BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT
FRANKLIN-ESSEX-HAMILTON COUNTIES

HIGHLIGHTS OF BOARD OF EDUCATION MEETING – JUNE 21, 2012
Regular Meeting

MEMBERS PRESENT: Dennis Egan, Hallie Bond, Thomas Derouchie, Stephen Dupree, William McConvey, Thomas O'Bryan, Ralph Russell, John Swanston

MEMBERS ABSENT: Gail Rogers Rice

OTHERS PRESENT: Stephen Shafer, Leslie LaRose, Carol Lavoie

CALL TO ORDER: at 7:00 PM at the North Franklin Educational Center in Malone

PLEDGE TO FLAG: was led by President Egan

BUSINESS MATTERS:
- Minutes of the Regular Meeting held on 5/17/12 and Special Meeting held on 5/24/12 were approved.
- Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of May were approved as presented.
- The Report on Approved Extra-Time and Overtime Compensation for the period of 3/7/12 - 6/14/12 was accepted.
- The memo from Archie McKee, Extra Classroom Activity Fund Auditor, reporting on the findings of the Extra Classroom Semi-Audit for the period of 9/1/11 – 1/31/12, was accepted.

PRESENTATIONS:
The Board accepted the Biannual Claims Audit Report for the period of March15 - June 7, 2012 as presented by Esther Debyah, Claims Auditor.

Leslie LaRose and Betsy Sageman gave a presentation on the Career and Technical Education Re-Approval Process. Following the presentation, the Board authorized the District Superintendent to sign and submit the necessary documents for Approval/Re-Approval of various CTE programs.

ENTERED EXECUTIVE SESSION at 7:45 PM to discuss Extension and Amendment of Employment Agreements with the District Superintendent and Deputy Superintendent, employment status of three individuals and contractual matters related to APPR negotiations.

LEFT EXECUTIVE SESSION at 8:25 PM.

EXTENSIONS OF THE EMPLOYMENT AGREEMENT WITH THE DISTRICT SUPERINTENDENT AND DEPUTY SUPERINTENDENT were approved.

PERSONNEL:
- The revised Organizational Structure, effective July 1, 2012, was approved.
- The following positions were created for the 2012-13 school year:
  Computer Technical Support Specialist
  French Teacher (70%)
- Resignations were accepted as follows:
  Darcey Burman – Extra Classroom Central Treasurer @ AEC, (Eff. 6/21/12)
  Michael Nichols – Laborer (Eff. 6/7/12)
  Maureen Reardon – Teaching Assistant (Due to retirement), (Eff. 6/22/12)
  Marsha Shifman – Speech & Hearing Handicapped Teacher (Due to retirement) (Eff. 6/22/12)

- Appointments were approved as follows:
  Tonny French – Heating, Ventilation & Air Conditioning Teacher – (Eff. 9/1/12)
  Tracy Lavoie – Vocational Assessment Specialist (Eff. 9/1/12)
  Christian Wissler – Natural Resources Science Teacher (Eff. 9/1/12)
  Judy Jock – Computer Technical Support Specialist (Eff. 9/1/12)
  Julie Myre – Clerk (Eff. 7/2/12)
- Sara Spurr was designated as a Library Media Specialist (85%) (Eff. 9/1/12-6/30/13)
- Lisette Maguire was called back as a School Counselor and Paula Erno-Boyea was called back as a School Counselor (55%)
- Acknowledgement was made for 3014(a) Terri Marrama, French Teacher (70%) from SRFCSD .2/BMCSD .5, Eff. 9/1/12
- Part-time and Occasional Employees were approved as follows:

  <u>Substitute – Instructional Employees (Effective upon receipt of fingerprint clearance)</u>
  John LaShomb
  Penny Pombrio
  Derek Spinner

  <u>Summer Laborers (Based on 8 hours per day and a maximum of 40 days)</u>
  Matthew Ellison
  Kyle Cox
  Joe McGillicuddy

