

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

January 12, 2012

Approved February 9, 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, January 12, 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, Dana Smith, Patricia Gengo, Andrea Webb, Charles Alford, Shelli Prespare-Weston and Steven Wilson

Absent: Nancy Cappellino and Marjorie McCullough

Others: Thomas R. Burns, Stephen Todd, Wendy Clark, Nicole Ashley, Susan Collins-Rickett, Nancy Avery, Kevin Perretta and Karen Morgan

No. 2012-100
APPROVAL OF
MINUTES

Motion made by Smith, seconded by Wilson, to approve the minutes of the regular Board Meeting of December 8, 2011. (In accordance with Board Policy #1432)

Yeas: All members present

Nays: None

No. 2012-101
APPROVAL OF
MINUTES
SPECIAL MTG.
DECEMBER 22,
2011

Motion made by Smith, seconded by Wilson, to approve the minutes of the Special Board Meeting of December 22, 2011. (In accordance with Board Policy #1432)

Yeas: All members present

Nays: None

No. 2012-102
TREASURER'S
REPORT

Motion made by Smith, seconded by Webb, to accept the Treasurer's Report for period ending December 31, 2011. (In accordance with Board Policy #1432)

December 31, 2011

General Fund.....	\$4,836,421.81
Federal Fund.....	\$ 725,132.46
Trust & Agency.....	\$ 7,394.76
School Lunch.....	\$ 81,838.20
Payroll Fund.....	\$ 0.00
Capital Fund.....	\$ 452,015.82

Current Budget Allocation – Budget Report and District Billing

General Fund Budget \$46,659,576.30

Yeas: All Members Present
Nays: None

No. 2012-103
WARRANTS

Motion made by Smith, seconded by Webb, to accept the Warrant Report #64-77, for period ending December 31, 2011. (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

No. 2012-104
ALL PERSONNEL
BOARD ACTION
AS FOLLOWS:

Motion made by Smith, 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 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. 2012-105
APPOINTMENT
OF ALTERNATE
PURCHASING
AGENT

Motion made by Webb 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 appointment of Patricia Rowan-Lalonde as the Alternate Purchasing Agent for the St. Lawrence-Lewis BOCES. (In accordance with Board Policy #1438)

Yeas: All members present

Nays: None

No. 2012-106
COOPERATIVE
BIDS

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 Cooperative Bid award to lowest bidder meeting specifications: (In accordance with Board Policy #4310)

Cafeteria Foods – February 2012 – July 2012

St. Lawrence-Lewis, Jefferson-Lewis, Franklin-Essex, and Clinton-Essex Counties BOCES

Yeas: All members present

Nays: None

No. 2012-107
STATEWIDE
LICENSING
AGREEMENTS
FOR FY 2012

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 following resolution for the State-wide Licensing Agreements for FY 2012: (In accordance with Board Policy #4310)

NYSITCC Members - State Wide Licensing Agreements for 2012

Whereas, it is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Learning Sciences International (Observation) and LCI (MPPR rubric); and,

Whereas, the St. Lawrence-Lewis BOCS is desirous of participating with other BOCES districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 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 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:

Board Policy #4440 – Accountability for BOCES Funds.

In accordance with Board Policy #1410 – Formulation, Amendment, and Adoption of Policy (Step 2), Board Policy #4440 – Accountability for BOCES Funds appears as a discussion Item (Step 2) for the second reading.

Information Items:

Presentations

Nancy Avery handed out and spoke about the Special Education Department participating in a Special Education Focused Review during the month of January 2012 and a Restructuring Plan Summary regarding Beginning Years Program.

Other:

Update on Facilities
Claim Auditor's Report for quarter ending December 31, 2011

Pass-Around Information:

1. Card from MARCH Associates
2. Clipping of SATC Culinary Arts project
3. Legislative Breakfast – Saturday, March 10, 2012
4. MARCH Associates January Monthly Report
5. News article – “Heuvelton Schools Set Up High-Def Web Camera
6. News articles – Community Forums

No. 2012-108
EXECUTIVE
SESSION Motion made by Smith, seconded by Gengo to enter into Executive Session at 7:10 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 7:38 p.m.

No. 2012-109
ADJOURNMENT Motion made by Smith, seconded by Wilson to adjourn the meeting at 7:38 p.m. (In accordance with Board Policy #1432)

Yeas: All members present
Nays: None

Susan A. Collins-Rickett, District Clerk

Board Agenda – January 12, 2012

Attachment A (Personnel), Page 1- A

A. Retirements – Special Education

1. **Davis, Margaret** – Teacher of Special Education, 1.0 FTE, 17 years of service, contingent upon waiver of notification requirement, effective 06/30/12.

**Assigned to Beginning Years.*

2. **Guminiak, Judith** – Teaching Assistant, 1.0 FTE, 9 years of service, effective 07/08/12.

**Assigned to Potsdam Central School.*

3. **Newtown, Patricia** – Teaching Assistant, 1.0 FTE, 11 years of service, effective 06/30/12.

**Assigned to Beginning Years.*

4. **Monteith, Debra** – Teaching Assistant, 1.0 FTE, 12 years of service, effective 07/01/12.

