

**MINUTES OF THE OSWEGO COUNTY BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
REGULAR MEETING  
August 21, 2013**

The Regular Meeting of the Oswego County Board of Cooperative Educational Services was held on Wednesday, August 21, 2013 at the SUNY Oswego Phoenix Extension Site in Phoenix, New York.

Mr. John Shelmidine called the meeting to order at 9:05 a.m.

Board Members Present: Casey Brouse  
Kevin Dix  
Matthew Geitner  
Gregory Muench, Vice-President  
John Shelmidine, President  
Joel Southwell

Board Members Absent: Eric Behling  
Donna Blake  
William "Dave" White

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

Officers: Melissa Allard, District Clerk

Attorney: Marc Reitz

Guests: Nate Van Wie

**The Pledge of Allegiance was recited.**

**PUBLIC COMMENTS**

None.

**APPROVAL OF THE MINUTES OF THE JULY 10, 2013 REORGANIZATIONAL & REGULAR BOARD MEETINGS AND JULY 29, 2013 SPECIAL BOARD MEETING**

It was:

Moved by Matthew Geitner, seconded by Kevin Dix, that the Oswego County Board of Cooperative Educational Services approves the minutes of the July 10, 2013 Reorganizational and Regular Board meeting minutes and the July 29, 2013 Special Board Meeting as presented.

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

**FINANCE**

**7. FINANCE**

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

7.2 Financial Reports.

7.21 Treasurer's Report

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

7.3 Internal Claims Auditor Report.

7.4 Bids/Awards & Rejection. Please see enclosures

7.41 RFP – Asbestos Project Monitoring

7.5 Resolution for Disposal of Surplus Equipment – August 9, 2013. 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.

7.6 Resolution to Accept Donation from St. Luke Health Services

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts the donation of two (2) fully electric hospital beds, valued at approximately \$1,900 from St. Luke Health Services for our Adult Education program.

7. **FINANCE (CONTINUED)**

7.7 Resolution to Accept Donation from Supporting Success for Children with Hearing Loss

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts the donation of Interact AS Speech to Text Software, valued at approximately \$815 from Supporting Success for Children with Hearing Loss for our Special Education program.

7.8 Resolution to Authorize Write-Off Account Receivables from Adult Education Students

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services, upon the recommendation of the District Superintendent and the BOCES' external auditor, hereby authorizes that the total sum of \$16,651.75 owed to the BOCES for participation in various BOCES programs, as are specifically noted on the list of debtors with amounts owed and attached hereto as Exhibit "A", be written off the books of the BOCES inasmuch as all reasonable means to collect such debts have been exhausted, including submitting such claims to a collection agency and in some cases having had the debtor file for bankruptcy.

7.9 Resolution to Appoint Copyright Officer

BE IT RESOLVED that further to the Resolution 7.16 Appointment of Copyright Officer, originally adopted at the July 10, 2013 Reorganizational Meeting of the Board, the Oswego County Board of Cooperative Educational Services hereby appoints Tracy Fleming as Copyright Officer, effective August 12, 2013, for the school year in accordance with Board Policy 7231.

It was:

Moved by Gregory Muench, seconded by Joel Southwell, that the Oswego County Board of Cooperative Educational Services approves Section 7.1 through 7.9 of Finance Section of the Board Agenda, effective as indicated.

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

7.10 Resolution to Adopt the Exemption from the Internal Auditor Requirement

WHEREAS a mandate relief measure was enacted in the 2013-14 budget by New York State to exempt school districts from the requirement to maintain an internal audit function; and

WHEREAS Education Law Section 2116-B was amended to include language relative to this exemption; and

WHEREAS the New York State Education Department Office of Educational Management Services provided guidance indicating that BOCES can also partake in this exemption and created a Certification Form for BOCES to use in order to illustrate eligibility, and has also indicated that this exemption applies to the 2012-13 school fiscal year; and

WHEREAS Oswego County BOCES qualifies for this exemption for fiscal year 2012-13 based on completion of this form as prescribed by NYSED;

BE IT RESOLVED that the Oswego County BOCES shall adopt the mandate relief measure enacted in the 2013-14 State Budget and not conduct an internal audit for the 2012-13 school year. An internal audit will be conducted for the 2014-15 school year and no less frequently than every three years thereafter.