  <u>Extra Program Employment</u>
  Lori Buno-Taylor – Home/School/Community Coord. (Up to 20 Days)
  Paula Erno-Boyea – School Counselor (Up to 5 Days)
  Judy Quay – School Psychologist (Up to 5 Days)
  Mary Jones – Instructional Data Analyst (Up to 20 Days)
  Kerri Keeler – Technology & Data Analysis Coord. (Up to 20 Days)
  Tracy Lavoie – Vocational Assessment Specialist (Up to 30 Days)
  Lisette Maguire – School Counselor (Up to 5 Days)
  MaryEllen McKane – Food Service Manager (Up to 10 Days)
  David Russell – Agriculture Teacher (Up to 15 Days)
  Rhonda Shorette-Peets – Con. Teachr for Standards Imp & Tech (Up to 20 Days)
  Scott Spillane – Food Service Manager (Up to 5 Days)
  Joanne Williams – School Counselor (Up to 5 Days)
  Judy Jock – Computer Technical Support Specialist (Up to 20 Days)
  Patricia Ventiquattro – Health Occupations Teacher (Up to 20 Hours – Prometric Testing)
  TBA - New Visions Teacher Health (Up to 15 Days)
  Christian Wissler - Natural Resource Sciences Instructor (Up to 15 Days)
  Kim Bruso – Special Education Teacher (Additional 10 ½ hours for 2011-12 School Year)

  <u>School Library System Coordinator – Summer 2012 (Total Days between the positions not to exceed 25 Days)</u>
  Donna Hanus (Up to 20 Days)
  New Library Systems Coordinator (Up to 20 Days)

  <u>Adult Education Program Summer 2012</u>
  Joseph Campbell (Up to 240 Hours)
  Crista Herrmann (Up to 120 Hours)
  Deborah McGill (Up to 90 Hours)
  Laura Montgomery (Up to 90 Hours)
  Marian Stone (Up to 108 Hours)

  <u>Adult Education Instructors</u>
  Shellie Manning, Certified Nurse's Aide Instructor - 600 hours
  Patricia Ventiquattro, Certified Nurse's Aide Instructor - 200 hours
  Tara Ellis, Certified Nurse’s Aide Instructor (Clinical) - 80 hours
  Kim Premo, Certified Nurse's Aide Instructor - 200 hours

Kim Premo, CPR Instructor - 2 hours
Donna Bombard, CPR Instructor - 6 hours

Attendance at SLO Training in Malta, New York on 6/13/12
Darcey Burman
William Laymon
Angela Leary
David Russell
Jennifer Sienkiewycz
Patricia Ventiquattro

Part-time School Psychologist (Up to additional 19 Hours)
DeAnn E. Gregory

Right-To-Know/Bloodborne Pathogen Training
Tracy Edwards-Warren
Judy Jock

Motor Vehicle Operator (07/01/12 – 06/30/13)
Michael DeBeer (Additional up to 5 hours per week)

Substitute Calling BOCES Summer School Program (1 ½ Hour Each Day)
Esther Debyah (1 ½ Hours Per Day)
Lori Davis (Back-Up)

Substitute Calling for Malone, St. Regis Falls and FEH BOCES 2012-13 School Year
Esther Debyah - 2 hrs/day (5:30-7:30)
Rose Oliver - 2 hrs/day (5:30-7:30)
Bernadette Ratelle - 1.5 hrs/day (6:30-8:00)
Lori Davis (Backup) - When Needed

Central Treasurer & Extra Classroom Activity Fund Treasurers (Revised)
Beth-Ann Haynes (AEC)
Lori Davis (NFEC)

Academic/Regional Summer School 2012-13 – See Attached List*
- Salary is based on 1/200th of Salary Step for full-time BOCES Employees
- Salary for Non-BOCES Employees is based on 1/200th base pay for the position

Leisa Dwyer – Registered Professional Nurse

APPROVAL OF SUBSTITUTE/HOURLY RATES FOR 2012-13 SCHOOL YEAR:

Substitute Teacher/Teaching Assistants*:

$85 Daily Rate – Certified
$75 Daily Rate – 4-Year Degree
$65 Daily Rate – Non-Degree

**Any teacher substitute (certified or not) working more than 10 days (day 11 and on) in a single teaching position (for the same teacher) – 1/200 Daily Rate or 1/1,200 Hourly Rate.*