**Assigned to Heuvelton Central School.*

Retirements – Career, Alternative and Adult Education

1. **Frenyea, Wayne** – Teaching Assistant, 1.0 FTE, 5 years of service, effective 07/01/12.

**Assigned to Southwest Technical Center.*

2. **Chudzinski, David** – Teacher of Multi-Occupations, 1.0 FTE, 21 years of service, contingent upon waiver of notification requirement, effective 07/01/12.

**Assigned to Seaway Area Tech Center.*

Retirement – Educational Support Services

1. **Gauthier, Jacqueline** – Administrative Assistant, .80 FTE, 35 years of service, effective 05/31/12.

**Assigned to BOCES Central Office.*

Board Agenda – January 12, 2012

Attachment A (Personnel), Page 2- A

Retirement – Financial Affairs

1. **Leroux, Debra** – Senior Account Clerk, 1.0 FTE, 13 years of service, effective 08/31/12.

**Assigned to Cooperative Business Office.*

Retirement – Employer-Employee Relations

1. **Barney, Linda** – Administrative Assistant, 1.0 FTE, 24 years of service, effective 12/31/12.

**Assigned to BOCES Central Office.*

B. Leaves of Absence – Special Education

1. **Bland, Kristina** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 8 weeks (16 weeks at 50%), all of which falls under the Family and Medical Leave Act, effective 12/02/11 – 04/13/12.

**Assigned to Transition Services.*

2. **James, Joyce** – Teaching Assistant, 1.0, paid medical leave of absence totaling 5 weeks, all of which falls under the Family and Medical Leave Act, effective 12/05/11 – 01/16/12.

**Assigned to Potsdam Central School.*

3. **Sharlow, Tracy** – Teacher of Physical Education, 1.0, paid medical leave of absence totaling 7 weeks, all of which falls under the Family and Medical Leave Act, effective 12/15/11 – 02/10/12.

**Assigned to Potsdam Central School.*

4. **Shellenberger, Holly** – Physical Therapist, .60 FTE, partially paid medical leave of absence totaling 8 weeks, all of which falls under the Family and Medical Leave Act, effective 01/11/12 – 03/06/12.

**Assigned to Hermon-DeKalb Central School.*

Board Agenda – January 12, 2012

Attachment A (Personnel), Page 3- A

5. **DeFranza, Sara** – Teaching Assistant, 1.0 FTE, extension of unpaid medical leave of absence totaling 1 week, all of which falls under the Family and Medical Leave Act, effective 01/08/12 – 01/12/12.

**Assigned to Potsdam Central School.*

6. **Dow, Kristie** – Teaching Assistant, 1.0 FTE, partially paid medical leave of absence totaling 5 weeks, none of which falls under the Family and Medical Leave Act, effective 02/14/12 – 03/27/12.

**Assigned to Potsdam Central School.*

5. **Benson, Jennifer** – Occupational Therapy Assistant, 1.0 FTE, unpaid medical leave of absence totaling 5 weeks, 4 weeks of which falls under the Family and Medical Leave Act, effective 01/03/12 – 02/06/12.

**Assigned to Harrisville Central School.*

Leave of Absence – Career, Alternative and Adult Education

1. **Colbert, Julia** – Teaching Assistant, 1.0 FTE, extension of paid medical leave of absence totaling 1 week, none of which falls under the Family and Medical Leave Act, effective 12/20/11 – 01/08/12.

**Assigned to Seaway Area Tech Center.*

C. Tenure Recommendation – Special Education

1. **Maring, Janna** – School Psychologist, tenure date 06/01/12.

**Assigned to Harrisville Central School.*

Tenure Recommendation – Career, Alternative and Adult Education

1. **Tebo, Matthew** – Teaching Assistant, tenure date 07/01/12.

**Assigned to Seaway Area Technical Center.*

Board Agenda – January 12, 2012

Attachment A (Personnel), Page 4- A

D. Appointments – Special Education

1. **Falvey, Christopher** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 4, \$15,982 (prorated \$11,027), effective 12/05/11 – 06/30/12.

**Initial assignment shall be Potsdam Central School.*

2. **Page, Samantha** – Teaching Assistant, 1.0 FTE, temporary appointment, Level 2, Step 6, \$16,823 (prorated \$10,093, effective 1/03/12 – 06/30/12.

**Initial assignment shall be Potsdam Central School.*

3. **Chapman, Torri** – Teaching Assistant, .80 FTE, temporary appointment, Level 2, Step 1, \$14,465 (prorated \$6,943, effective 1/03/12 – 06/30/12.

**Initial assignment shall be Massena Beginning Years.*

Appointment – Career, Alternative and Adult Education

1. **Brown, Diane** – Teacher of Cosmetology, 1.0 FTE, 10-month short year, C-3-0, \$39,566 3-year probationary appointment, effective 09/01/12 – 08/31/15.

Diane Brown's tenure area shall be Teacher of Cosmetology;

Diane Brown is certified and holds Initial Certification in the area of Teacher of Cosmetology/Barbering 7-12;

Diane Brown's initial assignment shall be Seaway Area Tech 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.