

Board of Cooperative
Educational Services
Sole Supervisory District
St. Lawrence-Lewis Counties
PO Box 231, 139 State Street Road
Canton, New York 13617

February 9, 2012

Approved March 8, 2012

The Regular Meeting of the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties was held on Thursday, February 9, 2012, at St. Lawrence Valley Education Center, 30 Court Street, Canton, New York. The Board President, Roger M. Bennett called the meeting to order at 6.00 p.m.

ROLL CALL Present: Roger M. Bennett, Patricia Gengo, Andrea Webb,
Charles Alford, Shelli Prespare-Weston, Nancy
Cappellino, Marjorie McCullough and Steven Wilson

 Absent: Dana Smith

 Others: Thomas R. Burns, Wendy Clark, Nicole Ashley,
Susan Collins-Rickett, Renee' Langtry-Green, Nancy
Avery, Kevin Perretta, Jennifer French and Karen
Morgan

No. 2012-110 Motion made by Gengo, seconded by Weston, to approve
APPROVAL OF the minutes of the regular Board Meeting of January 12, 2012.
MINUTES (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

No. 2012-111
TREASURER'S
REPORT

Motion made by Webb, seconded by Wilson, to accept the Treasurer's Report for period ending January 31, 2012. (In accordance with Board Policy #1432)

January 31, 2012

General Fund.....	\$6,347,131.90
Federal Fund.....	\$ 852,893.63
Trust & Agency.....	\$ 7,811.08
School Lunch.....	\$ 78,200.27
Payroll Fund.....	\$ 0.00
Capital Fund.....	\$ 867,248.52

Current Budget Allocation – Budget Report and District Billing

General Fund Budget \$47,222,675.86

Yeas: All Members Present
Nays: None

No. 2012-112
WARRANTS

Motion made by Webb, seconded by Wilson, to accept the Warrant Report #78-86, for period ending January 31, 2012. (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

No. 2012-113
CHASE BANK
OFFICIAL
DEPOSITORY

Motion made by McCullough, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the designation of Chase Bank as an additional Official Depository. (In accordance with Board Policy #4210)

Yeas: All members present
Nays: None

No. 2012-114
ALL PERSONNEL
BOARD ACTION
AS FOLLOWS:

Motion made by Wilson, seconded by Cappellino. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the attached Personnel action: *All of the following appointments are conditional, pending clearance from the State Education Department, pursuant to Chapter 180 of the Laws of 2000 of the State of New York.* (See Attachment A - Personnel)
(In accordance with Board Policy #5150)

Yeas: All members present
Nays: None

No. 2012-115
COOPERATIVE
BIDS

Motion made by Gengo, seconded by Wilson. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the Cooperative Bid award to lowest bidder meeting specifications: (In accordance with Board Policy #4310)

Natural Gas – November 1, 2012 – October 13, 2013

Yeas: All members present
Nays: None

No. 2012-116
POLICY #4440
ACCOUNTABILITY
FOR BOCES
FUNDS

Motion made by McCullough, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt Policy #4440-Accountability for BOCES Funds, as reviewed, revised and discussed. (Step 3) (In accordance with Board Policy #1410)

Yeas: All members present
Nays: None

No. 2012-117
APPROVAL OF
STAFF CONFERENCE
FEBRUARY 8, 2012 -
FEBRUARY 10, 2012

Motion made by Webb, seconded by Weston.
Resolved, that the Board of Education of the St. Lawrence-
Lewis BOCES, upon the recommendation of District
Superintendent Burns, does hereby approve the
Conference Request for Stephen Todd and Marilyn
Trainor to attend the Principal Evaluator Training
February 8, 2012 through February 10, 2012.
(In accordance with Board Policy #5211)

Yeas: All members present
Nays: None

No. 2012-118
REVISE
AUTHORIZED
CREDIT CARD
& GAS CARD
LIST

Motion made by McCullough, seconded by Wilson. Resolved,
that the Board of Education of the St. Lawrence-Lewis BOCES,
upon the recommendation of District Superintendent Burns,
does hereby approve the revised listings for the Wright Express
(gas) Card and the Platinum Plus Card for the 2011-2012 fiscal
year. (In accordance with Board Policy #5321)

Yeas: All members present
Nays: None

No. 2012-119
INSTALLMENT
PURCHASE
IKON
PRINTER
MADRID-
WADDINGTON
CENTRAL SCHOOL

Motion made by Cappellino, seconded by Weston. Resolved,
that the Board of Education of the St. Lawrence-Lewis BOCES,
upon the recommendation of District Superintendent Burns,
does hereby approve the installment purchase with IKON for
one network printer for Madrid-Waddington Central School.
(In accordance with Board Policy #4310)

Yeas: All members present
Nays: None

Reports:

1. District Superintendent's Report
2. Assistant Superintendent for Instruction's Report

Patricia Gengo left meeting at 7:00 p.m.

Discussion Items: None

Information Items:

- A. Update on Facilities
- B. Letter from non-instructional support staff group
- C. Open Meetings Law

Presentations

Steve Fenton, Electronics Technician presented on the Distance Learning System and Video Conferencing procedures, from the remote site at Canton College.

