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A new year and a new tagline: 'creating opportunities for growth'

As we make our way through the first month of the New Year, we are excited to share the new tagline for our Herkimer-Fulton-Hamilton-Otsego BOCES logo that has been under development for over a year. Our former tagline, "Learning for Life," was part of a statewide BOCES theme at one point, so we wanted something that uniquely embodies our mission. This new tagline - developed through many discussions on what Herkimer BOCES is all about

- represents what staff working in many programs and departments said in many different ways.

What is at the heart of everything we do at Herkimer BOCES? We create opportunities for growth.

This includes growth in the students who attend our programs as well as the students in the entire region. Growth is also at the heart of the programs we develop and offer to meet the needs of

our community. Herkimer BOCES provides professional development of the staff at BOCES - as well as staff across the region - and this is another form of growth that Herkimer BOCES promotes.

We look forward to continuing our work and creating opportunities for growth with all stakeholders.



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Herkimer BOCES Board of Education updates

The following are highlights from the Herkimer-Fulton-Hamilton-Otsego BOCES October, November and December 2018 Board of Education meetings:

October Meeting

Independent Audit Report:

► Independent Audit Report by West & Co.: Mike Rossi of West & Co. provided an overview of the 2017-2018 independent audit report, and recommendations specifically concerning the BOCES fund balances.

► Rossi reported that no major adjustments were needed and stated the BOCES received an “unmodified opinion” or clean opinion and that the books and records are in great shape.

Board forum:

► Herkimer BOCES board member Ronald Loiacono made positive comments on the recent School Boards Institute workshop on school safety and mental health. It was requested that the materials be shared with all the component school board members. Loiacono shared that Elaine Ojeda, fifth-grade teacher at Mount Markham Middle School, has been selected as a New York state master teacher. This program recognizes and supports New York’s best and brightest teachers. As a result of her selection, Ojeda will work with other master teachers throughout the region and the state on science, technology, engineering and mathematics (STEM) collaborations.

► Herkimer BOCES board member Michael Clements reported on the recent Catholic Charities “Window of

Hope” luncheon where Frankfort-Schuyler Central School District and the Friends of Rachel were honored. He also noted the recognition of the Frankfort-Schuyler Wall of Honor recipients.

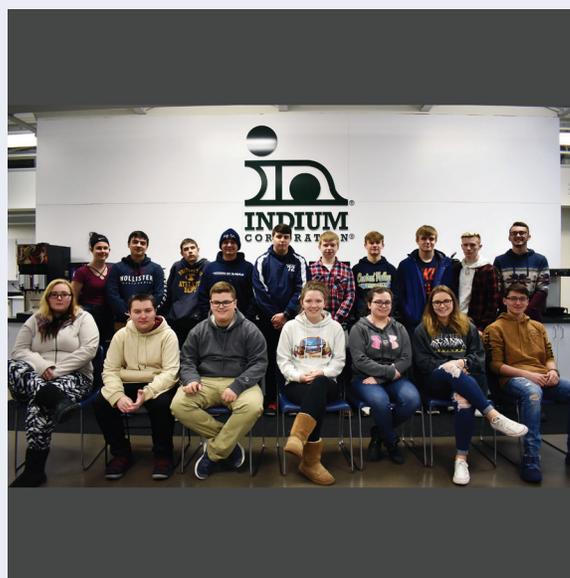
► Herkimer BOCES board member Linda Tharp expressed concern over parents visiting classrooms. Safety and confidentiality concerns were discussed. It was suggested that a vestibule be created as a drop off/pick up point. Tharp announced that Owen D. Young now has a digital sign.

► Herkimer BOCES board member James Schmid thanked everyone who made gifts for school board recognition week. In response to his inquiry regarding the status of school resource officers, Herkimer BOCES District Superintendent Sandra Sherwood stated that the sheriff’s department will recruit and train perspective special patrol officers.

NYSSBA updates:

► Herkimer BOCES board member and New York State School Boards Association President William Miller provided an overview of NYSSBA events. He recently attended the

Featured online: VP-TECH students learn about variety of career options on Indium Corp. tour



For more, click here: www.herkimer-boces.org/news.

NYSCOSS Conference and plans to attend the PTA Conference in November. He reported that the 2030 hearings held to provide information for the commissioner and Board of Regents are finished and plans for next steps are being developed.

► Miller noted that 430 school boards are attending NYSSBA’s Annual Convention. He noted his On-Board commentary is about the differences between children born before and children born after Sept. 11, 2001.

Herkimer BOCES Board of Education updates continued

School Board Recognition:

► In honor of school board recognition, the Board of Education was thanked for their service to the BOCES.

► Sherwood commented on the level of giving by the various programs honoring the board members and noted it is sincerely appreciated.

2018-2019 emergency response plans:

► Sherwood requested the board's consideration on the approval of the 2018-2019 revised William E. Busacker Complex and Remington Educational Complex Building Level Emergency Response Plans. There was discussion on procedures and protocols relating to school safety. Board members shared information on the recent SBI presentation relating to school safety.

