

**Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES**  
**Board of Education Meeting**  
**BOCES Board Room**  
**Watertown, New York**  
**May 13, 2020**  
**6:00 p.m.**

PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER NO. 202.1 THIS MEETING IS NOT OPEN TO THE PUBLIC IN PERSON, BUT WILL BE AVAILABLE VIA LIVE STREAM THROUGH OUR DISTRICT WEB PAGE.  
 THE MEETING WILL BE RECORDED AND SUBSEQUENTLY TRANSCRIBED.

MEMBERS PRESENT: Alice Draper (virtual), Jennifer Jones (virtual), Sandra Klindt (virtual), Peter Monaco, Grace Rice, Michael Young (virtual)  
 Barbara Lofink by telephone and not able to vote

MEMBERS EXCUSED: Michael Kramer, Lynn Murray

MEMBERS ABSENT: None

STAFF PRESENT: Patricia LaClair, Leslie LaRose, (virtual), Stephen Todd, Michele Traynor (virtual)

OTHERS PRESENT:

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

District Clerk LaClair administered the Oath of Office to elected member Jennifer Jones. Mrs. Jones term is 04/22/2020-06/30/2022.

**CONSENT AGENDA:**

1. On a motion by M. Young, seconded by A. Draper, the minutes of the regularly scheduled meeting held on April 08, 2020 were approved. Approval April 08, 2020  
Regular meeting minutes  
Vote: Yes-6 No-0
  
- 1a. On the recommendation of District Superintendent Todd, 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 Internal Claim's Auditor's Report for May 13, 2020. Internal Auditor's Report  
05/13/2020

Payroll 22	883,068.47	April 10, 2020
Payroll 23	855,806.47	April 24, 2020
Payroll 24	851,588.44	May 08, 2020
Warrant 61 – Fund A & F	424,363.23	May 05, 2020
Warrant 68 – Fund A & F	1,078,086.54	May 05, 2020
Warrant 72 – Fund A & F	323,048.68	May 05, 2020
Warrant 78 – Fund A & F	607,577.12	May 05, 2020
Total	\$5,023,538.95	Vote: Yes-6 No-0

3. Bids were opened at 1:00 p.m. on May 11, 2020 for BOCES Reconstruction Food Service Equipment. Susan Farr and Michele Traynor were present. The bid was as follows:  
 Second & Broad Street Sales Corp., d/b/a/ Joseph Flihan Co. \$117,400  
 Main Food General Supply \$130,000  
 The bid was awarded to Second & Broad Street Sales Corp., d/b/a/ Joseph Flihan. Co.

Bid award for BOCES reconstruction food service equipment

- 6 On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board approved the 1st reading and the waving of a 2<sup>nd</sup> reading for approval of the following polices. #2001 Code of Conduct with no recommended changes; #4100 Family and Medical Leave modified; #4243 Data Privacy and Security; #4344 User Access Policy; #6001 Parents' Bill of Rights for Data Privacy and Security modified; #8100 Investments no recommended changes; #8210 Purchasing no recommended changes; #8400 Online Banking; #8500 Financial Aid Policy.  
 Vote: Yes-6 No-0

Policy Committee Recommendations

7. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, BE IT Resolved that the board hereby appoints Michele Traynor as Data Privacy Officer for the remainder of the 2019-2020 school year.  
 Vote: Yes-6 No-0

Data Privacy Officer revision

4. District Clerk, Patricia L. LaClair, reviewed the report of the annual vote on the 2020-2021 Administrative Budget and the election of members to the Board. On April 21, 2020 each component school board met to vote on the 2020-2021 proposed BOCES administrative budget and to elect four (4) members to the Board of Cooperative Educational Services. Listed below are the results of the voting:  
 ♦2020-2021 Proposed Administrative Budget: Yes-18 No-0  
 The proposed 2020-2021 administrative budget was approved.  
 ♦Election of four (4) members to the Jefferson-Lewis-Hamilton-Herkimer-Oneida Board of Cooperative Educational Services

