

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

DATE: March 19, 2009

LOCATION: Adirondack Educational Center, Saranac Lake, New York

KIND OF MEETING: Regular

MEMBERS PRESENT: Ralph H. Russell, Thomas F. Mac Donald, Jules J. Comeau, Thomas P. Derouchie, William Madden, III, William A. McConvey, Paula M. Niles, Thomas O'Bryan, John G. Swanston

MEMBERS ABSENT: None

OTHERS PRESENT: Stephen T. Shafer, District Superintendent
Carol J. Lavoie, Clerk
Nancy M. Montevago, Deputy Superintendent
Rick J. Swanston, Director of Management Services

**CALL TO ORDER AND
PLEDGE OF ALLEGIANCE:** The meeting was called to order at 7:00 P.M. by President Russell followed by the Pledge of Allegiance.

APPROVAL OF MINUTES: President Russell asked for a motion concerning the minutes of the previous meeting. Mr. Derouchie moved, seconded by Mr. Mac Donald that the minutes of the regular meeting of February 19, 2009 be approved.

Yes - 9
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 Fund, Workers' Compensation and Health Insurance Fund for the month of February. Following discussion, Mr. O'Bryan moved, seconded by Mrs. Niles that the Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of February be approved.

Yes - 9
No - 0, motion carried

RESIGNATION:

Mr. Madden moved, seconded by Mr. Derouchie that the following resignation be accepted:

William C. Hungerford, Teaching Assistant (Due To Retirement - Effective Date 07/01/09)

Yes - 9

No - 0, motion carried

**EMERGENCY
CONDITIONAL
APPOINTMENTS:**

The Franklin-Essex-Hamilton Board of Cooperative Educational Services has been unable to fill certain vacancies which existed despite good faith efforts to fill such vacancies in a manner which would have allowed sufficient time for clearance or conditional clearance by the Commissioner of Education.

Therefore, upon the recommendation of Stephen Shafer, District Superintendent, Mr. O'Bryan moved, seconded by Mr. Swanston that the following emergency conditional appointments in the areas and on the effective dates indicated be approved for the 2008-09 school year under terms permitted by the Education Law:

Substitute - Instructional Programs

Laura Hill
Judith Nisson
Rosanna Rounds
Connie Shorette
Jennifer Wood

Yes - 9

No - 0, motion carried

**COMPENSATION
AGREEMENT FOR
PATRICK J. CALNON:
PLAN COORDINATOR
(PART-TIME):**

Upon the recommendation of Mr. Shafer, Mr. O'Bryan moved, seconded by Mr. Swanston that the Compensation Agreement for Patrick J. Calnon, Plan Coordinator (part-time) be approved.

Yes - 6

No - 3 (Dr. Comeau, Mr. Madden, Mrs. Niles),
motion carried

POSITIONS TO BE FILLED:

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

School Monitor
Special Education Teacher
Speech & Hearing Handicapped Teacher
Teacher of the Blind and Partially Sighted
Teaching Assistant - 2 Positions (Effective 9/1/09)

Mr. Swanston moved, seconded by Mr. Madden that Mr. Shafer be authorized to fill all vacancies for the 2008-09 school year.

Yes - 9

No - 0, motion carried

BOCES BUDGET FOR

Mr. Shafer reviewed the revised tentative 2009-2010 BOCES Administrative

2009-10:

Budget with the board. Mr. Mac Donald moved, seconded by Mr. O'Bryan that the revised tentative Administrative Budget for the 2009-10 school year in the amount of \$1,500,455 be approved for presentation to the component school districts.

Yes - 9

No - 0, motion carried

Arrangements for the Annual Meeting to be held on Thursday, April 2, 2009 beginning at 7:30 P.M. at the Adirondack Educational Center were also discussed. Clerk Lavoie reported that nominations for the three (3) BOCES membership vacancies for the three-year terms of July 1, 2009 to June 30, 2012 had been received for Dennis Egan, William McConvey and Marc Stankus in connection with the Annual Election scheduled for April 20, 2009 in each of the component districts.

**CONSIDERATION OF
CALENDARS FOR AEC &
NFEC, 12-MONTH
CALENDAR AND
PAYDATES FOR 2009-10:**

Mr. McConvey moved, seconded by Dr. Comeau that the 2009-10 calendars for AEC & NFEC, the 2009-10 annual 12-month calendar and the 2009-10 Paydates be adopted.

Yes - 9

No - 0, motion carried

**PROPOSED NAME CHANGE
FOR CHILD
DEVELOPMENT PROGRAM
(EDUCATION-EARLY
CHILDHOOD):**

Mr. McConvey moved, seconded by Mr. Derouchie that the name for the Child Development Program be changed to Early Childhood Education.

Yes - 9

No - 0, motion carried

**APPROVAL OF WORK
SITES:**

Mr. Mac Donald moved, seconded by Mr. Swanston that the attached work sites be approved.

Yes - 9

No - 0, motion carried

STUDENT TRAVEL:

Mr. McConvey moved, seconded by Mr. Madden that the following student activity be approved:

NFEC Building Trades - NWA Woodworking Showcase
- March 28-29, 2009 - Saratoga Springs, NY

Yes - 9

No - 0, motion carried

**CONSIDERATION OF
ACCEPTANCE OF
SCHOLARSHIP -
ADIRONDACK CHAPTER
OF NYS SCHOOL BUSINESS
OFFICIALS:**

Mr. McConvey moved, seconded by Mr. Derouchie that the Board accept a \$300 scholarship from the Adirondack Chapter of NYS School Business Officials to be awarded to a Career and Technical Education Program Completer.