Positive thoughts:

From newspaper articles:

► Cosmetology clinic provides students with experience - Salon Illusions, the Herkimer BOCES cosmetology clinic, is open to community members by appointment only.

► BOCES supports bullying prevention initiative by wearing blue shirts.

► Pathways Academy students team up to build school community by working on projects which were presented in a "Shark Tank" style activity in front of judges; the teams included students from various grade levels and faculty and staff members.

Matthews report:

Report by Director of Special Education and Alternative Education Roberta Matthews:

3-8 assessments and Regents exams:

► Matthews provided data from the 3-8 Assessments and the Regents Exams for the past three years. It was noted that the 3-8 data from 2017-2018 was embargoed at the time this information was compiled.

► Matthews provided her conclusions from the data:

- More students are taking the Regents Exams and 3-8 exams than in prior years.
- Improvement is needed in all areas.
- ELA Regents scores are low. Literacy needs to be a focus at all levels. The need to infuse opportunities to read, write, listen, and speak at all grade levels is evident.
- Math is a weak area beginning in elementary school and continuing on to the Algebra Regents.

Featured online: Students tackle school safety issues during Herkimer County Youth Summit



For more, click here: www.herkimer-boces.org/news.

Initiatives:

► Currently, both Special Programs and Alternative Education are working with professional development staff to focus on improvement in literacy and math. Literacy touches all aspects of education and therefore needs to be in every subject area. Curriculum is being evaluated to be sure the Next Generation Standards are included.

► Teachers are also working with the professional development staff to improve instructional practices and to differentiate instruction for learners with disabilities. This work is taking place at faculty meetings, mentor workshops and targeted workshops for specific teachers.

Herkimer BOCES Board of Education updates continued

▶ In analyzing the Regents data, it is important to recognize that students with disabilities (SWD) have safety net options available to them – allowing them to graduate with a local diploma using Regents scores ranging from (55-64) and in some cases (52-54).

▶ The administrative team continues its work to demonstrate student progress in these assessments.

Fox report:

Report by Director of Technical Education Kathy Fox:

▶ Technical programs have been busy settling into the new school year and getting students into their first program choice.

▶ Staff and administration attended each component school open house to demonstrate the collaboration between Herkimer BOCES and our component districts.

▶ Meetings have been held with Herkimer College representatives to discuss the possible expansion of degree options for VP-TECH students. The college hopes to add a business degree pathway in addition to quality assurance. This would require a skills map to be created and a scope and sequence developed.

▶ Herkimer BOCES will be hosting this year's 7th Grade Career Day on May 10. This event is coordinated through School to Careers and is supported by the entire CTE campus.

▶ The Technical Programs superintendents' sub-committee met recently, and the following was discussed:

- Increase business/ industry connections: VP-TECH has been tasked with having one experience a month for each grade level. Examples include field trips, business speakers, mentoring connections, industry challenges, job shadowing or internships.
- CTE programs of focus this year include Advanced Manufacturing, Building Construction, and Automotive Technology, as each of these programs will be submitted for approval/re-approval through the New York State Department of Education.
- Additional home-school connections for student support and program awareness.
- Program development for essential and foundational job skills was emphasized, and VP-TECH sustainability was discussed. A financial analysis of the VP-TECH budget will be

Featured online: Herkimer BOCES VP-TECH students support Stuff the Bus toy drive



For more, click here: www.herkimer-boces.org/news.

conducted and shared with the committee.

Kline report:

Report by Director of Adult, Early Childhood and Outreach Education Mary Kline:

Early Childhood Education:

▶ The Preschool and Prekindergarten programs are off to a great start. Most classes are full and have waiting lists.

▶ Fall brings testing of the children to obtain baseline levels so that instruction can be individualized to meet the needs of each student. This year, students will be tested three times throughout the school year.

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Herkimer BOCES Board of Education updates continued

Adult Practical Nursing:

► The Adult Practical Nursing Program is in full swing, with evening classes being held Monday, Tuesday and Wednesday evenings. All students are being given specific classes in study skills and how to analyze multifaceted situations that they may encounter.

Adult Literacy:

► The Literacy Zone has been relocated to the Working Solutions Office in Herkimer, where there is a high volume of traffic, which allows our case manager to see more potential students. There are also classes and a case manager at the Remington building and other satellite sites at the Little Falls Library, the Dolgeville Library and the St. Johnsville Library. New program options will be added once final approval is received from NYSED. The TASC program is offered at the Remington Educational Complex to students currently enrolled in high school.

Outreach Education:

► The Migrant Education Tutorial and Support Services staff is busy getting established in the schools across the 14 counties in which Herkimer BOCES provides services. Staff has been meeting the teachers, collecting test scores, report cards and transcripts. In addition, home visits are made to meet the families. Priority students are being tested in order to determine academic focus and service level to best fulfill the needs of the students.

Community Outreach:

► St. Joseph and St. Anthony parish in Herkimer has requested

names of children who could use a helping hand this holiday season.