It was:

Moved by Gregory Muench, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves Section 7.10 of Finance Section of the Board Agenda, effective as indicated.

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

7.11 2012-2013 Surplus and Reserves Analysis

Mr. Michael Sheperd discussed the 2012-13 Surplus and Reserves Analysis with those present.

7. **FINANCE (CONTINUED)**

Resolution to Approve Funding of Retirement Contribution Reserve Funding:

WHEREAS the Oswego County Board of Cooperative Educational Services has established a Retirement Contribution Reserve Fund ("RCRF") in accordance with General Municipal Law section 6-r; and

WHEREAS the RCRF may be funded with amounts designated from budgetary appropriations and/or program surpluses remaining in the General Fund at the end of each fiscal year; and

WHEREAS the Board passed a resolution at their June 19, 2013 meeting establishing intent to contribute additional funds to this reserve in 2012-13;

BE IT RESOLVED that effective for the 2012-13 fiscal year, the Oswego County Board of Cooperative Educational Services hereby authorizes the transfer of available unspent appropriations from other codes within each program budget to the necessary .802 object codes within those programs, or the increase of the .802 object codes as necessary to fund an aggregate total contribution to the RCRF in the amount of \$100,000. The amounts charged to each program will represent the prorated share of this total where appropriate based on the percent of year-end actual NYSERS expenditures in each program and the proceeds shall be used as needed for the purpose of financing NYSERS contributions.

It was:

Moved by Matthew Geitner, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services hereby authorizes the transfer of available unspent appropriations from other codes within each program budget to the necessary .802 object codes within those programs, or the increase of the .802 object codes as necessary to fund an aggregate total contribution to the RCRF in the amount of \$100,000. The amounts charged to each program will represent the prorated share of this total where appropriate based on the percent of year-end actual NYSERS expenditures in each program and the proceeds shall be used as needed for the purpose of financing NYSERS contributions effective for the 2012-13 fiscal year.

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

Resolution to Approve Funding of Career Education Instructional Equipment Reserve Funding

WHEREAS the Oswego County Board of Cooperative Educational Services passed a resolution at their December 19, 2012 meeting to establish a Career and Technical Education (CTE) Instructional Equipment Reserve Fund in accordance with Education Law Section 1950 (4)(ee) and Section 170.3 (K) of the Regulations of the Commissioner of Education; pending majority approval of the component Boards; and

WHEREAS the fund was unanimously approved by all component districts during winter and spring 2013; and

WHEREAS the CTE Instructional Equipment Reserve may be funded by budgetary expense from the Career & Technical Education budget; and

WHEREAS the Board passed a resolution at their June 19, 2013 meeting establishing the intent to contribute additional funds to this reserve in 2012-13; and

WHEREAS at their August 14, 2013 meeting, the Chief School Officers reviewed the status of projected CTE surpluses and overall status of reserves, and recommended the CTE Instructional Equipment Reserve be funded in the amount of \$150,000 for the 2012-2013 school year;

BE IT RESOLVED that effective for the 2012-2013 fiscal year, the Oswego County Board of Cooperative Educational Services hereby authorizes the transfer of available unspent appropriations from other CTE budget codes to the 101-3010-200 code or the increase of the 101-3010-200 code as necessary to fund an aggregate total contribution to the CTE Instructional Equipment Reserve Fund in the amount of \$150,000.

