

Herkimer BOCES Board of Education

Regular Meeting

Thursday, August 12, 2021

Members Present

Thomas Shypski, President
Michael Clements, Vice President
Deborah Kessler
Ronald Loiacono – via Zoom
Samuel Luce – arrived @ 5:39pm
Janine Lynch
William Miller
Jane North
James Schmid

Absent

Others Present

Sandra R. Sherwood, District Superintendent
Shawn Maxson, Board Clerk
Katherine Ferguson

President Shypski called the meeting to order at 5:30pm and requested everyone rise to recite the Pledge of Allegiance.

REVIEW OF AGENDA

The Board reviewed the agenda. Mrs. Sherwood noted a change to the agenda. An additional item under IV. Mentor Coordination. Also noted was a correction to the July 8 reorganization meeting minutes - title change from Assistant Treasurer to Deputy Treasurer.

ROUTINE BUSINESS

Approval of Minutes

Mr. Miller moved and Mrs. North seconded a motion to approve the amended July 8, 2021, reorganization/regular meeting minutes as presented. All voted in favor; motion carried 8:0.

Service Contract Transaction Report

Mr. Miller moved and Mrs. North seconded a motion to approve the Service Contract Transaction Report, Supplemental 10A & 10B as presented. All voted in favor; motion carried 8:0.

Treasurer's Report

Mr. Miller moved and Mrs. North seconded a motion to approve the Treasurer's Report for June as presented. All voted in favor; motion carried 8:0.

Budget Status & Revenue Status Report

Mr. Miller moved and Mrs. North seconded a motion to approve the Budget Status and Revenue Status Report for June as presented. All voted in favor; motion carried 8:0.

Extracurricular Treasurer's Report

Mr. Miller moved and Mrs. North seconded a motion to approve the Extracurricular Treasurer's Report for June 2021, as presented. All voted in favor; motion carried 8:0.

Internal Claims Audit Report (May 1 – June 30, 2021)

Mr. Miller moved and Mrs. North seconded a motion to accept the Internal Claims Audit Report for May 1, 2021 – June 30, 2021, as presented. All voted in favor; motion carried 8:0.

Donations

Mr. Miller moved and Mrs. North seconded a motion to accept the following donations:

QTY	MAKE	DESCRIPTION	EST. VALUE
1	Vastex	4 Station, 4 Color Heavy Duty Manual Screen Printing Press	\$ 1,800.00
1	Vastex	Econo Red 1 Infrared Conveyor Dryer	\$ 650.00
1	Vastex	Red Flash Spot Cure Dryer	\$ 300.00
1	Vastex	Red Flash Spot Cure Dryer	\$ 200.00
1	First Light	Fluorescent Screen Exposure System	\$ 150.00
20+		Aluminum Reusable Screen Frames	\$ 400.00
100+		Wooden Screens	\$ 50.00
1		Screen Drying Racks	\$ 100.00
1		Poly Screen Cleaning Dip Tank	\$ 50.00
1		Poly Screen Washout Booth	\$ 200.00
1		Poly Screen Washout Booth	\$ 100.00
		Misc. Tools and Supplies	-

These donations are valued at approximately \$4,000 and will be used in the Visual Communications Media Art Program. The items were donated by Northeast Imprints, Newport. All voted in favor; motion carried 8:0.

PERSONNEL REPORT

As recommended by District Superintendent, Sandra R. Sherwood, Mr. Miller moved and Mrs. North seconded a motion to accept the resignations, approve the paid and unpaid leaves of absence, appointments and amendments, as listed in the Personnel Report, noting the salary, certification, and tenure status of all appointees, as appropriate. **Salaries are as per the relevant collective bargaining agreement unless otherwise noted.**

The expiration dates of the 3-year and 4-year probationary appointments are tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in three (3) of the probationary years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Permanent Appointments

Amanda Pettengill – clerk, effective 8/15/2021

Nina Watson – Teacher Aide, effective 9/24/2021

Stephen Coupe – Business Manager, effective 8/23/2021

Separations

Amber Van Scooter - Resignation, School Counselor, Special Education, 8/31/2021 [COB]

