

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

DATE: September 21, 2006

LOCATION: Adirondack Educational Center, Saranac Lake, New York

KIND OF MEETING: Regular

MEMBERS PRESENT: Ralph H. Russell, Thomas F. Mac Donald, William Madden, III, James G. Manson, William A. McConvey, Paula M. Niles, Thomas O'Bryan, John G. Swanston

MEMBERS ABSENT: None

OTHERS PRESENT: David J. DeSantis, 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 7:32 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. Mac Donald that the minutes of the regular meeting of August 31, 2006 be approved.

Yes - 8
No - 0, motion carried

TREASURER'S REPORT: Mrs. Perkins read the Treasurer's Report for the Consolidated Fund, Workers' Compensation and Health Insurance Fund for the month of August. Mr. Mac Donald moved, seconded by Mr. Manson that the Treasurer's Report, Budget Control Report and Warrant Reports for all funds including 2A in the amount of \$198,277.12, 2B in the amount of \$527,145.97, and 2C in the amount of \$71,149.53 for the month of August be approved.

Yes - 8
No - 0, motion carried

**FINANCIAL REPORT FOR
2005-06 AND REVIEW OF
INDEPENDENT AUDIT
REPORT:**

Mrs. Perkins reviewed the Financial Report for the year ending June 30, 2006 and Carl Seyfarth, Independent Auditor presented the Independent Audit Report for the year ending June 30, 2006. Following discussion, Mr. Madden moved, seconded by Mr. O'Bryan that both the Financial Report and Independent Audit Report for the year ending June 30, 2006 be accepted.

Yes - 8
No - 0, motion carried

**ABOLISHMENT OF
POSITIONS:**

Upon the recommendation of Mr. DeSantis, Mr. Mac Donald moved, seconded by Mr. Madden, that the following positions be abolished:

Occupational Therapist - 1.6 Positions
School Psychologist 60%

Yes - 8
No - 0, motion carried

**CHANGE IN POSITION
STATUS:**

Upon the recommendation of Mr. DeSantis, Mr. Madden moved, seconded by Mr. Manson, that the following position be changed:

Elizabeth L. Haug - Occupational Therapist 40% to 60%
(Effective Date 09/01/06)

Yes - 8
No - 0, motion carried

RESIGNATIONS:

District Superintendent David DeSantis submitted a letter to the Board of Education stating his intention to resign for the purposes of retirement effective June 30, 2007. President Russell expressed the thanks of the Board for the many years of excellent service to the BOCES. Mr. Mac Donald moved, seconded by Mr. McConvey that the letter of intention to resign for the purposes of retirement effective June 30, 2007 submitted by David J. DeSantis, District Superintendent of Schools, be accepted with deep regret.

Yes - 8
No - 0, motion carried

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

Kathleen M. Phebus - Cosmetology Teacher (Due to Retirement)
Warren A. Potter - Music Teacher

Yes - 8
No - 0, motion carried

APPOINTMENTS:

Upon the recommendation of Mr. DeSantis, Mr. Swanston moved, seconded by Mr. Manson that:

Gary B. Coffey, permanently certified as a School District Administrator be appointed in the Supervisor of Transition Programs & Services Tenure Area for a probationary period of three (3) years commencing on 09/01/06 and terminating on 08/31/09, based on a 12-month salary of \$59,000 for the school year 2006-07.

Kevin S. St. Hilaire, who holds a Transitional A Certificate in Vehicle Mechanical Repair (including Heavy Equipment Repair) 7-12, be appointed in the Heavy Equipment Repair Teacher Tenure Area for a probationary period of three (3) years commencing on 09/01/05 and terminating on 08/31/08, salary to be at Step 2 of the Teacher Salary Schedule for the school year 2006-07.