It was:

Moved by Gregory Muench, seconded by Joel Southwell, that the Oswego County Board of Cooperative Educational Services hereby authorizes the transfer of available unspent appropriations from other CTE budget codes to the 101-3010-200 code or the increase of the 101-3010-200 code as necessary to fund an aggregate total contribution to the CTE Instructional Equipment Reserve Fund in the amount of \$150,000. effective for the 2012-13 fiscal year.

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

**Adult Education**

Mr. Sheperd shared with the Board of Education that Adult Education had a good year and ended the year with a surplus. District Superintendent Todd expressed that the Adult Ed. Program is doing well due to the hard work and leadership of Paul Gugel and his staff. Mark LaFountain stated that Paul Gugel asked his to share his thank you to the Board of Education for their support of the program.

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**CTE Program**

The Board discussed the interest in having an all-day CTE Program and visiting Sullivan County BOCES. Mr. Todd said that some Board Members expressed an interest in visiting the Sullivan County BOCES, but he feels that Principals and counselors from the component districts should be attending as well. The Board also discussed issues with programming including juniors and seniors in programs throughout the day. There was discussion to change it and require that juniors and seniors come at different times of the day as previously occurred at Oswego County BOCES. There was also a discussion to allow 9<sup>th</sup> and 10<sup>th</sup> graders to attend BOCES.

Mr. Todd also mentioned that some of the component districts are putting a cap on the number of students that can attend BOCES programs due to budgetary reasons.

**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.

<b>Excessed</b>						
<b>Name</b>	<b>Program</b>	<b>Position</b>	<b>Effective Date</b>			
Grey, Barbie Jo	Career & Technical Education	Teaching Assistant	6/30/2013			
Anderson, Jessica	Special Education	Teaching Assistant	6/30/2013			
Bissell, Alexandra	Special Education	Teaching Assistant	6/30/2013			
Bonner, Kathryn	Special Education	Teaching Assistant	6/30/2013			
Costello, Kathryn	Special Education	Teaching Assistant	6/30/2013			
Latak, Tracy	Special Education	Teaching Assistant	6/30/2013			
Lautensack, Cheryl	Special Education	Teaching Assistant	6/30/2013			
Macro, Stephanie	Special Education	Teaching Assistant	6/30/2013			
Trout, Nikki	Special Education	Teaching Assistant	6/30/2013			
<b>Leave of Absence</b>						
<b>Name</b>	<b>Program</b>	<b>Position</b>	<b>Effective Date</b>			
Nearbin, Christine	Special Education	Teaching Assistant	1/2/2014 - 1/24/2014			
<b>Position Terminated</b>						
<b>Name</b>	<b>Program</b>	<b>Position</b>	<b>Effective Date</b>			
Wah, EhKhu	Migrant Education	Migrant Interpreter	7/31/2013			
<b>Resignations</b>						
<b>Name</b>	<b>Program</b>	<b>Position</b>	<b>Effective Date</b>			
Barry, Andrea	APPS	Teen Health Issues Educator	7/15/2013			
Clapp, Kevin	Instructional Technology	Director of Technology	8/12/2013			
Jackson, Linda	Migrant Education	In Home/School Tutor	9/1/2013			
Adams, Joseph	Summer School 2013	Driver Education Teacher	NEVER STARTED			
Chillufo, Frederick	Summer School 2013	Teacher	NEVER STARTED			
Guild, Jason	Summer School 2013	Teacher	NEVER STARTED			
Kreis, Caitlin	Summer School 2013	Teacher	NEVER STARTED			
Parish, Scott	Summer School 2013	Teacher	NEVER STARTED			
Petrie, Bill	Summer School 2013	Teacher	NEVER STARTED			
Sweeney, Heidi	Summer School 2013	Teacher	NEVER STARTED			
Nelson, Christopher	VAP Grant	Project Director	7/3/2013			
Rombel, Megan	VAP Grant	Consultant Teacher	NEVER STARTED			
<b>Retirements</b>						
<b>Name</b>	<b>Program</b>	<b>Position</b>	<b>Effective Date</b>			
Dreher, Eileen	Business Office	Senior Account Clerk	11/30/2013			
Coe, Sandra	Special Education	Teaching Assistant	8/30/2013			
Osborne, Wendy	Special Education	Teaching Assistant	10/5/2013			
Sikes, Charlaine	Special Education	Teaching Assistant	8/30/2013			
<b>Appointments</b>						
<b>Program</b>	<b>Name</b>	<b>Position</b>	<b>Salary</b>	<b>Eff. Date</b>	<b>End Date</b>	<b>Comments</b>
Adult Education	Graham, Nina	GED Proctor	\$15.00 /hr	07/01/2013	06/30/2014	as per timesheet
	Proietti, Cynthia	GED Clerk	\$20.00 /hr	08/21/2013	06/30/2014	as per timesheet; not to exceed 125 hrs
	Santa Barbara, Kathy	GED Examiner	\$25.00 /hr	07/01/2013	06/30/2014	as per timesheet

