

Herkimer BOCES Board of Education

Regular Meeting

Thursday, April 22, 2021

Members Present

Thomas Shypski, President
Daniel Voce, Vice President
Michael Clements
Deborah Kessler
Ronald Loiacono
Janine Lynch
William Miller
Jane North
James Schmid

Absent

Linda Tharp

Others Present

Sandra R. Sherwood, District Superintendent

Shawn Maxson, Board Clerk

President Shypski called the meeting to order at 7:25pm and requested everyone rise to recite the Pledge of Allegiance.

NYSSBA'S RECOGNITION PROGRAM

Mrs. Sherwood presented President Shypski with the New York State School Boards Association's Level 4 Board Lifetime Achievement Award. She explained the program is designed to acknowledge school board members who strive to continually expand their governance knowledge and skills.

REVIEW OF AGENDA

The Board reviewed the agenda.

ROUTINE BUSINESS

Approval of Minutes

Mr. Loiacono moved and Mr. Voce seconded a motion to approve the March 11, 2021, regular meeting minutes as presented. All voted in favor; motion carried 9:0.

Service Contract Transaction Report

Mr. Loiacono moved and Mr. Voce seconded a motion to approve the Service Contract Transaction Report, March 2021, (-\$33,375.81) as presented. All voted in favor; motion carried 9:0.

Treasurer's Report

Mr. Loiacono moved and Mr. Voce seconded a motion to approve the Treasurer's Report for February 2021, as presented. All voted in favor; motion carried 9:0.

Budget Status & Revenue Status Reports

Mr. Loiacono moved and Mr. Voce seconded a motion to approve the Budget Status and Revenue Status Reports for February 2021, as presented. All voted in favor; motion carried 9:0.

Extracurricular Treasurer's Report

Mr. Loiacono moved and Mr. Voce seconded a motion to approve the Extracurricular Treasurer's Report for March 2021, as presented. All voted in favor; motion carried 9:0.

Bid Award**Meat**

Mr. Loiacono moved and Mr. Voce seconded a motion to accept the meat bid for May – July 2021 from the lowest bidder [awarded to Ginsberg]:

Total Bid

\$18,000.77

All voted in favor; motion carried 9:0.

MORIC REGIONAL TECHNOLOGY BID

WHEREAS, it is the plan of a number of PUBLIC SCHOOL DISTRICTS and the MADISON-ONEIDA BOCES (the “BOCES”) during the 2021-2022 school year to bid jointly for the purchase of various types of computers and technology commodities (the “Commodities”); and

WHEREAS, the Herkimer-Fulton-Hamilton-Otsego BOCES (“HFHO BOCES”) is desirous of participating in the joint bidding of the Commodities, as authorized by General Municipal Law, Article 5-G; and

WHEREAS, this Board of Education has received and reviewed the Cooperative Bid Procedures (“the Procedures”) governing its right and responsibilities should it elect to participate in the joint bidding of commodities; and

BE IT FURTHER RESOLVED, Mr. Loiacono moved and Mr. Voce seconded a motion that in accordance with Cooperative Bid Procedures the Board of Education agrees to award bid purchase item purchases according to the recommendation of the Madison-Oneida BOCES if such award is in the best interest of the HFHO BOCES.

All voted in favor; motion carried 9:0.

Certify the 2021-2022 Administrative Budget Vote

Mrs. Sherwood provided the results of the administrative budget vote and board election that was held by component districts on April 21.

Mr. Loiacono moved and Mr. Voce seconded a motion to certify the 2021-2022 administrative budget vote and election results as follows:

- The proposed 2021-2022 administrative budget in the amount of \$3,291,726 was approved by the Herkimer BOCES Component Boards of Education: 10-0;
- Election of three [3] members to the Herkimer-Fulton-Hamilton-Otsego Board of Cooperative Educational Services, each elected to serve a three-year term of office beginning July 1, 2021 – June 30, 2024: Michael Clements, Thomas Shypski, William Miller.

All voted in favor; motion carried 9:0.

PERSONNEL REPORT

As recommended by District Superintendent, Sandra R. Sherwood, Mr. Loiacono moved and Mr. Voce 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

Candice Rodgers will earn her permanent appointment as Teacher Aide effective May 8, 2021.

Joanne Lidano will earn her permanent appointment as Account Clerk effective May 5, 2021.

