

**MINUTES OF THE OSWEGO COUNTY BOARD OF COOPERATIVE EDUCATIONAL SERVICES
REGULAR MEETING
November 20, 2013**

The Regular Meeting of the Oswego County Board of Cooperative Educational Services was held on Wednesday, November 20, 2013 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:	Donna Blake Casey Brouse Eric Behling Matthew Geitner Gregory Muench, Vice-President John Shelmidine, President Joel Southwell William "Dave" White
Board Members Absent:	Kevin Dix
Central Administration:	Christopher J. Todd, District Superintendent Roseanne Bayne Mark LaFountain Michael Sheperd
Other BOCES Staff:	Marla Berlin Ron Camp Tracy Fleming James Huber Alyson Inman Wayne Wideman
Officers:	Melissa Allard, District Clerk Kelly Wood, Treasurer
Attorney:	Marc Reitz
Guests:	Cameron Teachout, C&S Companies Nate Van Wie, C&S Companies

The Pledge of Allegiance was recited.

FACILITIES REPORT

Mr. Nate Van Wie introduced Cameron Teachout from C&S Companies and stated that he will be joining Nate in managing the BOCES construction project on the BOCES campus. Mr. Van Wie shared with the Board of Education a monthly facility report dated November 2013, which included the following sections: Summary of Key Activities, Owner Required Actions, Project Summary, Project Schedule, Project Financials, Progress Photos, Attachments, Project Financial Log – November 2013 and Project Schedule. Nate shared that the project pace had slowed due to the early discover of additional asbestos, but is starting to pick back up as the project transitions from demolition into put-backs.

PUBLIC COMMENTS

None.

APPROVAL OF THE MINUTES OF THE OCTOBER 16, 2013 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 October 16, 2013 Regular Board Meeting as presented.

Vote on the motion: Ayes 8, Nays 0, motion carried.

7. FINANCE

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

7.2 Financial Reports.

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.

7. FINANCE – (CONTINUED)

7.4 Resolution for Disposal of Surplus Equipment – November 4, 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.

7.5 Resolution to Accept the Single Audit Report. Please see enclosure.
BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services hereby accepts the Single Audit Report submitted by Raymond F. Wager, CPA, P.C. for the year ended June 30, 2013.

7.6 Resolution to Accept the Extraclassroom Activity Funds Financial Report and the Administrative Responses/Action Plan. Please see enclosure.
BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby accepts the Extraclassroom Activity Funds Financial Report submitted by Raymond F. Wager, CPA, P.C. for the year ended June 30, 2013 and the Administrative Responses/Action Plan.

7.7 Resolution to Amend Stipend for Treasurer of Student Fund Accounts. Please see enclosure.
WHEREAS at their July 10, 2013 Reorganizational Meeting, the Board passed a resolution authorizing the appointment of Vickie Rowe as Treasurer of Student Fund Accounts at a stipend of \$1,200 to be adjusted according to the negotiated contractual increase for the Support Staff bargaining unit, for the 2013-14 school year, and

WHEREAS the Assistant Superintendent for Human Resources has indicated that the correct stipend amount for this position is \$1,275,

BE IT RESOLVED that the resolution 8.15 be amended to reflect the appointment of Vickie Rowe as Treasurer of Student Fund Accounts at a stipend of \$1,275 to be adjusted according to the negotiated contractual increase for the Support Staff bargaining unit, for the 2013-14 school year.

It was:

Moved by Gregory Muench, seconded by Matthew Geitner, that the Oswego County Board of Cooperative Educational Services approves Section 7.1 through 7.7 of the Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 8, Nays 0, motion carried.