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Business Office	Bliss, Bobbi	Printer's Assistant	\$13.14	/hr	07/30/2013	06/30/2014	as per timesheet
	Inman, Alyson	School Purchasing Officer	\$55,000	/yr	09/20/2013		
Career & Technical Education	Gravelle, Ralph	Curriculum Development	\$164.00	/day	07/01/2013	08/31/2013	20 days
	Jay, Dustin	Student Helper	\$7.25	/hr	07/09/2013	08/30/2013	as per timesheet
	Nesbitt, Dianna	Curriculum Development	\$164.00	/day	07/01/2013	08/31/2013	add'l 5 days
	Wright, Kimberly	Curriculum Development	\$164.00	/day	07/01/2013	08/31/2013	add'l 5 days
District Office	LaGrou, Gary	CPR/AED, First Aid Instructor	\$150.00	/class	07/01/2013	06/30/2014	as per timesheet
	LaGrou, Gary	Coaching Instructor	\$27.05	/hr	07/01/2013	06/30/2014	as per timesheet
	Manion, John	Coaching Instructor	\$27.05	/hr	07/01/2013	06/30/2014	as per timesheet
	Manion, John	CPR/AED, First Aid Instructor	\$150.00	/class	07/01/2013	06/30/2014	as per timesheet
Instructional Support Services	Allard, Melissa	GCNY Ed Consortium Secretary	\$3,250	/stipend	07/01/2013	06/30/2014	
	Ascenzi, Dante	Coordinator of OCAY League	\$2,500	/stipend	09/01/2013	06/30/2014	as per timesheet
	Aull-Klaben, Brenda	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Benedict, Liane	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Corcoran, Dana	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Coughlin, William	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Covert, Frederick	Workshop Presenter	\$36.00	/hr	07/01/2013	06/30/2014	as per timesheet
	DeMar, Mary Ann	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Dunham, Curtis	Workshop Facilitator	\$20.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Dunham, Elizabeth	Workshop Facilitator	\$16.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Fenton, Maria	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Flood, Elaine	School Library System Consultant	\$21.98	/hr	07/01/2013	06/30/2014	as per timesheet; not to exceed \$19,936
	Flood, Elaine	Technology Support	\$21.98	/hr	07/01/2013	06/30/2014	as per timesheet; not to exceed 420 hours
	Fox, Stephen	Workshop Presenter	\$36.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Halsey, Justin	Workshop Presenter	\$36.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Kovalchik, Brian	Workshop Presenter	\$35.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Kovarik, Marilyn	Staff Development Specialist	\$500	/day	07/01/2013	06/30/2014	as per timesheet
	Lanious, Eric	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Lathrop, Katherine	Workshop Facilitator	\$20.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Mason, William	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	McCullough, Sandra	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Mihalek, Kathryn	GCNY Ed Consortium Secretary	\$3,500	/stipend	07/01/2013	06/30/2014	
	Nelson, Peri	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Parsnow, Susan	Workshop Facilitator	\$20.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Pilawa, Kayley	OCAY League Coach	\$1,000	/Stipend	09/01/2013	06/30/2014	as per timesheet