Kassi March will earn her permanent appointment as Teacher Aide effective May 5, 2021.

Lori Waterbury will earn her permanent appointment as an Office Assistant I on May 8, 2021.

Maia Torres will earn her permanent appointment as Teacher Aide effective May 15, 2021.

Patricia Day will earn her permanent appointment as an Office Assistant I on May 18, 2021.

Tina Jacopelle will earn her permanent appointment as Account Clerk effective May 5, 2021.

Valerie Dodge will earn her permanent appointment as an Office Assistant I on May 5, 2021.

Separations

Adam Bombard - Resignation, School Counselor, Technical Education, 6/30/2021 [COB]

Cassandra White - Resignation, (Received certification and will be appointed to a probationary position), Long Term Sub Teacher, Special Education, 3/17/2021 [COB]

Chelsey Andreski - Resignation, English Teacher, Regional Summer School, 4/19/2021 [COB]

Christopher Boufford - Resignation, (Received certification and will be appointed to a probationary position), Long Term Sub Teacher, Technical Education, 4/1/2021 [COB]

Craig Miller - Retirement, Teacher, Technical Education, 6/30/2021 [COB]

Jacqueline Unsinn - Retirement, Occupational Therapist, Special Education, 6/30/2021 [COB]

Jesse Hendrick - Resignation, Building Maintenance Worker, Maintenance/Custodial Services, 4/16/2021 [COB]

Jessica Nicklaw - Resignation, Teacher, Special Education, 6/25/2021 [COB]

Katherine Tisi - Resignation, Teacher Aide, Special Education, 3/22/2021 [COB]

Kimberly Johnson - Resignation, (Received certification and will be appointed to a probationary position), Long Term Sub Teacher, Special Education, 3/31/2021 [COB]

Ruth Neff - Retirement, Senior Account Clerk, Business Office, 6/30/2021 [COB]

Shelley Bundick - Retirement, Teaching Assistant, Special Education, 6/28/2021 [COB]

William Day - Resignation, English Teacher - Long Term Sub, Special Education, 5/21/2021 [COB]

Leaves of Absence

Amanda Pettengill - Clerk, Technology, Blended paid and unpaid (Consecutive), 4/3/2021 - 5/3/2021, Medical.

Gina Emden - Special Ed. Teacher, Special Education Programs, Blended paid and unpaid (Consecutive), 5/1/2021 - 6/25/2021, Medical.

Jane Guzewich - Teaching Assistant, Special Education Programs, Unpaid (Consecutive), 3/1/2021 - 3/4/2021, Due to COVID-19 travel protocols.

Amendments

Amanda Pettengill - Clerk, Civil Service, from: 10/26/2020 - 4/25/2021 to 10/26/2020 - 6/16/2021, Effective: 4/22/2021, Reason: Other (Adjust probationary period due to leave of absence).

Maria Varlaro - Teacher Aide, Civil Service, from: 3/12/2021 - 9/11/2021 to 3/12/2021 - 11/11/2021, Effective: 3/12/2021, Reason: Other (Correct probationary period to adjust for summer months).

Rebecca Kyser - ESOL Teacher, English as a Second Language, from: 11/9/2020 - 11/8/2024 to 11/9/2020 - 11/8/2023, Effective: 11/9/2020, Reason: Other (Adjust probationary period to three years; confirmed received tenure from CA BOCES in 2012).

Roberta Charles - Senior Account Clerk, Civil Service, from: 11/2/2020 - 5/22/2021 to 11/2/2020 - 11/22/2021, Effective: 4/22/2021, Reason: Other (Extend probationary appointment per MOA).

Shannon Grainer - Teacher Aide, Civil Service, from: 3/12/2021 - 9/11/2021 to 3/12/2021 - 11/11/2021, Effective: 3/12/2021, Reason: Other (Correct probationary period to adjust for summer months).

Teisha Burdick - Teacher Aide, Civil Service, from: 3/12/2021 - 9/11/2021 to 3/12/2021 - 11/11/2021, Effective: 3/12/2021, Reason: Other (Correct probationary period to adjust for summer months).