Groves report:

*Report by
Director of
Operations
and Planning
Dr. Christopher
Groves:*

Dignity for All Students Act:

► DASA training was held for Central Valley's 9-12 students.

► Dignity Act Coordinator (DAC) initial and refresher training will be conducted in October. NYSED requires that each school building have a board assigned DAC to serve as the point person for reports of bullying/harassment/discrimination. Quarterly DAC meetings are planned for the purpose of networking, professional development, and opportunities for growth.

Emergency Planning:

► The Emergency Response Plans for Remington and the WEB are completed. A "Multi-Hazard Planning" training through the state Department of Homeland Security and Emergency Services is being planned for the spring.

Featured online: Utica Zoomobile visits Herkimer BOCES Child Family Services class



For more, click here: www.herkimer-boces.org/news.

Operations and Maintenance:

► Training for all board appointed chemical hygiene officers (CHO) is being planned, and newly hired custodians from the component districts have been invited to asbestos awareness/bloodborne pathogen training.

School Safety:

► The School Safety Taskforce for school administrators and law enforcement was scheduled for the end of October.

Herkimer BOCES Board of Education updates continued

Training:

► DASA, mental health awareness, violence prevention and emergency procedures trainings were conducted at six component districts on opening day. A training schedule has been set for all BOCES new hires around these topics as well.

Safety Expansion and Support:

► Progress has been made on linking the phone systems directly to the 911 call center.

► Herkimer BOCES Health and Safety Service Coordinator Adam Hutchinson serves on the Herkimer County PINS (Persons In Need of Supervision) Collaborative. The focus of the collaborative is to look at ways to reduce PINS placements by diverting children to other less restrictive services.

► Hutchinson has been attending safety committee meetings at various school districts.

Picolla report:

Report by Assistant Superintendent for Administrative Services James Picolla:

► Picolla provided information on the efforts of BOCES to recruit and retain qualified and experienced employees. Information was provided by years of services and the primary reason for leaving the BOCES. Picolla noted that the BOCES website continues to be a significant recruitment source, followed closely by BOCES employee referrals. Vacancies are also posted on various job search websites as well as 500 colleges nationwide.

► Picolla said BOCES has fewer unfilled positions than in the past,

and the candidate pools are deeper and are of higher quality.

► Over the past three years, administration has been working to meet the board's goal toward recruiting and retaining employees. This effort is multi-faceted and is rooted in information collected during exit surveys, labor/management meetings and general interaction with staff.

Sherwood report:

► An audit of the tenure and probationary list was conducted. Employees granted tenure by estoppel were noted. A new tracking tool has been created to track upcoming tenure appointments more effectively.

► Observations of faculty meetings are being conducted – it was noted that the conferences around observations are discussion-based and are intended to present ideas to strengthen instructional practices.

November Meeting

Board forum:

► Loiacono posed questions relating to the decline in itinerant services at BOCES. Sherwood stated

Featured online: Herkimer BOCES Pathways Academy donates food to local veterans



For more, click here: www.herkimer-boces.org/news.

that there is a need due to a small pool of candidates for teaching positions, but there is less incentive because there is a cap on the aid to districts.

► Tharp shared information relating to the workshops she attended at the NYSSBA Annual Convention.

► Herkimer BOCES board member Michele Szarek reported that Poland Central School District is awaiting NYSED approval for its building project, and the district continues to look for teachers to fill vacancies. Sherwood noted this is a huge issue across the state and that NYSED is trying to break down barriers to becoming a teacher.

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Herkimer BOCES Board of Education updates continued

She further noted that schools need to advocate for our young people to become teachers.

► Schmid stated that new Dolgeville Superintendent Lynn Rhone is doing well and is working to strengthen the district.

► Herkimer BOCES board member Thomas Shypski extended birthday greetings and wished Herkimer BOCES Assistant Superintendent for Instructional Services Laurie Hedges the best in her retirement. He also shared that Richfield Springs is beginning its building project. Shypski encouraged all board members to attend as many legislative advocacy events as possible and to send letters to all legislators advocating for school funding. He stressed it is more important now than ever before.

► Other legislative topics discussed included the one-year extension of the teacher evaluation-testing moratorium by the Board of Regents. The moratorium was originally put in place after a statewide backlash against an earlier plan to tie test results to teacher evaluations in the state Annual Professional Performance Review, or APPR system.

► The proposal to lift the district superintendent cap will go to the governor, and he has requested letters of support from school boards. In response to an inquiry regarding the status of the district superintendent search at Oneida-Herkimer-Madison BOCES, Sherwood stated that the search process has been reopened, as the application pool has been small.

► In conclusion, Shypski added a comment that the emphasis at the NYSSBA Convention was on school safety and not education and attributed that to where the nation is socially.

NYSSBA updates:

► Miller said the NYSSBA Annual Convention went very well – the keynote speaker, awards presentation and Annual Business Meeting were all noted.

► Miller attended the PTA conference recently and shared information on keynote speaker Aidan Hornaday of the AIDAN Cares program. The program is about how one kid is changing the world.