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Instructional Support Services	Recchio-Demmin, Barbara	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Rich-Walters, Jennifer	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Ryan, Susan	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Ryder, Laura	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Schlegel, Lisa	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Sorbello, Elizabeth	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Tiedemann, Mary	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Upcraft, Karen	Workshop Facilitator	\$20.00	/hr	09/01/2013	06/30/2014	as per timesheet
	Urlacher, Caitlin	OCAY League Coach	\$1,000	/stipend	09/01/2013	06/30/2014	as per timesheet
	Walsh, Christine	Workshop Presenter	\$828.00	/total	07/01/2013	06/30/2014	as per timesheet
	Walsh, Christine	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Ward, Krystal	Workshop Presenter	\$35.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Wheeler, Ashley	Workshop Presenter	\$35.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Wilde, Jill	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Wills, Robert	Workshop Presenter	\$36.00	/hr	07/01/2013	06/30/2014	as per timesheet
	Yudin, Marla	Workshop Presenter	\$50.00	/hr	07/01/2013	06/30/2014	as per timesheet
Instructional Technology	Fleming, Tracy	Interim Executive Director of Technology & Data	\$84,160	/yr	08/12/2013	08/12/2014	to be prorated from 8/12/2013
Migrant Education	Wheeler, Ashley	Migrant Tutor	\$11.44	/hr	07/22/2013	06/30/2014	0-19 hrs/wk as per timesheet
Operations & Maintenance	Harten, Rebecca	Custodial Worker	\$13.52	/hr	08/16/2013	08/16/2014	to be prorated from 8/16/2013
	Reitz, Christine	Senior Typist (50%)	\$14.65	/hr	08/01/2013	08/01/2014	to be prorated from 8/1/2013
	Woolson, MaCory	Maintenance Mechanic 1	\$18.14	/hr	08/16/2013		
Special Education	Abbott, Sharon	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Allen, Debra	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Berthod, Patricia	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Boyer, Marcella	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Buccina, Joyce	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Callard, Mary	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Castellani, Kathryn	Curriculum Development	\$164.00	/day	07/01/2013	08/30/2013	increased to 6 days
	Clyne, Marilyn	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Collins, Tiffany	Senior Typist	\$14.65	/hr	09/11/2013	09/11/2014	to be prorated from 9/11/2013
	D'Innocenzo, Elizabeth	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Elgablawy, Michelle	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Eseltine, Susan	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet
	Frawley, Theresa	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Frigon, Barbara	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	
	Friot, Karen	School Nurse/RN	\$43,290	/yr	09/01/2013		to be adjusted according to negotiated contract
	Gilbo, Julia	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet
	Hebert, Linda	Curriculum Development	\$164.00	/day	07/01/2013	08/30/2013	increased to 6 days
	House, Barbara	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Howe, Jennifer	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Jock, Alice	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet
	Kesler, Peter	Job Coach	\$10.61	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Kress, Patricia	Job Coach	\$11.14	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Loomis, Michelle	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Neuenhoff, Lydia	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Parsons, Darleen	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Pehta, Eric	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Richards, Theresa	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet
	Sereno, Charlotte	Job Coach	\$9.82	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Settle, Jacquelyn	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Seymour, Tamara	Curriculum Development	\$164.00	/day	07/01/2013	08/30/2013	increased to 11 days
	Squires, Halie	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk. as per timesheet
	Stenson, Georgia	Job Coach	\$9.55	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Stewart, Elizabeth	Occupational Therapist	\$57,578	/yr	09/01/2013	06/30/2014	reduced and prorated to 30% from 9/1/2013; to be adjusted according to negotiated contract
	Thompson, Beth	Curriculum Development	\$164.00	/day	07/01/2013	08/30/2013	increased to 11 days
	Turtura, Stacey	School Counselor	\$57,582	/yr	09/01/2013		increased to 100% eff. 9/1/2013; to be adjusted according to negotiated contract
	Wells, Brenda	Job Coach	\$9.48	/hr	09/01/2013	06/30/2014	0-25 hrs/wk as per timesheet
Special Education Summer School	Brodeur, Kelly	Teacher Aide	\$77.29	/day	07/08/2013	08/16/2013	29 days
	Caster, Kelly	Teacher	\$259.34	/day	07/22/2013	08/16/2013	
	Pratt, Melissa	Teacher	\$264.44	/day	07/08/2013	08/16/2013	increased to 11 days; to be adjusted according to negotiated contract