Certified Appointments – New Employees

Anthony Reina - Social Studies Teacher, Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, Social Studies 7-12 (Professional), \$37.25 per hour

Colleen M McHale Vetere - Special Education Teacher, Special Programs, Short Term Sub, Short-Term Substitute, 3/29/2021 to 6/30/2021, Special Education (Permanent), \$41,000.00 per year(Pro-Rated)

Emily Closinski - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (B-2) (Initial), \$219.22 per day

Rachael Witter - Science Teacher (Middle School), Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, Earth Science 7-12 (Initial), \$37.25 per hour

Rebecca Gleason - Regional Summer School Principal, Administration, New, Term, 7/1/2021 to 8/31/2021, School District Administrator (Permanent), \$6,200.00 Stipend

Certified Appointments – Current Employees

Alana Connolly - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Special Education (Permanent), \$306.90 per day

Alisha LaQuee - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 2), \$136.71 per day

Amanda Witt - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 1), \$134.87 per day

Ashley Schook - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Early Childhood Ed (B-2) (Professional), \$157.21 per day

Benjamin Quartuccio - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, (Uncertified), \$211.72 per day

Beverly Petriski - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 1), \$134.87 per day

Cassandra White - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (B-2) (Initial), \$215.57 per day

****Cassandra White** - Special Education Teacher, Special Programs, Amendment, Probationary - 4 Year, 3/18/2021 to 3/17/2025, Tenure Area: General Special Education, SWD (B-2) (Initial), Per CBA (Pro-Rated)

****Christopher Boufford** - Computer Networking Teacher, Technical Education, Amendment, Probationary - 4 Year, 4/2/2021 to 4/1/2025, Tenure Area: Technical Subjects, Computer Technology 7-12 (Transitional A), Per CBA (Pro-Rated)

Cornelia Luppino - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Continuing Certification), \$154.85 per day

Courtney Coupe - Pre-K Teacher (Special Education), Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Early Childhood Ed (B-2) (Initial), \$215.57 per day

Craig Farley - Special Education Teacher, Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 7-12), Generalist (Emergency COVID-19), \$37.25 per hour

Danielle Levenson - Speech Therapist, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Speech & Language Disabilities (Emergency COVID-19), \$215.57 per day

Danielle Ward - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 3), \$134.87 per day

Denise Snell - Earth Science Teacher, Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, Biology 5-9 (Emergency COVID-19), \$37.25 per hour

Donald Wisniewski - School Counselor, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, School Counselor (Permanent), \$235.44 per day

Ellen Maury - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 1), \$134.87 per day

Erin Reed - Speech Therapist, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Speech & Language Disabilities (Professional), \$258.51 per day

Gina Cannistra - Behavior Specialist, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, School Social Worker (Permanent), \$258.51 per day

Glenn Manning - Driver Education Teacher, Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, Health (Permanent), \$37.25 per hour

Gloriann Steciak - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 3), \$134.87 per day

Gregory Crawford - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, (Uncertified), \$204.79 per day

Ian Wiernicki - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 1-6) (Initial), \$215.57 per day

Janet Dodson - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 2), \$136.71 per day

Jessie Heidelberger - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 2), \$140.40 per day

John Carney - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, (Uncertified), \$208.26 per day

Kerwin Hughes - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 1-6) (Initial), \$215.57 per day

Kimberly Creater - Pre-K Teacher (Special Education), Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Special Education (Permanent), \$326.13 per day

Kimberly Johnson - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 1-6) (Initial), \$237.69 per day

****Kimberly Johnson** - Special Education Teacher, Special Programs, Amendment, Probationary - 4 Year, 4/1/2021 to 3/31/2025, Tenure Area: General Special Education, SWD (Grades 1-6) (Initial), Per CBA (Pro-Rated)

Leanne Byard - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 1-6) (Professional), \$227.71 per day

Lisa Gorman - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 2), \$138.54 per day

Makayla Miller - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (B-2) (Emergency COVID-19), \$215.57 per day

Marcia Thomas-Bruce - LPN Teacher, Adult LPN, Replacement, Term, 4/26/2021 to 6/30/2021, Job Skills Training Instructor (Adult Education Extension), Per CBA (Pro-Rated)

Mark Rauch - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Special Education (Permanent), \$235.44 per day

Meaghan Sears - Regional Elementary Summer School Principal, Administration, New, Term, 7/1/2021 to 8/31/2021, Uncertified \$2,000.00 Stipend

Melinda Kisker - Teaching Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Teaching Assistant (TA Level 1), \$134.87 per day

Nadine Paul - Special Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, SWD (Grades 1-6) (Professional), \$263.92 per day

