

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

May 10, 2012  
**Approved June 7, 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, May 10, 2012, at the St. Lawrence-Lewis BOCES, Educational Services Center, 40 West Main 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,  
   Dana Smith, Nancy Cappellino, Marjorie McCullough,  
   Shelli Prepare-Weston and Steven Wilson

   Absent:     Charles Alford

   Others:     Thomas R. Burns, Wendy Clark, Nicole Ashley,  
   Susan Collins-Rickett, Renee' Langtry-Green, Nancy  
   Avery, Kevin Perretta, Stephen Todd, Jennifer  
   French, Jeffrey Swift, Robert Niederer, Carmel  
   Rastley, Dr. Jack Zeh, Lori Montpetit, Mike O'Neil and  
   Chris Crolus

No. 2012-148                      Motion made by Gengo, seconded by Smith, to approve  
APPROVAL OF                      the minutes of the regular Board Meeting of April 5, 2012.  
MINUTES                              (In accordance with Board Policy #1432)

Yeas: All members present  
Nays: None

No. 2012-149  
TREASURER'S  
REPORT

Motion made by Smith, seconded by McCullough, to accept the Treasurer's Report for period ending April 30, 2012. (In accordance with Board Policy #1432)

April 30, 2012

General Fund.....	\$8,671,845.28
Federal Fund.....	\$ 857,470.00
Trust & Agency.....	\$ 8,904.79
School Lunch.....	\$ 64,152.47
Payroll Fund.....	\$ 0.00
Capital Fund.....	\$ 934,697.88

Current Budget Allocation – Budget Report and District Billing

General Fund Budget ..... \$48,223,951.37

Yeas: All Members Present

Nays: None

No. 2012-150  
ALL PERSONNEL  
BOARD ACTION  
AS FOLLOWS:

Motion made by Smith, seconded by Gengo. 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. 2012-151  
COOPERATIVE  
BIDS

Motion made by Wilson, seconded by Webb. 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 for the following categories: (In accordance with Board Policy #4310)

- a) General School & Office Supplies – Regular Pack - 2012-13
- b) Teaching Aids – 2012-2013
- c) General School & Office Supplies – Teacher Pack 2012-13
- d) Construction/Art Paper – 2012-13
- e) Art Supplies – 2012-13
- f) Institutional Paper – 1<sup>st</sup> half – 2012-13
- g) Institutional Paper – monthly delivery – 1<sup>st</sup> half - 2012-13
- h) Science Classroom Supplies – 2012-13
- i) Transportation Supplies – 1<sup>st</sup> half – 2012-13
- j) Printed Envelopes – 2012-13
- k) Cosmetology Supplies/Kits – 2012-13
- l) Health Supplies – 2012-13

Yeas: All members present

Nays: None

No. 2012-152  
TWO (2) 2012  
¾ TON TRUCKS  
WITH PLOWS

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 Local Bid award  
for two (2) 2012 Ford, three-quarter ton pick-up trucks with  
Western 8.5 MVP plus MS Plows to Blevins' Ford, Inc.,  
Gouverneur, New York, for \$57,889.00, low bidder meeting  
specifications. (In accordance with Board Policy #4310)

Yeas: All members present

Nays: None

No. 2012-153  
CERTIFICATION  
RE-APPROVAL  
OF THREE CTE  
PROGRAMS  
AUTOMOTIVE,  
BUILDING  
TRADES & GRAPHIC  
COMMUNICATIONS

Motion made by McCullough, seconded by Gengo.  
Resolved, that the Board of Education of the St. Lawrence-  
Lewis BOCES, upon the recommendation of District  
Superintendent Burns, does hereby approve the Re-certification  
from the State Education Department of three CTE programs,  
Automotive Technology, Building Trades, and Graphic  
Communications. (In accordance with Board Policy #7170)

Yeas: All members present

Nays: None

No. 2012-154  
RANS  
BORROWING

Motion made by Smith, 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 RANS Borrowing up to the amount of \$6.2 Million. (In accordance with Board Policy #4130)

Yeas: All members present

Nays: None

No. 2012-155  
ADOPTION  
2012-2013  
BOCES ADMIN.,  
PROGRAM &  
CAPITAL  
BUDGET

Motion made by Gengo, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt the 2012-2013 BOCES Administrative, Program, and Capital Budget as presented and approved by the component school boards of education. (In accordance with Board Policy #1310, #4410 and #4210)

Yeas: All members present

Nays: None

No. 2012-156  
RESOLUTION  
VACATE  
PROPERTIES/  
SPACE AT  
RICHVILLE SITE  
& POTSDAM SITE

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 accept the following Resolution to vacate properties/space at the Richville site and Potsdam site as follows: (In accordance with Board Policy #4510, #4512, and #4514)