District Clerks report on annual vote and election of members 4/21/2020

	Votes Received
Mrs. Alice Draper 13876 Bishop Street Adams, NY 13605 Belleville Henderson Central School District	18
Mrs. Jennifer Jones 6510 LeFevre Street Beaver Falls, NY 13305 Beaver River Central School District	17
Mrs. Grace H. Rice 7469 Penny Settlement Road Port Leyden, NY 13433 South Lewis Central School District	18
Mrs. Barbara Lofink 422 South James Street Carthage, NY 13619 Carthage Central School District	18

Congratulations to Mrs. Draper, Mrs. Rice and Mrs. Lofink who were each re-elected to a three (3) year term of office - July 1, 2020-June 30, 2023 and to Mrs. Jones who was elected to fill the two (2) year term of office effective immediately and concluding June 30, 2022. Vote: Yes-6 No-0

9. On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to approve the 2020-2021 budget of \$52,331,718, revised from the \$52,529,476 as presented at the Annual Meeting held on April 08, 2020. Furthermore, the Board set the Central Administration budget at \$4,275,792 as approved by component districts on April 21, 2020. The Board also approved the tuitions and charges for 2020-2021 as presented with a revision to the CTE tuition from \$9,931 to \$9,745. Vote: Yes-6 No-0

Approved of the Central Admin. Budget 2020-21

10. On the recommendation of District Superintendent Todd, on a motion by M. Young seconded by P. Monaco, the Board approved the 2020-2021 10-month staff and student calendars; 2020-2021 Hiring Scales for the BOCES Support Staff Union; 2020-2021 BOCES Non-Unionized Computer Technicians and the 2020-2021 BOCES Professional Staff. Vote: Yes-6 No-0

Approval of 2020-21 Hiring scales for BSSA Union, Support Staff Union, Non-Unionized Computer Technicians BPA

12. Board Report

Board Reports

**Policy Committee Meeting 04/30/2020.** Mrs. Jones, Mr. Monaco and Mrs. Rice reported on the Policy Committee Meeting held on April 30, 2020. The policies are included in this agenda for a first reading.

**Perkins Meeting 05/07/2020.** Mrs. Draper and Mrs. Rice virtually attended the Perkins Meeting on May 7, 2020. Mrs. Gyoerkoe reviewed the SREB-conducted Career Pathway and the Comprehensive Learning Needs Assessment (CLNA) size, scope, quality and program study; Mr. Mooney reviewed the CLNA student performance; Mrs. Fulkerson reviewed the recruitment, retention and training of staff and Ms. Witt reviewed the access and equity.

**JLSBA Webex Conversation with Robert Schneider, Executive Director.**

On May 7, 2020, Mrs. Jones, Dr. Klindt and Mr. Young joined Robert Schneider, Barry Entwistle, Jay Worona and Bill Miller for a conversation. The School Boards is working very hard to be responsive to everyone's needs. They are working with all districts on the school board votes. If you have any questions or concerns about the budget vote, they are asking that you reach out to them. They spoke about the webinars with Deputy Shannon Tahoe, broadband/electronic support, Federal Cares money and that there will be an SED/Board of Regents taskforce put together for the re-opening of school. At this time, they are still planning to hold the NYSSBA Convention October 29-31, 2020.

11. 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 Elizabeth Cumoletti, Typist, effective 07/02/2020. The Board also authorized the 4-month waiver notice for the retirement. Vote: Yes-6 No-0

Retirement of E. Cumoletti, 07/02/2020

On the recommendation of District Superintendent Todd, on a motion by M. Young, seconded by A. Draper, the Board voted to accept the resignation of Timothy Worline, Teacher Assistant, effective 05/07/2020

Resignation  
T. Worline, 05/07/2020

Vote: Yes-6 No-0

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

Personnel Appointments

**Classified**

Classified  
H. Stein, OT

Hayle Stein, .3 FTE Occupational Therapist  
Effective 05/06/2020

Salary: OT Scale, Level 1, \$49,486, prorated to .3 FTE from 05/06/2020

Vote: Yes-6 No-0

Hayle Stein, .6 FTE Occupational Therapist  
Effective 09/01/2020

H. Stein, OT

Salary: OT Scale, Level 2, 50,754, prorated to .6 FTE     Vote: Yes-6 No-0

**Non-Classified**

Harley Hancock, Special Education Instructor  
Uncertified 09/01/2020-06/30/2021

H. Hancock, Spec Ed  
Instructor

Salary: Scale A, Step 3, \$48,530

She was appointed 03/18/2020 to the new Environmental & Agricultural Studies Instructor position, but that program will not be running.