Nicole Baricevic - Speech Therapist - Article 16G Stipend, Related Service Providers, New, Term, 12/11/2020 to 6/30/2021, Speech - Language Pathology (Exp. 11/30/2023) (License), Per CBA (Pro-Rated)

Rachel Kent - Social Studies Teacher, Regional Summer School, New, Term, 7/1/2021 to 8/31/2021, Social Studies 7-12 (Initial), \$37.25 per hour

Steven Sestir - Physical Education Teacher, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Physical Education (Professional), \$243.66 per day

Classified Appointments – New Employees

Cody DiNardo - Food Service Helper (Part-Time), Cafeteria Services, Replacement, Term, 3/29/2021 to 6/30/2021, Labor Class, \$12.50 per hour

****Geraldine Winter** - Teacher Aide, Special Programs, New, Probationary - 6 Month, 3/23/2021 to 11/22/2021, Non-Competitive Class, Per CBA (Pro-Rated)

Michelle Doherty - Occupational Therapist, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Occupational Therapist (Exp. 12/31/2022) (License), \$217.90 per day

****Sara Fox** - Teacher Aide, Special Programs, New, Probationary - 6 Month, 4/19/2021 to 12/18/2021, Non-Competitive Class, Per CBA (Pro-Rated)

Classified Appointments – Current Employees

****Adam Hutchinson** - Safety Supervisor, Administration, Amendment (Title Change), Probationary - 6 Month, 7/1/2021 to 12/31/2021, Competitive Class, \$10,000 salary increase.

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

Cerina Spofford - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Debra Feeney - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$88.50 per day

Evelyn Richie - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Gail Smith - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$88.50 per day

Jeanette Green - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$84.06 per day

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

Kellie Maxwell - Behavior Specialist Assistant, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, (Uncertified), \$146.22 per day

Kendra Anna - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Leanne Alberts - School Nurse - LPN, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$104.85 per day

Libee Mancini - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

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

Mark Lovato - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Melinda Culver - School Nurse - RN, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$202.02 per day

Nina Watson - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Paula Anna - Teacher Aide, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Non-Competitive Class, \$82.80 per day

Tina Ondrako - Occupational Therapist, Extended School Year, New, Term, 7/1/2021 to 8/31/2021, Occupational Therapist Assistant (Exp. 12/31/2022) (License), \$157.30 per day

Substitute Appointments

Effective upon approval by the Board of Education of the Personnel Report and ending July 8, 2021 unless otherwise amended at a future meeting of the Board of Education.

Colleen M McHale Vetere

Geraldine Blaise

Kelsey Bowman

Rescind Substitute Appointments

Shannon Grainer (Accepted full-time work at BOCES)

All voted in favor; motion carried 9:0.

BOARD FORUM

During Board Forum, Mrs. North noted that Central Valley is looking into offering an elementary summer school. Mrs. North complimented Shannon Gayhart and her class on their efforts to assist in cleaning up the grounds at Jarvis Middle School. Board members shared information on how each of their districts are holding end-of-the-year celebrations. Information on open board seats was shared.

Mr. Schmid thanked Mr. Mauro and the culinary students for the wonderful meal that was served to the Board prior to the meeting. He congratulated Mrs. Sherwood for being named the recipient of this year's National Safety Security Protection Association School Leadership Award. Mr. Schmid reported that Joseph Gilfus will begin May 1 as Deputy Superintendent at Dolgeville CSD. He complimented Mr. Kawryga for doing a marvelous job as interim superintendent.

Mr. Voce reported that Superintendent Miller is looking at Herkimer seniors being exclusively remote for the last ten days prior to graduation with the hope to avoid seniors from any quarantine situations.

Mr. Miller thanked component boards for their support of his candidacy on the BOCES Board of Education. Mr. Miller shared complimentary comments made by Steven Todd, District Superintendent of Jefferson-Lewis BOCES, about Mrs. Sherwood.

President Shypski echoed Mr. Schmid's comments about the dinner and the National Safety Security Protection Association School Leadership Award. He shared that he is participating in the re-certification process for Heavy Equipment and Conservation programs and is impressed with curriculum and projects. President Shypski concluded by sharing that Richfield Springs CSD has hired a new high school principal and that there were very few opt-outs for the 3-8 tests.

NYSSBA Update

Mr. Miller reported that he presented Alexandria Bay CSD with the Champions of Change award for their Songs and Signs Education Initiative.

