

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

DATE: January 21, 2016

LOCATION: Adirondack Educational Center, Saranac Lake, New York/
North Franklin Educational Center, Malone, New York/
Tupper Lake Middle High School, Tupper Lake, New York
(Videoconference)

KIND OF MEETING: Regular

MEMBERS PRESENT: Dennis J. Egan, Ralph H. Russell, Jules J. Comeau, Emily Lauzon,
Richard M. Preston, Thomas O’Bryan, John G. Swanston

MEMBERS ABSENT: George S. Cook, Stephen J. Dupree

OTHERS PRESENT: Stephen T. Shafer, District Superintendent
Lisa M. Mastry, Clerk
Cheryl A. Felt, Deputy Superintendent
Rodney Asse, Director of Management and Finance

VISITORS: Wayne Rogers, Karie Doelger, June Parmeter, Mary Dickerson, Rick
Swanton

**CALL TO ORDER AND
PLEDGE OF ALLEGIANCE:** The meeting was called to order at 7:05P.M. by President Egan followed by
the Pledge of Allegiance.

**INTRODUCTION OF JUNE
PARMETER AS ROTARY
TEACHER OF THE YEAR:** Mr. Shafer recognized June Parmeter as Rotary Teacher of the year and gave
the board a history of June’s career. Mary Jo Dickerson commended June on
her accomplishments as well. June expressed her gratitude and shared with
the board the award that was given to her on behalf of the Malone Rotary.

APPROVAL OF MINUTES: President Egan asked for a motion concerning the minutes of the previous
meeting. Mr. Swanston moved, seconded by Mr. O’Bryan that the minutes of
the regular meeting of December 17, 2015 be approved.

Yes - 7
No - 0, motion carried

**APPROVAL OF
FINANCIAL REPORTS:**

The Board, acting as the Audit Committee of the Whole, reviewed the Treasurer's Reports for the Consolidated, Workers' Compensation, Health Insurance, CTE Equipment Reserve, Employee Benefit Accrued Liability Reserve, Unemployment Insurance Reserve and ERS Retirement Reserve Funds as well as the Group Checking and Payroll Checking for the month of December. Following discussion, Mr. Russell moved, seconded by Mrs. Lauzon that the Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of December be approved.

Yes - 7
No - 0, motion carried

PRESENTATIONS:

Wayne Rogers, NYSSBA Area 6 Director gave the Board a report on Area 6.

Karie Doelger gave the Board a presentation on the School Library System.

EXECUTIVE SESSION:

Mr. Swanston moved, seconded by Dr. Comeau that the Board enter into an executive session to discuss negotiations with the Administrative Unit and the CSEA Unit.

Yes - 7
No - 0, motion carried

The Board entered into an executive session at 8:07 P.M.

Mr. O'Bryan moved, seconded by Mr. Swanston that the Board leave the executive session.

Yes - 7
No - 0, motion carried

The Board left executive session at 9:16 P.M.

CREATION OF POSITION:

Upon the recommendation of Mr. Shafer, Dr. Comeau moved, seconded by Mr. O'Bryan that the following position be created:

P-Tech 9-14 Project Coordinator/Principal (Currently located NFCA)

Yes - 7
No - 0, motion carried

RESIGNATIONS:

Mr. Swanston moved, seconded by Mr. O'Bryan that the following resignations be accepted:

Amanda Redman – Teacher Aide (Due to Retirement – Effective 10/06/15)
Kelly Spinner – Registered Professional Nurse – Effective 02/19/16

Yes - 7
No - 0, motion carried

APPOINTMENT OF P-TECH 9-14 PROJECT COORDINATOR/ PRINCIPAL:

Dr. Comeau moved, seconded by Mrs. Lauzon that, upon the recommendation of the Superintendent, Stephen Shafer, Julie Austin Kormanyos, who is Professionally certified as a School Administrator/Supervisor is hereby appointed on probation to the position P-Tech 9-14 Project Coordinator/Principal for a probationary period commencing on February 8, 2016 and anticipated to end on February 7, 2020, salary for the school year is \$63,000 (pro-rated).

In order to be eligible for tenure, individuals receiving a probationary appointment as an administrator must receive annual composite or overall APPR ratings of Highly Effective or Effective in at least three of the four preceding years. If the individual received a rating of Ineffective in the final year of the probationary period, she will not be eligible for tenure at that time.

Yes - 7

No - 0, motion carried

APPOINTMENTS:

Upon the recommendation of Mr. Shafer, Mr. O'Bryan moved, seconded by Dr. Comeau that:

Rachel Lawrence, be appointed as a TEACHING ASSISTANT commencing on 01/04/16, salary to be at Grade 12, Step 1 of the Non-Instructional Salary Schedule for the school year 2015-16 (*Pursuant to a Feinerman's Agreement*).

Bryant Robinson, be appointed as a CDOS PROJECT COORDINATOR commencing on 01/04/16, salary to be at \$38,000 (Full-time Base 12-month Salary – Based on 9 hour day) *Provisional appointment pending final approval from the Department of Civil Service.*

Mary Mackey, be appointed as a LIBRARY MEDIA SPECIALIST 85% commencing on 02/01/16 – 6/30/16, salary to be at Step 1 – BA of the Instructional Salary Schedule for the school year 2015-16 (*Pursuant to a Feinerman's Agreement*).

