

Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES
Board of Education Meeting
Howard G. Sackett Technical Center
Conference Room B
Glenfield, New York
December 19, 2019
6:00 p.m.

MEMBERS PRESENT: Alice Draper, Sandra Klindt, Jennifer Jones, Peter Monaco, Grace Rice, Michael Young

MEMBERS EXCUSED: Michael Kramer, Barbara Lofink, Lynn Murray

MEMBERS ABSENT: None

STAFF PRESENT: Patricia LaClair, Stephen Todd, Michele Traynor

OTHERS PRESENT: Michael Lahey, Peter Clough

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

President Rice opened the meeting by inviting comments from the public. There were none and the meeting proceeded.

Mike Lahey of March Associates and Peter Clough, BCA Construction Managers, reviewed with the Board the capital project bid opening recommendations. The Board was very pleased with the recommendations from March Associates and BCA Construction Managers.

CONSENT AGENDA:

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 November 20, 2019 were approved. Approval
November 20,
2019 Regular
meeting
minutes

Vote: Yes-6 No-0

- 1a. On a motion by M. Young, seconded by A. Draper, the Board approved the amended agenda as presented. Approval of
Amended
Agenda

Vote: Yes-6 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 Claims Audit Report for December 19, 2019. Approval of
Internal
Auditor's
Report of
12/19/19

Payroll 11	\$886,397.84	November 22, 2019	
Payroll 12	891,659.92	December 6, 2019	
Warrant 26 – Fund A&F	437,604.34	December 2, 2019	
Warrant 28 – Fund A&F	1,158,883.92	December 2, 2019	
Total	\$3,374,546.02		Vote: Yes-6 No-0

3. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by P. Monaco, the Board voted to approve the Capital Project bid recommendations for a total of \$14,019,629. Capital Project
bid approval

Vote: Yes-6 No-0

CONTRACT NO. 1 - GENERAL CONSTRUCTION:

Bette & Cring, LLC, Watertown, NY 13601

Base Bid Option No.	\$4,390,000
Alternate No. GC-1 (Charles H. Bohlen Technical Center, Area E).....	\$86,000
Alternate No. GC-2 (Watertown A.C.E.S., Ceiling Removal and Replacement)	\$211,000
Alternate No. GC-3 (Watertown A.C.E.S., Wall Tile)	<u>\$84,000</u>
Total Recommended Contract Award	\$4,771,000

CONTRACT NO. 2 - PLUMBING CONSTRUCTION:

J.E. Sheehan Contracting Corp., Potsdam, NY 13676

Base Bid:	\$423,900
Alternate No. PC-1 (Jack J. Boak Jr. Education Center, Plumbing Work)	\$6,300
Alternate No. PC-2 (Watertown A.C.E.S., Plumbing Work)	<u>\$30,900</u>
Total Recommended Contract Award	\$461,100

CONTRACT NO. 3 - MECHANICAL CONSTRUCTION:

ENI Mechanical Inc., Gouverneur, NY 13642

Base Bid Option No. 3	\$6,153,000
Alternate No. MC-1 (Jack J. Boak Jr. Education Center, New Boiler)	\$30,000
Alternate No. MC-2 Charles H. Bohlen Technical Center, Area E)	\$258,000
Alternate No. MC-3 Watertown A.C.E.S., Mechanical Work	<u>No Award</u>
Total Recommended Contract Award	\$6,441,000

CONTRACT NO. 4.1 - ELECTRICAL CONSTRUCTION - JEFFERSON COUNTY:

NYTRIC Electrical Contractors LLC, Watertown, NY 13601

Base Bid Option No. 1	\$1,203,460
Alternate No. EC-1 (Charles H. Bohlen Technical Center, Area E)	\$34,670
Alternate No. EC-2 (Watertown A.C.E.S., Electrical Work)	\$98,975
Alternate No. EC-3 (Charles H. Bohlen Technical Center, Circuit Tracing)	<u>\$18,424</u>
Total Recommended Contract Award	\$1,355,529

CONTRACT NO. 4.2 - ELECTRICAL CONSTRUCTION - LEWIS COUNTY:

S&L Electric, Inc., Colton, NY 139625

Base Bid Option No. 2	\$960,000
Alternate No. EC-4 (Howard G. Sackett Technical Center, Circuit Tracing)	<u>\$31,000</u>
Total Recommended Contract Award	\$991,000

4. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to approve the out of state travel for L. Gaffney, T. Gyoerkoe, L. LaRose-Collins, C. Peterson and S. Steckly to attend the 12th Annual Technology Centers that Work Leader’s Forum in Point Clear, AL, January 27-30, 2020, at an approximate total cost of \$9,037 with approximately \$3,577 to be paid through Perkins funds. Out of State
Travel

Vote: Yes-6 No-0

On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to approve the out of state travel for D. D’Imperio, C. Dean, W. Jeram and G. Shaffer to attend the 51st Annual North American Association of Educational Negotiators (NAEN) Conference in Scottsdale, AZ, March 14-18, 2020, at an approximate cost of \$10,500.