7.8 Resolution to Amend Energy Performance Contract. Please See Enclosure
WHEREAS at their July 2, 2012 meeting the Board passed a resolution to accept the energy performance contract proposal and to authorize moving forward with the Energy Performance Contract, and

WHEREAS following attorney review, the Energy Performance Contract document was executed by the BOCES Board President on August 3, 2012, and

WHEREAS the scope and details of the Energy Performance Contract included construction of a Wind Turbine, which was subsequently removed from the scope as per directive given by the Board at their meeting on March 20, 2013, and

WHEREAS it is necessary to amend the original Energy Performance Contract agreement and associated estimates and calculations reflective of updates and adjustments including the elimination of the Wind Turbine and other minor adjustments,

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services approves Performance Contract Amendment #1 between Johnson Controls, Inc. and Oswego County BOCES in the amount of \$2,023,910 as presented.

7.9 Resolution to Establish Budget for Wind Turbine Project. Please see enclosure.
WHEREAS, the Oswego County BOCES received a fifty percent (50%) matching grant award in the Spring 2010 for purposes of pursuing construction of a Wind Turbine; and

WHEREAS, the Wind Turbine Project was overbid, not able to be pursued as a separate project, and ultimately abandoned by Board decision in March 2013; and

WHEREAS, preliminary project expenses had been incurred in pursuit of the project; and

WHEREAS, the scope of the current renovation project includes "site improvements" and "other incidental improvements and expenses in connection herewith", which in part was intended to include green and alternative power initiatives where possible, and

WHEREAS, the Wind Turbine was intended to be one such alternative power pursuits; now therefore

BE IT RESOLVED by the Board of Cooperative Services of the Sole Supervisory District of Oswego County, New York (the "Board" or "BOCES") as follows:

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The Board hereby authorizes and approves the appropriation of expenses in the amount of \$36,261.31 to the BOCES renovation project voter approved on February 28, 2011, for purposes of funding such expenses as part of this project.

7. FINANCE – (CONTINUED)

It was:

Moved by Eric Behling, seconded by Joel Southwell, that the Oswego County Board of Cooperative Educational Services approves Section 7.8 through 7.9 of the Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 8, Nays 0, motion carried.

7.10 (a) Resolution to Grant Easement to National Grid for Electrical Service Upgrade.

BE IT RESOLVED that, pursuant to Section 405 of the Education Law, an easement (a copy of which shall be included within the official minutes) in the form and location submitted by National Grid as a necessary component to the current Capital Project, is hereby authorized, and the President of the Board of Cooperative Educational Services is hereby authorized to execute such agreement on behalf of the BOCES.

7.10 (b) Resolution to Approve a Change Order

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby approves a Change Order to install a metal wall in the shop areas where it was originally sheet rock at a cost of \$63,118.

It was:

Moved by Donna Blake, seconded by Gregory Muench, that the Oswego County Board of Cooperative Educational Services approves Section 7.10 (a) and 7.10 (b) of the Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 8, Nays 0, motion carried.

7.11 Resolution to Appoint HIPAA Compliance Officer.

BE IT RESOLVED, that the Oswego County Board of Cooperative Educational Services hereby appoints Mark LaFountain as HIPAA Compliance Officer for the 2013-2014 school year.

It was:

Moved by Donna Blake, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services approves Section 7.11 of the Finance Section of the Board Agenda, effective as indicated.

Vote on the motion: Ayes 8, Nays 0, motion carried.

7.12 Audit Committee Meeting Minutes.(For Information Only).

7.13 2014-15 Budget Development Follow-up Discussion-Goals and Parameters.

Mr. Michael Sheperd shared with the Board of Education a copy of a budget document outlining budget structure information for the General Fund and Federal Fund and discussed various factors that affect the budgets.

