

**Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES**  
**Board of Education Meeting**  
**Board Room**  
**Watertown, New York**  
**September 26, 2018**  
**6:00 p.m.**

MEMBERS PRESENT: Alice Draper, James Lawrence, Barbara Lofink, Peter Monaco, Lynn Murray, Grace Rice

MEMBERS EXCUSED: Sandra Klindt, Michael Kramer, Michael Young Barbara Lofink

MEMBERS ABSENT: None

STAFF PRESENT: Patricia LaClair, Leslie LaRose, Stephen Todd, Michele Traynor

OTHERS PRESENT: None

President Rice called the meeting to order at 5:59 p.m. and led the Board in the Pledge of Allegiance.

President Rice opened the meeting by inviting comments from the public. There were none and the meeting proceeded.

**CONSENT AGENDA:**

1. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the minutes of the regularly scheduled meeting held on August 08, 2018 were approved. Vote: Yes-6 No-0
- Approval of 08/08/18  
Regular meeting minutes

- 1a. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the amended agenda as presented. Vote: Yes-6 No-0
- Approval of amended  
agenda

2. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the following Internal Claims Auditor's Report for September 26, 2018.
- Approval of Internal  
Auditor's Report of  
9/26/18

Payroll 4	\$440,037.16	August 17, 2018
Payroll 5	460,994.39	August 31, 2018
Payroll 6	845,079.43	September 14, 2018
Warrant 6 A&F	495,181.04	August 6, 2018
Warrant 8 A&F	508,988.91	August 17, 2018
Warrant 10 A&F	320,845.65	September 7, 2018
Total	\$3,071,126.58	Vote: Yes-6 No-0

3. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the budget adjustments for 2018-19 as presented. Vote: Yes-6 No-0
- Approval of budget  
adjustments for 2018-19

4. On the recommendation of District Superintendent Todd, on a motion by L. Murray, seconded by A. Draper, the Board approved the Board Goals, Presentations and Reports for 2018-19. Vote: Yes-6 No-0
- Approval of Board  
Goals, Presentations &  
Reports 2018-19

5. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the out-of-state travel for A. Baker, C. Bova and A. Peebles to attend the Adobe Max 2018 Conference in Los Angeles, CA, 10/14-18, 2018 at an approximate cost of \$8,090 to be paid from Perkins Funds and \$2,275 to be paid from the Graphics Budget.  
Out-of-State Travel for A. Baker, C. Bova, A. Peebles, Los Angeles, CA  
10/14-18/18  
Vote: Yes-6 No-0
6. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the appointment of Susan Farr as Internal Claim's Auditor, effective 10/01/18 and Mary Pat Cardinale as Deputy Internal Claim's Auditor, effective 10/01/18. Appointment of S. Farr as Internal Claim's Auditor 10/1/18; MP Cardinale, Deputy 10/1/18  
Vote: Yes-6 No-0
7. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by L. Murray, the Board approved the Memorandum of Understanding with the BOCES Professional Association for SkillsUSA Stipends.  
MOU w/BPA for SkillsUSA  
Vote: Yes-6 No-0
8. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board declared the 2006 school bus be put up for auction.  
Approval of 2006 school bus for auction  
Vote: Yes-6 No-0
9. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board approved the Programs for Exceptional Students school vehicle lease agreement with South Lewis Central School District for the 2018-19 school year.  
PES school vehicle lease agreement w/SLCSD for 2018-19  
Vote: Yes-6 No-0
10. Bids were opened at 10:00 a.m. on August 20, 2018 for the building materials. Mary Pat Cardinale and Michele Traynor were present. The bid was as follows:  
Materials Bid Award to OD Greene  

Bidder	Bid Amount
O.D. Greene	\$46,522.04

The bid was awarded to O.D. Greene.