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Special Education Summer School	Pratt, Melissa	Teaching Assistant	\$91.40	/day	07/03/2013	08/16/2013	reduced to 20 days; to be adjusted according to negotiated contract
	Wells, Teri	Teaching Assistant/Int.	\$109.50	/day	07/03/2013	08/16/2013	31 days
Summer School 2013	Bentley, Nathaniel	AIS Science Teacher	\$681.82	/session	07/29/2013	08/12/2013	10 days
Summer School 2013	Bentley, Nathaniel	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Bentley, Nathaniel	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Brancato, Patricia	School Nurse/RN	\$28.25	/hr	07/13/2013	08/14/2013	2 days as per timesheet
	Brown, Amanda	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Brown, Linda	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Brown, Linda	Teaching Assistant	\$14.00	/hr	07/01/2013	07/07/2013	up to 25 hours total
	Brown, Michael	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Brown, Michael	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Buda, A. John	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Buda, A. John	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Chamberlain, Amanda	English Teacher	\$1,450	/session	07/09/2013	08/12/2013	contingent upon enrollment
	Chamberlain, Amanda	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Chamberlain, Amanda	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	DeLorenzo, Joshua	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	DeLorenzo, Joshua	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	DiSanto, Paula	English Teacher	\$1,450	/session	07/08/2013	08/12/2013	contingent upon enrollment
	Edick, Cynthia	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Fahnestock, Jordan	AIS Social Studies Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Fahnestock, Jordan	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Fox, Karen	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Guild, Jason	AIS Science Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Harmon, Sandra	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Harmon, Sandra	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Hawn, Melanie	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Hawn, Melanie	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Heath, Matthew	AIS Social Studies Teacher	\$681.82	/session	07/29/2013	08/12/2013	10 days
	Heath, Matthew	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Hess, Heather	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Hess, Heather	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Honors, Tommy	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Houck, Lorraine	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Houck, Lorraine	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	James, Todd	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	James, Todd	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Johst, Michael	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Johst, Michael	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Kelsey, Patricia	AIS English Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Kelsey, Patricia	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Knoop-Kocher, Michele	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Koproski, Eric	AIS Social Studies Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Koproski, Eric	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Koproski, Eric	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Kowanes, Frederick	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days



