.

It was:

Moved by Joel Southwell, seconded by Casey Brouse that the Oswego County Board of Cooperative Educational Services hereby approves increasing the District Superintendent's salary for a total combined salary of \$159,500 (\$43,499 NYS Portion and \$116,001 BOCES Portion) for the 2014-2015 school year.

Vote on the motion: Ayes 9, Nays 0, motion carried.

MEETING ADJOURNED

It was:

Moved by Gregory Muench, seconded by Matthew Geitner, that the BOCES Board Meeting be adjourned.

Vote on the motion: Ayes 9, Nays 0, motion carried.

The BOCES Board adjourned at 7:54 p.m.

Respectfully Submitted,

Melissa A. Allard
District Clerk