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

HIGHLIGHTS OF BOARD OF EDUCATION MEETING – September 19, 2013
Regular Meeting

MEMBERS PRESENT: Dennis Egan, Gail Rogers Rice, Christine Blumberg, Stephen Dupree, William McConvey, Thomas O'Bryan, Ralph Russell, John Swanston

MEMBERS ABSENT: Thomas Derouchie

OTHERS PRESENT: Stephen Shafer, Leslie LaRose, Carol Lavoie

CALL TO ORDER: at 7:00 PM at the Adirondack Educational Center in Saranac Lake

PLEDGE TO FLAG: was led by President Egan

BUSINESS MATTERS:

- Minutes of the Regular Meeting held on 8/15/13 were approved as presented.
- Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of August were approved as presented.
- A report on the Approved Extra-Time and Overtime Compensation for the period of 6/7-9/12/13 was accepted.
- The Board received and accepted the Extra Classroom Semi-Annual Audit Report for the period of 2/1-6/30/13 from Archie McKee.

PRESENTATIONS:

- Lorraine Childs and Rick Swanston presented the Board with information on statistics and results for students enrolled in CTE, Regional Summer School, Extended School Year, Alternative Education and GED Programs.
- Stephen Shafer highlighted information from the Year End Report for the Health Insurance Consortium provided by KBM Management.

ENTERED EXECUTIVE SESSION at 7:42 PM to discuss the Salary & Benefit Policy for Confidential Employees.

LEFT EXECUTIVE SESSION at 7:55 PM.

PERSONNEL:

- The establishment of standard work day for the purpose of determining days worked reportable to the New York State and Local Employee's Retirement System was revised for the following positions:
  School Monitor – 6 ½ hours per day/5 days per week
  Interpreter for the Deaf – 6 ½ hours per day/5 days per week
  Physical Therapist Assistant – 6 ½ hours per day/5 days per week
  Registered Professional Nurse – 6 ½ hours per day/5 days per week
  Licensed Practical Nurse – 6 ½ hours per day/5 days per week
  Student Counseling Program Assistant – 6 ½ hours per day/5 days per week
  Occupational Therapist Assistant – 6 ½ hours per day/5 days per week
  Teacher Aide – 6 ½ hours per day/5 days per week
  Substitutes for Occupational Therapist, Physical Therapist, School Monitor, Interpreter for the Deaf, Physical Therapist Assistant, Registered Professional Nurse, Licensed Practical Nurse, Student Counseling Program Assistant, Occupational Therapist Assistant, Teacher Aide – 6 ½ hours per day

