

Board Agenda – November 8, 2012

Attachment A (Personnel), Page 1- A

A. Retirements – Special Education

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1. **Jones, Sharon** – Teacher of Special Education, 1.0 FTE, 33 years of service, effective 07/01/13.

A motion is needed to approve the resignation for the purpose of retirement of Sharon Jones, Teacher of Special Education, effective July 1, 2013.

**Assigned to Potsdam Central School.*

2. **Kashorek, Denise** – School Psychologist, 1.0 FTE, 19 years of service, effective 06/30/13.

A motion is needed to approve the resignation for the purpose of retirement of Denise Kashorek, School Psychologist, effective June 30, 2013.

**Assigned to Educational Services Center.*

B. Resignation – Instruction, Staff Development and Technology

1. **Smith, Christina** – Educational Technology Specialist, 1.0 FTE, effective 11/09/12.

A motion is needed to approve the resignation of Christina Smith from the position of Educational Technology Specialist, effective November 9, 2012.

**Assigned to Educational Services Center.*

C. Leaves of Absence – Special Education

1. **Reardon-Corbine, Katlyn** – Teaching Assistant, 1.0 FTE, partially paid family medical leave of absence totaling 12 weeks, all of which falls under the Family and Medical Leave Act, effective 11/14/12 – 02/13/13.

A motion is needed to approve the partially paid family medical leave of absence of Katlyn Reardon-Corbine, Teaching Assistant, totaling 12 weeks, all of which falls under the Family and Medical Leave Act, effective November 14, 2012 through February 13, 2013.

**Assigned to Heuvelton Central School.*

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2. **McSorley, Brienne** – Teaching Assistant, 1.0 FTE, unpaid family medical leave of absence totaling 12 weeks, all of which falls under the Family and Medical Leave Act, effective 11/30/12 – 02/25/13.

A motion is needed to approve the unpaid family medical leave of absence of Brienne McSorley, Teaching Assistant, totaling 12 weeks, all of which falls under the Family and Medical Leave Act, effective November 30, 2012 through February 25, 2013.

**Assigned to Ogdensburg City School District.*

3. **VanBuskirk, Kandie** – Teaching Assistant, 1.0 FTE, paid family medical leave of absence totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective 01/12/13 – 02/23/13.

A motion is needed to approve the paid family medical leave of absence of Kandie VanBuskirk, Teaching Assistant, totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective January 12, 2013 through February 23, 2013.

**Assigned to Potsdam Central School.*

4. **Macaulay, Brenda** – Teaching Assistant, 1.0 FTE, extension of medical leave of absence of undetermined length of time, of which up to 35.25 days are paid, 10 weeks of which falls under the Family and Medical Leave Act, effective 10/09/12 – undetermined.

A motion is needed to approve the partially paid extension of medical leave of absence of Brenda Macaulay, Teaching Assistant, of undetermined length of time, 10 weeks of which falls under the Family and Medical Leave Act, effective October 9, 2012 through undetermined.

**Assigned to Transition Services.*

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5. **MacIntire, Teresa** – Licensed Practical Nurse, 1.0 FTE unpaid medical leave of absence of undetermined length of time, none of which falls under the Family and Medical Leave Act, effective 10/11/12 – undetermined.

A motion is needed to approve the unpaid medical leave of absence of Teresa MacIntire, Licensed Practical Nurse, of undetermined length of time, none of which falls under the Family and Medical Leave Act, effective October 11, 2012 through undetermined.

**Assigned to Potsdam Central School.*

6. **Bruggemann, Kimberly** – Teaching Assistant, 1.0 FTE, unpaid family medical leave of absence totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective 11/07/12 – 12/17/12.

A motion is needed to approve the unpaid family medical leave of absence of Kimberly Bruggemann, Teaching Assistant, totaling 6 weeks, all of which falls under the Family and Medical Leave Act, effective November 7, 2012 through December 17, 2012.

**Assigned to Potsdam Central School.*

7. **Carr, Diane** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 5 weeks, all of which falls under the Family and Medical Leave Act, effective 10/24/12 – 12/05/12.

