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

HIGHLIGHTS OF BOARD OF EDUCATION MEETING – June 18, 2015
Regular Meeting

MEMBERS PRESENT: Dennis Egan, Ralph Russell, Jules Comeau, George Cook (entered the meeting at 7:10 PM), Stephen Dupree, Emily Lauzon, William McConvey, Thomas O'Bryan, John Swanston

MEMBERS ABSENT: None

OTHERS PRESENT: Stephen Shafer, Leslie LaRose, Thomas Finnerty, Lisa Mastry, (Jamie O'Dell – left the meeting at 7:40 PM)

VISITORS: Esther Debyah, Rick Preston

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 5/21/15 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 February 27 – June 4, 2015.
- The Board received and accepted the Extra Classroom Audit Report from Jamie O'Dell.

PRESENTATIONS:
- The Board received the Biannual Presentation and accepted the Claims Audit Report for the period of March 12 – June 10, 2015 as presented by Esther Debyah, Claims Auditor.

ENTERED EXECUTIVE SESSION at 7:40 PM for the purpose of developing district proposals for the upcoming bargaining on the new APPR system.

LEFT EXECUTIVE SESSION at 8:02 PM.

PERSONNEL:
- Resignations were accepted from the following:
  Lorraine Childs – Principal (Eff. 06/30/15)
  Sandra Rock – Librarian/Media Specialist 85% (Eff. 06/30/15)
  Lisa Bradley – Health Teacher (Eff. 06/30/15)

- The following individual was approved to be called back for the 2015-16 school year:
  Suzanne Rivers – New Vision Teacher/High School Equivalency Teacher (Eff. 07/01/15)

- Part-time and Occasional Employees were approved as follows:

Club Advisors 2015-2016

North Franklin Educational Center
New Vision Government & Law Club - Tracy Edwards-Warren
Adirondack Educational Center
New Vision Club – Alison Riley-Clark

Club Advisors 2015-2016

North Franklin Educational Center
Student Council (3 Advisors)
Barbara Hart
James Lalonde
Jennifer Sienkiewycz

Acting Principals 2015-2016
James LaLonde (NFEC)
Joanne Williams (AEC)

Central Treasurer & Extra Classroom Activity Fund Treasurers
Anita Estling (AEC)
Lori Davis (NFEC)

Extra Program Employment/Comp Time
Stephanie Bannon – Human Resources Coordinator (5 Hours for 05/31/15)

Bus Driver Training Instructors 2015-16 School Year
Dominic Barse/Leonard Barker/Charles Perham/Norman Treptow/ Daniel Shumway/Keith White/Darrin Jock

Interim Principal
Donald Merrick

APPROVAL OF SUBSTITUTE/HOURLY RATES FOR 2015-16 SCHOOL YEAR:

Substitute Teacher*:
$87 Daily Rate – Certified
$77 Daily Rate – 4-Year Degree
$67 Daily Rate – Non-Degree

Substitute Teaching Assistant*:
$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 - $62 Daily Rate
Substitute School Monitor - $59 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 - $9.00 Per Hour
Substitute Laborer - $9.00 Per Hour
Substitute Motor Vehicle Operator – $10.64 Per Hour
Job Coach - $13.25 Per Hour
Employment & Training Assistant - $18.78 Per Hour

Adult and Continuing Education 2015-16
- 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

- The 2015 Summer School Employment was approved.

- Alyssa Bombard was approved as a volunteer to assist with CPR training.

- Discussion was held regarding Interview Committee stipends.