Ashley Schook - Resignation, Pre-K Teacher, Adult, Early Childhood and Outreach Education, 8/18/2021 [COB]

Brandi Cavallaro - Resignation, Pre-K Teacher, Adult, Early Childhood and Outreach Education, 8/31/2021 [COB]

Caroline Arancio - Resignation, Special Education Teacher, Alternative Education (Pathways), 8/31/2021 [COB]

Cassandra White - Resignation, Special Education Teacher, Special Education, 8/30/2021 [COB]

Cerina Spofford - Resignation, Teacher Aide, Adult, Early Childhood and Outreach Education, 8/18/2021 [COB]

Colleen Thomas - Resignation, Other, (Being appointed as a pre-k teacher.), FACS Teacher, Itinerant Services, 8/31/2021 [COB]

Dominick Mauro - Resignation, Culinary Teacher, Technical Education, 6/30/2021 [COB]

Gennifer Kalies - Resignation, Speech Therapist, Related Service Provider, 9/11/2021 [COB]

Gina Emden - Resignation, Special Education Teacher, Special Education, 8/31/2021 [COB]

Gregory Crawford – Resignation, Special Education Teacher, Long-Term Substitute, Special Education, 8/6/2021 [COB]

Hannah Gilbert - Resignation, Office Assistant I, Technical Education, 8/20/2021 [COB]

Helen Coleman - Resignation, Teacher Aide, Extended School Year, 7/16/2021 [COB]

Janet Dodson - Resignation, (Applies to ESY (Summer) only.), Teaching Assistant, Special Education, 7/12/2021 [COB]

Jeffery Brown - Resignation, Science Teacher (Middle School), Regional Summer School, 7/16/2021 [COB]

Kerwin Hughes - Resignation, (Accepting Culinary position in Technical Education), Special Education Teacher, Special Education, 8/31/2021 [COB]

Kymber Wiggins - Resignation, Teaching Assistant, Special Education, 9/1/2021 [COB]

Lisa Reitz - Resignation, Teacher Aide, Regional Summer School, 7/22/2021 [COB]

Megan Van Evera - Resignation, Science Teacher, Technical Education, 6/30/2021 [COB]

Michael Wren - Resignation, Cleaner, Maintenance/Custodial Services, 7/30/2021 [COB]

Michelle Pinedo - Resignation, Migrant Tutor, Adult, Early Childhood and Outreach Education, 7/30/2021 [COB]

Nadine Paul - Resignation, Special Education Teacher, Special Education, 8/31/2021 [COB]

Nicole Baricevic - Resignation, Speech Therapist, Special Education, 8/31/2021 [COB]

Noreen Ketz-Metz - Resignation, MRTC Director, Instructional Support Services, 10/1/2021 [COB]

Renee Kurkowski - Resignation, Teacher Aide, Regional Elementary Summer School, 7/1/2021 [COB]

Phillip Keida – Resignation, Assistant Principal, Technical Education, 8/25/2021 [COB]

Saira Jhandier - Resignation, Teacher Aide, Extended School Year, 7/25/2021 [COB]

Sara Greene - Resignation, Special Education Teacher, Special Education, 8/31/2021 [COB]

Traci Gonyea - Resignation, Teacher Aide, Adult, Early Childhood and Outreach Education, 8/6/2021 [COB]

Valerie Dodge – Resignation, (Accepting position as an Account Clerk), Office Assistant I, Business office, 8/31/2021 [COB]

Wayne Hartman, Jr. – Resignation Teacher Aide, Extended School Year, 8/4/2021 [COB]

Rescind Appointments

Sahvanna Failing - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$75.00 per day (BoE 6/10/21)

Shannon Gayhart - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$75.00 per day (BoE 6/10/21)

Amendments

Amanda Pettengill - Clerk, Civil Service, from: 10/26/2020 - 8/15/2021 to 10/26/2020 - 8/26/2021, Effective: 7/1/2021, Reason: Other (Adjust probationary period due to leave of absence.).

Denise Mabbett - Teacher Aide, Civil Service, from: \$12.27 hr. to \$14.00 hr. from: 1/15/2021 - 8/31/2021 to, Effective: 7/1/2021, Reason: Other (Correct salary rate to reflect increase.).