#### 11. Board Reports

Board Reports

##### **Solar Project Ribbon Cutting – August 23, 2018**

Mrs. Rice attended the Solar Project Ribbon Cutting on August 23, 2018 held on the Watertown Campus. Today we are acknowledging the vision, cooperation and persistence of many different people and entities to bring low-cost solar energy to Northern New York. The Tri-County Energy Consortium, comprised of 28 schools and municipalities in our area, is the result of this endeavor. Mike Stanton, Regional Director of Development for Cypress Creek spoke and was thrilled to celebrate the construction of New York State's first pollinator-friendly solar farm. We are providing clean, affordable energy and generating local tax revenue for the Watertown community. John Warneck introduced Mike Schenk from Senator Patty Ritchie's office and Kate Wehrle from Assemblywoman Addie Jenne's office who both said a few words. Tours were conducted of the solar farm for anyone wishing to take a tour.

##### **Orientation Day – August 28, 2018**

Mrs. Rice attended the new staff orientation session held on August 28, 2018 in the BOCES Administration Building Conference Room on the Watertown Campus. Mr. Todd welcomed new staff and indicated that recruitment efforts had been ongoing in earnest since last May. District Superintendent Todd,

Assistant Superintendent for Programs LaRose and Assistant Superintendent for Business Traynor provided new employees with an overview of BOCES policies and procedures. Each new staff member was assigned an experienced teacher/mentor to support them during their first year of employment. Ms. Traynor reviewed a number of BOCES procedures including direct deposit, completion of mileage reimbursement forms, internet filtering policy and certification requirements. Mrs. LaRose reviewed BOCES policies on corporal punishment, acceptable use of computers, sick leave bank, staff development and evaluation. In closing, Mr. Todd urged each new staff person not to hesitate to call their supervisor when they have a concern or question. The program was followed by lunch and meetings with Union representatives and Mentors.

### **Recognition of Staff – August 29, 2018**

Mrs. Rice represented the Board at a reception held on the opening day of school at Dulles State Office Building to recognize staff members with 5, 10, 15, 20, 25, 30 and 35 years of service. Mr. Todd welcomed the staff. He thanked those being honored for their dedication to BOCES and for the many contributions they had made to the success of their students. Directors Gaffney, Gyoerkoe and Lively presented certificates and tokens of appreciation to staff members. Each Director shared a celebration that took place in their department this past year. Following the staff recognition reception, each department had staff development opportunities planned for staff.

### **BTC Open House – September 19, 2018**

Mrs. Draper, Dr. Klindt and Mrs. Rice attended the Bohlen Technical Center and Alternative Center for Education Services Open House on September 19, 2018. They toured the Technical Center and the Jefferson County ACES and met with teachers, students and parents during the Open House activities. They commented that it was very well attended.

## **12. PERSONNEL**

### **Personnel**

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept with regret the letter of retirement submitted by Shelley Crawford, Teacher Assistant Job Coach, effective 01/06/19.

Retirements  
S. Crawford 1/6/19

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept with regret the letter of retirement submitted by Stephanie Downey, Special Education Instructor effective 01/06/19.

S. Downey 1/6/19

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept the change in retirement date from 09/30/18 to 09/28/18 submitted by Susan Shelmidine, Internal Auditor.

S. Shelmidine change of  
retirement 9/30 to  
9/28/18

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept with regret the letter of retirement submitted by Mary Simmons, Cleaner, effective 09/28/18.

M. Simmons 9/28/18

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept with regret the letter of retirement submitted by Dawn Steele, Teacher Assistant, effective 01/04/19. D. Steele 1/4/19  
Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to accept the following resignations with regret: Resignations

