

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

**DATE:** September 18, 2008

**LOCATION:** Adirondack Educational Center, Saranac Lake, New York

**KIND OF MEETING:** Regular

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

**MEMBERS ABSENT:** Thomas F. Mac Donald, William Madden, III (entered at 7:34 PM)

**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 7:30 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. Swanston moved, seconded by Mr. Derouchie that the minutes of the regular meeting of August 28, 2008 be approved.

Yes - 7  
No - 0, motion carried

William Madden entered the meeting at 7:34 PM.

**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 August. Following discussion, Mr. Swanston moved, seconded by Dr. Comeau that the Treasurer's Reports, Budget Control and Analysis of Revenue Reports for all funds for the month of August be approved.

Yes - 8  
No - 0, motion carried

**EXECUTIVE SESSION:** Mr. Madden moved, seconded by Mr. Derouchie that the Board enter into an

executive session to discuss negotiations and evaluation of the Superintendent.

Yes - 8

No - 0, motion carried

The Board entered into an executive session at 7:45 P.M.

Dr. Comeau moved, seconded by Mr. Swanston that the Board leave the executive session.

Yes - 8

No - 0, motion carried

The Board left executive session at 8:43 P.M.

**PRESENTATION:**

The Board received a presentation from Nancy Montevago, Lorraine Bessette and Gregory Camelo in connection with information regarding the BOCES-wide 2008 Regional Summer School Programs as well as the 2007-08 Career and Technical Education, Alternative Education and GED Programs.

**CREATION OF POSITION:**

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

Account Clerk

Yes - 8

No - 0, motion carried

**RESIGNATION:**

Mr. Madden moved, seconded by Mr. Swanston that the following resignations be accepted:

Kerri Keeler - Consulting Teacher for Standards Implementation & Technology - Effective 09/18/08 (*In order to accept position of Technology & Data Analysis Coordinator*)

Yes - 8

No - 0, motion carried

**CALL BACK POSITION:**

Mr. Madden moved, seconded by Mr. Derouchie that the following Call Back Position be approved:

Teacher Aide 50%

Mandy L. Chambers (Grade 9 - Step B) Effective Date 09/12/08

Yes - 8

No - 0, motion carried

**APPOINTMENT:**

Upon the recommendation of Mr. Shafer, Dr. Comeau moved, seconded by Mr. Swanston that:

Kerri A. Keeler, permanently certified in Pre-Kindergarten & Grades 1-6 be appointed in the Technology & Data Analysis Coordinator tenure area for a probationary period of two (2) years commencing on 09/19/08 and terminating on 9/18/10, salary to be at Step 6 of the Teacher Salary Schedule for the school year 2008-09.

Yes - 8

No - 0, motion carried

**DESIGNATION:**

Upon the recommendation of Mr. Shafer, Mr. Derouchie moved, seconded by Mr. Swanston that:

Christine A. Backus, be designated as a Teacher of the Deaf & Hearing Impaired commencing on 09/01/08 salary to be at Step 1 of the Teacher Salary Schedule for the school year 2008-09.

Yes - 8

No - 0, motion carried

**PART-TIME &  
OCCASIONAL  
EMPLOYEES:**

Upon the recommendation of Mr. Shafer, Mr. Swanston moved, seconded by Dr. Comeau that the following individuals be appointed as Part-time and Occasional Employees for the 2008-09 school year:

Part-time Music Teacher - \$334.64 Per Day

Karen Butters

Substitute - Instructional Programs

Karen Markel

Adult Equivalency Teacher - \$35.33 Per Hour

Carol Van Riper

Business Manager Consultant - \$37.50 Per Hour

Dan Bower

Yes - 8

No - 0, motion carried

**EMERGENCY**

The Franklin-Essex-Hamilton Board of Cooperative Educational Services has

**CONDITIONAL  
APPOINTMENTS:**

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. Derouchie moved, seconded by Mr. Madden 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:

Beth-Ann Hastings - Account Clerk  
Grade 5 - Step A (Effective Date 09/22/08)

Substitute - Instructional Programs

Julia Kingsley  
Shondra Kingsley  
Shannon Loeb  
Tracie Normandeau  
Darci Powers

Yes - 8

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:

Account Clerk  
Special Education Teacher - 2 Positions  
Teacher of the Blind and Partially Sighted  
Consulting Teacher for Standards Implementation & Technology

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

Yes - 8

No - 0, motion carried

**APPROVAL FOR AEC  
CULINARY ARTS  
RENOVATION PROJECT:**

Rick Swanston reviewed the Proposal for Professional Engineering Services cost estimate received from North Woods Engineering for the Culinary Arts Replacement Project at Adirondack Educational Center.

Mr. Shafer advised the Board of the possibility of delaying the boiler project. Following discussion and upon the recommendation of the District Superintendent the Board agreed to proceed with the Culinary Arts Replacement Project with the understanding that we would be putting the boiler project into the summer of 2010. Mr. Madden moved, seconded by Mr. McConvey that engineering costs for services in connection with this project be approved in the amount of \$72,500 and that the President be authorized to sign the Agreement for Professional Services with North Woods Engineering.

Yes - 8

No - 0, motion carried

**AUTHORIZATION FOR**

Mr. McConvey moved, seconded by Mr. Swanston that the President be

**PRESIDENT TO SIGN:**

authorized to sign the following:

EDGE Contract  
Revision of Even Start Agreement with JCEO  
Agreement with Susan Klein, Even Start Evaluator  
Articulation Agreement with Fulton-Montgomery Community College

Yes - 8

No - 0, motion carried

**STUDENT TRAVEL**

Mr. Swanston moved, seconded by Mr. Madden that the following student activities be approved:

Student in 12:1+2 Class (accompanied by 1:1 monitor) Visit Apple Orchard in Canada - September 30, 2008, Franklin Centre, Oc.

Yes - 8

No - 0, motion carried

**SALARY CAP:**

Mr. Madden moved, seconded by Dr. Comeau that the voting delegate to the New York State School Boards Association Convention be authorized to vote in favor of a resolution that supports legislation to eliminate the salary and benefit cap of the District Superintendents.

Yes - 8

No - 0, motion carried

**OTHER BUSINESS:**

Mr. Shafer informed the Board that the Franklin-Essex-Hamilton School Boards Association Dinner Meeting will not be held on October 7<sup>th</sup> as originally planned. He indicated that another date will be announced later and board members would be informed.

**BOARD COMMENTS:**

Mr. O'Bryan reminded and invited everyone to visit St. Regis Falls for the display of the Vietnam Veterans Moving Wall Memorial commencing September 25<sup>th</sup>.

**ADJOURNMENT:**

Mr. McConvey moved, seconded by Mr. Madden that the meeting be adjourned.

Yes - 8

No - 0, motion carried

Meeting adjourned at 9:56 P.M.

These minutes approved \_\_\_\_\_

\_\_\_\_\_  
Carol J. Lavoie, Clerk