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			
MacDougall, Kristy	Exceptional Education	Teaching Assistant	10/4/2013 - 11/22/2013			
Resignation						
Name	Program	Position	Effective Date			
Eichholtz, Debra	Safety & Risk Management	Safety Coordinator	11/11/2013			
Termination						
Name	Program	Position	Effective Date			
Poor, Daniel	Instructional Technology	AV Specialist (80%)	12/2/2013			
Appointments						
Program	Name	Position	Salary	Eff. Date	End Date	Comments
Adult Education	Ruggio, Paul	HVAC Instructor	\$20.81 /hr	11/14/2013	06/30/2014	0-19 hrs/wk as per timesheet

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Business Office	Bliss, Bobbi	Printer's Assistant	\$13.14	/hr	11/14/2013		
Crossroads	Smegelsky, Joann	School Counselor	\$58,439.00	/yr	10/14/2013		inc to 100% eff. 10/14/13

8.1 PERSONNEL

Appointments							
Program	Name	Position	Salary		Eff. Date	End Date	Comments
Exceptional Education	Costello, Kathryn	Teaching Assistant	\$19,274.00	/yr	11/18/2013		recalled from pref list; prorated from 11/18/13
	Furlong, Tammy	Home Tutor	\$15.00	/hr	10/16/2013	06/30/2014	0-10 hrs/wk as per timesheet
	Furlong, Tammy	Teaching Assistant (50%)	\$21,327.00	/yr	10/28/2013	06/30/2014	prorated to 50% eff. 10/28/13
	Rowe, Vickie	Treasurer of Student Fund Accounts	\$1,275.00	/stipend	07/01/2013	06/30/2014	
	Shanty-Morely, Susan	Ass't. Treasurer of Student Fund Accounts	\$510.00	/stipend	11/13/2013	06/30/2014	prorated from 11/13/13
	Somers, Kerry	Teaching Assistant (50%)	\$22,804.00	/yr	11/18/2013	06/30/2014	prorated to 50% eff. 11/18/13
Migrant Education	Espinosa, Fernando	Migrant Tutor	\$17.00	/hr	10/07/2013	06/30/2014	0-25 hrs/wk as per timesheet
	Jackson, Linda	Migrant Tutor	\$14.13	/hr	10/14/2013	06/30/2014	0-19 hrs/wk as per timesheet
Safety & Risk Management	Cerio, Patricia	Safety Coordinator	\$64,000.00	/yr	12/04/2013		to be prorated from 12/4/13
Workstudy	Student # 89	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 90	Workstudy Student	\$1.75	/hr	09/16/2013	06/26/2014	as per timesheet
	Student # 91	Workstudy Student	\$1.75	/hr	09/16/2013	06/26/2014	as per timesheet
	Student # 92	Workstudy Student	\$2.35	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 93	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 94	Workstudy Student	\$1.75	/hr	09/04/2013	06/26/2014	as per timesheet
	Student # 95	Workstudy Student	\$1.75	/hr	10/11/2013	06/26/2014	as per timesheet
	Student # 96	Workstudy Student	\$1.75	/hr	09/16/2013	06/26/2014	as per timesheet
	Student # 97	Workstudy Student	\$2.35	/hr	11/12/2013	06/26/2014	as per timesheet
Substitutes							
Arts-In-Education/Instructional Support Services							
Phillips, Mary Ann			\$11.06/hr				
Exceptional Education							
Berlin, Mark			\$70.36/day				
Hould, Collin			\$81.18/day				
Louer, Jacqueline			\$8.94/hr; \$70.36/day				
Mason, Julie			\$8.56/hr; \$8.94/hr; \$70.36/day				
Richards, Theresa			\$8.94/hr; \$70.36/day				
Strauss, Joshua			\$8.94/hr; \$70.36/day				
Woolson, Teresa			\$8.94/hr; \$70.36/day				

8.2 Resolution to Increase the Substitute Rate for School Nurses.

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services increases the hourly rate for substitute school nurses to \$15.10 effective 11/21/13. Substitute nurses that have retired from Oswego County BOCES will be paid their per diem rate at the time of retirement up to a maximum of \$281.43 per day.