<u>Jamie Babcock</u> , Teacher Support Person, effective 08/18/18	J. Babcock, 8/18/18
Vote: Yes-6 No-0	T. Butler, 10/12/18
<u>Tisha Butler</u> , Teacher Support Person, effective 10/12/18	M. Fox, 8/28/18
Vote: Yes-6 No-0	S. Harrison, 9/4/18
<u>Melissa Fox</u> , LPN, effective 08/28/18	M. Johnston, 8/28/18
Vote: Yes-6 No-0	R. McRae, 8/24/18
<u>Sara Harrison</u> , Teacher Support Person, effective 09/04/18	D. Massey, 8/27/18
Vote: Yes-6 No-0	K. Mitchell, 9/3/18
<u>Michelle Johnston</u> , Teacher Support Person, effective 08/28/18	S. Smithson, 8/31/18
Vote: Yes-6 No-0	A. Whitney, 9/28/18
<u>Rebecca McRae</u> , Teacher Support Person, effective 08/24/18	
Vote: Yes-6 No-0	
<u>Dionne Massey</u> , Teacher Support Person, effective 08/27/18	
Vote: Yes-6 No-0	
<u>Kailey Mitchell</u> , Teacher Support Person, effective 09/03/18	
Vote: Yes-6 No-0	
<u>Sarah Smithson</u> , Special Education Instructor, effective 08/31/18	
Vote: Yes-6 No-0	
<u>Adam Whitney</u> , Occ Ed Teacher Assistant, effective 09/28/18	
Vote: Yes-6 No-0	

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board approved the abolishment of a Typist position. Abolishment of a Typist position  
Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by J. Lawrence, seconded by B. Lofink, the Board voted to approve the following personnel appointments: Personnel Appointments

<b>Classified</b>	B. Bordeau, Cleaner
<u>Bucky Bordeau</u> , Cleaner	
Effective 10/01/18	
Salary: Cleaner Scale, Step 5, \$26,223, prorated from 10/01/18	
Vote: Yes-6 No-0	
<u>Michelle Chambers</u> , Provisional Senior Account Clerk	M. Chambers,
Effective 10/28/18	Provisional Senior Acct
Salary: \$30,374, prorated from 10/28/18	Clerk
Vote: Yes-6 No-0	
<u>Susan Farr</u> , Internal Claims Auditor	S. Farr, Internal Claims
Effective 10/01/18	Auditor
Salary: \$28,134, prorated from 10/01/18	
Vote: Yes-6 No-0	
<u>Lisa Green</u> , Teacher Support Person (TSP)	L. Green, TSP
Effective 09/01/18	
Salary: TSP Scale, \$16,492	
Vote: Yes-6 No-0	

<u>April Hatch</u> , Teacher Support Person (TSP) Effective 09/20/18 Salary: TSP Scale, \$15,692, prorated from 9/20/18	Vote: Yes-6 No-0	A. Hatch, TSP
<u>Adam Kehoe</u> , Teacher Support Person (TSP) Effective 09/01/18 Salary: TSP Scale, \$15,800	Vote: Yes-6 No-0	A. Kehoe, TSP
<u>Maria Kenepf</u> , Teacher Support Person (TSP) Effective 09/20/18 Salary: TSP Scale, \$15,692, prorated from 09/20/18	Vote: Yes-6 No-0	M. Kenepf, TSP
<u>David Konop</u> , Teacher Support Person (TSP) Effective 09/01/18 Salary: TSP Scale, \$15,892	Vote: Yes-6 No-0	D. Konop, TSP
<u>Marcia Mundy</u> , Part-time Account Clerk Effective 09/27/18 Salary: \$50/hour	Vote: Yes-6 No-0	M. Mundy, Part-time Acct Clerk
<u>Olivia Pacific</u> , Typist Probationary 52-weeks effective 10/01/18 Salary: Typist Scale, Level 2, \$24,594, prorated from 10/01/18	Vote: Yes-6 No-0	O. Pacific, Typist
<u>Kara Paluzzi</u> , Typist-Secretary to Director (moving from BTC to Professional and Program Development) Effective 09/27/18 Salary: \$26,959, prorated from 09/27/18	Vote: Yes-6 No-0	K. Paluzzi, Secretary to Director
<u>Aubrey Ploof</u> , Teacher Support Person (TSP) Effective 09/12/18 Salary: TSP Scale, \$16,092, prorated from 09/12/18	Vote: Yes-6 No-0	A. Ploof, TSP
<u>Deborah Ricalton</u> , Senior Account Clerk/Typist (moving from Account Clerk) Probationary 52-weeks effective 09/10/18 Salary: \$30,209, prorated from 09/10/18	Vote: Yes-6 No-0	D. Ricalton, Sr. Acct Clerk/Typist
<u>Tiffany Simoneau</u> , LPN/Aide Effective 09/20/18 Salary: LPN Scale, \$22,906, prorated from 09/20/18	Vote: Yes-6 No-0	T. Simoneau, LPN/Aide
<u>Donna Smith</u> , .6 FTE Physical Therapist 09/01/18-06/30/19 Salary: Physical Therapist Scale, \$59,445, prorated to .6 FTE	Vote: Yes-6 No-0	Donna Smith, .6 FTE Physical Therapist
<u>Kevin Spencer</u> , Dishwasher/Kitchen Cleaner Effective 09/20/18 Salary: \$10.64/hr. 4 hours per day Tuesday-Friday	Vote: Yes-6 No-0	K. Spencer, Dishwasher/Kitchen Cleaner