Yes - 9

No - 0, motion carried

**AUTHORIZATION FOR
PRESIDENT AND/OR
PURCHASING AGENT TO
SIGN:**

Mr. Madden moved, seconded by Mr. Swanston that the President and/or Purchasing Agent be authorized to sign the following:

Agreement with AT&T Mobile (formerly Unicel) for wireless service
Agreement with Xerox to upgrade color copier

Yes - 9

No - 0, motion carried

**CONSIDERATION OF
PURCHASE AND
AUTHORIZATION
TO BID CULINARY ARTS
EQUIPMENT:**

Rick Swanston reviewed considerations and options with the Board regarding the purchase of Culinary Arts Equipment in connection with the Culinary Arts Program at the Adirondack Educational Center.

Following discussion, Dr. Comeau moved, seconded by Mr. O'Bryan that the BOCES be authorized to advertise bids for Culinary Arts Equipment.

Yes - 9

No - 0, motion carried

**CONSIDERATION AND
AUTHORIZATION
TO PURCHASE
CTE EQUIPMENT:**

Rick Swanston reviewed considerations and options with the Board regarding the purchase of Culinary Arts Equipment, off State Contract, in connection with the Culinary Arts Program at the Adirondack Educational Center.

Following discussion, Mr. McConvey moved, seconded by Mr. Madden that the BOCES be authorized to purchase Culinary Arts Equipment off State Contract at a cost not to exceed \$22,919.28.

Yes - 9

No - 0, motion carried

**DISPOSITION OF
EQUIPMENT PURCHASED
WITH TITLE IID GRANT
FUNDS:**

Mr. McConvey moved, seconded by Mr. Madden that the BOCES be authorized to dispose of instructional technology purchased with Title IID Grant Funds from the BOCES' inventory by transferring it to the appropriate component school districts and removing it from inventory.

Yes - 9

No - 0, motion carried

ACADEMIC EXCELLENCE

Mr. McConvey moved, seconded by Mr. Swanston that Board Members and

AWARDS BANQUET:

Administrators be authorized to attend the following at the expense of the BOCES:

Academic Excellence Awards Banquet - June 7, 2009, Crowne Plaza, Lake Placid

Yes - 9

No - 0, motion carried

GED GRADUATION:

Mr. McConvey moved, seconded by Mr. Swanston that Board Members and Administrators be authorized to attend the following at the expense of the BOCES:

GED Graduation, June 4, 2009, 1:30 PM, NFEC

Yes - 9

No - 0, motion carried

BOCES AWARDS CEREMONIES:

Mr. Madden moved, seconded by Mr. Mac Donald that Board Members and Administrators be authorized to attend the following at the expense of the BOCES:

Awards Ceremonies:

QLA

- CTE - Thursday, June 11, 2009, 9:00 AM, NCCC Gymnasium
- New Vision - Friday, June 12, 2009, 9:30 AM, Adirondack Medical Center

NFCA

- CTE - Monday, June 15, 2009 - 9:15 AM, Harison Gym
- New Vision (Health) - Friday, June 19, 2009, 10:00 AM, Alice Hyde Medical Center
- New Vision (Law & Government) - Monday, June 22, 9:00 AM, Centenary Methodist Church

Yes - 9

No - 0, motion carried

UPCOMING MEETING:

Mr. Madden moved, seconded by Mr. McConvey that the Board Members be authorized to attend the 2009 Joint BOCES Workshop in Albany on May 1-2, 2009 at the expense of the BOCES.

Yes - 9

No - 0, motion carried

EXPLANATION OF LINE ITEM (SCHOOL DISTRICT AND OTHER BOCES) ON TENTATIVE 2009-10

Rick Swanston gave the board an explanation of the line item (school district and other BOCES) on the Tentative 2009-10 Administrative Budget.

**ADMINISTRATIVE
BUDGET:**

**HEALTH OCCUPATIONS
PROGRAM (NFEC):**

Mr. Shafer informed the Board that four students from the Health Occupations Program at the North Franklin Educational Center have been awarded internships by NAHEC (Northern Area Health Education Committee). Molly Hooper from Franklin Academy was awarded a 30 hour internship at Kinney Drugs, Lacey Warner from Franklin Academy was awarded a 30 hour internship at Kinney Drugs, Kenzi Schwencke from Franklin Academy was awarded a 100 hour internship at Kinney Drugs and Eric Dustin from Franklin Academy was awarded a 100 hour internship at Alice Hyde Medical Center.

In addition, three students from the Health Occupations Program recently attained National Certification as EKG technicians. The students are Eric Dustin from Franklin Academy, Karen Raville from Franklin Academy and Zariah Charlebois from Brushton-Moira.

**WRITTEN REPORT FROM
CLAIMS AUDITOR:**

The Board received a written report from the Claims Auditor.

EXECUTIVE SESSION:

Mr. Madden moved, seconded by Mr. O'Bryan that the Board enter into an executive session to discuss contractual matters.

Yes - 9

No - 0, motion carried

The Board entered into an executive session at 8:05 P.M.

Mr. McConvey moved, seconded by Mr. Mac Donald that the Board leave the executive session.

Yes - 9

No - 0, motion carried

The Board left executive session at 8:20 P.M.

ADJOURNMENT:

Mr. Swanston moved, seconded by Dr. Comeau that the meeting be adjourned.

Yes - 9

No - 0, motion carried

Meeting adjourned at 8:21 P.M.

These minutes approved _____

Carol J. Lavoie, Clerk