Vote: Yes-6 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 revised proposed minimum wage adjustment for the substitute teacher aides, substitute teacher assistants, substitute LPN and substitute interpreters from \$80/day to \$82.60/day, effective 01/01/20. Vote: Yes-6 No-0 Minimum Wage adjustment
6. **PERSONNEL** 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 Cynthia Lapp, Nursing Instructor, effective 07/01/20. Vote: Yes-6 No-0 Retirement C. Lapp, Nursing Instructor
- 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: Resignations
- Michelle Griffis, Teacher Support Person, effective 10/23/19 Vote: Yes-6 No-0 M. Griffis
- Penny Miller, Teacher Assistant, effective 11/22/19 Vote: Yes-6 No-0 P. Miller
- Tracy Schneider, LPN/Aide, effective 12/02/19 Vote: Yes-6 No-0 T. Schneider
- Lakisha Stewart, Personnel Assistant, effective 12/31/19 Vote: Yes-6 No-0 L. Stewart
- Kathleen Zelina, Speech Therapist, effective 01/17/20 Vote: Yes-6 No-0 K. Zelina
- On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to accept the following personnel appointments:
- Classified**
- Cheri Pennell, Personnel Assistant (moving from Typist) C. Pennell, Personnel Asst
Provisional effective 11/26/19
Salary: \$28,950, prorated from 11/26/19 Vote: Yes-6 No-0
- Janice Robertson, Typist J. Robertson, Typist
Provisional effective 12/19/19
Salary: Typist Scale, 24,901, prorated from 12/19/19 Vote: Yes-6 No-0
- On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to appoint Janice Robertson Deputy Auditor effective 12/19/19. J. Robertson, Deputy Auditor
Vote: Yes-6 No-0
- Pamela Thompson, Part-time Senior Account Clerk for Central Regional Partnership (CRPC) P. Thompson, Part time Senior Acct Clerk
Effective 01/02/20
Salary: \$18.28/hr. up to 20 hours per week Vote: Yes-6 No-0
- Non-Classified** Non-Classified
- Michele Alagna, Speech Therapist M. Alagna, Speech Therapist
Probationary 01/21/20-01/20/23
Salary: Scale C, Step 15, \$65,260, prorated from 01/21/20 Vote: Yes-6 No-0
- Cynthia Lapp, Nursing Instructor for High School & Adult Education (replaces appointment of of 11/20/19) C. Lapp, Nursing Instructor
Effective 11/18/19-01/10/20
11/18/19-12/06/19 - 60% CTE High School Budget: 101-3960; 40% Adult Education Budget: F950
12/09/19-12/20/19 – 100% Adult Education F950
12/23/19-01/10/20 - 60% CTE High School Budget: 101-3960; 40% Adult Education Budget: F950
Salary: No change Vote: Yes-6 No-0

Nicole Moananu, .6 FTE School Counseling Assistant
Part-time 01/06/20-06/30/20
Salary: \$26,012, prorated from 01/06/20
Vote: Yes-6 No-0
N. Moananu,
School
Counseling
Assistant

High School Nursing (Replaces appointment of 09/18/19)
Kathleen Grant, Clinical Instructor @ BTC
Days/Time: 10/01/19-04/30/20 Monday & Tuesday 9:00-11:00 a.m.
Rate: \$35/hr.
Budget: A101-3960-152
Vote: Yes-6 No-0
K. Grant,
Clinical
Instructor

Substitute Clinical Instructor for High School
Kathleen Grant @ \$35/hr.
Vote: Yes-6 No-0
K. Grant, HS
Sub for
Clinical

Adult Education Evening Instructors
Tina Groff
Google Suite
01/22/20-02/12/20
Salary: \$228 (12 hrs. x \$19/hr.)
Budget: F950
Bohlen Technical Center
Tuesday, 6:00–9:00 p.m.
Vote: Yes-6 No-0
Adult
Education
T. Groff

Jim Rehley
CB&I: Electrical II
01/06/20-05/18/20
Salary: \$3,570 (102 hrs. x \$35 hr.)
Budget: F950
Bohlen Technical Center
Monday, Wednesday, 5:30-8:30 p.m.
Vote: Yes-6 No-0
J. Rehley

Megan Shepherd
Mindful Habits for Stress Management & Productivity
01/08/20-03/04/20
Salary: \$152 (8 hrs. x \$19 hr.)
Budget: F950
Bohlen Technical Center
Wednesday, 7:00-8:00 p.m.
Vote: Yes-6 No-0
M. Shepherd

Unpaid Internship for Occupational Therapy Student Spring 2020 Semester
Sarah Byers, Utica College, Fieldwork Placement – Alexandria Central
Vote: Yes-6 No-0