<u>Beverly Wowk</u> , Teacher Support Person (TSP) Effective 09/10/18 Salary: TSP Scale, \$16,492, prorated from 09/10/18	B. Wowk, TSP	Vote: Yes-6 No-0
<b>Non-Classified</b> <u>Deborah Ahlheim</u> , Teacher Assistant (moving from TSP) Probationary 09/01/18-08/31/22 Salary: \$19,123.50	Non-Classified D. Ahlheim, Teacher Assistant	Vote: Yes-6 No-0
<u>Keith Bush</u> , Special Education Instructor Uncertified 09/01/18-06/30/19 Salary: Scale A, Step 7, \$49,110	K. Bush, Special Educ. Instructor	Vote : Yes-6 No-0
<u>Corey Cuppernell</u> , Special Education Instructor Probationary 09/01/18-08/31/22 Salary: Scale B, Step 5, \$49,910	C. Cuppernell, Special Educ. Instructor	Vote: Yes-6 No-0
<u>Jennifer Englehart</u> , Teacher Assistant (moving from TSP) Probationary 09/27/18-09/26/22 Salary: \$19,060.80, prorated from 09/27/18	J. Englehart, Teacher Assistant	Vote: Yes-6 No-0
<u>Shannon Fravel</u> , Teacher Assistant Probationary 09/24/18-09/23/22 Salary: Teacher Assistant Scale, \$16,741, prorated from 09/24/18	S. Fravel, Teacher Assistant	Vote: Yes-6 No-0
<u>Leslie Gayne</u> , Math Itinerant Temporary 09/01/18-06/30/19 Salary: No change	L. Gayne, Math Itinerant	Vote: Yes-6 No-0
<u>Shannon Gregory</u> , Speech Therapist Probationary 10/01/18-09/30/22 Salary: Scale C, Step 12, \$60,360, prorated from 10/01/18	S. Gregory, Speech Therapist	Vote: Yes-6 No-0
<u>Adam Kehoe</u> , Teacher Assistant Probationary 09/08/18-09/07/22 Salary: Teacher Assistant Scale, \$17,380, prorated from 09/08/18	A Kehoe, Teacher Assistant	Vote: Yes-6 No-0
<u>Sean Kelly</u> , Professional Certificate in Students with Disabilities Social Students 5-9 & 7-12 Effective 09/01/18 Salary: Scale C, Step 4, \$50,810	S. Kelly, Professional Cert. in SWD SS 5-9, 7-12	Vote: Yes-6 No-0
<u>Lauralee Lambert</u> , Teacher Assistant (moving from TSP) Probationary 09/01/18-08/31/22 Salary: \$17,865.10	L. Lambert, Teacher Assistant	Vote: Yes-6 No-0
<u>Victoria Nellis</u> , Teacher of the Hearing Impaired Uncertified 09/01/18-06/30/19 Salary: Scale A, Step 2, \$46,110	V. Nellis, Teacher of the Hearing Impaired	Vote: Yes-6 No-0