Positive thoughts:

► Clements shared that Frankfort-Schuyler's Friends of Rachel club was recognized by Herkimer County Catholic Charities at its Annual Window of Hope award luncheon. He also noted the district was recognized with two awards in the 2018 New York School Public Relations Association's 39th Annual Communications Contest, a statewide contest to recognize and

Featured online: Special Education students become "experimental engineers"



For more, click here: www.herkimer-boces.org/news.

celebrate outstanding achievement in educational communications.

► Sherri Morris, guidance counselor at BOCES, is being recognized as an outstanding educator at the 13th annual Celebration of Education, an event that recognizes outstanding educators and programs in the Mohawk Valley region. Clements noted that the Frankfort-Schuyler Coffee Cart is being recognized under the outstanding programs K-12 category.

► Clements raised many questions and made comments relating to the administrative reports. The board discussed various topics.

Herkimer BOCES Board of Education updates continued

Matthews report:

▶ Matthews provided data on the number and types of classes in alternative education as well as special education over the past three years. Some conclusions drawn from the data are listed below:

- Alternative education and special education student numbers have dropped from prior years.
- Programs for students with autism are growing. Based upon the feedback received from staff and consultants regarding the unique needs of these students, a decision was made to create 6:1:1 classes to better serve the student population.
- The 8:1:1 classes for students with emotional/behavioral challenges continue to remain consistent with typically a class at each grade level.
- Classes for students with intense management needs (IMN) are full. These classes are a collaboration with Kids Oneida and provide wrap around services in the home and community. An elementary class began in the fall and the junior/senior-high class is in its third year, and both are fully enrolled. New this year is the service of a psychiatric nurse practitioner, who visits both Pathways and the WEB Complex each week to meet with parents, monitor medications, observe students and provide feedback to staff.

- Additional classes for students with autism and students with intense management needs may need to be opened next year contingent upon districts' request.

▶ The following supports are provided in order to help the staff be successful with students in the special and alternative education programs:

- Monthly consults from the TIM Academy. These professionals are experts in autism and structured teaching. Each month, they observe, model and discuss strategies with BOCES staff in their classrooms.
- The Crisis Prevention Institute (CPI) is a training tool that specializes in the safe management of disruptive and assaultive behavior.

Fox report:

▶ Technical Programs has been strengthening industry connections. The ninth grade VP-TECH students

Featured online: Herkimer BOCES VP-TECH students immersed in local career opportunities



For more, click here: www.herkimer-boces.org/news.

attended the annual Manufacturing Day at SUNY Polytechnic Institute, and students were introduced to various manufacturing organizations throughout the region. Students interviewed employers and took part in many discussions and simulations. Mohawk Valley EDGE is helping in Advanced Manufacturing through mentorships. Students in Building Construction, Welding, Outdoor Power Equipment and Heavy Equipment attended the annual Construction Career Day hosted by the Mohawk Valley construction industry development at the Oneida County Department of Public Works facility.

Herkimer BOCES Board of Education updates continued

► College connections continue to be present throughout CTE:

- Welding finalized an articulation agreement for five credits at Mohawk Valley Community College.
- SUNY Canton articulated three credits in Child Family Services.
- Currently, staff is working on articulation agreements in Building Construction and Automotive Technology, as these two programs are going through the re-approval process this year.
- A representative from Bryant & Stratton visited Cosmetology to discuss financial planning and college preparation.
- Culinary students received a presentation on tuition and financial aid and completed a virtual tour of the Johnson & Wales University campus. A representative from Universal Technical Institute visited students in Advanced Manufacturing, Automotive Technology, Heavy Equipment and Outdoor Power Equipment. Articulation agreements are being worked on with this college. It was noted that they provide scholarships through SkillsUSA.

Community connections have always been strong in Technical Programs:

- This month, Child Family Services began nursery school and toddler playgroup sessions. Our high-school students have the opportunity to create lesson plans around

the learning areas of the lab for 2- to 4-year-old children.

- Cosmetology began clinic onsite. High school seniors are able to apply their knowledge on clients.
- Health Science Careers began clinical at Valley Health Services. The Folts Home recently spoke to Health Science seniors about sponsoring their CNA exam costs in exchange for a six-month work commitment.
- Culinary students assisted the Knights of Columbus to celebrate their volunteers for community service by baking cakes for the event. Culinary students also hosted their first big on-campus luncheon for the Youth Summit on Oct. 31.
 - The guidance counselors are busy settling students into their programs and creating plans for post-graduation with seniors. They recently began researching BOCES 2018 student completers to compile the six-month graduate follow-up

Featured online: Sherri Morris, guidance counselor, named Genesis Group Outstanding Educator



For more, click here: www.herkimer-boces.org/news.

survey that is required as part of the Perkins Grant. The counselors are very interested in building stronger ties with alumni and creating additional connections for students.

