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

HIGHLIGHTS OF BOARD OF EDUCATION MEETING – June 15, 2017
Regular Meeting

MEMBERS PRESENT: Dennis Egan, Thomas O'Bryan, Jason Brockway, Elizabeth Forsell, Donna Kissane, Richard Preston, Richard Retrosi, John Swanston, Donald Whitmore, III

MEMBERS ABSENT: None

OTHERS PRESENT: Stephen Shafer, Cheryl Felt, Ernest Witkowski, Lisa Mastry

VISITORS: Rob Gray, Lynn Basiliere, Esther Debyah, Suzanne Rivers

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

PLEDGE TO FLAG: was led by President Egan

PRESENTATONS:
- C & S Companies, Construction Management Finalist gave a presentation to the Board.
- The Board received the Biannual Presentation and accepted the Claims Audit Report for the period of March 14 – June 7, 2017 as presented by Esther Debyah, Claims Auditor.

BUSINESS MATTERS:
- Minutes of the Regular Meeting held on 5/18/17 were approved as presented.
- Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of May were approved as presented.
- The Board accepted the report on overtime claims for the period of April 6 – June 1, 2017.
- The Board received and accepted the Extra Classroom Audit Report.

ENTERED EXECUTIVE SESSION at 8:06 PM for the purpose of discussing employment agreements for the Business Managers and to discuss ongoing negotiations with the Teachers' Bargaining Unit as well as the employment of two particular individuals.

LEFT EXECUTIVE SESSION at 8:57 PM.

PERSONNEL:
- A resignation was accepted from the following:
  Steven Mulverhill – Teacher Aide (Due to Retirement – Effective 06/23/17)
- Termination of Employment was approved for the following:
  Alexii Shook – Secretary to Program Administrator (Effective 06/22/17)
- The following individuals were appointed:
  Doreen LaHaie – Senior Account Clerk, Eff. 07/01/17
  Lisa Clark – Licensed Practical Nurse, Eff. 09/01/17

- **APPOINTMENTS PURSUANT TO FEINERMAN'S AGREEMENT:**

Working Towards Certification:
Aimee Frock-Brockway – Teaching Assistant, Eff. 09/01/17
Jill Morgan, Health Occupations Teacher, Eff. 09/01/17

- **Part-Time and Occasional Employees were approved as follows:**

Substitutes
Melissa Dame (Teacher/Teaching Assistant/Aide/Clerical)
Caitlyn LaPage (Teacher/Teaching Assistant/Aide/Monitor/Cleaner)
Steven Mulverhill (Teaching Assistant/Aide/Monitor)
Hattie Taylor (Teaching Assistant/Aide)
Mona Perry (Cleaner/Clerical)
Jack Legault (Motor Vehicle Operator)

Extra Program Employment
Sue Leach, LPN, 25 hours, 5/30/17-6/23/17

Deona Warner, Special Ed. Teacher, 3 days, 7/1/17-8/31/17

Tracy Edwards, Alt. Ed. Teacher, 3 days, 7/1/17-8/31/17

Robin Douglass, CDOS Coordinator, 30 days, 7/1/17-8/31/17

June Parmeter, 6/6/17-6/30/17 (10 additional days to complete CTE Reapproval process through Perkins Grant)

Kaitlyn Bailey – Speech & Hearing Handicapped Teacher (Up to 30 hours from 5/1/17 – 6/30/17)

Susan Johnston – Occupational Therapist (Up to 10 hours from 7/10/17 – 8/18/17)

ACCESS-VR/OPWDD PROGRAMS:
Extra Summer Hours:
Loretta Charland, Job Coach, Up to 150 hours, 7/1/17-8/31/17
Linda Rule, Employment Training Assistant, Up to 60 hours, 7/1/17-8/31/17
Sue Traynor, Job Coach, Up to 120 hours, 7/1/17-8/31/17

2017-2018 Hours:
Loretta Charland, Job Coach, Up to 1500 hours, 9/1/17-6/30/18
Linda Rule, Employment Training Assistant, Up to 600 hours, 9/1/17-6/30/18
Sue Traynor, Job Coach, Up to 400 hours, 9/1/17-6/30/18