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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Kowanes, Frederick	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	LaMacchia, James	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Lesinski, Mark	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Lesinski, Mark	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	LeVeae, Margaret	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Lichorat, Alex	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Lyons, Derek	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	McGowan, Katherine	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	McGowan, Katherine	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Mills, Katherine	AIS Social Studies Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Muench, Paul	AIS Social Studies Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Muench, Paul	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Muench, Paul	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Nugent, Kelly	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Oustrich, Beth	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Perry, Michael	AIS Math Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Perry, Michael	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Perry, Michael	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Perry, Stephen	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Perry, Stephen	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Petrie, Bill	AIS Math Teacher	\$727.27	/session	07/29/2013	08/12/2013	10 days
	Petrie, Bill	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Petrie, Bill	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Phillips, Lindsay	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Phillips, Lindsay	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Primrose, Jason	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
Summer School 2013	Primrose, Jason	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Regan, Deborah	PLATO Teacher	\$28.02	/hr	07/01/2013	07/07/2013	up to 30 hours total
	Regan, Deborah	PLATO Teacher	\$28.02	/hr	08/13/2013	08/14/2013	as per timesheet
	Schultzie, Lisa	AIS Math Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Severance, Shanna	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Severance, Shanna	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Sixberry, Audra	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Spereno, Lisa	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Spereno, Lisa	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Sweeney, Heidi	AIS Science Teacher	\$659.09	/session	07/29/2013	08/12/2013	10 days
	Trionfero, Jeanne	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Whitney, Chad	Grading Regents	\$10.00	/test	08/15/2013	08/16/2013	2 days
	Whitney, Chad	Regents Proctoring	\$65.00	/test	08/13/2013	08/14/2013	2 days
	Woodridge, Kristina	Secretary	\$12.82	/hr	07/01/2013	08/16/2013	as per timesheet
VAP Grant	Abbott, Elizabeth	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Calaman, Keith	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Carpenter, Penny	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Cesari, Lindsay	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Child-Dauphin, Susan	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Higgins, Jennie	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Kingsbury, Sally	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Kramer, Lori	E-Learning Specialist	\$70,000	/yr	07/01/2013	06/30/2014	increased to 100% eff. 7/1/13
	Miller, Sunshine	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Nichols, Linda	VAP Grant Project Director	\$326.92	/day	07/03/2013	06/30/2014	
	Orlando, Tonette	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Pope, Stacey	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Potter, Amy	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to maximum of 20 days as per timesheet
	Potter, Amy	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
	Terroni, Shirley	Consultant Teacher	\$100.00	/day	07/01/2013	08/30/2013	up to 10 add'l days as per timesheet
Workstudy	Student # 24	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 25	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 26	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 27	Workstudy Student	\$2.35	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 28	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 29	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 30	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 31	Workstudy Student	\$2.35	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 32	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 33	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 34	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 35	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 36	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 37	Workstudy Student	\$2.35	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 38	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 39	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 40	Workstudy Student	\$1.75	/hr	07/08/2013	08/16/2013	as per timesheet
	Student # 41	Workstudy Student	\$2.35	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 42	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 43	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet

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**PERSONNEL (CONTINUED)**

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
	Student # 44	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 45	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
Substitutes							
Operations & Maintenance							
Bonner, Christopher			\$8.21/hr (rate pending board approval)				
Perkins, Alaina			\$8.21/hr (rate pending board approval)				
Special Education							
Bissell, Alexandra			\$9.48/hr				
Clafin, Courtney			\$8.94/hr; \$70.36/day				
Collins, Tiffany			\$8.56/hr				
Frigon, Barbara			\$8.94/hr; \$70.36/day				
Scheppard, Edward			\$8.94/hr; \$70.36/day				
Summer School 2013							
Bayne, Kelly			\$8.94/hr; \$81.18/day				
Bock, Matthew			\$81.18/day				
Caroccio, Shawn			\$8.94/hr; \$81.18/day				
Lichorat, Alex			\$81.18/day				
Petrie, Bill			\$81.18/day				
Severance, Shanna			\$81.18/day				
Woodridge, Kristina			\$70.36/day				

8.2 Resolution to Approve Standard Work Day and Reporting Resolution

BE IT RESOLVED, that the Oswego BOCES hereby establishes the following as standard work days for elected and appointed officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