<u>J. Trevor Perry</u> , New Vision Health Part-time .5 FTE 09/01/18-06/30/19 Salary: Scale A, Step 1, \$45,510, prorated to .5 FTE	Vote: Yes-6 No-0	J. Trevor Perry, Part-time New Vision Health
<u>Mallory Puccia</u> , Community-Based Training Specialist Uncertified 09/10/18-06/30/19 Salary: Scale A, Step 4, \$47,310, prorated from 09/10/18	Vote: Yes-6 No-0	M. Puccia, Community-Based Training Specialist
<u>Katrina Roshia</u> , Long-term Substitute Instructor/PES Substitute 09/04/18-06/26/19 Salary: 1/200 <sup>th</sup> of Step 1, Column C, \$47,510	Vote: Yes-6 No-0	K. Roshia, Long-Term Substitute PES
<u>Jeffrey Ryan</u> , Teacher Assistant (moving from TSP) Probationary 09/20/18-09/19/22 Salary: \$18,097, prorated from 09/20/18	Vote: Yes-6 No-0	J. Ryan, Teacher Assistant
<u>Robert Smith, Jr.</u> , Electrical Wiring Instructor (HGSTC) Uncertified 09/01/18-06/30/19 Salary: Scale A, Step 4, \$47,310	Vote: Yes-6 No-0	R. Smith, Jr. Electrical Wiring Instructor HGSTC
<u>Rebecca Sweredoski</u> , Early Childhood Education Instructor (replaces appointment from 06/20/18 board meeting) Probationary 09/01/18-08/31/22 Salary: Scale C, Step 15, \$64,410	Vote: Yes-6 No-0	R. Sweredoski, Early Childhood Education Instructor HGSTC
<u>Shannon Tretter</u> , Special Education Instructor Probationary 09/01/18-08/31/22 Salary: Scale B, Step 2, \$47,360	Vote: Yes-6 No-0	S. Tretter, Special Educ Instructor
<u>Rebecca Taylor</u> , Special Education Instructor Probationary 09/01/18-08/31/22 Salary: Scale B, Step 5, \$49,910	Vote: Yes-6 No-0	R. Taylor, Special Educ Instructor
<b><u>Non-Classified Reappointment of Uncertified Instructors</u></b>		Non-Classified Reappointments
<u>Christopher Bova</u> , Visual Communications Instructor (Trans A) Temporary 09/01/18-06/30/19 Salary: Scale B, Step 2, \$47,360	Vote: Yes-6 No-0	C. Bova, Visual Communications
<u>Lynda Chester</u> , Medical Careers Instructor (Trans A) Temporary 09/01/18-06/30/19 Salary: Scale B, Step 4, \$49,060	Vote: Yes-6 No-0	L. Chester, Medical Careers
<u>Danielle Denney</u> , Medical Careers Instructor (Trans A) Temporary 09/01/18-06/30/19 Salary: Scale B, Step 4, \$49,060	Vote: Yes: 5 No: 0 Abstain: 1 Alice M. Draper Barbara A. Lofink Peter E. Monaco Lynn A. Murray Grace H. Rice	D. Denney, Medical Careers

<u>Elizabeth Hyle</u> , Special Education Instructor	E. Hyle, Special Educ Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale A, Step 3, \$46,710	Vote: Yes-6 No-0

<u>Erika Montandon</u> , CADD Instructor (Trans A)	E. Montandon, CADD Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale B, Step 2, \$47,360	Vote: Yes-6 No-0

<u>Margaret Rice</u> , Adult Education Specialist	M. Rice, Adult Education Specialist
Uncertified 09/01/18-06/30/19	
Salary: \$34,671	Vote: Yes-6 No-0

<u>Adam Ortega</u> , Building Maintenance & Remodeling Instructor (Trans A)	A. Ortega, Building Maintenance & Remodeling Inst.
Temporary 09/01/18-06/30/19	
Salary: Scale B, Step 2, \$47,360	Vote: Yes-6 No-0

<u>Darcy Pitkin</u> , Criminal Justice Instructor (Trans A)	D. Pitkin, Criminal Justice Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale B, Step 2, \$47,360	Vote: Yes-6 No-0