Vote: Yes-6 No-0

**Additional Work for 2020**

Additional Work for  
2019-2020  
L. Brosemer

Lorraine Brosemer, a maximum of 12 days of per diem work, at her current daily rate, to continue to provide occupational therapy services to students in the Lowville Academy & Central School District from May 11-June 25, 2020.  
Vote: Yes-6 No-0

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

Administration Reports

Highlights of Meeting

- April 09 Samaritan Medical Center Performance Improvement Council Meeting by Zoom
- District Superintendents Zoom Meeting
- 10 Exam Schedule 2021 Call
- CTE/PES Budget Advisory Planning Webex
- Superintendents Webex Meeting
- 13 District Superintendents Zoom Meeting
- 14 CTE/PES Budget Advisory Meetings Webex
- NYSAWA Board Meeting Conference Call
- 15 SED/SCDN Conference Call
- Watertown Urban Mission Finance Committee Webex Meeting
- Superintendents Webex Meeting
- 16 Fort Drum Garrison Commander Phone Conference
- District Superintendents Zoom Meeting
- 20 SIA Committee Meeting by Zoom
- District Superintendents Meeting by Zoom
- 21 District Superintendents Meeting by Zoom

- Districts vote on BOCES Central Administration Budget & Election of Members to the Board
- 22 SED/SCDN Conference Call  
Superintendents Webex Meeting  
Joint Management Team (JMT) Meeting by Webex
- 24 District Superintendents Zoom Meeting
- 27 Samaritan Board Meeting by Webex
- 28 Superintendents Webex Meeting
- 29 SED/SCDN Conference Call  
Watertown Urban Mission Board Meeting by Zoom  
NYSCOSS Webinar
- 30 BOCES Policy Committee Meeting by telephone  
District Superintendents Zoom Meeting
- May 1 Jefferson Leadership Institute Education Day Webinar
- 4 Board Agenda Webex Meeting  
Superintendents Webex Meeting  
Workforce Committee Meeting Conference Call  
District Superintendents Zoom Meeting
- 6 SED/SCDN Conference Call
- 7 Perkins Annual Webex Meeting  
Superintendents Webex Meeting  
Jefferson-Lewis Teacher Center Policy Board Meeting by Webex  
JLSBA Webex with NYSSBA Executive Director Robert Schneider
- 13 SED/SCDN Conference Call  
Northern New York Community Foundation Video Meeting  
Board of Education Meeting – Watertown

#### Upcoming Events

- May 14 Samaritan Medical Center Performance Improvement Council by telephone
- 18-19 District Superintendent Zoom Meetings
- 20 SED/SCDN Conference Call  
Watertown Urban Mission Finance Committee Meeting by Zoom
- 21 Superintendents Webex Meeting  
Lewis County JCC Building Logistics for 2020-2021 Meeting by Webex
- 27 SED/SCDN Conference Call  
Watertown Urban Mission Board Meeting by Zoom
- June 1 Fort Drum Regional Health Planning Organization Behavioral Health Committee Meeting (either in person or by Zoom)  
Rounds @ Samaritan
- 2 Watertown Urban Mission Executive Committee Meeting (either in person or by Zoom)
- 3 SED/SCDN Conference Call
- 5 NYSAWA Board Meeting by Zoom
- 8 Board Agenda Meeting (either in person or by Webex)
- 9 Center for Community Studies Board Meeting (either in person or by Zoom)
- 10 SED/SCDN Conference Call  
Cornell Cooperative Extension Board Meeting – Camp Wabasso (either in person or by Zoom)
- 11 Samaritan Medical Center Performance Improvement Council Meeting (either in person or by Zoom)

- 17 SED/SCDN Conference Call  
Watertown Urban Mission Finance Committee Meeting (either in person or by Zoom)  
Board of Education Meeting - Watertown