- An Account Clerk position was abolished.
- A Principal Account Clerk position was created (pending approval of FC Dept. of Civil Service).
- The following resignations were accepted:
  Paula Erno-Boyea, School Counselor, Eff. 8/31/13
  Beth-Ann Haynes, Account Clerk, Eff. 9/22/13
  Debra McQuinn, Principal Account Clerk, Eff. 9/18/13
- The following appointments were approved:
  Roberta Bartell, Teacher of the Deaf & Hearing Impaired, Eff. 9/16/13
  Maureen Burngasser, Cleaner, Eff. 9/3/13
  Lisa Fairchild, Cleaner 50%, Eff. 9/9/13
  Karen Lanthier, Deputy Treasurer, Eff. 9/20/13
  Karen Lanthier, Extra Classroom Activity Fund Auditor, Eff. 9/20/13
  Lori Davis, Extra Classroom Activity Fund Treasurer (AEC), Eff. 9/23/13
- Danielle O'Mara was designated as a School Counselor 55% (Eff. 9/1/13)
- The following position changes were approved effective 9/1/13:
  Brittany Peryea – Speech & Hearing Handicapped Teacher (25% to 100%)
  Brian Surface – Physical Education Teacher (68% to 75%)
  Joshua Zenger, COTA (50% to 100%)
- The following individuals were approved to be called back for the 2013-14 school year:
  Marjorie Clodgo – Speech & Hearing Handicapped Teacher, Eff. 9/1/13
  Theresa Patnode-Rankin – Teaching Assistant, Eff. 9/1/13
  Rosemary Robinson – Teaching Assistant 50%, Eff. 9/1/13; 100%, Eff. 9/9/13
  Barbara Silver – School Monitor 50%, Eff. 9/16/13
- Part-time and Occasional Employees were approved as follows:
  <u>2013 Summer Regional/Extended School Year and On-Line</u>
    Tracy Edwards-Warren (Additional 2 hours)
    Erin Connors (Additional 1 hour)
    Susan Johnston (Additional 3.5 hours)
    Mary Hennop (Additional 7 hours)
  <u>Substitute – Instructional Employees (Effective upon receipt of fingerprint clearance):</u>
    Richard Boyea
  <u>Adult Education Instructors (GED) 2013-14 school year:</u>
    Carol Van Riper (Up to 75 hours)
    Joseph Campbell (Up to 350 hours)
  <u>Part-time School Psychologist:</u>
    Candice Dobler (Up to 20 hours)
  <u>Substitute Principal</u>
    Michael Fellion
- Authorization was given for the District Superintendent to fill all vacancies for the 2013-14 school year:
  Employment and Training Assistant
  Principal Account Clerk (Currently located at CAO)
  Principal Account Clerk (Curently located at AEC), pending approval of FC Dept. of Civil Service
  School Support Assistant
  Teacher of the Blind and Partially Sighted

RECOMMENDED ACTION:
- A written report for the period of 6/20-9/13/13 was accepted from Esther Debyah, Claims Auditor.
- Revised Constitution & By-Laws for various clubs in connection with the Safeguarding, Accounting, and Auditing of Extraclassroom Activity Fund Policy were approved.

- Authorization was given for the President and/or District Superintendent to sign the following agreements:
    a. Agreement with Citizen Advocates in connection with Health Occupations Clinical Experience
    b. Agreement with Microsoft in connection with the NYS Contract for Volume Licensing of MS Software
    c. Agreement with North Country Habitat for Humanity in connection with the Building Trades Program
    d. Agreement with Castallo & Silky Consulting Firm in connection with Consulting Services
    e. Appedix to the Agreement with St. Lawrence County Public Health in connection with Preschool Services
    f. Memorandum of Understanding: Contract for Sub Allocation of 611 & 619 Funds for Malone CSD and St. Regis Falls CSD
    g. Transportation Contract with Malone CSD
    h. Agreement with Key Bank in connection Merchant Services/Credit Card to be signed by the Treasurer or Board President
    i. Agreement with D'Youville College in connection with Clinical Internship Experience
- Authorization was given for Board Members and Administrators to attend the following meeting at the expense of the BOCES:
    a. SLL School Boards Association Meeting – 9/26/13, SLL BOCES Educational Services Center in Canton
    b. CEWW School Boards Association Meetings to be held at West Side Ballroom in Plattsburgh on 11/21/13 and 1/9/14
- An additional membership for the NYS Association of Family Consumer Sciences was added to the 2013-14 Approved Membership List.
- Catholic Charities in Malone was approved as an additional work site for the 2013-14 school year.
- The law firm of Hogan, Sarzynski, Lynch, DeWind & Gregor, LLP was appointed as counsel for the BOCES in regard to its boundary line matter.
- Michael Fellion was certified as a Principal Evaluator of teachers.
- The Board accepted a donation of a guide boat from Chris Degon on behalf of Degon and Rowley families in memory of Carl L. Rowley, Jr. to be used for instructional purposes.

ADDITIONAL MATTERS:

- The Board received information from the New York State School Boards Association regarding the vacancy of the Area 6 Director. The Board nominated Wayne Rogers for the position of NYSSBA Area 6 Director, effective January 1, 2014.

ADJOURNMENT: 8:23 PM.

Carol J. Lavoie
District Clerk/Board of Education
9/23/13