<u>Shawn Poole</u> , Practical Nursing Instructor	S. Poole, Practical Nursing Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale A, Step 6, \$48,510	Vote: Yes-6 No-0

<u>Scott Sellers</u> , Heavy Equipment Instructor (Trans A)	S. Sellers, Heavy Equipment Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale B, Step 3, \$48,210	Vote: Yes-6 No-0

<u>Kerry Sloan-Blickhahn</u> , Special Education Instructor	K. Sloan-Blickhahan, Special Educ Instructor
Uncertified 09/01/18-06/30/19	
Salary: Scale A, Step 7, \$49,110	Vote: Yes-6 No-0

<u>Leah Widrick</u> , New Vision Health Instructor (Trans A)	Leah Widrick, New Vision Health Instructor
Temporary 09/01/18-06/30/19	
Salary: Scale B, Step 3, \$48,210	Vote: Yes-6 No-0

<u>Michelle Wojcikowski</u> , Special Education Instructor	M. Wojcikowski, Special Educ Instructor
Uncertified 09/01/18-06/30/19	
Salary: Scale A, Step 3, \$46,710	Vote: Yes-6 No-0

<u>Nichole Workman</u> , Practical Nursing Instructor	N. Workman, Practical Nursing Instructor
Uncertified 09/01/18-06/30/19	
Salary: \$58,591	Vote: Yes-6 No-0

#### **Additional Work for 2018**

<u>Lorraine Benzing</u> , 2-hour professional development presentation at South Lewis @ \$25/hr.	Vote: Yes-6 No-0
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<u>Lorraine Benzing</u> , reimbursement for the development and presentation of "introduction to executive function skills" @ \$25/hr.	Vote: Yes-6 No-0
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<u>Laura Farrell</u> , PBIS Planning 8/1 & 8/2, @ \$25/hr. up to 12 hours	Vote: Yes-6 No-0
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Additional Work for  
2018-19  
L. Benzing  
L. Farrell



Pam Narrigan, serve as a Mentor @ Certified Retired Teacher sub rate of \$105/day  
Vote: Yes-6 No-0  
P. Narrigan  
S. Smith  
J. Young

Sarah Smith, 1 day of planning with Alexandria CSE @ \$25/hr.  
Vote: Yes-6 No-0

Janice Young, Curriculum work @ \$25/hr. up to 16 hours  
Vote: Yes-6 No-0

**RN Stipend to supervise BTC LPN @ \$3,000 for 2018-19**

Wendy Dunn  
Vote: Yes-6 No-0

RN Stipend  
W. Dunn

**Speech Pathologist stipend @ \$5,000 for 2018-19**

Amber Augliano, Paula Cooper, Kristina Green  
Vote: Yes-6 No-0

Speech Stipend  
A. Augliano, P. Cooper,  
K. Green  
Unpaid Internship w/SU  
K. Zalina

**Unpaid Internship for Speech Therapy through Syracuse University**

Kathleen Zalina, for the 2018-19 school year  
Vote: Yes-6 No-0

**Adult Education Evening Instructors**

Adult Education Evening  
Instructors  
Tina Groff

**Tina Groff**

Microsoft Word- Introduction - Bohlen Technical Center

9/25-10/16/18 Tuesday 6:00 – 9:00 p.m.

Salary: \$228 (12 hrs. x \$19 hr.)

Budget: A150  
Vote: Yes-6 No-0

Microsoft Excel – Introduction - Bohlen Technical Center

9/26-10/17/18 Wednesday 6:00 – 9:00 p.m.

Salary: \$228 (12 hrs. x \$19 hr.)

Budget: A150  
Vote: Yes-6 No-0

Microsoft Access – Introduction - Bohlen Technical Center

9/27-10/18/18 Thursday 6:00 – 9:00 p.m.

Salary: \$228 (12 hrs. x \$19 hr.)

Budget: A150  
Vote: Yes-6 No-0

Microsoft PowerPoint - Introduction - Bohlen Technical Center

10/15-11/05/18 Monday 6:00 – 9:00 p.m.