A motion is needed to approve the partially paid medical leave of absence of Diane Carr, Teaching Assistant, all of which falls under the Family and Medical Leave Act, effective October 24, 2012 through December 5, 2012.

**Assigned to Ogdensburg City School District.*

8. **Lincoln, Joanne** – Teaching Assistant, 1.0 FTE, paid medical leave of absence totaling 1 week, all of which falls under the Family and Medical Leave Act, effective 10/24/12 – 11/05/12.

A motion is needed to approve the paid medical leave of absence of Joanne Lincoln, Teaching Assistant, all of which falls under the Family and Medical Leave Act, effective October 24, 2012 through November 5, 2012.

**Assigned to Potsdam Central School.*

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9. **Ericksen, Paula** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 21 weeks, none of which falls under the Family and Medical Leave act, effective 05/02/12 – 12/19/12.

A motion is needed to approve the extension of paid medical leave of absence of Paula Ericksen, Teaching Assistant, none of which falls under the Family and Medical Leave Act, effective May 2, 2012 through December 19, 2012.

**Assigned to Northwest Technical Center.*

10. ***Ellis, Amy** – Occupational Therapist, 1.0 FTE, extension of paid family medical leave of absence totaling 7 weeks, 6 weeks of which falls under the Family and Medical Leave Act, effective 11/05/12 – 01/04/13.

A motion is needed to approve the paid medical leave of absence of Amy Ellis, Occupational Therapist, totaling 7 weeks, 6 weeks of which falls under the Family and Medical Leave Act, effective November 5, 2012 through January 4, 2013.

**Assigned to Heuvelton Central School.*

Leave of Absence – Financial Affairs

1. **Brabaw, Erwin** – Maintenance Mechanic, 1.0 FTE, partially paid medical leave of absence totaling 4 weeks, all of which falls under the Family and Medical Leave Act, effective 10/09/12 – 10/31/12.

A motion is needed to approve the partially paid medical leave of absence of Erwin Brabaw, Maintenance Mechanic, totaling 4 weeks, all of which falls under the Family and Medical Leave Act, effective October 9, 2012 through October 31, 2012.

**Assigned to Washington Education Center.*

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***Leave of Absence – Career, Alternative and Adult Education**

1. **Travis-Colburn, Nicki Jo** – Teacher of Cosmetology, 1.0 FTE, paid medical leave of absence totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective 11/05/12 – 11/16/12.

A motion is needed to approve the paid medical leave of absence of Nicki Jo Travis-Coburn, Teacher of Cosmetology, totaling 2 weeks, all of which falls under the Family and Medical Leave Act, effective November 5, 2012 through November 16, 2012.

**Assigned to Southwest Technical Center.*

D. Appointment Status Change – Instruction, Staff Development and Technology

1. **Scanlon, Amber** – tenure change from Instructional Support Services in Mathematics to Educational Technology Specialist, continuation of tenured appointment effective 11/09/12.

A motion is needed to approve the appointment status change of Amber Scanlon, Educational Technology Specialist, effective November 9, 2012.

**Assigned to Educational Services Center.*

2. **Hebert, Jay** – Computer Technician, 1.0 FTE appointment status change from provisional to 1-year probationary appointment effective 10/30/12 – 10/29/13.

A motion is needed to approve the 1-year probationary appointment of Jay Hebert to the Civil Service position of Computer Technician effective October 30, 2012 through October 29, 2013.

**Assigned to Heuvelton Central School.*

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3. **Rice, Chad** – Computer Technician, 1.0 FTE appointment status change from provisional to 1-year probationary appointment effective 10/30/12 – 10/29/13.

A motion is needed to approve the 1-year probationary appointment of Chad Rice to the Civil Service position of Computer Technician effective October 30, 2012 through October 29, 2013.

**Assigned to Ogdensburg City School District.*

***Appointment Status Change – Special Education**

1. **Kotz, Robert** – Teacher of Physical Education, appointment status change from .50 FTE to .70 FTE, \$40,455, prorated \$29,557, effective 09/01/12.

A motion is needed to approve the appointment status change of Robert Kotz, Teacher of Physical Education, from .50 FTE to .70 FTE effective September 1, 2012.