Laice Redman, be appointed as a TEACHING ASSISTANT commencing on 02/01/16, salary to be at Grade 12, Step 1 of the Non-Instructional Salary Schedule for the school year 2015-16 (*Pursuant to a Feinerman's Agreement*).

Yes - 7

No - 0, motion carried

PART-TIME & OCCASIONAL EMPLOYEES:

Upon the recommendation of Mr. Shafer, Mr. Swanston moved, seconded by Mrs. Lauzon that the following individuals be appointed as Part-time and Occasional Employees:

Substitute

Alexii Shook (Teacher/Teaching Assistant/Clerical)

Adult Education Instructors

Jon Chodat, Digital Photography Instructor – 25 hours at \$30/hour
Tonny French, CFC/HVAC Certification (EPA 608) Instructor – 8 hours at \$40/hour
Helen Gibbens, Introductory Yoga Instructor – 10 hours at \$30/hour
Holly Harz, Cake Decorating I – Beginner Course Instructor – 10 hours at \$30/hour
Holly Harz, Cake Decorating II – Advanced Course Instructor – 10 hours at \$30/hour
William Hungerford, Adirondack Furniture Building Instructor – 25 hours at \$30/hour
William A. Laymon, Sr., Creative Woodworking Instructor – 25 hours at \$30/hour
Tom Marshall, Small Engine Repair I-Beginner Course Instructor – 26 hours at \$30/hour
Tom Marshall, Small Engine Repair II – Advanced Course Instructor – 26 hours at \$30/hour
Judy Moffet, ServSafe Instructor – 10 hours at \$40/hour
Jennifer Sienkiewicz, Child Abuse, Neglect and Maltreatment Certification Instructor – 5 hours at \$40/hour
Karen Swanston, Intro to French Instructor – 20 hours at \$30/hour
Dave Russell, Welding Instructor – 27 hours at \$30/hour
Judy Winters, Microsoft Office Basics Instructor – 18 hours at \$30/hour
Tim Wood, You Bought Flowers... YAY!!! NOW WHAT??? Malone - 15 hours at \$30/hour/Saranac Lake – 15 hours at \$30/hour

Temporary Executive Secretary - \$16.67 Per Hour (Up to 35 Days)

Esther Debyah

Yes - 7

No - 0, motion carried

POSITIONS TO BE FILLED:

Mr. Shafer informed the Board that at the present time the following positions are yet to be filled:

Food Services Manager (Currently located NFCA – Effective 2016-17 School Year)

Registered Professional Nurse (Currently located NFCA)

Teacher Aide (Currently located at AEC)

Teacher of the Blind and Partially Sighted (Currently located NFCA)

Teaching Assistant – 2 Positions (Currently located AEC/NFCA)

Mr. O'Bryan moved, seconded by Dr. Comeau that Mr. Shafer be authorized to fill all vacancies for the 2015-16 school year.

Yes - 7

No - 0, motion carried

**AUTHORIZATION TO BID
OBSOLETE
FINGERPRINTING SYSTEM
ON AUCTIONS
INTERNATIONAL:**

Mrs. Lauzon moved, seconded by Mr. Swanston that authorization be given to bid the obsolete fingerprinting system on Auctions International.

Yes - 7
No - 0, motion carried

**APPROVAL OF
ADDITIONAL
MEMBERSHIP:**

Upon the recommendation of Mr. Shafer, Mr. O'Bryan moved, seconded by Mrs. Lauzon that the following be approved as an additional membership for the 2015-16 school year:

American Waterworks Association - \$364 (\$182 per person)

Yes - 7
No - 0, motion carried

**AUTHORIZATION FOR
PRESIDENT AND/OR
DISTRICT
SUPERINTENDENT TO
SIGN:**

Dr. Comeau moved, seconded by Mr. O'Bryan that the President and/or District Superintendent be authorized to sign:

Agreement with Franklin-Essex-Hamilton BOCES and Champlain Valley Educational Services in connection with the CVES Supplemental Nutrition Assistant Program & Training

Yes - 7
No - 0, motion carried

**BOCES LEGISLATIVE
ADVOCACY/STATE
BUDGET DEVELOPMENT:**

Mr. Shafer gave the board documents in connection with BOCES Legislative Advocacy and State Budget Development.

**NYSSBA ADVOCACY
LIAISON:**

Mr. O'Bryan moved, seconded by Mrs. Lauzon that Jules Comeau be appointed as the NYSSBA Advocacy Liaison for the FEH BOCES.

Yes - 7
No - 0, motion carried

**FACILITIES COMMITTEE
UPDATE:**

Rodney Asse gave the Board a Facilities Committee update.

ADJOURNMENT:

Mr. Swanston moved, seconded by Mr. O'Bryan that the meeting be adjourned.

Yes - 7
No - 0, motion carried

Meeting adjourned at 9:42 P.M.

These minutes approved _____

Lisa M. Mastry, Clerk