Holly White - Summer Youth Employment Career Cluster Teacher, Effective: 7/1/2021, Reason: Other (Rate adjustment from \$25/hr. to \$30/hr. per TANF grant.).

Kelly Cave - Summer Youth Employment Career Cluster Teacher, Effective: 7/1/2021, Reason: Other (Rate adjustment from \$25/hr. to \$30/hr. per TANF Grant).

William Carpenter - Summer Youth Employment Career Cluster Teacher, Effective: 7/1/2021, Reason: Other (Rate adjustment from \$25/hr. to \$30/ hr. per TANF grant.).

Certified Appointments – New Employees

****Amanda Rossi** - Special Education Teacher, Special Education Programs, Replacement, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

****Denise Sweet** - Teaching Assistant, Adult Early Childhood and Outreach Education, Replacement, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: Teaching Assistant; Certification: TA Level I (Renewal), Per CBA

****Jennifer Herkel** - School Psychologist, Itinerant Services, New, Term, 9/1/2021 to 6/30/2022, School Psychologist (Permanent), Per CBA (Pro-Rated)

****Kathryn Ferguson** - Assistant Superintendent for Instructional Services, Administration, Replacement, Probationary - 3 Year, 9/27/2021 to 9/26/2024, Tenure Area: Assistant Superintendent; Certification: School District Leader (Professional), \$124,000.00 per year (Pro-Rated)

****Kimberly Johnson** - Special Education Teacher, Special Education Programs, Replacement, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: General Special Education, SWD (Grades 1-6) (Initial), Per CBA

****Kimberly Pitcher** - School Counselor, Technical Education Programs, Replacement, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

****Misty Bowen** - PreK Teacher, Adult Early Childhood and Outreach Education, Replacement, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

****Peter Briele** - Science Teacher, Technical Education Programs, Replacement, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: Science; Certification: Biology 7-12 (Initial), Per CBA

****Robert DeRollo** - Social Studies Teacher, Special Education Programs, New, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: Social Studies; Certification: Social Studies 7-12 (Initial), Per CBA

****Ryan Herlihy** - English Teacher, Special Education, New, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

****Victoria Decker** - Special Education Teacher, Special Education Programs, Replacement, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: General Special Education; Certification: SWD (B-2) (Initial), Per CBA

Certified Appointments – Current Employees

Alanna Blasting - PBIS Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, School Counselor (Provisional), Per CBA

- Alanna Blasting** - Social Worker, Special Education Programs, Re-Appointment, Term, 7/1/2021 to 8/31/2021, School Counselor (Provisional), \$219.22 per day
- Alisha LaQuee** - PBIS Advisor, Extra Curricular Activity, New, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 2), Per CBA
- **Alyssa Lepper** - Special Education Teacher, Alternative Education (Pathways), Replacement, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA
- Amy Tamburro** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Teaching Assistant (TA Level 3), Per CBA
- Charles Silberman** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Spanish 7-12 (Professional), Per CBA
- Cheri Evangelista** - Student Council Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 3), Per CBA
- Cheri Evangelista** - Yearbook Co-Advisor, Alternative Education (Pathways), Re-Appointment, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 3), Per CBA
- Christe Zambri** - HOSA Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Practical Nursing 7-12 (Professional), Per CBA
- Colleen Thomas** - Pre-K Teacher, Adult Early Childhood and Outreach Education, Replacement, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: Elementary; Certification: Early Childhood Education (Birth-2) (Initial Reissuance), Per CBA
- Dana Cole** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Spanish 7-12 (Professional), Per CBA
- David Wasson** - Summer Bridge Teacher, Technical Education, New, Term, 8/9/2021 to 8/31/2021, Mathematics 7-12 (Professional), Per CBA
- Dina DeSarro** - Yearbook Co-Advisor, Alternative Education (Pathways), Re-Appointment, Term, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA
- Dorothy Griffin** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, N-6 (Permanent), Per CBA
- Ellen Gigliotti** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Teaching Assistant (Emergency COVID-19), Per CBA
- Erin Reed** - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, Speech & Language Disabilities (Professional), \$1,500.00 Stipend
- Fran Wurster** - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Teaching Assistant (TA Continuing Certification), Per CBA
- ** Gregory Crawford** - Special Education Teacher, Special Education Programs, Amendment, Probationary - 4 Year, 9/1/2021 to 8/31/2025, Tenure Area: General Special Education; Certification: SWD (Grades 1-6) (Supplemental), Per CBA
- Holly Fischer** - SkillsUSA Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Cosmetology (Permanent), Per CBA
- Holly White** - Summer Youth Employment Career Cluster Teacher, Technical Education, New, Term, 7/1/2021 to 8/31/2021, (Uncertified), \$25.00 per hour
- Jennifer DeSarro** - Teacher, Regional Elementary Summer School, New, Term, 7/1/2021 to 8/31/2021, Pre K-6 (Permanent), \$40.00 per hour