2017 SUMMER EXTRA PROGRAM EMPLOYMENT
See Attached

2017 EXTENDED SCHOOL YEAR STAFFING
See Attached

REGIONAL SUMMER SCHOOL STAFFING (NORTH END)
See Attached

- Leaves of Absence were approved for the following:
  Rachel Lawrence – Teaching Assistant (05/24/17 – 06/23/17)
  Laice Redman – Teaching Assistant (09/01/17 – 06/30/18)
  Alisha Wheeler – Librarian/Media Specialist (06/06/17 – 06/23/17)

Authorization was given for the District Superintendent to fill the following vacancies:
Auto Technology Teacher (Currently located at AEC – Effective 09/01/17)
Director of Facilities (Currently located BOCES Wide – Effective 09/01/17)
Director of Management & Finance (Currently located at CAO - Effective 10/01/17)
Interpreter – 2 Positions (Currently located Salmon River Central School)
Licensed Practical Nurse - .8 FTE (Currently located Salmon River Central School (Effective 9/1/17)
Living Environmental/Biology Teacher (P-Tech Program – Effective 07/01/17)
School Psychologist (Currently located NFCA – Effective 09/01/17)
Secretary to Program Administrator (Currently located P-Tech Program – Effective 07/01/17)
Teacher Aide (Currently located at Chateaugay CSD – Effective 09/01/17)
Typist (Currently located NFEC – Effective 01/27/17)

RECOMMENDED ACTION:

- 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
- 2017-18 Committee Memberships for APPR, Code of Conduct, PDP, Safety, Technology and Facilities were approved.
- The Board acknowledged the 2017-18 Consultant Committees for all Career & Technical Education Programs located at both AEC and NFEC.
- Authorization was given for the Deputy Superintendent to sign the Agreement with George Cook, M.D. for Physician Services for the 2017-18 school year.
- The revised Technology Plan was approved.
- Work Sites were approved for 2017-18.
- Stephen Shafer was appointed as Representative to the Franklin County Shared Services Panel.
- The revised Code of Conduct was approved.
- Employment Agreements for Business Managers were approved.
- C&S Companies was approved as the Construction Manager for the Capital Project.
- Authorization was given for the President and/or District Superintendent to sign the following:
  Agreement with Village of Saranac Lake in connection with Natural Resource Science program work-based learning experiences
  Agreement with Elderwood of Uihlein at Lake Placid in connection with educational programs in Health Occupations
  Agreement with UVM/Alice Hyde Medical Center in connection with Physical Therapy services at Chateaugay CSD
  CTE Program Re-Approval Application
  Agreement with Adirondack Community Action Program in connection with North Country Workforce Development Board
  Agreement with Catholic Charities in connection with WIOA In-School Youth Program
  Agreement with Catholic Charities in connection with WIOA Out-of-School Youth Program
  Agreement with Chateaugay CSD in connection with NCWDB WIOA In-School Youth Program
  Agreement with College Board – AP Summer Institute Professional Development
  Agreement with Malone CSD for Lease of School Library System Office Space
- Approval was given for disposition of BOCES personal property.
- The Tiny House Bid on Auctions International was rejected.
- Authorization was given to accept Suburban Bid on Auctions International.
- Authorization was given to accept BOCES Equipment Bids on Auctions International.
- Authorization was given to accept CTE Equipment 5-Year Plan Quotes.

- Stipend Rates for Staff Development Activities were approved.
- Authorization was given to seek Tiny House (AEC) Bids on Auctions International.
- Authorization was given to accept the bids for one Ford Fusion Gas Engine and one Ford Fusion Hybrid.
- A donation from Rotary Club of Malone for the WiFi Project was accepted.
- The organizational meeting was approved to be held on Thursday, July 20, 2017 at the Adirondack Educational Center in Saranac Lake commencing at 7:00 PM.

ADDITIONAL MATTERS:

- Mr. Witkowski shared a draft of the brochure in connection with the BOCES Capital Project that will be sent out to voters in the Franklin-Essex-Hamilton Supervisory Area.
- The Board was reminded of the following meetings:
  Area 6 Dinner Meeting, Golf Club, Malone – July 19, 2017
  NYSSBA's Annual Convention and Education Expo in Lake Placid, October 12-14, 2017
- Mr. Shafer gave the board an updated Calendar of Board Meeting Presentations/Agenda Items.
- Mr. Egan and Mr. O'Bryan reported on the Awards Ceremonies.

BOARD COMMENTS:

- Mrs. Forsell mentioned an upcoming board appreciation event at the Wild Center.

ADJOURNMENT: 10:06 PM.

Lisa M. Mastry
District Clerk/Board of Education
6/16/17