► BOCES hosted a meeting recently with the Advanced Manufacturing Consultant Craft Committee. These meetings are required annually for all CTE programs. This year, it is the first step in a very detailed analysis of the Advanced Manufacturing program to become an approved CTE program for a technical endorsement.

► Fox attended several meetings this month to enhance relationships with community members.

Herkimer BOCES Board of Education updates continued

Opportunity Youth is a group that is analyzing 16- to 24-year-old adults that are not working and/or not in school. The Industrial Development Council hosted a meeting with many local agencies as partners to discuss opportunities and connections for businesses to open in our community.

► SkillsUSA and HOSA have been busy enrolling members and getting ready for an eventful year. Both extracurricular clubs have begun their fundraising quests for members to attend local, regional and state events. SkillsUSA hosted their second annual Spooktacular Bazaar in October, and in November, the group hosted a coloring party to benefit Syracuse Golisano Children's Hospital.

Kline report:

Early Childhood Education:

► The prekindergarten programs are getting ready for parent-teacher conferences. It has been a busy fall in prekindergarten with students wearing blue in recognition of bullying prevention, learning about fire safety, visits to pumpkin farms, Halloween parades and Veterans Day programs. Time is also spent on giving thanks for their family and friends at Thanksgiving.

Adult Practical Nursing:

► Sara Nicolette, the Adult Practical Nursing Program coordinator, is a representative to the state LPN Nursing Board. She recently attended a meeting and noted the shortage of health care professionals that we are experiencing in the Mohawk Valley is a statewide issue. An area of concern is the lack of training programs.

We are fortunate to have the LPN program in this area.

Adult Literacy:

► The Adult Literacy Program's Literacy Zone was scheduled to hold its first guiding coalition meeting at the end of November at the Working Solutions Office in Herkimer. BOCES partners include Working Solutions, Cornell Cooperative Extension, the Herkimer Public Library, Herkimer College, the Department of Social Services, ARC Herkimer and other agencies that serve Herkimer County. This allows for joint planning and increasing the range of services for adult learners.

Outreach Education:

► The Migrant Education Tutorial and Support Services Program is engaged in a statewide comprehensive needs assessment process. Representatives of our Parent Advisory Council participated via ZOOM teleconferencing with other parents from across New York state; as a result information was provided as to what they feel are areas the state should focus on in the coming plan. A stakeholder group of local staff are participating in a similar

Featured online: Herkimer BOCES Pathways Academy elects 1st Student Council



For more, click here: www.herkimer-boces.org/news.

way by analyzing program data to provide support for areas of need and growth.

Community Outreach:

► The parish of St. Anthony and St. Joseph and the Herkimer County Hunger Coalition via the Gram Lorraine Program will be providing holiday gifts to approximately 80 children this season.

A meeting of service providers was held in October by the Herkimer County Industrial Development Agency. As a result of this meeting, a chart of what types of support and training each can provide to new businesses looking to relocate to Herkimer County will be compiled.

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Herkimer BOCES Board of Education updates continued

Groves report:

Crisis response:

► The crisis response plans for both the WEB Complex and Remington are being updated.

Dignity for All Students Act:

► The BOCES application has been approved, and we are now a provider of the Dignity for All Students six-hour certification class. The cost for employees to attend the class is included in the DASA Level II portion of the Safety Service program. For all others (non-participating and outside districts), the cost will be \$95/person.

► Dignity Act coordinator trainings have been conducted in various locations.

► Central Valley school counselors requested the annual anti-bullying classes for their 9-12 students.

Emergency planning:

► Job descriptions and the FEMA reporting form were provided to all BOCES staff identified as incident command staff in the emergency response plans. These resources were also forwarded to each district to distribute to their identified command staff.

► A three-day multi-hazard emergency planning for schools course is being coordinating with state Department of Homeland Security and Emergency Services. The course will provide basic information on developing, implementing and maintaining an emergency response plan.

Operations and Maintenance:

► Asbestos awareness and bloodborne pathogens training

was held for new maintenance and janitorial staff. Information from NYSED and the state Department of Health regarding updated requirements for online reporting of lead in drinking water testing results was shared with the districts.

School safety:

► As a response to a board discussion and request of our building safety and security, research for the best practices for labeling "rescue windows" with corresponding room numbers and the identification of exterior doors was conducted. Feedback and input from state troopers (for law enforcement and first-responder perspectives), as well as our regions' school safety community - all recommended that each room be correspondingly numbered and labeled facing outward. Rescue windows have been labeled at Remington and the WEB Complex as a result of this recommendation.

► Exterior door labels that will identify the corresponding door from the outside of our facilities are on order, and once completed, the information will be forwarded to the first responders.

Featured online: Herkimer BOCES Special Programs students participate in Poland Harvest Fest



For more, click here: www.herkimer-boces.org/news.

► All room/space numbers at the Remington facility will be replaced to demonstrate consistency with facility maps.

► A School Safety Taskforce meeting was held in October, and representatives from school districts and law enforcement attended. Topics discussed included best practice of including first responders in running lockdown drills (getting them into the buildings) and updates on Herkimer County providing special patrol officers to districts that are not served by a local law enforcement agency. The county has approved hiring four SPOs.