Whereas, the St. Lawrence-Lewis Board of Cooperative Educational Services (hereinafter "BOCES") maintains and owns real property located on Second Street, Town of DeKalb, Village of Richville, New York, Tax Map Parcel No.: 145.039-1-29.1, consisting of approximately 5.30 +/- acres and property located on 24 Hillcrest Drive, Village of Potsdam in the Town of Potsdam, New York, Tax Map Parcel No.: 407403 64.075-2-36 consisting of approximately .26 acres (hereinafter "the properties"); and

Whereas, the properties are no longer needed for BOCES purposes and the BOCES Board seeks to take steps to sell and/or transfer the above-referenced properties consistent with the provisions of the Education Law; therefore, be it

RESOLVED, by the Board of Cooperative Educational Services of the Sole Supervisory District of St. Lawrence-Lewis Counties as, follows:

**Section 1.** The BOCES properties located on Second Street, Village of Richville in The Town of DeKalb, and 24 Hillcrest Drive, Village of Potsdam in the Town of Potsdam, are determined not to be needed for BOCES purposes.

**Section2.** The BOCES District Superintendent/Executive Officer is authorized and directed to take all steps necessary and appropriate to solicit bonafide offers for the purchase of the properties.

**Section 3.** Any offer to purchase the properties shall be subject to BOCES approval, as well as, the regulations of the State Environmental Quality Review Act.

**Section 4.** Any transfer of the properties shall also be subject to the provisions of New York Education Law § 1950(4)(x).

**Section 5.** This resolution shall take effect immediately.

Yeas: All members present  
Nays: None

No. 2012-157  
PROPOSAL  
MARCH ASSOC.  
ADDITIONAL  
DESIGN  
SERVICES

Motion made by Smith, seconded by Gengo. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the proposal from MARCH Associates for additional design services as follows and as attached. (In accordance with Board Policy #4510)

Rebid the repaving and site lighting of the existing parking lot which will include expansion of this lot to accommodate an additional 30 cars. The expanded lot will also include site lighting. This project will be financed by appropriating unexpended funds from the Capital Projects Fund.

Yeas: All members present  
Nays: None

No. 2012-158  
PARKING LOT  
BID  
RECONSTRUCTION

Motion made by Smith, seconded by Webb. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby approve the acceptance of the Local Bid award for the paving and site lighting of the existing parking lot contract to Harvey Excavation & Construction Co. low bidder meeting specifications: (In accordance with Board Policy #4310)

Base Bid	\$177,900.00
Alternate No. S-1 North Services Area Renovation	\$ 28,000.00
Alternate No. 2 S-2 Pavement Sealer	\$ 4,715.00
Total Contract Amount	\$210,615.00

Yeas: All members present

Nays: None

No. 2012-159  
MANDATE  
RELIEF  
COUNCIL

Motion made by Wilson, seconded by McCullough. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt a resolution asking the Mandate Relief Council to review specific statutes, regulations, rules or orders of state government to determine whether it is an "unfunded mandate or is otherwise unsound, unduly burdensome or costly so as to require it to be eliminated or reformed." (In accordance with Board Policy #3111 and #3210)

Yeas: All members present

Nays: None

No. 2012-160  
INSTALLMENT  
PURCHASE  
XEROX  
PRINTER  
HEUVELTON &  
LISBON CENTRAL  
SCHOOLS

Motion made by Cappellino, seconded by McCullough. 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 XEROX for two (2) network printers for Heuvelton Central School and three (3) network printers for Lisbon Central School. (In accordance with Board Policy #4310)

Yeas: All members present

Nays: None

No. 2012-161  
ADOPTION  
2012-2013  
COMMON  
SCHOOL  
CALENDAR

Motion made by Smith, seconded by Weston. Resolved, that the Board of Education of the St. Lawrence-Lewis BOCES, upon the recommendation of District Superintendent Burns, does hereby adopt the 2012-2013 Common School Calendar for the St. Lawrence-Lewis BOCES Sole Supervisory District, as approved and adopted by the majority of the component school districts. (In accordance with Board Policy #7320)

Yeas: All members present

Nays: None

Board Minutes  
Page 7

May 10, 2012

---

No. 2012-162  
NEW YORK  
STATE  
TECHNOLOGY  
CONSORTIUM

Motion made by Weston, 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 following resolution adopting the bid addendum to include the two new additions to the New York State Technology Consortium bid: (In accordance with Board Policy #4310)