Title	Name	Social Security Number  (Last 4 digits)	Registration Number	Standard Work Day (Hrs/day)	Term Begins/ Ends	Participates in Employer's Time Keeping System  (Y/N)	Days/Month (based on Record of Activities)
<b>Appointed Officials</b>							
District Clerk	Melissa Allard	5126	36321792	8 am – 4 pm plus attendance at Board meetings at night	July 1 – June 30	Y	N/A
Deputy Treasurer	Eileen Dreher	0373	39576087	8 am – 4 pm	July 1 – June 30	Y	N/A
Alternate Internal Claims Auditor	Mary Soble	8813	38905147	8 am – 4 pm	July 1 – June 30	Y	N/A
Internal Claims Auditor	Lisa Spencer	3798	37553195	8 am – 4 pm	July 1 – June 30	Y	N/A
Treasurer	Kelly Wood	1331	41036286	8 am – 4 pm	July 1 – June 30	Y	N/A
District Clerk	Melissa Allard	5126	36321792	8 am – 4 pm plus attendance at Board meetings at night	July 1 – June 30	Y	N/A

It was:

Moved by Kevin Dix, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves Section 8.1 and 8.2 of the Personnel Section of the Board Agenda, effective as indicated.

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

**ACADEMIC INITIATIVES**

No Report.

**SUPERINTENDENT'S REPORT**

- 10.1 Resolution to approve Revisions to the Comprehensive Emergency Management Plan (CEMP).  
RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby approves the revisions to the Comprehensive Emergency Management Plan for the Oswego County BOCES dated October 2013.

It was:

Moved by Kevin Dix, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services hereby approves the revisions to the Comprehensive Emergency Management Plan for the Oswego County BOCES dated October 2013.

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

- 10.2 Resolution to Allow the District Superintendent to Approve Change Orders  
RESOLVED that the District Superintendent of Schools is hereby authorized to approve change orders, for each of the separate prime contractors, in an amount not to exceed \$25,000 for any single change order; change orders for any amount in excess of \$25,000 per prime contractor must be approved by the BOCES Board.

It was:

Moved by Joel Southwell, seconded by Casey Brouse, that the District Superintendent of Schools is hereby authorized to approve change orders, for each of the separate prime contractors, in an amount not to exceed \$25,000 for any single change order; change orders for any amount in excess of \$25,000 per prime contractor must be approved by the BOCES Board.

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

**PRESIDENT'S REPORT**

2013-14 Board Goals Discussion

Those present discussed the process of establishing goals for the 2013-14 school year. After a lengthy discussion it was decided that the District Superintendent and Assistant Superintendents will draft up action steps to continue last year's goals to align with the mission and core values. A timeline will be created for the Board to review the progress of the goals and action steps.

Board Self-Evaluation & District Superintendent's Evaluation Discussion

The Board discussed having an outside organization come in to do a workshop with the Board to create a tool for the Board to do a Self-Evaluation and an instrument to evaluate the District Superintendent. Chris will contact Jessica Cohen and Alan Pole to see what they would charge to do these two things.

The Board discussed holding the last Wednesday of every month for a Board Workshop should there be a necessity for one. Missy Allard will send out meeting notices to hold the dates.

Discussion Regarding Policy Committee Meeting Dates

Discussion took place regarding the Policy Committee (Matt Geitner, Gregory Muench, Christopher Todd and Melissa Allard). The date of September 18, 2013 at 5:00 p.m. in W-450 was set to begin discussions on how to handle policy changes in the future.

**EXECUTIVE SESSION MOTION**

It was:

Moved by Matthew Geitner, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services enter into an Executive Session to discuss negotiations.

The BOCES Board entered into a second Executive Session at 2:38 p.m. in Room 114 of SUNY Oswego Phoenix Extension Site. Those in attendance were: Melissa Allard, Roseann Bayne, Casey Brouse, Kevin Dix, Matthew Geitner, Mark LaFountain, Gregory Muench, John Shelmidine, Michael Sheperd, Joel Southwell, and Christopher Todd.

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

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**Regular Board Meeting reconvened**

It was:

Moved by Matthew Geitner, seconded by Joel Southwell, 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 2:53 p.m.

**Meeting Adjourned**

It was:

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

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

The BOCES Board adjourned at 2:58 p.m.

Respectfully Submitted,

Melissa A. Allard  
District Clerk