Jesse Marosek - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, Motorcycle, Marine & Outdoor Power Equipment 7-12 (Initial), \$1,000.00 Stipend

Jose Lopez - Spanish Teacher, Alternative Education (Pathways), New, Term, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA (Pro-Rated)

Kathleen Mohan - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Childhood Education (Gr. 1-6) (Professional), Per CBA

Kathleen Smith - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, N-6 (Permanent), Per CBA

****Kerwin Hughes** - Culinary Arts Teacher, Technical Education, Replacement, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

Krista Darling - Special Education Events Advisor, Extra Curricular Activity, New, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 1), Per CBA

Leanne Byard - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, SWD (Grades 1-6) (Professional), \$1,500.00 Stipend

Lindsay Blowers - School Counselor, Alternative Education (Pathways), Re-Appointment, Term, 7/1/2021 to 8/31/2021, School Counselor (Permanent), Per CBA

Lynne Sweet - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Teaching Assistant (TA Level 3), Per CBA

Margaret Loveless - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, English Language Arts 7-12 (Professional), \$1,000.00 Stipend

Mary Watkins - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Pre K-6 (Permanent), Per CBA

Meghan Dineen - National Honor Society Co-Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, School Counselor (Permanent), Per CBA

****Melissa Williams** - Special Education Teacher, Alternative Education (Pathways), Re-Appointment, Long-Term Substitute, 9/1/2021 to 6/30/2022, (Uncertified), Per CBA

Rachel Bedore - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Teaching Assistant (TA Level 3), Per CBA

Rachel Kent - Summer Bridge Teacher, Technical Education, New, Term, 8/9/2021 to 8/31/2021, Social Studies 7-12 (Initial), Per CBA

Renee Kurkowski - Teaching Assistant, Regional Elementary Summer School, New, Term, 07/1/2021 to 8/31/2021, Teaching Assistant (TA Level 3), \$20.00 per hour

Robert Elinson - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, Vehicle Mechanical Rep (Permanent), Per CBA

Ruth Hedeem - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 6/30/2022, English 7-12 (Permanent), Per CBA (Pro-Rated)

Sabrina Hunt - Special Education Events Assistant Advisor, Extra Curricular Activity, New, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (Emergency COVID-19), Per CBA

Sarah Jacquays-Alberts - SkillsUSA Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 3), Per CBA

Sarah Weeks - National Honor Society Co-Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Human Service & Family Studies Cluster 7-12 (Initial), Per CBA

Sarah Weeks - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, Human Service & Family Studies Cluster 7-12 (Initial), \$1,000.00 Stipend

Sarah Weeks - National Honor Society Co-Advisor, Extra Curricular Activity, New, Term, 9/1/2020 to 6/30/2021, Human Service & Family Studies Cluster 7-12 (Initial), Per CBA

Sherry Stone - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Continuing Certification), Per CBA

Terrence Campo - Mentor, Instructional Support Services, New, Term, 9/1/2021 to 6/30/2022, Mathematics 7-12 (Initial Reissuance), \$1,000.00 Stipend

Victoria Hauser - HOSA Assistant Advisor, Extra Curricular Activity, Re-Appointment, Term, 9/1/2021 to 6/30/2022, Teaching Assistant (TA Level 3), Per CBA

Wayne Weber - Migrant Tutor, Adult Early Childhood and Outreach Education, Re-Appointment, Term, 9/1/2021 to 8/31/2022, N-6 (Permanent), Per CBA