NEW BUSINESS**NYSSBA Area 5 Director Nomination**

Mrs. North moved and Mr. Voce seconded a motion to nominate William Miller for the New York State School Boards Association's Area 5 Directorship; term of office – January 1, 2022 – December 31, 2024. Mr. Miller abstained, all others voted in favor; motion carried 8:0.

Positive Thoughts

- New releases: East Herkimer sewer project work to start in the fall; the timing of the project will work well for the Herkimer BOCES William E. Busacker building as the septic system is reaching its 'end of life'; Herkimer BOCES Cosmetology clinic re-opens to community to provide experience to students
- BOCES cards to send thank you notes or to acknowledge news articles in our region;
- Letter from Dolgeville Board of Education to Mrs. Sherwood extending its sincere appreciation and gratitude for conducting the district's superintendent search;
- Pathways Press April Newsletter;

- Mrs. Sherwood has been selected as the recipient of The National Safety Security Protection Association School Leadership Award. Mrs. Sherwood added this recognition is a direct result of the efforts and work of the BOCES Safety Service under the leadership of Adam Hutchinson.

Topics for Next Meeting

Information on the following topics were requested for the next Board meeting:

- The administration of Regents Exams this year
- An update and tentative timeline for the BOCES building project
- An update on the East Herkimer sewer project

ADMINISTRATIVE REPORTS & RECOMMENDATIONS

Director of Special and Alternative Education, Roberta Matthews

Pathways and Special Programs:

- Skin cancer awareness is being conducted at BOCES. In classes, as well as with the staff. Mrs. Patricia Day, Office Assistant in the Special Programs Office and an active member of the Children's Melanoma Prevention Foundation has shared many resources.
- Patricia Wilson and the students at Barringer Road entered an essay contest sponsored by The United Way of the Mohawk Valley. They won the contest, which was a Black History Month book giveaway. The group won five new books.
- Classrooms at Barringer Road Elementary had the opportunity to meet author Ellen Yomans. She is the author of The Other Ducks and has written many other children's books.
- Local regions have been asked for feedback regarding in-person instruction. The feedback indicates that choice needs to be more limited with tighter guidelines.
- The Instructional Support Team in collaboration with the Kelberman Center put on an Autism Fair in April. A few staff members who work with children with autism led workshops.
- Parent conferences were held in March for Pathways and special education classes. Teacher aides and some teaching assistants participated in professional development during this time.
- Counselors continue to meet monthly and are looking at *Elevatus Training*. This training relates to having conversations with persons with an intellectual disability in the area of relationships and sexuality.
- Pathways continues to support "*Anna Strong!*"
- Students at Pathways participated in the Catholic Charities TREATY program. [Teaching Reconciliation in Education to Administrators, Teachers, and Youth]
- Dave Itzo, Pathways Assistant Principal and Eric Thomas, Pathways Physical Education and Health teacher have teamed up proactively to educate students about what sexual harassment is along with consequences for these types of behaviors.

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

Early Childhood Education

- Some classes are being allowed to use the playground for the first time this year. Preparations are underway for Mother's Day gifts.
- Enrollment is open for students for the 2021-2022 PreK classes and the summer integrated Preschool program. Information is posted on the BOCES website.

Adult Education

LPN

- Recruitment for full and part-time classes has begun. A new video for the virtual open house has been developed.
- A virtual job fair for the LPN program will be held in May. Potential employers will be conducting interviews with the students using Zoom.

- The annual survey of past graduates to determine where they are working, salary range, number of times they have changed positions, and the value in a Herkimer BOCES LPN certification has been conducted.
- Plans are underway to hold an outside graduation ceremony in July.

Adult Literacy

- The TASC test will be given in June at Herkimer College. Six of the nine students that took the test in March passed all sections of the test and will be issued their High School Equivalency (HSE).
- Three grant proposals for the Literacy Zone, the Workforce Investment Opportunity Act (WIOA) and a new option for Corrections Education for 2022-2027 were completed and submitted to SED.

Outreach Education

- The third testing window for the Easy CBM tests opened in April.
- Seniors are filling out scholarship applications including the Leah Levy award that is administered by Herkimer BOCES.
- Planning continues for the summer program, which will again use program created choice boards. This year's theme is "Time Travel".
- The Hunger Coalition of Herkimer County purchased personal care items and diapers for some of our families. Families have been very appreciative as it helps them stretch their limited resources.