Other: None

Pass-Around Information:

- 1. NYSSBA letter
- 2. Thank you letter to Mr. Burns from Roger Clough on behalf of the Massena Central School Board of Education
- 3. Newspaper articles
- 4. NYSSBA "On Board" Articles
- 5. NYACCE "*Student of the Year*" letter
- 6. Adult & Continuing Education 2012 Winter Course Catalogue

No. 2012-120
EXECUTIVE
SESSION

Motion made by McCullough, seconded by Wilson to enter into Executive Session at 8:00 p.m., regarding the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. (In accordance with Board Policy #1433)

Yeas: All members present
Nays: None

Returned to Regular Session at 8:35 p.m.

No. 2012-121
TERMINATION
FOR CAUSE
JODI BICE

Motion made by Cappellino, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the employment termination. For cause, of Jodi Bice, Teaching Assistant, effective February 10, 2012. (In accordance with Board Policy #5150)

Yeas: All members present

Nays: None

No. 2011-122
EXTENSION OF
EMPLOYMENT
AGREEMENT
DISTRICT SUPT.
7/1/12 – 6/30/15
1.5% SALARY
INCREASE
EFFECTIVE
JULY 1, 2012

Motion made by McCullough seconded by Wilson. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, does hereby approve the Extension of Employment Agreement between the Board of BOCES and the District Superintendent, dated June 1, 2009. This Agreement will be extended for a three (3) year period from July 1, 2012 through June 30, 2015 and a 1.5% salary increase effective July 1, 2012. (In accordance with Board Policy #1310)

Yeas: All members present

Nays: None

No. 2012-123
ADJOURNMENT

Motion made by McCullough, seconded by Wilson to adjourn the meeting at 8:40 p.m. (In accordance with Board Policy #1432)

Yeas: All members present

Nays: None

Susan A. Collins-Rickett, District Clerk

Board Agenda – February 9, 2012

Attachment A (Personnel), Page 1- A

A. Resignations – Career, Alternative and Adult Education

1. **Fenton, Debbie** – Keyboard Specialist, 1.0 FTE, effective 02/24/12.

**Assigned to Northwest Technical Center.*

2. **Brown, Diane** – Teaching Assistant, 1.0 FTE, effective 09/01/12 in order to accept appointment of position as Teacher of Cosmetology effective 09/01/12.

**Assigned to Seaway Area Tech Center.*

3. **Hoch, Ralph** – Teacher of Unique Occupations, 1.0 FTE, effective 09/01/12 contingent upon approval of appointment to the position of Teacher of Culinary Careers.

**Assigned to Southwest Technical Center.*

B. Leaves of Absence – Special Education

1. **Brody, Cathy** – School Social Worker, 1.0 FTE, paid medical leave of absence totaling 8 weeks, all of which falls under the Family and Medical Leave Act, effective 01/30/12 – 03/23/12.

**Assigned to Beginning Years.*

2. **Schober, Brenda** – Teaching Assistant, 1.0 FTE, paid medical leave of absence totaling 10 weeks, all of which falls under the Family and Medical Leave Act, effective 01/26/12 – 04/15/12.

**Assigned to Heuvelton Central School.*

3. **Simons, Kelly** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 7 weeks, none of which falls under the Family and Medical Leave Act, effective 02/27/12 – 04/23/12.

**Assigned to Beginning Years.*

4. **Gladding, Marisha** – Teaching Assistant, 1.0 FTE, unpaid medical leave of absence totaling 9 weeks, all of which falls under the Family and Medical Leave Act, effective 01/30/12 – 04/13/12.

**Assigned to Potsdam Central School.*

Board Agenda – February 9, 2012

Attachment A (Personnel), Page 2- A

5. **Flagg, Stacia** – Teaching Assistant, 1.0 FTE, unpaid medical leave of absence totaling 2 weeks, none of which falls under the Family and Medical Leave Act, effective 01/19/12 – 02/06/12.

**Assigned to Potsdam Central School.*

6. **Davis, Lori** – Teaching Assistant, 1.0 FTE, paid medical leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective 01/26/12 – 02/10/12.

**Assigned to Heuvelton Central School.*

Leaves of Absence – Financial Affairs

1. **Arno, Shirley** – Purchasing Agent, 1.0 FTE, paid medical leave of absence totaling 3 weeks, all of which falls under the Family and Medical Leave Act, effective 02/07/12 – 02/28/12.

**Assigned to BOCES Central Office.*

2. **Jones, Carl** – Printing Machine Operator, 1.0 FTE, paid medical leave of absence totaling 8 weeks, all of which falls under the Family and Medical Leave Act, effective 02/15/12 – 04/13/12.

**Assigned to Washington Education Center.*

C. Voluntary Position Reductions – Special Education

1. **Lacks-Miller, Jennifer** – Teaching Assistant, voluntary position reduction from 1.0 FTE to .60 FTE, \$12,013 (prorated), effective 01/24/12.

**Assigned to Gouverneur Central School.*

2. **Bland, Kristina** – Teaching Assistant, voluntary position reduction from 1.0 FTE to .80 FTE, \$17,439 (prorated), effective 02/02/12.