PERSONNEL

8.3 Resolution to Adopt The State of New York Deferred Compensation Plan

WHEREAS, the Oswego County BOCES wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for the voluntary participation of all eligible employees; and

WHEREAS, the Oswego County BOCES is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law;* and

WHEREAS, the Oswego County BOCES has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with the Oswego County BOCES by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement;

NOW, THEREFORE, it is hereby

RESOLVED, that the Oswego County BOCES hereby adopts the Plan for the voluntary participation of all eligible employees; and it is further

RESOLVED, that the appropriate officials of the Oswego County BOCES are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further

RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

It was:

Moved by Casey Brouse, seconded by Eric Behling, that the Oswego County Board of Cooperative Educational Services approves Sections 8.1, 8.2 & 8.4 (There is not an 8.3 as the agenda items were numbered incorrectly) on the Board Agenda, effective as indicated.

Vote on the motion: Ayes 8, Nays 0, motion carried.

INSTRUCTIONAL SUPPORT

9.1 Points of Pride – November 20, 2013. Please See Enclosure.

9.2 CTE Offerings

SUPERINTENDENT'S REPORT

10.1 Ratification of the 2012-2015 Coordinators' Contract

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services hereby approves the agreement between the District Superintendent and the Oswego County BOCES Coordinators' Association for the period of July 1, 2012 through June 30, 2015.

It was:

Moved by Matthew Geitner seconded by Donna Blake, that the Oswego County Board of Cooperative Educational Services hereby approves the agreement between the District Superintendent and the Oswego County BOCES Coordinators' Association for the period of July 1, 2012 through June 30, 2015.

Vote on the motion: Ayes 7, Nays 1 (Gregory Muench), motion carried.

10.2 Ratification of the 2012-2015 Administrators' Contract

BE IT RESOLVED that the Oswego County Board of Cooperative Educational Services hereby approves the agreement between the District Superintendent and the Oswego County BOCES Administrators' Association for the period of July 1, 2012 through June 30, 2016.

It was:

Moved by Donna Blake, seconded by Casey Brouse, that the Oswego County Board of Cooperative Educational Services hereby approves the agreement between the District Superintendent and the Oswego County BOCES Administrators' Association for the period of July 1, 2012 through June 30, 2016.

Vote on the motion: Ayes 7, Nays 1 (Gregory Muench), motion carried – Mr. Muench commented that it is not the salaries that he disagrees with – it is contract language.

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10.3 Moving of Crossroads Program

District Superintendent Todd shared with the Board of Education that the Crossroads Program has been moved to Erie Street School due to some program concerns with older children being in an elementary school environment. The Crossroads program will be the sole program at Erie St.

SUPERINTENDENT'S REPORT

10.4 BOCES Educational Consortium Moving to AESA

District Superintendent Todd informed the Board that the Statewide BOCES Public Relations efforts (BOCES' Educational Consortium) would now be administered through the AESA.

10.5 Governor's Veto of BOCES 20-Year Leases

Mr. Todd announced that there was legislation to extend 10-year BOCES' lease maximums to 20-years, but the Governor vetoed the legislation.

10.6 Statewide School Finance Consortium Handout

Mr. Todd shared a handout for each district relative to GAP Elimination Adjustment Reductions to State Aid.

PRESIDENT'S REPORT

11.1 OMSBA 30th Annual Meeting – December 5th, Genesee Grande Hotel, Syracuse, NY

President Shelmidine asked who would be interested in attending the OMSBA Annual Meeting. Those expressing an interest were Donna Blake and Gregory Muench.

11.2 Thoughts From NYSSBA

Those who recently attended the NYSSBA Convention in Rochester, NY shared with their fellow Board members the workshops that they enjoyed or thought were informational. The Board expressed an interest of having the handouts provided by Bill Daggett. Missy will see if they are still available on the NYSSBA website.

BOARD FORUM/DISCUSSION

None.

MEETING ADJOURNED

It was:

Moved by William "Dave" White, seconded by Donna Blake, that the BOCES Board Meeting be adjourned.

Vote on the motion: Ayes 8, Nays 0, motion carried.

The BOCES Board adjourned at 8:15 p.m.

Respectfully Submitted,

Melissa A. Allard
District Clerk