Salary: \$228 (12 hrs. x \$19 hr.)

Budget: A150  
Vote: Yes-6 No-0

**Janet Ramsey**

Basic Cake Decorating - Bohlen Technical Center

10/15-11/05/18 Monday 6:00 – 8:00 p.m.

Salary: \$152 (8 hrs. x \$19 hr.)

Budget: A150  
Vote: Yes-6 No-0

J. Ramsey

**Substitutes for Bohlen Technical Center**

Charles Cadey, Curtis Fletcher, Yareliz Romon-Lopez, Sara Sanders, Adam Whitney, Timothy Worline  
Vote: Yes-6 No-0

Substitutes for BTC,  
PES

**Programs for Exceptional Students**

Hannah Herzig, Abby Hoover, Teresa Karelus, Robin Mostlyn, Kayla Rains  
Vote: Yes-6 No-0

- 12b. On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, the Board went into executive session at 6:36 p.m. to discuss the employment history of particular individuals. Executive Session

Vote: Yes-6 No-0

On a motion by L. Murray, seconded by B. Lofink, the Board exited Executive Session at 6:59 p.m.

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by L. Murray, the Board approved the termination of employment for Jodie Foster, bus driver in the non-competitive class, effective 9/26/18. Termination of J. Foster, Bus Driver

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by A. Draper, seconded by B. Lofink, effective July 1, 2017, the Board approves the appointment of Permanent Long-term substitute teachers as on annual 1-year appointments effective the first day of school each year, at an annual salary equal to the full year step 1 rate under the appropriate column for certification as indicated in the BOCES Professional Association contract, with daily rates calculated at 1/200<sup>th</sup> per diem where necessary. Approval of Long-term Substitute Pay

Vote: Yes-6 No-0

### 13. Administration Reports

Administration Reports

For the information of the Board, District Superintendent Todd reviewed the meetings that he attended during the month of September:

#### **Highlights of Meetings:**

- |       |    |   |
|-------|----|---|
| Aug.  | 13 | WBPS Personnel Committee Meeting  |
|       | 14 | Watertown Urban Mission Executive Committee Meeting                             |
|       | 16 | Safe Schools Endeavor Meeting   |
|       | 17 | Bridges Out of Poverty Steering Committee Meeting                               |
|       | 28 | BOCES Orientation of New Staff  |
|       | 29 | BOCES Opening Day @ Dulles State Office Building                                |
|       | 30 | WPBS 60 <sup>th</sup> Anniversary Celebration                                   |
|       |    | FDRLO Education Task Force Committee Meeting                                    |
| Sept. | 4  | Watertown Urban Mission Executive Committee Meeting/Personnel Committee Meeting |
|       | 5  | SED&S/CDN Conference Call   |
|       | 6  | JCC Project Status Meeting  |
|       |    | FDRLO Board Meeting   |
|       | 7  | Watertown Urban Mission Executive Director Interviews                           |
|       |    | Watertown Urban Mission Send-off to Executive Director                          |
|       | 10 | FDRHPO Behavioral Health Committee Meeting @ Transitional Living Services       |
|       |    | BOCES Administrative Team Meeting   |
|       | 11 | Superintendents Cabinet Meeting – HGSTC   |
|       |    | Visitation to Carthage Area Hospital  |
|       | 12 | SED&S/CDN Conference Call   |
|       |    | Watertown Urban Mission Finalist Interview                                      |

#### **Upcoming Events**

- |       |       |   |
|-------|-------|---|
| Sept. | 20    | Watertown Urban Mission Special Board Meeting |
|       |       | Businesses Against Drugs Meeting @ NNYCF      |
|       | 24-25 | NYSCOSS Fall Summit – Saratoga Springs        |