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Herkimer BOCES Board of Education updates continued

Training:

► Regularly scheduled mandated safety training sessions are being held. These sessions cover the following required trainings: DASA annual refresher, Right to Know, emergency procedures, mental health awareness, violence prevention and sexual harassment awareness.

► A free chemical hygiene officer training was provided in October. Attendees were taught the basic requirements and responsibilities to serve as chemical hygiene officers in their districts.

► Armoured One provided active shooter response training through a contract with the Herkimer BOCES Health and Safety Service at both the Frankfort-Schuyler and Herkimer school districts on the superintendent conference day in October.

Maintenance Department:

WEB Complex:

► In an effort to ensure complete ADA compliance and to enhance the single point of entry status, an automatic door opener button will be installed.

► Repairs to several exterior doors that potentially could be forced open have been made.

Remington Educational Complex:

► Work is being done on a support system for the Remington building. The goals are to ensure ongoing coverage and more expedited attention to the work order system and to improve the overall cleanliness of the building while preparing for the winter months.

► Working in collaboration with the facilities team at Central Valley, maintenance staff have installed a new heating unit on the roof, which will significantly improve the quality of airflow and heating to the building.

Rodriguez report:

Report by
Assistant
Superintendent for
Business Services
Jodie Rodriguez:

► Rodriguez provided the 2019-2020 budget assumptions.

Picolla report:

► Schmid posed questions regarding class offerings and vacancies. According to Picolla, BOCES is offering everything that needs to be offered, and we are not fully staffed with all certified teachers at this time. He further stated the candidate pools have improved from the past and that there is more of a retention problem than a hiring problem. It was noted that in the CTE program, where there is a need for more than one teacher, a teaching assistant is assigned.

Sherwood report:

► The cook/manager oversaw the management of two kitchens with

Featured online: BOCES School to Careers event introduces students to local STEAM professionals



For more, click here: www.herkimer-boces.org/news.

the addition of Remington this past summer.

► The sewer system project in the town of Herkimer and the proposed extension to the main complex location was discussed. The board requested the Herkimer town supervisor attend a future board meeting to hold further discussions on this topic.

► The link to the administrative job descriptions was included in the board packet. The job descriptions are accessible through the BOCES website.

► Tharp inquired about the Madison-Oneida BOCES grant writer and her ability to write grants that

Herkimer BOCES Board of Education updates continued

are relevant to the Herkimer BOCES region.

► In response to Schmid's question about the status of the special patrol officers, Sherwood noted that the county is looking at two full-time positions and two part-time positions for districts that do not have a police jurisdiction.

December Meeting

Guest report:

► Dominic Frank, town of Herkimer supervisor, provided information on the proposed sewer project. He explained that the project proposal began five years ago in an effort to improve infrastructure, residential development and quality of life. The village has attained grants to cover almost half of the costs. Frank stated that at this stage of the proposal, there is a need to form a sewer district in East Herkimer. It was noted that once the project is complete, the sewer costs would equal 50 percent of the water bill.

► Frank discussed having the BOCES WEB property be part of the sewer district. The overview of costs based on current grants and one additional potential grant was reviewed. Discussion followed. It was noted that in the 2015 building condition survey for the WEB Complex the BOCES septic system was estimated as having 10 years of life left.

Board forum:

► During Board forum, as a follow up to the proposed sewer project, Schmid requested Dan Parker's input about the integrity of the BOCES current sewer system before a decision is made on becoming a

member of the proposed sewer district.

► Shypski reported on the activities of the SBI legislative advocacy committee and encouraged board members to attend any advocacy events, including the NYSSBA Capital Conference in February.

► Tharp noted that Owen D. Young CSD would host its senior citizen luncheon on Dec. 14.

► Tharp discussed getting children diagnosed earlier for dyslexia and stated that Owen D. Young is looking into a dyslexia training center at the Masonic Home.

► Board President Daniel LaLonde shared with the board that he will not seek re-election to the BOCES board due to personal reasons. Tharp thanked LaLonde for his constant leadership.

► LaLonde suggested the board consider utilizing BOCES email accounts as opposed to their personal email. He noted that if board members use their personal email and it gets subpoenaed, all their personal email can be reviewed. Sherwood stated that it is best practice to have board members use

Featured online: Central Valley Career Day gives students a glimpse at life's possibilities



For more, click here: www.herkimer-boces.org/news.

a school email account to assure security, archive requirements are met, and it protects them from undue exposure of personal email messages. In conclusion, BOCES email accounts will be set up for board members.

Positive thoughts:

The following positive thoughts from recent newspaper articles were presented:

► Stuff the Bus - VP-TECH students support toy drive.

► Pathways Academy elects first student council - members include Zach Perkett of Central Valley; Zach Maida of Poland; Brandon Sorce of Poland; Curtis Walker of

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Herkimer BOCES Board of Education updates continued

Mount Markham; Harmony Miller of Frankfort-Schuyler and Evan Aney of West Canada Valley.