Community Outreach

- The Herkimer Hunger Coalition is working with BOCES on a new project to purchase and gather items of need for some of our families. Items include personal care, cleaning and PPE.

Business Manager, Stephen Coupe

Mr. Coupe provided the following updates:

- The new contract adjustment report format was explained. The WinCap software will generate this report
- Board financials
- Retirement of Ruth Neff who has been with BOCES since 2009

Assistant Superintendent for Administrative Services, Jim Picolla

Mr. Picolla reported on the following areas of the BOCES:

Information Technology

- The IT department continues to implement upgrade and maintenance plans for all of systems.
- The infrastructure upgrade plans also include replacement of the edge switches at Remington and the German Street offices.
- The expansion of the security camera coverage at both the WEB and Remington buildings continues.
- Replacement of several smartboards using the remaining equipment funds from the FY21 budget year will be done this summer.

Operations and Maintenance

- The early foundation for a BOCES capital project is being set. A team from King + King Architects and BOCES representatives conducted a walkthrough of both the WEB and Remington buildings. The initial walkthrough of the two buildings yielded a list of potential areas of exploration from the team. Further investigation is required before recommending a final scope and project.
- BOCES experienced a theft and vandalism to maintenance vehicles in March. Someone attempted to steal the catalytic converters off several trucks.
- The gender-neutral signage of all single stall bathrooms has been installed.

- Air vents at the WEB have been cleaned and air filters have been changed in accordance with the annual maintenance schedule.
- The maintenance staff also worked in partnership with CTE students to “spring clean” the grounds by raking flowerbeds and cleaning up the landscape.
- An inventory of all HVAC equipment at both the Remington building and WEB complex has been taken.
- The outdoor lighting at Remington is in the process of being replaced.

Safety Office

General Update

- Assistance with resources related to sexual harassment prevention and school climate related activities around sexual harassment has been given to Pathways.
- At the direction of the District Superintendent, the Safety Service continues to explore the development of a Community Schools CoSer utilizing the local agency.

COVID-19 Response

- Clarification on the limits for spectators at outdoor sporting events under the State’s current gathering regulations was provided to all Herkimer County districts.
- The Safety Service provided guidance on the development of a COVID Safety Plan for Sideline Cheerleading during the upcoming “Fall 2” season.
- The Safety Service plans to review District Reopening Plans to ensure they are in alignment with current NYSDOH guidelines.
- The Safety Service developed a synopsis of the Wedding and Catered Events guidance and shared it with component districts to assist them with their prom planning.
- The nurse at the WEB tested the Health Occupation students prior to their clinical work at Foltsbrook Nursing Home.

Trainings & Inspections

- The Coordinator of Safety Services provided clarification to Directors of Facility on both lead in water sampling requirements and updates to SED Visual Inspection and Building Condition Survey regulations.
- The Coordinator of Safety Services attended the State Education Department two-day training on Emergency Response Planning for Schools and Districts.

School Safety Advisor Update

- The Safety Advisor continues to work with ARC Herkimer/Herkimer Industries to provide “Stop the Bleed” kits and trainings to Herkimer BOCES and its component districts.
- The School Safety Advisor is working with Central Valley CSD regarding current issues, plans, and drills. He also attended the Little Falls City SD Safety Committee meeting.
- The School Safety Advisor continues to stay in regular contact with law and regional law enforcement agencies relating to school issues.

PBIS Coordinator Update

- The PBIS Coordinator attend numerous meetings with school personnel and provides support services to BOCES and the component districts.
- The PBIS Coordinator conducted or facilitated numerous trainings.

Assistant Superintendent for Instructional Services, Kathy Fox

Goal 1 - Grow in strength and leadership across our region

The regional leaders met and the following updates were provided:

- Several guest speakers provided information to the regional leaders at their March meeting. Christina Cain from Herkimer County Department of Health, Todd Price from Windsor Learning, and Bonita Gibb, from Herkimer County who shared how to make referrals through the Systems of Care Grant. Sandra Sherwood provided leaders with the latest SED information on assessments, expected Board of Regents actions, and quarantine/school requirements around the vaccine. Amy Konz from the MORIC provided leaders with coding information around virtual students not taking assessments versus opting out. Keara Battisti from the Regional Partnership highlighted the FAQ prepared by the Board of Regents. Jon Griffith discussed the latest plans for in-person Regional Summer School. He also discussed the Civic Readiness Initiative with middle school leaders.