**Assigned to Beginning Years.*

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Attachment A (Personnel), Page 3- A

3. **Shaw, Toni** – Teaching Assistant, voluntary position reduction from 1.0 FTE to .80 FTE, \$16,607 (prorated), effective 02/01/12.

**Assigned to Massena Central School.*

D. Position Reduction – Career, Alternative and Adult Education

1. **Teacher of Unique Occupations** - from 1.0 FTE to .50 FTE effective 07/01/12.

**Assigned to Southwest Technical Center.*

Position Reductions – Special Education

1. **Teaching Assistant** – 1.0 FTE, 11-month Job Coach effective 02/10/12.

**Assigned to Transition Services, Ogdensburg.*

2. **Teaching Assistant** - .40 FTE, effective 02/18/12.

**Assigned to Beginning Years, Ogdensburg.*

E. Appointment – Special Education

1. **Cordwell, Sherry** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 6, \$16,823 (prorated \$9,336), effective 01/17/12 – 06/30/12.

**Initial assignment shall be Potsdam Central School.*

Appointment – Career, Alternative and Adult Education

1. **Hoch, Ralph** – Teacher of Culinary Careers, 1.0 FTE, 10-month short year, C-15-0, \$49,938, 2-year probationary appointment, effective 09/01/12 – 08/31/14.

Ralph Hoch's tenure area shall be Teacher of Culinary Arts;

Ralph Hoch is certified and holds Initial certification in the area of Teacher of Culinary Careers;

Ralph Hoch's initial assignment shall be Southwest Technical Center.

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Attachment A (Personnel), Page 4- A

2. **Burke, Ronald** – Principal of Occupational Education, 1.0 FTE, 12-month long year, \$75,000 (prorated), 3-year probationary appointment, effective 04/02/12 – 04/01/15.

Ronald Burke's tenure area shall be Principal of Occupational Education;

Ronald Burke is certified and holds Initial certification in the area of School Building Leader;

Ronald Burke's initial assignment shall be Seaway Area Technical Center.

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Attachment A (Personnel), Page 5- A

2011-12 Substitutes for Career & Technical Education			
Name	Clerical	Teacher	Teacher Aide/Assistant
Jessica Andrews		X	
Jane Bain		X	X
Daniel Eng		X	X
John Johnson		X	X
Dylan Kelley		X	X
Dan Morgan		X	X
Francine Pickering	X	X	X
Nicole Rutledge		X	X
Kelly Simmons		X	X
Allison Verville	X	X	X
Barry Verville		X	X
2011-12 Substitutes/Hourly Instructors for Adult & Continuing Education			
Name	Position		
Wendy Bessette	Adult Education Hourly Instructor/Substitute		
Tedra Cobb	Adult Education Hourly Instructor		
Morgan Hastings	Adult Education Hourly Instructor		
Kathryn Higgins	Adult Education Hourly Instructor		
Jon-Paul Johnson	Adult Education Hourly Instructor		
Terri LaFond	Adult Education Hourly Instructor		
Robin Rhodes-Crowell	Adult Education Hourly Instructor		
Jamie Silver	Adult Education Hourly Instructor		
Patricia Tubbs	Adult Education Hourly Instructor		

2011-12 Hourly Staff for Supplemental Educational Services (SES)		
Name	Title	Rate
Bouchard, SueEllen	ELA Program Leader	\$25/hour
Charleson, April	ELA Program Leader	\$25/hour
Chartrand, Michael	ELA Program Leader	\$25/hour
Lovely, Melissa	ELA/Math Tutor	\$20/hour
McLear, Erin	ELA/Math Tutor	\$20/hour
Morrison, Dianne	ELA/Math Tutor	\$20/hour
Wells, Kurt	ELA Program Leader	\$25/hour
Wood, Hannah	ELA Program Leader	\$25/hour

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Attachment A (Personnel), Page 6- A

2011-12 Substitutes/Hourly for Special Education			
Name	Job Coach	Teacher	Teacher Aide/Assistant
Chelsea Bice			X
Sherry Cordwell		X	X
Chelsea Cota	X	X	X
Sadie Davis			X
Kathryn Ewart			X
Diane Fraser	X		X
Ryan Gallagher			X
Michael Germano		X	
Sandra Griffin			X
Cheryl Hennessey			Clerical Sub
Meagan Holmes	X		X
Joy Jones			X
Shava Kendrick	X		X
Emily Marshall			X
Kermita Mastine	X		X
Lisa Norman	X	X	X
Chad Rice	X	X	
Barbara Royce			Clerical Sub
Christine Swyers	X	X	X
Roger Voisine	X		X
Rosemary Wainwright			X
Kathryn Waters			X
Miranda Whiteford			X
Donald Whiteford II			X
David Wilbanks	X		X
Kristine Wolfe-Phillips			X
Jessy Wolff		X	
Alisha Zeller			X

All of the foregoing appointments on Attachment A (Personnel) are conditional pending clearance from the State Education Department pursuant to Chapter 180 of the Laws of 2000 of the State of New York.