Additional Work for 2019-20
Margaret Coe, Chaperoned Students @ Whoville in Sackets Harbor, 12/14-15/19, @ \$25/hr.
Jeremy Kelly, Board Christmas Dinner, 12/19/19, 1/200th of 2019-20 salary
Lynda Chester, Kathy Piche, Darcy Pitkin, Janet Ramsey, 12/14/19, BTC SkillsUSA Army Red Kettle Campaign @ Salmon Run Mall @ \$25/hr. Budget: A101-3010-151. Time sheets will be submitted
Katherine Mahoney, provide Teacher of the Visually Impaired services to a student for 1 hour prior to the start of her workday. Cost will be billed back to LaFargeville CSD at Ms. Mahoney's hourly rate.
Vote: Yes-6 No-0
Additional
Work 2019-20

Substitutes
Kyra Kempney, Nichole Kraeger, Carlos Malpica, Penny Miller, Kylie Woods
Vote: Yes-6 No-0
Substitutes

7. Administration Reports
For the information of the Board, District Superintendent Todd reviewed the meetings that he attended during the month of December:

Highlights of Meetings:

- Nov. 21 SREB Meeting
- 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
Samaritan Medical Center Rounds
- 3 Watertown Urban Mission Executive Committee Meeting
- 4 SED&S/CDN Conference Call
JLTC Board Meeting
- 5 Fort Drum Regional Liaison Organizational Meeting
- 6 Watertown Urban Mission Christmas Lunch
- 9 MO BOCES District Superintendent Stakeholder Interview Session
- 10 MO BOCES District Superintendent Stakeholder Interview Session
- 11 Advocacy trip to Assembly Education Chairs (military spouse certification reciprocity)
- 12 Superintendents Cabinet Meeting – Watertown
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

Upcoming Events

- Dec. 19 Superintendents Meeting
Programs for Exceptional Students Budget Advisory Meeting
- 20 Student Transportation/Occasional Drivers Meeting
- Jan. 6 Board Agenda/Staff Meeting
Samaritan Medical Center Rounds
- 7 Joint Management Team Meeting – OCM BOCES
- 8 SED/SCDN Conference Call
- 9 Meeting with Lewis County Social Agencies and Schools – Lewis County JCC Extension
- 10 NYSAWA Board Meeting
Bridges Out of Poverty Steering Committee Meeting
- 14 CTE Advisory Committee Meeting
- 15 SED/SCDN Conference Call
Superintendents Cabinet Meeting
BOCES Board of Education Meeting - Watertown

Administrative Team:

Madison-Oneida District Superintendent Search

- The Madison-Oneida District Superintendent search is moving along smoothly and on schedule. The Board identified two strong finalists, who each met with Acting Commissioner Shannon Tahoe on December 5 and got her blessing to proceed to the public phase of the process. The two finalists each met with a series of five (5) stakeholder groups at the BOCES on December 9 and December 10, and the Board is expecting to select their successful candidate before the holiday break.

SED Leadership

- On December 10, the Board of Regents appointed Shannon Tahoe “Interim Commissioner,” so she will continue to lead the Department until a permanent new Commissioner has been selected. They have an RFP out now to select a search firm to do the search, and they hope to select a new Commissioner by July 2020.

Assistant Superintendent for Programs L. LaRose-Collins shared information with the Board on the 2019-20 Strategic Goals Update, Grand Advisory Update and the Practical Nursing Program December Update.

On a motion by M. Young, seconded by A. Draper the Board recessed at 6:35 p.m. to move to the Howard G. Sackett Technical Center Culinary Arts room where they enjoyed a Christmas dinner prepared by students enrolled in the Culinary Arts Program at the Howard G. Sackett Technical Center. District Superintendent Todd thanked Culinary Arts Instructor, Mr. Kelly for his assistance in organizing this special holiday celebration. Due to the postponement of the meeting on December 18, only one student was available to help with dinner. She was introduced and thanked by members of the Board.

On a motion by A. Draper, seconded by S. Klindt, the regular board meeting was reconvened at 7:34 p.m.

Assistant Superintendent for Business Traynor provided the Board the final portions of the draft 2020-21 budget for Career & Technical, Adult Education, Instructional Services and Instructional Support Services. She highlighted major projected increases to certain sections of the budget and answered questions from the Board. Ms. Traynor also shared 2019-20 Strategic Update Goals.

8. Jennifer Jones spoke to the board about the Handle with Care Program.

9. On a motion by M. Young, seconded by A. Draper, the Board voted to adjourn the meeting at 8:09 p.m.

Vote: Yes-6 No-0

Adjournment of mtg at 8:09 p.m.

Calendar

Calendar

- Jan. 15 BOCES Board Meeting, Board Room, 6:00 p.m.
- 31 BTC Adult Nursing Graduation, Hilton Garden Inn, Arsenal Street, 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, January 15, 2020, at the Jefferson-Lewis BOCES, Board Room, Watertown, New York.

Regularly scheduled monthly meeting 01/15/20

Respectfully submitted,

Patricia L. LaClair
Clerk of the Board