Whereas, it is the plan of a number of BOCES in New York to consent to jointly enter into an agreement for 3<sup>rd</sup> L Corp, Achieve3000, Active Words, Angel Learning, Apangea, Blackboard, Inc., Certica, ClassLink, Collaborative Learning, Compass Learning, Core K-12, Curriculum Associates, Defined Learning, Discovery, eDocrina, ExploreLearning, FableVision, Gen Yes, Global Scholar, Houghton Mifflin, Ideas Consulting, iSafe, Learning.com, Learning Sciences International, LCI, LinkIt, McGraw-Hill, MyLearning Plan, NWEA, Pearson Digital Learning, Renaissance Learning, RM Educational Software, Rubicon West, Inc., School Improvement Network, SchoolKit, Scientific Learning, Scholastic, Inc., School Speciality, SunGard, Teachscape, Thinkronize, Vantage; and,

Whereas, the St. Lawrence-Lewis BOCES is desirous of participating with other BOCES in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, §119-0; therefore, be it

RESOLVED, that the St. Lawrence-Lewis BOCES Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to the entering into a contract for the purchase of and licensing of the above mentioned software/learning packages; and be it further

RESOLVED, that the St. Lawrence-Lewis BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements; and be it further

RESOLVED, that the St. Lawrence-Lewis BOCES Board of Education agrees (1) to abide by majority decisions of the participating districts on quality standards, (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations, (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

Yeas: All members present

Nays: None

Reports:

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

Discussion Items:

1. BOCES Audits

Information Items:

- A. Update on Facilities
- B. Board Facilities Sub-committee Reports:
  - a. Central Office
  - b. Gouverneur Pre-School/Adult Ed
  - c. LRC
  - d. NWT
  - e. NWT Activity Center
  - f. NWT Childcare Building
  - g. Richville Opportunity Center
  - h. SATC
  - i. SATC Adult Ed
  - j. SATC Health Occ
  - k. SWT
  - l. Washington School

- C. Claims Auditor Report for quarter ending March 31, 2012



Presentations:

Lori Montpetit, Administrative Intern, Transition Services/CDT/CC and Mike O'Neil, Special Education Teacher, Transition Services, presented on the Transition Services Department which is a component of the Special Education Department. The Transition program is a county-wide program that is comprised of the Community Based Work Program (CBWP) and Supported Employment (SE) Program. It serves approximately 200+ students and adults with disabilities in either a work experience or competitive employment position.

Chris Crolius, MARCH Associates, presented on the 40 W. Main Street, ESC Building Project coming to completion and reviewed BOCES Building Condition Surveys.

Renee' Langtry-Green, Program Director; Jeffrey Swift, Building Trades Teacher at NWT; Robert Niederer, Building Trades Teacher at SWT; and Carmel Rastley, Teacher of Mathematics at SATC presented their CTE programs being sent to SED for re-certification.

Other:

2012 Rural Schools Association Conference reservations – July 8-10, 2012

CTE, Alternative and Adult Education Graduation and Recognition Awards Ceremonies - dates, locations, and times

Pass-Around Information:

1. Compilation of BOCES Administrative Budget and Board Member Vote

No. 2012-163      Motion made by McCullough, seconded by Smith to adjourn the  
ADJOURNMENT      meeting at 8:05 p.m. (In accordance with Board Policy #1432)

Yeas: All members present  
Nays: None

**Susan A. Collins-Rickett, District Clerk**

## Board Agenda – May 10, 2012

Attachment A (Personnel), Page 1- A

---

### **A. Retirements – Special Education**

1. **Cook, Marie** – Teacher of Special Education, 1.0 FTE, 21 years of service, effective 01/07/13.

*A motion is needed to approve the resignation for the purpose of retirement of Marie Cook, Teacher of Special Education, effective January 7, 2013.*

*\*Assigned to Heuvelton Central School.*

2. **Clark, Kay** – Teacher Aide, 1.0 FTE, 15 years of service, effective 06/23/12.

*A motion is needed to approve the resignation for the purpose of retirement of Kay Clark, Teacher Aide, effective June 23, 2012.*

*\*Assigned to Potsdam Central School.*

### **Retirement – Career, Alternative and Adult Education**

1. **Hart, Lucinda** – Teacher of Alternative Education, 1.0 FTE, 29 years of service, effective 06/30/15.

*A motion is needed to approve the resignation for the purpose of retirement of Lucinda Hart, Teacher of Alternative Education, effective June 30, 2015.*

*\*Assigned to Southwest Technical Center.*

### **B. Resignation – Special Education**

1. **Flagg, Stacia** – Teaching Assistant, 1.0 FTE, effective 05/17/12.