### **Administrative Team:**

#### **Component District Budget and Board Election Update**

- With Executive Order 202.26 last week, the Governor gave us the long-awaited and much-anticipated information about how and when component district budget votes and Board elections will take place. In spite of a huge amount of advocacy and advisement by NYSSBA, NYSCOSS, and many other advocacy groups (including BOCES advocacy), the Governor's Executive Order calls for a process that will be very challenging and expensive for districts, and one that is likely to result in litigation all over the state. All voting will be done by absentee ballot by the date of the election June 9, and districts must mail an absentee ballot to all qualified voters with a return envelope that includes postage. Board candidates will not get signatures, but will be included on the ballot if they declare their candidacy (which is not defined in the Executive Order, and will require definition by each district in consultation with their legal counsel). The potential for lawsuits by people alleging disenfranchisement (if they for some reason don't receive a ballot) or by candidates (or potential candidates) who find fault with the defined process is significant. The cost and logistical challenges involved in mailing ballots to all potential voters are also significant.

#### **State Financial Outlook**

- Now that the first look-back period defined in the state budget is over (April 1-April 30), we are waiting for the Governor and Division of Budget (DOB) to present to the State Legislature their plan with regard to balancing the budget (in light of the known shortfall in revenue, which is between \$13 billion and \$15 billion). The Governor and DOB have indicated that it will likely be mid-May before they present this plan, which will provide details of the exact cuts each governmental agency and school district will face as a result of this first look back. The legislature will then have 10 days to offer an alternate plan to balance the budget (which they almost certainly will not do). So once we have the Governor's proposed cut numbers, districts will know the magnitude of the damage. The Governor and his team have said it will likely be 20% cuts to schools (and NYSSBA, NYSCOSS, and ASBO estimates agree). For counties and community colleges, it is expected to be 50% cuts.

However, if the Federal Government passes another stimulus package that provides states (including ours) with monies to offset the revenue gap (which for us would need to be somewhat in the ballpark of \$15 billion), the cuts proposed by the Governor and DOB would be prevented. As negotiations proceed in Washington, some days it sounds like they'll make a deal that allows the proposed State Aid stimulus bill to proceed, and other days it sounds less likely. Currently, the House is in a position to pass the proposed legislations (with sponsors from Democratic and Republic states), but the prospects are less certain in the Senate (though there are Republic and prospects are less certain in the Senate (though there are Republic and Democratic sponsors for the proposed bill). If it does pass (and I think it eventually will), it will likely be attached to another provision or provisions desired by the Senate, allowing a compromise to proceed. It sounds like

Majority Leader McConnell would like to see a provision that protects employers from litigation based on COVID-19 related matters. My guess is that in the end a package will pass both houses providing the aid to states (in the ballpark of \$500 billion), and providing some sort of legal protection to employers from COVID-19 related litigation. But we don't know if this will happen soon enough for us here in NY to be able to factor that into our budgeting. That's why the Governor and DOB are essentially "stalling" on the release of their financial plan of cuts to the legislature. We are told that the Governor wants very much not to have to cut school aid, and he is waiting as long as possible to try to be able to factor federal aid into the equation. We will continue to advocate aggressively with our representatives in Washington on this matter.

On a motion by M. Young, seconded by A. Draper, the Board is giving District Superintendent Todd the authority to move the date of the last day of school to meet the state regulation of 180 days and to be in line with what our districts are doing.

Assistant Superintendent for Programs LaRose shared with the Board an update on the instructional programs and how it is working through COVID-19. She also shared an update on the Practical Nursing Program.

Assistant Superintendent Traynor shared with the Board information on the Internal Audit Reports and Cyber Security Related Services RFP that will be voted on in June by the Audit Committee.

13. Issues/Current Topics – a question on enrollment for 2020-2021 was asked. At this time our enrollment is steady with no districts pulling back.

The information that the Program and Professional Development program have shared with all educators with a list of resources has been passed on and been welcomed from all that have received it.

14. On a motion by M. Young, seconded by A. Draper, the Board voted to adjourn the meeting at 7:02 p.m. Adjournment of Meeting  
Vote: Yes-6 No-0

### **Calendar**

June 17 Board of Education Meeting, Watertown

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, June 17, 2020 at the Jefferson-Lewis BOCES, Board Room, Watertown, New York.

Regularly scheduled  
monthly meeting  
06/17/2020

Respectfully submitted,

Patricia L. LaClair  
Clerk of the Board