

**Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES
Board of Education Meeting
Lewis County JCC Extension Center, Lowville, New York
November 20, 2019
6:00 p.m.**

MEMBERS PRESENT: Alice Draper, Sandra Klindt, Michael Kramer, James Lawrence, Barbara Lofink, Peter Monaco, Grace Rice, Michael Young

MEMBERS EXCUSED: Lynn Murray

MEMBERS ABSENT: None

STAFF PRESENT: Mark Chandler, Shelly Fulkerson, Tracy Gyoerkoe, Patricia LaClair, Leslie LaRose, Michael Lively, Alicia Ross, Stephen Todd, Michele Traynor, Leah Widrick

OTHERS PRESENT: Cole Brooker, Caleb Judd, Caleb Lago, Alyssa Spence

President Rice called the meeting to order at 6:00 p.m. and led the Board in the Pledge of Allegiance.

On a motion by M. Young, seconded by B. Lofink, the BOCES District-wide Safety Plan Public Hearing was opened at 6:00 p.m.

On a motion by M. Young, seconded by B. Lofink, the Public Hearing was recessed at 6:12 p.m. for a tour of the Lewis County JCC Extension. Shelly Fulkerson, Assistant Superintendent of CTE, took the Board on a tour of the Lewis County JCC Extension. Presentations were given by two students in Walter Berwick's Engineering and Design Program, Mark Chandler and two students for the Transitions Program and Leah Widrick and one student for New Vision Medical Careers in Lewis County. The Public Hearing reconvened at 7:09 p.m.

On a motion by M. Young, seconded by J. Jones, the Public Hearing was closed at 7:10 p.m.

1. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the minutes of the regularly scheduled meeting held on October 16, 2019 were approved. Vote: Yes-8 No-0

1a. On a motion by M. Young, seconded by A. Draper, the Board approved the amended agenda as presented. Vote: Yes-8 No-0

2. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board approved the following Internal Claims Auditor's Report for November 20, 2019. Approval of
Internal
Auditor's
Report of
11/20/19

Payroll 9	\$882,268.88	October 25, 2019	
Payroll 10	887,892.59	November 08, 2019	
Warrant 22 – Fund A&F	693,827.55	November 04, 2019	
Warrant 23 – Fund A&F	4,423,177.83	November 04, 2019	
Warrant 25 – Fund A&F	4,837.56	November 04, 2019	
Total	\$6,892,004.41		Vote: Yes-8 No-0

3. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board approved the budget adjustments for 2018-19 as presented. Budget
adjustments

Vote: Yes-8 No-0

4. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by B. Lofink, the Board approved the adoption of the BOCES District-Wide Safety Plan with the SRO Agreement in the Safety plan pending. Vote: Yes-8 No-0
5. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to approve the list to be surplus and discarded.

Approval of
BOCES
District-wide
Safety Plan

Year	Asset #	Item	Recommend
9/26/2019	N/A (HG)	Baby Actor Manikins	Auction
10/28/2019	1223	Dell T1600	Scrap
10/28/2019	1224	Dell T1600	Scrap
10/28/2019	1212	Dell T1500	Scrap
10/28/2019	1075	Dell T1500	Scrap
10/28/2019	1009	Dell T1600	Scrap
10/28/2019	1043	Dell T1500	Scrap
10/28/2019	1044	Dell T1500	Scrap
10/28/2019	N/A	Dell T1600	Scrap
10/28/2019	1262	Dell T1500	Scrap
10/28/2019	1261	Dell T1500	Scrap
10/28/2019	437	Dell T1500	Scrap
10/28/2019	2462	Dell T3400	Scrap
10/28/2019	N/A	Dell 3380 Laptop	Scrap
10/28/2019	N/A	Dell 3330 Laptop	Scrap
10/28/2019	1038	Dell 3350 Laptop	Scrap
10/28/2019	1047	Dell 3330 Laptop	Scrap
10/28/2019	20193	Gateway Monitor	Scrap
10/28/2019	22689	Dell T3400	Scrap
10/28/2019	000005	Smart Board 600	Scrap
10/28/2019	25624	Tripp Lite UPS	Scrap
10/30/2019	N/A	Military Wheel Dozer	Auction
10/30/2019	N/A	Military Water Truck	Auction
10/30/2019	N/A	FORD 9000	Auction
10/30/2019	N/A	Mack Tandem Axle	Auction
10/30/2019	N/A	Military Forklift	Auction
10/30/2019	N/A	Military Grader	Auction
10/30/2019	N/A	International Rollback	Auction
10/30/2019	N/A	John Deere 544A	Auction
10/30/2019	001425	Delta Band Saw	Auction
10/30/2019	24742	Jet Sander	Auction
10/30/2019	17869	Powerline Electric Cutter Model IPL2100	Scrap
10/30/2019	000931	Laminator @ HG	Auction
10/30/2019	002284	Lister Forklift @ HG	Auction

Vote: Yes-8 No-0

6. Board Reports

HGSTC Open House October 16, 2019. Board members attended the Howard G. Sackett Technical Center Open House on October 16, 2019. They toured the Technical Center and met with teachers, students and parents during the Open House activities. All members commented and said it was fantastic. The Board would like to say thank you to all staff for their hard work in making the Open House a success.