▶ Joseph Carney, junior in the Herkimer Central School District, spoke to other students during the 2018 Herkimer County Youth Summit held at BOCES; students tackled safety issues during the summit.

▶ Central Valley hosted a Career Day to students at Jarvis Middle School and Central Valley Academy; students learned about career opportunities from more than 60 local professionals during the Career Exploration day. The program was organized by Jarvis and CVA guidance departments and the BOCES School to Careers program.

▶ Conservation students assisted the Herkimer County Soil & Water Conservation District to complete a recent tree planting/

▶ Pathways Academy held an award ceremony to promote positive behavior; the ceremony is growing in size and impact.

Matthews report:

▶ Matthews provided information on computer-based testing (CBT). The Special Programs division will be transitioning in part to computer-based testing this year for the 3-8 assessments. Many advantages to CBT were noted: no test booklets; no lost answer sheets; wider range of dates for administering the exams, which helps with staffing; scoring is easier and administrators and students like the online accommodations. The online tools that are available to all students were noted.

In addition to the online tools, there are also testing

accommodations that are unique to CBT and available to students with disabilities. These accommodations include: text to speech; read aloud by a human; answer masking; reverse; background color; initial page zoom.

In order to help both our teachers and our students to be successful during this transition, there are several elements within CBT that need addressing, such as collaborating with our districts with regard to identifying the population to be tested, verifying technology readiness, training teachers, notifying parents, providing professional development that includes the use of technology in the classroom and assuring students have practice time taking online assessments.

Special Programs students will be using Keyboarding Without Tears (a student-friendly approach to keyboarding that was developed by occupational therapists) to support them as they further develop their keyboarding skills.

BOCES will also participate in the statewide CBT simulation in February, which will be an opportunity to test the secure browser within the

Featured online: Herkimer BOCES students participate in Frankfort-Schuyler concert



For more, click here: www.herkimer-boces.org/news.

BOCES network and to identify any improvements that BOCES can make to streamline the CBT testing process this spring.

It was noted that in addition to being easier, the scoring piece will also yield information that has not been able to be gleaned in the past. Knowing the amount of time that a student spends on a particular section or question will give the teacher valuable information regarding the student's comfort level with the material. Being able to identify the tools that the student used to arrive at his/her answer is also helpful. This information is important to the teacher and will inform instruction.

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Herkimer BOCES Board of Education updates continued

Fox report:

► Fox reported that five CTE programs received official approval from NYSED in November. These programs include Child Family Services, Criminal Justice, Outdoor Power Equipment, Visual Communications Media Arts and Welding and Metal Fabrication. This approval affords students the opportunity to earn a technical endorsement on their high-school diploma. The technical assessment associated with each of these programs can also be used as a plus-one option that can be substituted for the fifth Regents under the new graduation pathways. It was noted that the program re-approval process is required every five years.

► As part of the Advanced Manufacturing approval process, a consultant craft committee meeting and a self-study review meeting was held. The self-study review committee consisted of school district members, along with industry and academic personnel. The purpose of this process is to review recommendations made by the consultant craft committee and provide additional recommendations regarding the 10 components of an approved program. Many acknowledgements have been received on the benefits provided to students through this program.

The BOCES' strong community connections continue:

► In Visual Communications, senior students have started customer work through their sublimation and t-shirt business. To date, they have worked on a shirt

design for Youth Summit and a local awareness project. In addition, students are working on district projects including shirts for a Dolgeville Central School book club and Little Falls cheerleading.

► Cosmetology has serviced 139 clients to date through the clinic.

► Students in Culinary and Conservation recently participated in a virtual field trip that the New York Beef Council organized for students in CTE throughout New York state.

► A representative from the Culinary Institute of America presented a virtual tour of the college and financial aid options, and she also provided a demonstration in the culinary lab.

► Culinary provided services to 4-H members at their recognition dinner through Cornell Cooperative Extension in Herkimer County with over 100 guests.

► The annual FBLA Fall Leadership Conference was held at Herkimer BOCES in November, and the Culinary students served a luncheon to over 75 guests.

Featured online: Scholarship Foundation wreath sale featured on WKTV NewsTalk



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► Army recruiters visited students in Automotive Technology and discussed the many opportunities available through enlisting.

► Precisionmatics has expressed interest in joining the Advanced Manufacturing consultant craft committee and has extended an invitation for a field trip to their facility.

► Students in VP-TECH visited Gehring Tricot in Dolgeville and Belmont Mills in St. Johnsville, where they were able to see how their production process begins at one plant and finishes at the other. Various employees described their work at the plant.

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Herkimer BOCES Board of Education updates continued

► SkillsUSA local competitions will be held in December. The local competitions will determine who will participate at the Regional Competition in Morrisville in February. SkillsUSA Chapter Advisors attended the New York State SkillsUSA Fall Leadership Conference in Albany. Training was provided from the SkillsUSA National Office on the SkillsUSA Framework, which utilizes the development of workplace and technical skills grounded in academics.