Substitute Teacher Aide - $55 Daily Rate
Substitute School Monitor - $45 Daily Rate
Substitute Clerical - $9 Per Hour
Substitute Registered Professional Nurse - $135.29 Daily Rate
Substitute Licensed Practical Nurse - $112.09 Daily Rate
Substitute Cleaner - $8.00 Per Hour
Substitute Laborer - $8.00 Per Hour
Substitute Motor Vehicle Operator – $10.64 Per Hour
Adult and Continuing Education 2012-13
- Classes that lead to the issuance of a formal credential $40/Hour
- Classes that do not lead to the issuance of a formal credential $30/Hour

Authorization was given for the District Superintendent to fill all vacancies:
Occupational Therapist Assistant (Currently located NFCA)
School Library System Director (Currently located BOCES Wide – Effective 07/01/12)
New Visions Health (Currently located NFCA) – Effective 09/01/12
SESIS Coordinator (Currently located at AEC – Effective Date – 01/02/13)
Teacher of the Blind and Partially Sighted (Currently located NFCA)

RECOMMENDED ACTION:

- Dates/Locations were set for the following meetings in April 2013:
  BOCES Annual Meeting – Tuesday, April 9, 2013, AEC, Saranac Lake
  BOCES Annual Election & Vote on Administrative Budget – Tuesday, April 16, 2013
  BOCES Regular Meeting – Thursday, April 18, 2013, NFEC, Malone
- The 2012-13 Committee Memberships were approved.
- The Board acknowledged the 2012-13 Consultant Committees for all Career & Technical Education Programs located at both AEC and NFEC.
- Authorization was given for the Treasurer to make deposits into the following established reserves:
  a. Employee Benefit Accrued Liability Reserve
  b. Career and Technical Equipment Reserve
  c. Unemployment Insurance Reserve
  d. ERS Retirement Reserve
- Authorization was given to the President and/or Dist. Supt. to sign the following agreements:
  - Pitney Bowes Global Financial Services State & Local Term Rental Agreement
  - Agreement with Franklin County Community Services in connection with Preschool Services
  - Agreement with St. Lawrence County Public Health in connection with Preschool Services
  - Agreement with Lisa Tebo/Adirondack Abilities for Occupational Therapy Services
  - Agreement with Corina Gibson for Speech Pathology Services
  - Agreement with Lea Bedore for Speech Pathology Services
  - Agreement with CornerStone Telephone Company in connection with telephone services
  - Agreement with Adirondack Alarms for Monitoring Services
  - Agreement with CP Enterprises for Electrical Services
  - Agreement with North Country Community College in connection with courier services
  - Agreement with Kristen Green for Physical Therapy Services
  - Agreement with Beth Randall for Occupational Therapy Services
  - Agreement with David Conaway for Vision Consulting Services
  - Lease Agreement with Malone Central School District for School Library System
  - Agreement with Adirondack Health in connection with Certified Nurse's Aide Training
  - Agreement with Core Climate Systems in connection with the HVAC Maintenance System Contract for AEC
  - Agreement with the Wead Library in connection with use of the STAR Lab Equipment
- Approval was given to rescind authorization (action taken at 5/17/12 meeting) to seek bids for BOCES Vehicle and to purchase vehicle through participation in the Chautauqua County Bid Award.
- The Trash/Recyclables Removal Services Bid was awarded to Casella Waste Services.
- The NFEC Reconstruction Project Bid (base plus Alternate #1) was awarded to Luck Brothers, Inc. and authorization was given for the President to sign the Contract Agreement. Joe Wright was appointed Clerk of the Works in connection with the NFEC Reconstruction Project at no additional compensation.
- Authorization was given to advertise notice to bidders for General Building Materials for the Construction of a Modular House at NFEC during the 2012-13 school year.
- Approval was given to purchase Career and Technical Education Instructional Equipment from the CTE Equipment Reserve Fund.
- Work Sites for both North Franklin County Area and Quadri-Lakes Area were approved for the 2012-13 school year.
- Authorization was given to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Program for the 2012-13 school year.
- A donation was accepted from the AEC Cosmetology and Health Occupations Clubs in the amount of $9,090.81.
- The Professional Development Implementation Plan for 2012-13 was approved.

- Arrangements were approved for the organizational meeting to be held on Thursday, July 19, 2012 at the Adirondack Educational Center in Saranac Lake commencing at 7:00 PM.

ADJOURNMENT: 9:09 PM
Carol J. Lavoie, District Clerk/Board of Education
June 26, 2012