- 26 SED&S/CDN Conference Call  
Watertown Urban Mission Board Meeting  
Lyme Central Visitation
- 27 Superintendents Meeting  
Visitations to Alexandria, LaFargeville and TI  
JLSBA Fall Dinner – Ryan’s Lookout, Henderson, NY
- 28 Regional ESSA Training  
WPBS Board Meeting
- Oct. 1-2 District Superintendent’s meeting – Albany
- 3 SED&S/CDN Conference Call  
Visitations to Belleville Henderson, Sackets Harbor, South  
Jefferson and Watertown City
- 4 Watertown Urban Mission 50<sup>th</sup> Anniversary Event
- 5 Visitations to Carthage, Indian River
- 9 Watertown Urban Mission Executive Committee Meeting  
Board Agenda Only Meeting
- 10 SED &S/CDN Conference Call  
BOCES Administrative Retreat – Tail Water Lodge
- 11 Visitation to General Brown  
Performance Improvement Council @ Samaritan Medical Center
- 12 Manufacturing Day  
Bridges Steering Committee – FDRHPO
- 15 Belleville Henderson Board of Education Meeting Superintendent  
Search
- 16 Superintendents Cabinet Meeting  
CTE Advisory Committee Meeting
- 17 SED &S/CDN Conference Call  
Watertown Urban Mission Finance Committee Meeting  
BOCES Board Meeting/HGSTC Open House – 6:00 p.m.

Administrative Team:

**Board Goals 2018-19**

- We’ve enclosed a copy of the Board goals for 2018-19, which we drafted together at last month’s Board Goals Session ahead of the regular monthly meeting. I hope that I have captured all of the ideas we discussed, but if any of these need to be adjusted to meet your intended language please let me know and we will adjust them accordingly. We will ask you to consider approving your 2018-19 goals at the meeting on September 19.

**Lewis County – JCC Educational Center**

- We learned last week from Lewis County officials that the bids for the building came back significantly higher than anticipated, and well above the originally proposed budget for the project. We have had a preliminary discussion with Lewis County officials, JCC officials and Cornell Cooperative Extension officials about the best path moving forward, and I will give you a full report on the current status of those talks on September 19.

Assistant Superintendent LaRose shared with the Board the summary of 2018 Career and Technical Graduates receiving Regents/Regents with Distinction and Technical Endorsement Diplomas, 2017-18 Career & Technical Education Internships and Summary of Manufacturing Academy of Science & Technology Summer Camps. Assistant Superintendent LaRose also shared the Practical Nursing September Update; Educator’s Tour Conference Summary; CompTIA

Partner Summer 2018 Summary and staff vacancies remaining as of 9/26/18. The opening of the 2018-19 school year is well underway with all classroom staff and other service providers in place. She also shared the Extended School Year Report, The Programs for Exceptional Students enrollment of September 12, 2018 and the 2018 PES Extended Program Related Service only student numbers.

Assistant Superintendent Traynor shared with the Board that that Audit is done and everything went smoothly. She also shared that the Boak Educational Center belongs to BOCES.

14. A discussion took place about the ELA Test Embargo.

Issues/Current Topics

15. On a motion by L. Murray, seconded by A. Draper, the Board voted to adjourn the meeting at 7:28 p.m.

Vote: Yes-6 No-0

Adjournment of mtg at 7:28 p.m.

### Calendar

Calendar

Sept. 27 JLSBA Dinner/Meeting – New Mental Health Laws to Provide Instruction to All Students, Ryan’s Lookout, Henderson, NY, 5:30 Registration; 6:00 p.m. Dinner  
Oct. 17 BOCES Board Meeting, HGSTC, 6:00 p.m.  
HGSTC Open House Tour  
25-27 NYSSBA Conference, NYC  
30 JLSBA Workshop – BOCES Administrative Conference Rooms A/B, 6:00 p.m.  
Nov. 14 Workforce 20/20, Watertown Airport, Dexter, NY  
BOCES Board Meeting, Boak Education Center, Lowville, 6:00 p.m.

The next regularly scheduled monthly meeting of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services will be held at 6:00 p.m. on Wednesday, October 17, 2018, at the Howard G. Sackett Technical Center, Glenfield, New York.

Regularly scheduled monthly meeting 10/17/18

Respectfully submitted,

Patricia L. LaClair  
Clerk of the Board