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

HIGHLIGHTS OF BOARD OF EDUCATION MEETING – January 19, 2017
Regular Meeting

MEMBERS PRESENT: Dennis Egan, Thomas O'Bryan, George Cook (entered at 7:02 PM), Elizabeth Forsell, Richard Preston, John Swanston

MEMBERS ABSENT: Donna Kissane, Emily Lauzon, Daniel Mansfield

OTHERS PRESENT: Stephen Shafer, Lisa Mastry, Cheryl Felt, Rodney Asse

VISITORS: Rick Swanston

CALL TO ORDER: at 7:00 PM at the North Franklin Educational Center in Malone and Adirondack Educational Center in Saranac Lake (conducted via videoconference)

PLEDGE TO FLAG: was led by President Egan

Dr. Cook entered the meeting at 7:02 PM.

BUSINESS MATTERS:
- Minutes of the Regular Meeting held on 12/15/16 were approved as presented.
- Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of December were approved as presented.
- Rodney Asse gave the Board an update on the Internal Audit Function.

PRESENTATION – Rick Swanston gave the board a presentation on the Adult Education Program.

ENTERED EXECUTIVE SESSION at 7:41 PM to discuss negotiations positions for bargaining with the Teachers' Association.

LEFT EXECUTIVE SESSION at 8:02 PM.

PERSONNEL:
- The following resignations were accepted:
  Rodney Asse – Director of Management & Finance, Eff. 2/17/17
  Joy Gonyea – Health Occupations Teacher, Eff. 12/19/16
  Mary McKane – Food Service Manager, Eff. 6/26/17
- The following positions status was changed:
  Aimee Frock-Brockway – Teacher Aide 60% to 100%, Eff. 1/17/17
- The following Appointments were approved:
  Kaitlin Bailey – Speech & Hearing Handicapped Teacher, Eff. 4/01/17
  Jill Morgan – Health Occupations Teacher (pursuant to Feinerman's Agreement), Eff. 1/03/17
- Part-time and occasional employees were approved as follows:
  <u>Substitute</u>
  Douglass Scoville-Upham (Teacher)
  <u>Adult Education Instructors (CNA Program):</u>
  Michelle Denny - Primary and Clinical Instructor up to 230 hours February 1-March 24, 2017
  Kim Premo - Second Clinical Instructor up to 20 hours February 1-March 24, 2017
  Patricia Ventiquattro - Coordinator and Primary Instructor and CPR Instructor up to 10 hours February 1- February 3, 2017
  Donna Bombard - CPR Instructor up to 10 hours February 1- February 3, 2017

Adult Education Instructors

Jon Chodat, Digital Photography Instructor – 25 hours
Helen Gibbens, Your Personal Wellness Instructor – 8 hours
Holly Harz, Cake Decorating I – Beginner Course Instructor – 10 hours
Holly Harz, Cake Decorating II – Advanced Course Instructor – 10 hours
William Hungerford, Rustic Slab Bench & "Lets Make A Canoe Paddle" Building Instructor – 15 hours
Tom Marshall, Small Engine Repair I-Beginner Course Instructor – 26 hours
Tom Marshall, Small Engine Repair II – Advanced Course Instructor – 26 hours
James Lalonde, ServSafe Instructor – 10 hours
Winnie McQuinn, Introduction to Quigong Instructor – 10 hours
David Russell, Welding I Instructor – 27 hours
Jennifer Sienkiewycz, Child Abuse, Neglect and Maltreatment Certification Instructor – 5 hours
Karen Swanston, Intro to French Instructor – 20 hours
Tim Wood, Introduction to Wedding Flowers Instructor – Malone - 15 hours Saranac Lake – 15 hours

CDOS Liaisons for 2016-17 and 2017-18 – Revision for St. Regis Falls CSD Only

Bobbi-Jo Wood will be replacing Marcy Bright, St. Regis Falls CSD

- Authorization was given for the District Superintendent to fill all vacancies:
  Building Trades Instructor (Currently located at NFEC – Effective 09/01/17)
  Food Service Manager (Currently located NFCA - Effective 09/01/17)
  Director of Management & Finance (Currently located at CAO - Effective 01/30/17)
  Interpreter (Currently located Salmon River Central School – Effective Immediately)
  Management System Specialist (Currently located at CAO - Anticipated 07/01/17)
  Typist (Currently located NFEC – Effective 01/27/17)

RECOMMENDED ACTION:

- Authorization was given for President and/or District Superintendent to sign the following:
  - Agreement with BCA Architects and Engineers
- Stephen Shafer was appointed as Records Management Officer for the remainder of the school year commencing on January 28, 2017.
- The revised Board Member Committees were approved.
- An Opioid Policy was approved.
- A Revised Purchasing Policy was approved.
- Authorization was given to issue request for proposals for Construction Management Services.
- Authorization was given to issue request for proposals for Insurance Services.
- Authorization was given to issue request for proposals for External Auditor.
- Authorization was given to issue request for proposals for Internal Auditor.

ADDITIONAL MATTERS:

- The Board was reminded of the following meeting:
  Legislative Breakfast – January 27, 2017, 8:00 AM, Crowne Plaza, Lake Placid
- Mr. Shafer discussed BOCES Legislative Advocacy taking place on March 1, 2017.
- Mr. Asse and Mr. Shafer gave the board an update on the BOCES Capital Project. They are attending board meetings at each of the component school districts to present information regarding the BOCES Capital Project. They have been receiving positive feedback as well as concerns from the districts that are being addressed.
- Mr. Shafer discussed the State Budget Development status with the Board and advised the board that links can be found on the BOCES Website.

OTHER BUSINESS:

- Mr. Shafer shared an updated Calendar of Board Meeting Presentations/Agenda Items with the Board.

ADJOURNMENT: 8:49 PM.

Lisa M. Mastry
District Clerk/Board of Education
1/20/17