Kline report:

Early Childhood Education:

► All preschool program classes will celebrate the holidays in unique ways. Some highlights include the Owen D. Young center focusing on family traditions and the Herkimer center making mini gingerbread houses and reading stories about gingerbread men. The Frankfort-Schuyler center is planning a visit from Santa along with holiday snacks. The centers located at Fisher Elementary are making holiday cards for the residents at the Mohawk Homestead.

► The approval process to open a half day integrated class at Frankfort-Schuyler is underway. The four full-day special education classes are full and an additional child has been added to each room.

Adult Practical Nursing:

► The LPN staff and members from the business office met to review process and procedures. Revenue and expense over time was reviewed and discussions held on other ways to collect tuitions. Plans to schedule meetings with various healthcare

centers in the area are underway in an effort to learn of their staffing needs and ways in which the LPN program can work with them.

► LPN open houses are planned once a month from January to June.

Adult Literacy:

► The Adult Literacy Program's Literacy Zone held its first Guiding Coalition meeting in November. Partners that attended included: Working Solutions, Cornell Cooperative Extension, the Herkimer Public Library, Herkimer College, Catholic Charities, Access VR and the Mohawk Valley Perinatal Network. This allowed for joint planning and increasing the range of services for our adult learners. Literacy Zone plans to host a Career Fair in the spring.

► Working Solutions holds monthly staff meetings and are attended by Kline and the BOCES Literacy Zone case manager. The focus of these meetings is to learn about and network with different partners.

► The TASC exam was offered at Herkimer College in December. There were 10 students slated to take the test.

Featured online: Herkimer BOCES Pathways Academy award ceremony growing in size, impact



For more, click here: www.herkimer-boces.org/news.

► An adult education program manager's meeting was held in November with a focus on changes that will be coming in 2019. A new initial screening test will be required starting July 1. This will require staff training, the purchase of new tests and a scoring scanner.

Outreach Education:

► The Migrant Education Tutorial and Support Services Program will be holding a statewide training to review the data needs and updates. The information will help inform the comprehensive needs assessment that the program is conducting.

► Migrant staff meetings will be held in the eastern region at the

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Herkimer BOCES Board of Education updates continued

Albany BOCES and in the western region at Remington. Topics include data security, data updates, the College Assisted Migrant Program (CAMP) and training on the new New York State Migrant Education website.

Groves report:

Crisis response:

► Updates on the crisis response plans for the WEB Complex and Remington Educational Complex are being made. Staff has been assigned specific roles to assume in the event of a crisis.

Dignity for All Students Act:

► The first six-hour DASA certification training has been scheduled. The class is free to BOCES employees and component districts that participate in the Safety Service. Participants from outside districts and/or organizations will be charged a \$95 fee.

Emergency planning:

► A lockdown drill at the WEB Complex was held with representatives from the Herkimer County Sheriff's Office shadowing staff during the drill and debriefing after the drill.

Operations and maintenance:

► Fire inspections were required to be submitted to the state by Jan. 1, 2019. Inspections were being conducted in the following districts' buildings: Central Valley, Dolgeville, Herkimer, Mount Markham, Owen D. Young and West Canada. An outside inspector (regulatory compliance) will conduct the inspection at the BOCES WEB Complex and administrative offices.

School safety:

► Dolgeville Central School District requested the Safety Service to conduct a review of their school's visitor policy and its points of entry. As a result of the review, examples of existing board-approved policies and signage have been provided. A walkthrough by state troopers has been scheduled.

► The School Safety Taskforce's Legislative Sub-Committee met in November and discussed school safety legislative priorities for the region, as well as plans to bring the group of state representatives known as the "Mohawk Valley 9" to a meeting of the Safety Taskforce, as opposed to attending a lobby day.

Centralized printing:

► Phase II is underway at Remington. The IT Department has met with building staff and administration and has established a setup and design plan for their specific needs. Once completed, this will finish the transition to a centralized printing model in the BOCES organization.

LSA/LSB upgrade:

► During February break, Presentation Concepts will upgrade the technology, which will allow for an immediate improvement and the ability to expand the system in the future.

Upgrade entrance camera:

► A quote from General Security for a current system upgrade is being worked on. Additional secure "buzz-in" units for locations in the Technical Education Office have been ordered.

Replacement plan:

► Upgrades for the following systems are underway and quotes are being collected: Security system upgrade – a quote has been obtained from Day Automation for the server. This will also position BOCES for further upgrades and the integration of a new system and a better entrance solution. All quotes may lead to a capital project to be feasible.

Rodriquez report:

► In a memo to the board from Rodriquez, it was noted that the overall budget for 2019-2020 has a very slight increase of only .02 percent – virtually no increase from the previous year.

Picolla report:

► Picolla provided information on updated charts and graphs for the continuing review of recruitment and retention of staff.

Sherwood report:

► Round 1 of ESSA results were out and were currently embargoed. Sherwood is working with districts that have been identified and those potentially identified.

Thanks for reading!