NYSSBA Convention October 24-26, 2019. Mrs. Draper, Mrs. Jones, Dr. Klindt, Mr. Kramer, Mrs. Rice and Mr. Young provided the Board with a summary of the workshops they attended at the NYS School Boards Association Convention held on October 24-26, 2019. The Board members stated that the conference was well attended and workshop sessions were well organized and informative.

Workforce Connections. On November 13, 2019, Mrs. Rice attended the Workforce Connections held at the Watertown Airport Hangar. It was very well attended and everyone was very well prepared.

JLBSA Financial Workshop. On November 13, 2019, Dr. Klindt, Mr. Kramer and Mrs. Rice attended the JLSBA Financial Workshop. The workshop was very informative and enlightening. The presenters shared information on the Politics of School Aid in NYS and the long-range planning and that pesky tax cap.

7. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board accepted a donation from Mark Thompson, Vice President, Jefferson Concrete Corporation, Watertown, NY, of a catch basin with a value of \$400 to the Heavy Equipment Program at Bohlen Technical Center. Vote: Yes-8 No-0

8. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board accepted a donation from Cheryl Mayforth of the WorkPlace, Watertown, NY, of a sign marquee with a value of \$300 to the Bohlen Technical Center. Vote: Yes-8 No-0

9. Personnel

On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to accept with regret the letter of retirement submitted by Joni Browne, Teacher Support Person, effective 11/20/19, with the Board authorizing the 4-month waiver notice for the retirement. Vote: Yes-8 No-0

On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to accept the following resignations with regret:

Melissa Brown, Nursing Assistant Instructor, effective 11/26/19 Vote: Yes-8 No-0

MaryPat Cardinale, Typist, effective 11/01/19 Vote: Yes-8 No-0

Resignations
Amy Jacobs
Shawn Poole

On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to approve the following personnel appointments:

Classified

Reagan Burkner-Hulbert, Teacher Support Person (TSP)

Effective 11/21/19

Salary: TSP Scale, \$16,709, prorated from 11/21/19 Vote: Yes-8 No-0

Personnel
Appointments

R. Burkner-
Hulbert, TSP

<p><u>Chelsea Dafoe</u>, Teacher Support Person (TSP) Effective 11/21/19 Salary: TSP Scale, \$16,309, prorated from 11/21/19</p>	<p>C. Dafoe, TSP</p>
<p style="text-align: right;">Vote: Yes- 7 No-0 Abstain -1 Alice Draper Grace Rice Jennifer Jones Sandra Klindt Michael Kramer Barbara Lofink Peter Monaco Michael F. Young</p>	
<p><u>Kelsey Delles</u>, Teacher Support Person (TSP) Effective 11/21/19 Salary: TSP Scale, \$16,109, prorated from 11/21/19</p>	<p>K. Delles, TSP</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	
<p><u>Renee Eisel</u>, Teacher Support Person (TSP) Effective 11/21/19 Salary: TSP Scale, \$16,709, prorated from 11/21/19</p>	<p>R. Eisel, TSP</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	
<p><u>Daniel Ernst</u>, Occupational Therapist Probationary 11/08/19 Salary: No change</p>	<p>D. Ernst, OT Probationary</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	
<p><u>Susan Farr</u>, Typist for Assistant Superintendent for Business Provisional 11/21/19 Salary: \$30,950, prorated from 11/21/19</p>	<p>S. Farr, Typist Provisional</p>
<p style="text-align: right;">Vote: Yes- 7 No-0 Abstain -1 Alice Draper Grace Rice Jennifer Jones Sandra Klindt Michael Kramer Barbara Lofink Peter Monaco Michael F. Young</p>	
<p><u>Reshada Fernandez</u>, Teacher Support Person (TSP) Effective 11/21/19 Salary: TSP Scale, \$16,309, prorated from 11/21/19</p>	<p>R. Fernandez, TSP</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	
<p><u>Amber Holland</u>, 1.0 FTE to .8 FTE LPN/TSP, .4 FTE LPN/.4 FTE TSP Effective 10/24/19 Salary: LPN Scale \$6,698.53, TSP Scale \$9,702.08 – Total \$16,400.61, prorated from 10/24/19</p>	<p>A. Holland, 1.0 FTE to .8 FTE LPN/TSP</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	
<p><u>Robert Hulbert</u>, Occ Ed Aide Effective 11/01/19 Salary: Occ Ed Aide Scale, Level 4, \$15,622, prorated from 11/01/19</p>	<p>R. Hulbert, Occ Ed Aide</p>
<p style="text-align: right;">Vote: Yes-8 No-0</p>	