**Assigned to Ogdensburg City School District.*

***Appointment Status Change – Instruction, Staff Development and Technology**

1. **Bessette, Milton** – Shared Teacher of Technology, from .50 FTE to .6667 FTE, \$64,986, prorated \$39,503, effective 10/03/12.

A motion is needed to approve the appointment status change of Milton Bessette, Shared Teacher of Technology, from .50 FTE to .6667 FTE, effective October 3, 2012.

**Assigned to Northwest Technical Center and Edwards-Knox Central School.*

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E. Appointments – Special Education

1. **Fritz, Vicky** – Teaching Assistant, 1.0 FTE, 10-month, short year, Level 2, Step 18, \$22,513 (prorated \$21,950), temporary appointment effective 10/22/12 – 06/30/13.

A motion is needed to approve the appointment of Vicky Fritz to the temporary position of Teaching Assistant, effective October 22, 2012 through June 30, 2013.

**Initial assignment shall be Potsdam Central School.*

2. **Fussell, Latesha** – Teaching Assistant, 1.0 FTE, 10-month, short year, Level 2, Step 6, \$16,823 (prorated \$13,710), temporary appointment effective 10/29/12 – 06/30/13.

A motion is needed to approve the appointment of Latesha Fussell to the temporary position of Teaching Assistant, effective October 29, 2012 through June 30, 2013.

**Initial assignment shall be Potsdam Central School.*

3. **Haller, Robert** – Teaching Assistant, 1.0 FTE, 10-month, short year, Level 2, Step 4, \$15,982 (prorated \$13,025), temporary appointment effective 10/29/12 – 06/30/13.

A motion is needed to approve the appointment of Robert Haller to the temporary position of Teaching Assistant, effective October 29, 2012 through June 30, 2013.

**Initial assignment shall be Potsdam central School.*

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4. ***LaVigne, Katherine** – Shared Administrator, 1.0 FTE, (.50 Supervisor of Special Education and .50 General Administrator), 12-month, long year, \$70,067, prorated \$40,872, 3-year probationary appointment effective 12/03/12 – 12/02/15 contingent upon receipt of School Building Leader Certification.

A motion is needed to approve the following resolution:

BE IT RESOLVED as follows:

Katherine LaVigne is hereby appointed to a three-year probationary period commencing December 3, 2012 through December 2, 2015;

Katherine LaVigne's tenure area shall be Supervisor of Special Education and General Administrator;

Katherine LaVigne is uncertified and expected to receive certification in the area of School Building Leader;

Katherine LaVigne's initial assignment shall be BOCES Special Education and Morristown Central School;

This resolution shall commence immediately.

Appointments – Instruction, Staff Development and Technology

1. **Hebert, Austin** – Hourly Clerk, temporary, non-competitive position, up to 20 hours per week as needed, \$10 per hour, effective 09/02/12 – 06/30/13.

A motion is needed to approve the appointment of Austin Hebert to the temporary, non-competitive position of hourly clerk, effective September 2, 2012 through June 30, 2013.

**Initial assignment shall be Itinerant.*

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2. **Dunning, Jeremy** – Hourly Clerk, temporary, non-competitive position, up to 20 hours per week as needed, \$10 per hour, effective 11/13/12 – 01/01/13.

A motion is needed to approve the appointment of Jeremy Dunning to the temporary, non-competitive position of hourly clerk, effective November 13, 2012 through January 1, 2013.

**Initial assignment shall be Educational Services Center.*

3. **Florie, Vanessa** – Odyssey of the Mind Coordinator, part-time, temporary 3-year position, \$5,000 per fiscal year at a rate of \$250/day, effective 07/01/12 – 06/30/15.

A motion is needed to approve the appointment of Vanessa Florie to the part-time, temporary position of Odyssey of the Mind Coordinator, effective July 1, 2012 through June 30, 2015.

**Initial assignment shall be Itinerant.*

4. **McHenry, Dalan** – Hourly Clerk, temporary, non-competitive position, 40 hours per week, \$12.00 per hour, effective 10/31/12 – 01/30/13.

A motion is needed to approve the appointment of Dalan McHenry to the temporary, non-competitive position of hourly clerk, effective October 31, 2012 through January 30, 2013.

**Initial assignment shall be Educational Services Center.*

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.

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