Classified Appointments – New Employees

****Courtney Crim** – Office Assistant I, Special Education Programs, New, Provisional Pending Exam, 8/30/2021 Competitive Class, Per CBA [Pro-rated]

Cristiana DeFazio - School Nurse, Regional Elementary Summer School, New, Term, 7/20/2021 to 8/31/2021, Registered Professional Nurse (Exp. 06/30/2024) (License), \$40.00 per hour

****Jamilyn Dillon** - Occupational Therapist, Special Education Programs, Replacement, Provisional – Pending Exam, 9/1/2021, Competitive Class, Occupational Therapist (Exp. 10/31/2023) (License), Per CBA

Saira Jhandier - Teacher Aide, Extended School Year, New, Term, 7/20/2021 to 8/31/2021, Non-Competitive Class, \$75.00 per day

****Marisa Congilaro** – Teacher Aide, Special Education Programs, New, Probationary - 6 Month, 9/1/2021 to 2/28/2022, Non-Competitive Class, Per CBA

****Michelle Doherty** - Occupational Therapist, Related Service Providers, Replacement, Provisional Pending Exam, 9/1/2021, Competitive Class, Occupational Therapist (Exp. 12/31/2022) (License), Per CBA

Daniel Sportello - Teacher Aide, Extended School Year, New, Term, 7/20/2021 to 8/17/2021, Non-Competitive Class, \$75.00 per day

Malissa Rafferty - School Nurse, Regional Elementary Summer School, New, Term, 8/3/2021 to 8/31/2021, Registered Professional Nursing (Exp. 9/31/2021) (License), \$40.00 per hour

Classified Appointments – Current Employees

****Samantha Sharpe** – Teacher Aide, Special Education Programs, Replacement, Probationary - 6 Month, 9/1/2021 to 2/28/2022, Non-Competitive Class, Per CBA

Shannon Grainer - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$81.54 per day

****Valerie Dodge** - Account Clerk, Business Office, Replacement, Probationary - 6 Month, 9/1/2021 to 2/28/2022, Competitive Class, Per CBA (Pro-Rated)

Substitute Appointments

Effective upon approval by the Board of Education of the Personnel Report and ending July 7, 2022 unless otherwise amended at a future meeting of the Board of Education.

Barbara Clough

Emily Daley

Jennifer Stanton
Michael Taratuchin
Rebecca Salem

Rescind Substitute Appointment

Mackenzie Ademek

All voted in favor; motion carried 8:0.

Mr. Luce arrived at 5:39pm.

BOARD FORUM

During Board Forum, Mrs. Kessler reported on the struggles Poland is having with hiring; she noted their Professional Development and Safety Plans have been completed for this school year. Mr. Clements reported on the summer enrichment program that Frankfort-Schuyler and Richfield Springs held; he noted that the Adirondack Bank Center has been reserved for the 2022 graduation ceremony and that the district has received a nation-wide grant that will help support enrichment programs in the district. He concluded by stating that the District Strategic Plan is being worked on. Ms. Lynch reported that the West Canada Valley Safety Plan has been approved. Mr. Luce stated that a new guidance counselor has been hired at Herkimer High School.

President Shypski stated that Mr. St. Peter has started his position as the Richfield Springs CSD Secondary Principal. He noted the hiring struggles the district is having. President Shypski reported that the School Boards Institute has prepared its legislative paper for the 2021-2022 school year. He discussed the Rural Schools Association and its legislative position paper. President Shypski concluded his report with comments on recently attended conferences - Rural Schools Association Conference and the NYSSBA Summer Law conference.

NYSSBA Update

Mr. Miller recognized President Shypski on his NYSSBA Level 4 training achievement. He stated that the Annual Convention is still being planned and that hotel guidance on pandemic protocols will be forthcoming. He noted that medical personnel will be on site this year.

2021 NYSSBA Conference

The 2021 New York State School Boards Association Annual Convention is scheduled for October 24-26 in New York City. Registration opens August 16. Board members were asked if they are interested in attending to please contact the Board Clerk in order to be registered to attend.