<u>Joy Kranbuhl</u> , Graphic Artist Assistant Provisional effective 11/01/19 Salary: Graphic Artist Assistant Scale, \$26,000, prorated from 10/28/19	J. Kranbuhl, Graphic Artist Aide
Vote: Yes-8 No-0	
<u>Francis Nicolette</u> , Teacher Support Person (TSP) Effective 11/21/19 Salary: TSP Scale, \$16,709, prorated from 11/21/19	F. Nicolette, TSP
Vote: Yes-8 No-0	
<u>Victoria Panetta</u> , Occupational Therapist Permanent effective 11/06/19 Salary: No change	V. Panetta, Permanent OT
Vote: Yes-8 No-0	
<u>Cheri Pennell</u> , Typist Provisional 11/15/19 Salary: Typist Scale, Step 2, \$24,901, prorated from 11/15/19	C. Pennell, Typist
Vote: Yes-8 No-0	
<u>Robert Reese</u> , Building Maintenance Mechanic Provisional effective 11/25/19 Salary: \$40,000, prorated from 11/25/19 Initial award upon hire of 15 days of vacation; with an award in subsequent years which shall be the greater of either 15 days or the number of days as determined under the rules in the Non-Instructional Employee Handbook	R. Reese, Building Maintenance Mechanic
Vote: Yes-8 No-0	
<u>Tracy Schneider</u> , .5 FTE LPN/.5 FTE Teacher Support Person (TSP) Effective 11/21/19 Salary: LPN Scale, \$25,024, prorated to .5 FTE/TSP Scale, \$15,709, prorated to .5 FTE Total \$20,367, prorated from 11/21/19	T. Schneider, LPN/TSP
Vote: Yes-8 No-0	
<u>Julia Smith</u> , .5 FTE LPN/.5 FTE Teacher Support Person (TSP) Effective 11/21/19 Salary: LPN Scale, \$25,024, prorated to .5 FTE/TSP Scale, \$15,709, prorated to .5 FTE Total \$20,367, prorated from 11/21/19	J. Smith, LPN/TSP
Vote: Yes-8 No-0	
Non-Classified	
<u>Brooke Boldt</u> , .25 FTE Speech Therapist Part-time 12/02/19-06/30/20 Salary: Scale C, Step 6, \$53,860, prorated to .25 FTE, from 12/02/19	B. Boldt, Speech Therapist
Vote: Yes-8 No-0	
<u>Eric Carden</u> , .6 FTE School Counselor Part-time 11/25/19-06/30/20 Salary: Scale B, Step 2, \$48,210, prorated from 11/25/19	E. Carden, Part-time School Counselor
Vote: Yes-8 No-0	
<u>Anakaren Gonzalez-Narro</u> , Math Instructor Uncertified 11/21/19-06/30/20 Salary: Scale A, Step 2, \$46,960, prorated from 11/21/19	A. Gonzalez- Narro, Math Instructor
Vote: Yes-8 No-0	