*A motion is needed to approve the resignation of Stacia Flagg, Teaching Assistant, effective May 17, 2012.*

*\*Assigned to Potsdam central School.*

**C. Leaves of Absence – Special Education**

1. **Ericksen, Paula** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 5 weeks, none of which falls under the Family and Medical Leave Act, effective 03/19/12 – 05/01/12.

*A motion is needed to approve the extension of paid medical leave of absence of Paula Ericksen, Teaching Assistant, totaling 5 weeks, none of which falls under the Family and Medical Leave Act, effective March 19, 2012 through May 1, 2012.*

*\*Assigned to Northwest Technical Center.*

2. **Schober, Brenda** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 4 weeks, 2 weeks of which falls under the Family and Medical Leave Act, effective 04/16/12 – 05/14/12.

*A motion is needed to approve the partially paid medical leave of absence of Brenda Schober, Teaching Assistant, totaling 4 weeks, 2 weeks of which falls under the Family and Medical Leave Act, effective April 16, 2012 through May 14, 2012.*

*\*Assigned to Heuvelton Central School.*

3. **Hamilton, Sondra** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 5 weeks, all of which falls under the Family and Medical Leave Act, effective 04/24/12 – 05/26/12.

*A motion is needed to approve the extension of paid medical leave of absence of Sondra Hamilton, Teaching Assistant, totaling 5 weeks, all of which falls under the Family and Medical Leave Act, effective April 24, 2012 through May 26, 2012.*

*\*Assigned to Potsdam Central School.*

## Board Agenda – May 10, 2012

Attachment A (Personnel), Page 3- A

---

4. **\*Clark, Melanie** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective 05/07/12 – 05/22/12.

*A motion is needed to approve the extension of paid medical leave of absence of Melanie Clark, Teaching Assistant, totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective May 7, 2012 through May 22, 2012.*

*\*Assigned to Transition Services.*

### **Leave of Absence – Financial Affairs**

1. **Jones, Carl** – Printing Machine Operator, 1.0 FTE, extension of paid medical leave of absence totaling 8 weeks, 4 weeks of which falls under the Family and Medical Leave Act, effective 04/16/12 – 06/08/12.

*A motion is needed to approve the extension of paid medical leave of absence of Carl Jones, Printing Machine Operator, totaling 8 weeks, 4 weeks of which falls under the Family and Medical Leave Act, effective April 16, 2012 through June 8, 2012.*

*\*Assigned to Washington Education Center.*

### **Leave of Absence – Instruction and Staff Development**

1. **Mauer, Margaret** – Library Media Specialist, 1.0 FTE, paid medical leave of absence totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective 04/18/12 – 05/30/12.

*A motion is needed to approve the paid medical leave of absence of Margaret Mauer, Library Media Specialist, totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective April 18, 2012 through May 30, 2012.*

*\*Assigned to the Learning Resources Center.*

## **D. Position Reductions – Career, Alternative and Adult Education**

1. **Teacher of Pre-Engineering** - 1.0 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher of Pre-Engineering, 1.0 FTE, effective July 1, 2012.*

*\*Assigned to Northwest Technical Center and Seaway Area Technical Center.*

## Board Agenda – May 10, 2012

Attachment A (Personnel), Page 4- A

---

### 2. **Teacher of Mathematics** - .50 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher of Mathematics, .50 FTE, effective July 1, 2012.*

*\*Assigned to Seaway Area Technical Center.*

### 3. **Teacher of Culinary Arts** -.50 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher of Culinary Arts, .50 FTE, effective July 1, 2012.*

*\*Assigned to Southwest Technical Center.*

### 4. **Teacher of Technology** -.50 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher of Technology, .50 FTE, effective July 1, 2012.*

*\*Assigned to Southwest Technical Center.*

### 5. **Teacher Aide** -1.0 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher Aide, 1.0 FTE, effective July 1, 2012.*

*\*Assigned to Seaway Area Technical Center.*

## **Position Reductions – Instruction Staff Development and Technology**

### 1. **\*Educational Technology Specialist** – 2.41 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Educational Technology Specialist, 2.41 FTE, effective July 1, 2012.*

*\*Assigned to 40 West Main Street.*

### 2. **\*Teacher of Literacy** – 0.9 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Teacher of Literacy, 0.9 FTE, effective July 1, 2012.*

*\*Assigned to 40 West Main Street.*

## Board Agenda – May 10, 2012

Attachment A (Personnel), Page 5- A

---

3. **\*Supervisor of Instructional Resources** – 0.4 FTE, effective 07/01/12.