NEW BUSINESS

Appointment of C&S Companies as Construction Management Firm

Mr. Schmid moved and Mr. Clements seconded a motion to appoint C&S Companies as the Construction Management firm for the BOCES Capital Project. All voted in favor; motion carried 9:0.

Authorization to Enter into Agreement with C&S Companies

Mr. Luce moved and Mr. Schmid seconded a motion to authorize the District Superintendent to enter into the pre-referendum agreement with C&S Companies. All voted in favor; motion carried 9:0.

President Shypski commented about the amount of work that went into the construction management firm recommendation. Mr. Picolla was commended for this work.

Mentoring Program Coordination Position/Stipend

Mrs. Sherwood presented her recommendation to create a vacancy for the purpose of mentor program coordination. She explained that a seasoned mentor would be appointed to this position with a \$5,000 stipend as the successful candidate will be required to take on extra responsibilities above and beyond the position that the person would currently hold in the Mentoring Program. Mrs. Sherwood noted that the Instructional Support

Services department is doing a nice job with the Mentoring program. The person appointed to this position would be overseeing the day-to-day duties. It was noted that this will be a one-year appointment.

Mr. Clements moved and Ms. Lynch seconded a motion to create the position of mentoring program coordination with an annual stipend of \$5,000. All voted in favor; motion carried 9:0.

Topics for Next Board Meeting

- Status of the donation of the logs last winter

Positive Thoughts

- Career and Technical Education (CTE) program re-approval application for the Conservation Program has been approved.
- Rural Schools Association of NYS presented to BOCES District Superintendents with the “Extraordinary Service Award for Outstanding Leadership”.
- Thank you letter to Town Supervisor, Honorable L. Peter Rovazzi, for allowing the LPN Graduation and Pinning Ceremony to be held at the Town of German Flatts Community Building.

REPORTS & RECOMMENDATIONS

Director of Special and Alternative Education, Roberta Matthews

BOE Goal 1: Grow in Strength and Leadership Across our Region

- With the transition of Patricia Wilson to Supervisor of Equity and Diversity, Special Programs is looking to hire a Coordinator of Special Education. This individual, in collaboration with Patricia Frank will be primarily responsible for classes that are housed in districts. Currently, classes are located at Fisher Elementary, Barringer Road Elementary, Jarvis Middle School, CVA, and Frankfort-Schuyler High School.
- Pathways administrators worked in collaboration with Adam Hutchinson to provide vaccination clinics in August.

BOE Goal 2: Stabilize staffing and programs to ensure our components and the community continue to have needed support in a cost-effective manner.

- The Extended School Year Program (ESY) served approximately 100 students in 17 classes. Five of these classes were preschool classes.
- Special Programs administrators in collaboration with Pathways administrators are recruiting and interviewing for various staff positions. The recruitment and hiring process for some difficult positions to fill such as occupational therapist, physical therapist, school psychologist, and speech pathologist is also being held.
- Ms. Frank worked with the administration at Central Valley and Frankfort-Schuyler to get schedules and classrooms set up in each building. Orientations are planned at Fisher Elementary School and Jarvis Middle School in late August.

BOE Goal 3: Develop accountability systems with clear expectations.

- The TIM Academy process has been amended due to the feedback garnered from the staff survey. Beginning this year, in collaboration with the Instructional Support Specialists, this service will be delivered as a consultative model, a PD model, as well as a collaborative and sustained model within BOCES.
- Special Programs developed a Literacy Committee. The work of this group has been to review assessments and materials that will compliment and align with The Science of Reading. The group will make a recommendation to the Special Programs and Instructional Support Services administrators at the completion of their work.

Director of Adult, Early Childhood and Outreach Education, Mary Kline**Early Childhood Education**

- Final reports for the 2020-21 school year are being prepared. These are due to the NYSED portal the end of August. The grants approval for the UPK and TPK programs have not yet been received.
- Preschool staff met this summer to review the Pre K curriculum used and the programs that are taught in the various districts for the main content areas.
- Five sections of integrated preschool were held in the Extended School Year Program. This was one of the largest groups we have had in the summer; there were more applicants for the program than slots available.