<u>Cynthia Lapp</u> , Nursing Instructor for High School & Adult Education Effective 11/18/19-01/10/20 60% CTE High School Budget: 101-3960 40% Adult Education Budget: F950 Salary: No change	Vote: Yes-8 No-0	C. Lapp, Nursing Instructor HS and Adult Education
<u>Cynthia Lapp</u> , 1.0 FTE Nursing Instructor for High School Budget: 101-3960 Effective 01/13/20 Salary: No change	Vote: Yes-8 No-0	C. Lapp, 1.0 FTE HS Nursing Inst.
<u>Kerry Sloan-Blinkhahn</u> , Initial Certificate Students w/Disabilities, Grades 1-6 Probationary 11/01/19-10/31/23 Salary: Scale B, Step 7, \$52,460, prorated from 11/01/19	Vote: Yes-8 No-0	K. Sloan- Blinkhahn, Initial Cert. SWD, Gr. 1-6
<u>Beverly Swiernik</u> , Occ Ed Teacher Assistant (moving from Occ Ed Aide) Probationary 11/06/19-11/05/23 Salary: \$17,449, prorated from 11/06/19	Vote: Yes-8 No-0	B. Swiernik, Occ Ed Teacher Assistant
Tenure		Tenure
<u>Crystal Adams</u> , Science Instructor, effective 01/07/20	Vote: Yes-8 No-0	C. Adams
<u>Tim Davey</u> , Instructional Technology, effective 01/19/20	Vote: Yes-8 No-0	T. Davey
<u>Kimberly O'Brien</u> , Teacher Assistant, effective 11/19/19	Vote: Yes-8 No-0	K. O'Brien
<u>Krysta Ortlieb</u> , School Social Worker, effective 12/31/19	Vote: Yes-8 No-0	K. Ortlieb
<u>Jeanette Rushford</u> , Supervisor of Special Education Alternative Programs, effective 01/21/20	Vote: Yes-8 No-0	J. Rushford
Additional Work for 2019		Additional Work for 2019
<u>Walter Berwick</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	
<u>Geoffrey Buckingham</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	
<u>Justin Hall</u> , SkillsUSA Boo at the Zoo 10/26/19, @ \$25/hr. A101-3010-151. Time sheets were submitted.	Vote: Yes-8 No-0	
<u>Russell Koster</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	
<u>Kathy Piche</u> , SkillsUSA Boo at the Zoo 10/26/19, @ \$25/hr. A101-3010-151. Time sheets were submitted	Vote: Yes-8 No-0	
<u>Darcy Pitkin</u> , SkillsUSA Boo at the Zoo 10/26/19, @ \$25/hr. A101-3010-151. Time sheets were submitted	Vote: Yes-8 No-0	
<u>Janet Ramsey</u> , SkillsUSA Boo at the Zoo 10/26/19, @ \$25/hr. A101-3010-151. Time sheets were submitted	Vote: Yes-8 No-0	
<u>Becky Reynolds</u> , Interpreting Services for Carthage effective 10/24/19 to end of 2019-20 school year @ \$23.05/hr. To be billed back to Carthage	Vote: Yes-8 No-0	
<u>Brian Taube</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	
<u>Leah Widrick</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	
<u>Nichole Workman</u> , SkillsUSA Christmas Caroling @ Lewis County General Hospital 12/14/19, @ \$25/hr. A101-3010-151. Time sheets will be submitted	Vote: Yes-8 No-0	

RN Stipend to supervise BTC LPN for 2019-20

Cynthia Lapp, \$3,000 prorated 11/27/19-6/30/20

Vote: Yes-8 No-0

RN Stipend
C. Lapp

Substitute Instructor for High School Clinical

Wendy Dunn, @ \$35/hr.

Vote: Yes-8 No-0

Sub Inst. For
HS Clinical
W. Dunn

Dignity for all Students Act (DASA) Trainer

Rachel Baxter, \$50/hr. for training

Vote: Yes-8 No-0

DASA Trainer
R. Baster

Practical Nursing Program

Carlos Malpica, Part-time Program Assistant (replaces 09/18/19 Board Approval)

Days/Times: 09/04/19-06/25/20

Rate: \$19/hour from 672 to 804 hours

Total: From \$12,768 to \$15,276

Budget: F950

Vote: Yes-8 No-0

Practical
Nursing
Program

Substitutes

Sandra Atilano, Nancy Charlebois, Wendy Dunn, Audra Essenlohr, Cassandra Feeley, Kathleen Grant, Rachel Grunert, Lydia Gydesen, Robert Hulbert, Gerri Maciejko, Blake Place, Alice Powell, Mayling Rodriguez, Cayla Ross, Cassandra Storey, Diana Williams

Vote: Yes-8 No-0

Substitutes

10. Administration Reports

For the information of the Board, District Superintendent Todd reviewed the meetings that he attended during the month of November:

Administration
Reports

Highlights of Meetings:

- Oct. 18 Visitation to Town of Webb
- 18-19 Superintendents Retreat – Minnowbrook
- 21-22 District Superintendents Meeting – Albany
- 23 SED&S/CDN Conference Call
- Watertown Urban Mission Board Meeting
- Cornell Cooperative Extension Meeting on Farm to School Grant
- 24-26 NYSSBA Convention – Rochester, NY
- 29 793 Governance Fall Meeting – OHM BOCES
- North Country Matters TV Interview – Potsdam
- Visitation to Carthage and Indian River
- MO Board of Education Board meeting to review applications
- Nov. 1 Visitation to LaFargeville and Watertown City
- 4 Board of Regents Meeting – Albany
- 6 Superintendents Cabinet Meeting – HGSTC
- 7 Criminal Justice Advisory Committee Meeting
- 8 WPBS Board Transition Meeting
- Meeting w/Senator Ritchie about personal alarms
- 12 Watertown Urban Mission Clergy Breakfast
- MO BOCES Board of Education 1st Round Interviews
- 13 SED&S/CDN Conference Call
- Watertown Urban Mission Finance Committee Meeting
- JLSBA Dessert Workshop on Finance
- 14 Superintendent Monthly Meeting
- CTE Budget Advisory Meeting

- 15 JCC Grant Writing Meeting
Visitation to Alexandria Central
- 18-19 District Superintendents Meeting – Albany
- 20 SED&S/CDN Conference Call
Watertown Urban Mission Board Meeting
SREB Interview
BOCES Board Meeting – Lewis County JCC Education Center

Upcoming Events

- Nov. 22 Visitation to Thousand Islands
- 25 Regional Information Center (RIC) Budget Meeting – MO BOCES
Samaritan Medical Center Board Meeting
- 27 SED&S/CDN Conference Call
- Dec. 2 Fort Drum Regional Health Planning Organization Behavioral Health
Committee Meeting
- 3 NNY Community Foundation Health, Human Services and Education Committee
Meeting
- 4 SED&S/CDN Conference Call
Fort Drum Regional Liaison Organization Board Meeting
- 5 NNY Community Foundation Cultural and Historical Committee Meeting
- 9 MO BOCES District Superintendent Stakeholder Interview Session
- 10 MO BOCES District Superintendent Stakeholder Interview Session
- 11 SED&S/CDN Conference Call
Superintendents Cabinet Meeting – Watertown
- 12 MO BOCES Board of Education Meeting
- 13 SCDN Meeting – Albany
- 16-17 District Superintendent Meeting – Albany
NNY Community Foundation Board Meeting
- 18 SED&S/CDN Conference Call
Watertown Urban Mission Finance Committee Meeting
BOCES Board Meeting w/Christmas Dinner - HGSTC

Administrative Team:

SED Leadership Changes

- As you’ve probably seen, the last few months have been even more tumultuous at SED than usual. Since MaryEllen Elia left as Commissioner at the end of August, Executive Deputy Commissioner Beth Berlin has served as Interim Commissioner. But a few weeks ago, she very abruptly and unexpectedly announced that she is leaving SED, effective November 15. With only one Deputy Commissioner left (out of 4 who are usually in place) and with that Deputy Commissioner (Kim Wilkins) only 5 months into her time at SED, the Board of Regents wasn’t left with many good options in the short term while they do a search for the next permanent Commissioner. At the November Board of Regents Meeting, they named Shannon Tahoe as “Acting Commissioner,” while they search for an “Interim Commissioner” who will then serve until they find a permanent Commissioner.

To fill the Senior Deputy role in the interim, the Board of Regents called John D’Agati out of retirement temporarily. He retired two months ago as the Deputy Commissioner for Higher Education.

They are actively searching for several Assistant and Associate Commissioners, and District Superintendents are being asked to serve on each of those search committees. On November 21, I will be on the search committee at SED interviewing candidates for the position of Assistant Commissioner for Curriculum and Instruction.

Assistant Superintendent LaRose provided the Board with the opening of school reports, information on the National Distance Learning Week 11/4-8/19, Workforce Connections and a Practical Nursing Program Update.

Assistant Superintendent Traynor provided the Board with draft budgets and information highlighting 2020-21 Administrative, Capital, Operations & Maintenance and 600 level Administrative CoSers. Ms. Traynor responded to questions from the Board.

11. There were no issues or current topics for discussion.

12. On a motion by M. Young, seconded by B. Lofink, the Board voted to adjourn the meeting at 9:21 p.m. Vote: Yes-8 No-0 Adjournment of mtg at 9:21 p.m.

Calendar

Dec. 18 BOCES Board Meeting, HGSTC, Conference Room B - 6:00 p.m.
Jan. 31 BTC Adult Nursing Graduation, Hilton Garden Inn, Arsenal St., Watertown, NY – 10:00 a.m.

The next regularly scheduled monthly meeting of the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services will be held at 6:00 p.m. on Wednesday, December 18, 2019 at the Howard G. Sackett Technical Center, Glenfield, New York

Regularly scheduled monthly meeting 12/18/19

Respectfully submitted,

Patricia L. LaClair
Clerk of the Board