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

- BOCES is coordinating an elementary summer school for Richfield Springs and Frankfort-Schuyler. It will be located at the Frankfort-Schuyler Elementary School and will be in session for 20 days.
- The youth TANF grant application is being written for an in-person experience for 14 and 15-year-old students. The experience will provide young people with an opportunity to develop some entry level skills.

Goal 3 - Develop accountability systems with clear expectations

- The superintendent sub-committee recommended VP-TECH continue to be an option for students in the region. VP-TECH will be continuing as funding has been approved for a new cohort.

Technical Education

CTE

- A new articulation agreement has been finalized with SUNY Morrisville for the Criminal Justice program. Students are able to earn 6 credits with a GPA of B or better.
- The Health Science Program has completed a week long intensive clinical experience at the Foltzbrook Center for their CNA certification. Through the hard work and planning of Ms. Christe Zambri, the instructor, and by building robust partnerships with the center administration, students were offered a “real world” working experience. Herkimer BOCES is one of the only programs in the state to offer a clinical experience to CNA students due to pandemic.

VP-TECH

- VP-TECH hosted Mentor Monday at the beginning of March. Work Ethics was a hot topic with mentors discussing interacting with superiors, co-workers, and taking on extra tasks to promote better experiences, learning new skills, and showing reliability.

School to Careers

- Throughout the month of March, the STC team supported CTE programs in many ways: Sophomore Visitation, Open House, Giotto Apprenticeship Program, Resume Writing and Interviewing, and presentations on various scholarship opportunities.
- The STC team is working on the logistics for CTE-WBL internships by creating and recording asynchronous presentations for the Google Classroom. In addition, the students are encouraged to locate their own internship sites as part of their 21st Century workplace readiness skills.
- The STC team provides one-on-one career prep sessions with the students applying for the Giotto Enterprise Apprenticeship Program.

INSTRUCTIONAL SUPPORT SERVICES

Mentoring

- The focus has been on preparation for staff summative evaluations.
- Applications for mentors are being accepted for the 2021-2022 school year.

Curriculum Work

- The instructional support team is planning for summer curriculum work for BOCES and the component districts.

Professional Development

- The Instructional Support team has been partnering with its Joint Management Team and statewide groups connected through its networks to provide statewide training in the region. Several smaller personalized training in the region took place through book studies, traditional training, and asynchronous training support. 32 specific trainings were offered and 1,000 attendees were supported during the month of March.
- BOCES, in collaboration with the Kelberman Center, held its first annual Autism Conference.

Virtual Online Learning Services

- We are currently managing 818 enrollments for seven component districts. There were four new course enrollments added during March.

School Boards Institute

- SBI is preparing for this year's 2020-2021 DSA/SAA virtual Awards ceremony scheduled for May 13.

Arts & Ed

- Districts have been busy offering virtual opportunities to their students. Many districts are preparing for the virtual NYSSMA solo festival.

District Superintendent, Sandra Sherwood

Mrs. Sherwood updated the Board on the following:

- Restoration of school funding; it was noted that itinerants are now being hired by districts and this is beneficial for districts to have these full-time services for their students.
- Conveyed her amazement by the dedication, pride and talent of students in the region. She noted that the Board dinner prepared by the culinary students was representative of this.
- Inappropriate behavior happening on the school property at the Remington site while school is not in session. She noted that the Ilion Police Department is involved and explained various measures BOCES is taking to make this property safer for its staff and students. A proposal for fencing to be installed in the area between the school and the ball field will be presented to the Board at a future Board meeting.
- Herkimer Region College & Career Scholarship awards ceremony is being planned; a reception for retirees and employees being appointed tenure will be held on June 10 [attendees will require proof of vaccination]. A tour of the house being built by the Building Construction students will be scheduled for the May Board meeting.

FUTURE BUSINESS AND MEETINGS

- SBI Distinguished Service Awards & Student Achievement Awards, May 13, Via Zoom
- Board of Education Meeting, May 20 @ 5:30pm, WEB Complex, Room C-20
- Memorial Day, May 31 – No School

ADJOURNMENT

Mr. Voce moved and Mrs. Lynch seconded a motion to adjourn the meeting at 8:45pm. All voted in favor; motion carried 9:0.

Shawn Maxson
Board Clerk