Adult Education**LPN**

- Full-time class started on July 6. The entrance screening test continues to be offered on a weekly basis.
- The LPN program received a grant from the Slocum Dickson Foundation in the amount of \$9,926.03. The grant was submitted in the spring of 2019 but was put on hold due to the pandemic. The money will be used to establish an additional lab which will be geared for basic patient care. It will be utilized for both the CNA and LPN classes. This grant will allow the program to continue to meet the healthcare training needs in our area.

Adult Literacy

- This summer classes were offered on a limited basis. Students took the TASC exam in August.
- The grant application for the Alternative High School Equivalency Program (AHSEP) is being prepared. This grant allows BOCES to operate a TASC program for students still in high school and allows school districts to purchase slots as needed.
- Notification on grant proposals for the Literacy Zone, the Workforce Investment Opportunity Act (WIOA), and the new option for Corrections Education for 2022-2027 has not been received to date.

Outreach Education

- The summer Migrant Education program was held. Approximately one hundred families participated in the fourteen counties that BOCES serves.
- This summer staff were allowed to work with the families outside on the lawn but not inside the homes. All staff were glad to be able to make visits and see the children and families in person.

Business Manager, Stephen Coupe

Mr. Coupe provided the following updates:

- As part of the year-end entries, we will be “sweeping” the balances in the old Trust & Agency Fund into the General Fund to comply with GASB 84. Once these year-end entries are complete, the updated final June 30, 2021 financials will be provided.

GASB 84 Implementation

- The practical effect of GASB 84 is that it required a remapping of all accounting entries related to payroll. This affected the BOCES payroll as well as the Central Business Office payrolls we process. All of the July payrolls processed normally and a cleanup of small issues from the remapping process has been done.

Service Contracts

- Contract adjustments are nearly complete for the 2020-2021 school year. The 2021-2022 services have been uploaded.

Direct Deposit

- About 90% of BOCES employees are using direct deposit. This has drastically reduced the amount of time printing and stuffing paper paychecks. Additionally, paystubs are no longer printed for those using direct deposit. Instead, all employees have access to the Employee Self-Service portal where they can view (or print) their paystubs or W-2 forms as well as see their balances of unused vacation, personal days, etc.

Assistant Superintendent for Administrative Services, Jim Picolla**Capital Project Update**

- Upon direction from both the BOCES Board of Education and the Superintendents' Cabinet, the BOCES Capital project was developed with the assumption of it being a two-phase project with the initial phase addressing approximately \$20 million in infrastructure upgrades and Phase Two addressing an additional \$27 million in infrastructure upgrades and a yet to be determined program component.
- The next milestones for completion are: 1) Determine the Building Aid Unit count for the Remington Building, and 2) Secure a construction management firm to assist in the development, planning, and information campaign for the project.
- Significant progress in the selection of a construction management firm has been made and Mrs. Sherwood recommended the appointment of C&S Companies.
- The pre-referendum contract will outline the expectations, deliverables, and consideration for services leading up to the referendum vote. It will be both parties' intention to negotiate a contract for the remaining services once the project is better defined.
- The selection of the construction management firm was outlined.

Assistant Superintendent for Instructional Services, Kathy Fox**BOE Goal 2 - Stabilize staffing and programs to ensure our components and the community continue to have needed support in a cost-effective manner**

- The Perkins grant has been temporarily approved at the State Education Department initial review and sent to the finance department for final approval. We expect this grant to be fully funded as written.
- CoSers are being reviewed in the Instructional Support department to provide requested services to the component districts. Several districts have expressed interest in working with the Expertise Project and the School to Careers program. In addition, we are reviewing our Enrichment CoSer to provide support to districts wanting to implement the Hi-5 work focused around Character Education.
- Thanks to Sheri Perry in Instructional Support for learning the training requirements for Edmentum software in the Distance Learning CoSer. She is able to provide training to districts instead of paying for the training through the company, thus saving money for the districts.
- The VP-TECH summer bridge program was held in August.
- The new Readitec program has solid enrollment. Readitec9 has 18 students and Reditec10 has 15 incoming students. This new program has been developed at the request of the component schools and is slated to address younger students who want to be in a hands-on environment. Transferable foundational skills will be emphasized while learning about career opportunities within the 16 career clusters.