Yes - 8

No - 0, motion carried

PART-TIME & OCCASIONAL EMPLOYEES:

Upon the recommendation of Mr. DeSantis, Mr. McConvey moved, seconded by Mr. Mac Donald that the following individuals be appointed as Part-time and Occasional Employees for the school year 2006-07:

Adult Education Instructor (Certified Nurse Aide Program) - \$35.00 Per Hour
Kathy Billings

Music Teacher 50% - \$308.65 Per Day
Karen S. Butters

Temporary Special Education Teacher - \$188 Per Day
C. Sue DeSantis
Kristen M. Harvey

Temporary Teaching Assistant - \$88.21 Per Day
Patricia A. McGuane

Occupational Therapist Assistant - \$126.70 Per Day
Ashley E. Hoffman

Substitute Principal - \$250 Per Day
Lynn Dufort

Club Advisor - \$800
Loretta A. Charland - Skills USA

Temporary Physical Therapist - \$188 Per Day
Wendy Norman

Yes - 8

No - 0, motion carried

EMERGENCY

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

CONDITIONAL APPOINTMENT:

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 the District Superintendent, Mr. Madden moved, seconded by Mr. Manson that the following emergency conditional appointment in the area and on the effective date indicated be approved for the 2006-07 school year under terms permitted by the Education Law:

Olga K. Mills - Physical Therapist

Yes - 8

No - 0, motion carried

POSITIONS TO BE FILLED:

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

Cosmetology Teacher

Physical Therapist

Speech & Hearing Handicapped Teacher

Teacher of the Blind and Visually Impaired

Mr. Swanston moved, seconded by Mr. Mac Donald that Mr. DeSantis be authorized to fill all vacancies for the 2006-07 school year.

Yes - 8

No - 0, motion carried

PRESENTATION ON NEW VISION PROGRAMS:

Ms. Montevago provided a PowerPoint Presentation on the two (2) New Vision Programs operated by the BOCES.

SPECIAL ELECTION FOR BOCES BOARD MEMBER - REPORT ON NOMINATION:

Clerk Lavoie reported on the receipt of the nomination of Jules Comeau from Long Lake to fill the vacancy for the unexpired term of Vickie Plumley in connection with the special election scheduled for October 12, 2006.

REPORT ON THE OPENING OF SCHOOL:

Ms. Montevago reported on the opening of schools and related enrollment information in the various programs.

APPROVAL OF CHANGE ORDER AND

Rick Swanston reported on the progress of the Roof Replacement Project at the Adirondack Educational Center. Mr. Manson moved, seconded by

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

Mr. Mac Donald that the Change Order for the Roof Replacement Project at the Adirondack Educational Center be approved as follows:

Change Order #1 – Credit was given to the owner by the contractor for deck replacement that was found to be unnecessary. Existing deck found to be suitable. - \$2,000.00.

Yes - 8

No - 0, motion carried

Mr. Swanston moved, seconded by Mr. Madden that the Board President and District Superintendent be authorized to sign the approved Change Order in connection with the Roof Replacement Project at the Adirondack Educational Center to decrease the cost of the project from \$247,677 to \$245,677.

Yes - 8

No - 0, motion carried

**ACKNOWLEDGEMENT OF
CONSULTANT
COMMITTEE MEMBERS:**

Mr. DeSantis provided the Board with a list of the 2006-07 Consultant Committees for all Career and Technical Education Programs located at both the Adirondack Educational Center and the North Franklin Educational Center.

**AUTHORIZATION FOR
PRESIDENT TO SIGN
AGREEMENTS:**

Mr. McConvey moved, seconded by Mr. Madden that Mr. Russell be authorized to sign the following Agreements:

Akwasne Bridge Program
Cornell Cooperative Extension of Franklin County - Even Start
Franklin County Transportation Department
Franklin County Preschool Services

Yes - 8

No - 0, motion carried

**COMMITTEE
APPOINTMENTS:**

Mr. Swanston moved, seconded by Mr. Mac Donald that the appointments to the following Committees on the list annexed to these minutes be approved:

Annual Professional Performance Review (APPR) Committee
Professional Development Plan (PDP) Committee
District-Wide Safety Committee
Technology Committee

Yes - 8

No - 0, motion carried

NEGOTIATIONS:

The next meeting with the CSEA Unit is scheduled for Monday, September 25, 2006 at 3:30 PM at the BOCES Central Office in Malone.

ADJOURNMENT:

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

Yes - 8

No - 0, motion carried

Meeting adjourned at 9:39 P.M.

These minutes approved _____.

Carol J. Lavoie, Clerk