*A motion is needed to approve the position reduction of the position of Supervisor of Instructional Resources, 0.4 FTE, effective July 1, 2012.*

*\*Assigned to 40 West Main Street.*

### **E. Appointment Status Change – Career, Alternative and Adult Education**

1. **Hicks, Austin** – Teacher of Auto Mechanics, from .50 FTE to 1.0 FTE, effective 07/01/12.

*A motion is needed to approve the appointment status change of Austin Hicks, Teacher of Auto Mechanics from .50 FTE to 1.0 FTE, effective July 1, 2012.*

*\*Assigned to Seaway Area Tech Center.*

### **F. Appointments – Special Education**

1. **Davis, Emily** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 1, \$14,465 (prorated \$3,326), effective 04/23/12 – 06/30/12.

*A motion is needed to approve the temporary appointment of Emily Davis to the position of Teaching Assistant, effective April 23, 2012 through June 30, 2012.*

*\*Initial assignment shall be Potsdam Elementary School.*

2. **Gordon, Sally** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 2, \$15,051 (prorated \$3,461), effective 04/23/12 – 06/30/12.

*A motion is needed to approve the temporary appointment of Sally Gordon to the position of Teaching Assistant, effective April 23, 2012 through June 30, 2012.*

*\*Initial assignment shall be Community Connections.*

**Appointments – Instruction Staff Development and Technology**

1. **Frederick, Amy** – After School Tutor, part-time, temporary appointment for a maximum of 5 hours per week, \$20 per hour, effective 03/15/12 – 06/30/12 and part-time After School Program Leader, part-time, temporary appointment for a maximum of 5 hours per week, \$25 per hour, effective 03/15/12 – 06/30/12.

*A motion is needed to approve the part-time, temporary appointment of Amy Frederick to the positions of After School Tutor and After School Program Leader, effective March 15, 2012 through June 30, 2012.*

*\*Initial assignment shall be SLVEC.*

2. **\*Machia, Claire** – Educational Technology Specialist Intern, unpaid, totaling 50 hours, to shadow Educational Technology Specialists, effective 05/15/12 – 06/30/12.

*A motion is needed to approve the temporary appointment of Claire Machia, to the unpaid position of Educational Technology Specialist Intern, effective May 15, 2012 through June 30, 2012.*

*\*Initial assignment shall be Model Schools.*

[Professional Statement](#)

**Appointment – Career, Alternative and Adult Education**

1. **Montgomery, Laura** – Hourly Adult Education Instructor, \$25.25 per hour, effective 04/23/12.

*A motion is needed to approve the appointment of Laura Montgomery, Hourly Adult Education Instructor, \$25.25, effective April 23, 2012.*

*\*Assigned to Massena Literacy Zone.*

## Board Agenda – May 10, 2012

Attachment A (Personnel), Page 7- A

---

### **Appointment – Career, Alternative and Adult Education - Regional Summer School**

1. **Norris, Richard** – Principal (Regional Summer School – Massena Site), 1.0 FTE, \$8,000, temporary appointment effective July and August, 2012.

*A motion is needed to approve the temporary appointment of Richard Norris to the position of Principal (Regional Summer School – Massena Site), effective July and August of 2012.*

#### [Professional Statement](#)

***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.***



[Professional Statement](#)

**Richard Norris** – Summer School Principal, Massena Regional Summer School

Rick is presently the Assistant High School Principal and previously served as the Alternative Education Principal and Dean of Students at Massena Junior High School. He has experience in building leadership and discipline, knows the community and most importantly the students. Prior to working as the Dean of Students, he was employed by the Massena Central School District as a Special Education Teacher.

[Professional Statement](#)

**Claire Machia** – Educational Technology Specialist Intern

Claire Machia is completing the M.S.Ed. Information & Communication Technology program at SUNY Potsdam. Upon completion of her internship, she will become certified as an Educational Technology Specialist. Miss Machia became certified in New York as a 5-12 Social Studies teacher after completing her undergraduate degree at SUNY Potsdam in 2009. Throughout the first three semesters of her graduate program, she was as an adjunct for hybrid introductory courses in the history department. Claire also worked as a consultant with the National Education Foundation last October to train future managers of public computing centers on the reservation, made possible by Broadband Technology Opportunity Program grant funding. In January she began working full-time at SUNY Potsdam for the department of Extended Education as an Instructional Technologist. Her primary role is to assist with the transition the campus is making from the Blackboard to Moodle LMS by providing training and support for faculty.