BOE Goal 3 - Develop accountability systems with clear expectations

- All budgets in the Instructional Support office have been cleaned up and established to reflect expected expenditures. District bill backs for services such as arts in education, enrichment, distance learning, and district-specific professional development now have a solid system in place. This should ensure districts are billed back in a timely manner.

Technical Education**CTE**

- The cosmetology summer school program ran for the month of July with a two pronged focus. Students were provided an opportunity to make up for lost instructional time due to last year's academic schedule being compressed. New incoming juniors started building their hours so that at the end of the program they will be able to reach the 1000-hour benchmark.

VP-TECH

- Instructional Support and the VP-TECH program hosted a summer bridge program for both incoming freshmen and returning sophomores.
- Juniors and seniors attended a college readiness day to make sure they are ready for their college courses which starts in September.

School to Careers

- The STC team spent the summer months preparing for the upcoming 2021-22 school year.
- The team met with several component districts about their individual service requests.
- STC supervised summer internships; specifically with Richfield Springs along with supervising returning cosmetology graduates at Foltsbrook Nursing Home during Monday Manicures and Nail Service.
- The STC team conducted ACIE student interviews in preparation for their internship interview and best placement(s).
- STC provided Career and Workplace Readiness workshops for the Summer Youth Employment Program groups held at Herkimer BOCES.
- The STC team continues as key partners on the Expertise Project and the development of the CoSer.

Instructional Support Services**Mentoring**

- In preparation for new teachers joining BOCES in the fall, there will be a two-day new teacher orientation.

Curriculum Work

- There are several curriculum projects that are happening this year. Richfield Springs will be working on a K-12 lesson design curriculum project as well as a K-12 SEL project. Alternative Education at Pathways will be diving into a Science of Reading Curriculum project.

Virtual Online Learning Services

- Virtual enrollments continue to be strong for the 2021-2022 school year. Currently, there are 140 total virtual enrollments/licenses.

Home Instruction

- Home Instruction requests for the 2021-2022 school year are forthcoming; enrollments are staying strong at this point.

Arts & Education

- Requests for services are anticipated to increase to the pre-pandemic numbers with the possibility of even exceeding them.

Honors

- Planning has started for the honors programs to return in the 2021-2022 school year.

District Superintendent, Sandra Sherwood

Mrs. Sherwood updated the Board on the following topics:

- Annual contract for the SROs ready for signature by the County
- Account Clerk movements in the business office
- ReadiTec Program
- 2020-2021 Year-End Communications Report (submitted by Bryon Ackerman, Public Information Specialist)
- Owen D. Young BOCES Board Representative (replacement for Linda Tharp's seat)

- BOCES received Utica National Insurance Company's Titanium with Honors Safety Award
- Summer school statistics were shared. Regional Summer School had 420 students attend and Regional Elementary School had a total of 137 students attend. It was noted that all 40 students enrolled in the Driver Education class were successful.
- Successful retreats held for the superintendents and BOCES administration.
- State Education Department guidance for staff and students returning to school in September.

FUTURE BUSINESS AND MEETING

- SBI Board Development, "How to Grow and Keep Administrators", Program begins @ 6:30pm, August 31 – Virtually
- Superintendent's Conference Day, September 1 & 2
- Board of Education Special Meeting, September 2 @ 5:30pm, Administrative Offices, DS Conference Room
- School Opens, September 7
- Board of Education Regular Meeting, September 16 @ 5:30pm, WEB Complex, LSA
- SBI General Membership Meeting, "COVID 19 Federal Funding: Challenges and Opportunities," Program begins @ 6:30pm, September 23 @ Oneida BOCES [In-person or virtual]

EXECUTIVE SESSION

Mr. Clements moved and Mr. Schmid seconded a motion to enter into executive session for the purpose of discussing the employment history of a particular person. All voted in favor; motion carried 9:0. The Board went into executive session at 7:38pm. President Shypski declared the meeting reconvened at 7:56pm.

ADJOURNMENT

Ms. Lynch moved and Mrs. North seconded a motion to adjourn the meeting at 7:57pm. All voted in favor; motion carried 9:0.

Shawn Maxson
Board Clerk