- Authorization was given for the District Superintendent to fill the following vacancies:
  Cleaner 50% – (Currently located at NFEC - Effective 09/01/15)
  Teacher of the Blind and Partially Sighted (Currently located NFCA – Salary Pursuant to Teachers' Contract)
  Principal – 2 Positions (Currently located NFCA – Effective 07/01/15)
  Deputy Superintendent (Currently located BOCES Wide – Effective 07/01/15)
  Librarian/Media Specialist 85% (Currently located NFEC – Effective 07/01/15)

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. ERS Retirement Reserve
- 2015-16 Committee Memberships for APPR, PDP, Safety and Technology were approved as corrected.
- The Board approved the following new policies:
  Organizational Meeting Policy, Duties of the BOCES Treasurer, Duties of the Internal Claims Auditor, Accounting of Funds
- The Board acknowledged the 2015-16 Consultant Committees for all Career & Technical Education Programs located at both AEC and NFEC.
- The Fire Inspection Reports for all BOCES Facilities were approved.
- Authorization was given to accept donations for the AEC Health Occ Program and Building Trades Program
- Authorization was given for the President and/or District Superintendent to sign the following:
  Agreement and Release for Questar III OPEB Refund
  Agreement with Alice Hyde Medical Center/The Alice Center/Nursing Home in connection with educational services to BOCES students during the 2015-2016 school year
  Agreement with the Press Republican in connection with advertising services
  Agreement with Catholic Charities in connection with WIA/WIOA In-School Youth Program
  Agreement with Catholic Charities in connection with WIA/WIOA Out-of-School Youth Program
  Agreement with Citizen Advocates in connection with Rental Space
  Agreement with Clinton County Employment and Training in connection with NCWIP WIA/WIOA Out-of-School Youth Program
  Agreement with Goff Nelson Library in connection with Rental Space
  Agreement with Chateaugay CSD in connection with NCWIB WIA/WIOA In-School Youth Program

Agreement with Adirondack Community Action Program, Inc. in connection with NCWIB WIA/WIOA Out-of-School Youth Program
Agreement with NCWIB in connection with OneWorksource Rental Fee
Agreement with NCWIB in connection with WIOA In-School Program
Agreement with NCWIB in connection with WIOA Out-of-School Program
Agreement with Adirondack Health in connection with Adult Education Certified Nurse's Aide Training
Agreement with Adirondack Health in connection with the Health Occupations Program at the Adirondack Educational Center
Agreement with Malone CSD in connection with Intermunicipal Services to purchase gasoline from the Malone CSD
Agreement with North Country Habitat for Humanity in connection with rehabilitation project at 26 Willow Street in Malone
Warranty Deed, NYS Form TP-584, and NYS Form RP-5217-PDF to Transfer 2,812.5 square feet of property to Malone Central School District

- Authorization was given to participate in the St. Lawrence-Lewis BOCES Cooperative Purchasing Program for the 2015-16 school year.
- Authorization was given for the Deputy Superintendent to sign the Agreement with George Cook, M.D. for Physician Services for the 2015-16 school year.
- The Code of Conduct was revised.
- The revised Technology Plan was approved.
- Work Sites were approved for 2015-16.
- The Professional Development Plan was reviewed was revised for the 2015-16 school year.
- Approval was given for the following upcoming meeting:
  - NYSSBA Area 6 Dinner Meeting – July 29, 2015, Malone Golf Club
- Approval was given for membership dues for Empire State Forest Products Association.
- The Disposition of BOCES Personal Property was approved.
- The purchase of Audio Visual Equipment for NFEC was approved.
- The 2015-16 Trash Removal Services Bid for AEC and NFEC was awarded Adirondack Waste Solutions.
- Authorization was given to purchase a 2016 Ford F-350 4x4 Truck.
- Authorization to bid walk in freezer/cooler for culinary arts at NFEC was approved.
- Arrangements were approved for the organizational meeting to be held on Thursday, July 16, 2015 at the Adirondack Educational Center in Saranac Lake commencing at 7:00 PM.
- A special meeting to consider administrative appointments was set for July 23, 2015 via videoconference at AEC and NFEC commencing at 7:00 PM.

ADDITIONAL MATTERS:

- Mr. Shafer discussed changes in the Tenure Process.
- Dr. Comeau, Mr. Egan and Mr. Shafer reported on the Awards Ceremonies.

OTHER BUSINESS:

- Dr. Cook and Mrs. Lauzon volunteered to serve on the Final Round Interview Committee for the Deputy Superintendent search.

ADJOURNMENT: 9:30 PM.

Lisa M. Mastry
District Clerk/Board of Education
6/19/15