

WASHINGTON-SARATOGA-WARREN-HAMILTON-ESSEX  
BOARD OF COOPERATIVE EDUCATIONAL SERVICES

REGULAR MEETING OF THE BOARD OF EDUCATION  
Gick Road Conference Center, Saratoga Springs, New York  
April 13, 2016 6:30 PM

AGENDA

1. RETIREE RECEPTION

2. CALL TO ORDER

3. PLEDGE OF ALLEGIANCE

4. PUBLIC HEARING

5. MINUTES

Recommend the Board approve the minutes for the March 9, 2016 regular meeting of the Board of Education. A copy of the minutes is enclosed.

6. COMMUNICATIONS

7. OLD BUSINESS

8. ADMINISTRATIVE REPORTS

A. Board Committee Reports

Policy Committee

1. Recommend the Board adopt Policy 5120 Temporary and Part Time Employees.
2. First Read: **Policy 3100 Administrative, Managerial and Confidential Employees**  
Was a First Read in March but with additional revisions will stay at First Read Stage for April. **(NO ACTION REQUIRED)**

B. Legislative Update

Linda King, the Board's legislative representative, will be presenting a report.  
**(NO ACTION REQUIRED)**

C. District Superintendent Items **(NO ACTION REQUIRED)**

9. NEW BUSINESS

A. Donations

1. Recommend the Board accept monetary donations from the following individuals to be used for the Balz Memorial Engineering Scholarship:
  - a. James and Catherine Dexter \$100
  - b. Naomi Marsh \$ 50



2. Recommend the Board create one (1) full-time, 12-month Administrative position in the Principal for CTE Programs tenure area, effective July 1, 2016 and abolish one (1) full-time, 12-month position in the Campus Principal tenure area, effective July 1, 2016 (Administrative Association).
3. Recommend the Board approve a voluntary change in appointment status for Vance Catapang from temporary in the Network Analyst area to permanent in the Micro Computer Specialist area, effective March 28, 2016.
4. Recommend the Board extend appointment dates for staff listed below to temporary term hourly non-competitive positions in the Audio Visual Mechanic area effective April 1, 2016 through June 30, 2016

**Name**

Allen, Truman  
 Giacomo, Daniel  
 Paniccia, Nico  
 Papenhausen, Kevin

5. Recommend the Board extend appointment dates for Nicholas Carpenter, to an hourly non-competitive position in the Student Helper-IT Support area effective April 1, 2016 through June 30, 2016.
6. Recommend the Board approve a change of employment status for Jeremy Randles from a full-time provisional position in the Network Analyst area to a full-time permanent position with a 26-week probationary period in the Network Analyst area, effective March 14, 2016 through September 12, 2016.
7. Recommend the Board approve a change of employment status for Daniel O'Connor from a full-time provisional position in the Network Analyst area to a full-time permanent position with a 26-week probationary period in the Network Analyst area, effective March 14, 2016 through September 12, 2016.

**B. Staff Resignations/Leave of Absences**

1. Recommend the Board accept the resignation of Joseph Gero, Jr. from a full-time position in the Building Maintenance Helper area effective March 24, 2016.
2. Recommend the Board accept the resignation of Peter Fowler from a temporary term hourly non-competitive position in the Audio Visual Mechanic area effective December 19, 2015.
3. Recommend the Board approve a leave of absence without pay for Linda Porlier, from a full-time position in the Teaching Assistant area effective March 16, 2016 through March 28, 2016.(6 days)
4. Recommend the Board approve a leave of absence without pay for Aaron Brown, from a full-time position in the Teaching Assistant area effective January 14, 2016 through March 24, 2016. (10 days)

### **C. Staff Appointments**

1. Recommend the Board appoint Jodi Facticeau-St. Gelais to a full-time, three (3) year probationary position in the Instructional Support Services for Special Education tenure area effective May 2, 2016 through April 30, 2019, with credit for previous tenure in a New York State school district. Ms. Facticeau-St. Gelais has a Permanent Certificate dated February 1, 2011 in the Special Education area and a Permanent Certificate in the Coordinator of Work Based Learning area effective November 19, 2014. Her salary will be prorated based on step 11 of the salary schedule - \$43,575.
2. Recommend the Board appoint Debbie Beaulieu to a full-time, four (4) year probationary position in the Special Education tenure area effective April 1, 2016, tentatively scheduled to conclude March 31 2020, contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period, consistent with the requirements of Education Law Sections 3012 and 3014. Ms. Beaulieu has an Initial Certificate in the Students with Disabilities 7-12 Generalist area dated March 10, 2016. Her salary will be prorated based on step 2 of the salary schedule-\$37,202.
3. Recommend the Board appoint Leslie Converse to a full-time, 12-month, temporary position in the Financial Support Specialist area (pending civil service classification) effective May 2, 2016. Her 15-16 salary will be prorated based on \$32,000.
4. Recommend the Board appoint Daniel Whitney to a full-time, 12-month, provisional position in the Network Analyst area (pending Civil Service qualification) effective March 28, 2016. His salary will be prorated based on step 9 of the salary schedule - \$51,190.
5. Recommend the Board appoint Therese Scharman to a full-time, 12-month, provisional position in the Data Network & Communication Analyst area (pending Civil Service qualification) effective April 4, 2016. Her salary will be prorated based on step 8 of the salary schedule - \$49,710.
6. Recommend the Board appoint James Rhoads to a full-time, temporary, long term substitute position in the Home Economics/Foods (Culinary Arts) area effective February 22, 2016 through on or about April 30, 2016, as needed, subject to early return of the staff member. Mr. Rhoads has a Permanent Certificate dated February 1, 2000 in the Food and Nutrition area. His salary will be prorated based on step 10 of the salary schedule - \$43,575.
7. Recommend the Board appoint Patti Shepard to a full-time, temporary, long term substitute position in the Practical Nursing Instructor area effective March 29, 2016 through on or about April 20, 2016, as needed, subject to the early return of the staff member. Her salary will be prorated based on step 8 of the salary schedule - \$41,939.
8. Recommend the Board appoint John Rizio to a full-time, temporary, long term substitute position in the School Social Worker area effective April 4, 2016 through on or about June 23, 2016, as needed, subject to the early return of the staff member. His salary will be prorated based on step 10 of the salary schedule - \$43,575.

9. Recommend the Board appoint Dianne Metivier to a part-time (50%) temporary, long term substitute position in the Art area effective March 2, 2016 through June 23, 2016, as needed. Ms. Metivier has a Permanent Certificate in the Art area effective September 1, 2007. Her salary will be prorated based on Step 2 of the salary schedule - \$37,202.
10. Recommend the Board appoint Isaac Fisher to a full-time temporary term non-competitive position in the Audio Visual Mechanic area effective March 14, 2016 through March 18, 2016, as needed. His salary will be prorated based on step 1 of the salary schedule- \$24,528.

**D. Other**

1. Recommend the Board approve hourly/per diem employment, as needed, at the applicable 2015-16 hourly/per diem rate (unless otherwise noted) for the staff listed below:

<u>Name</u>	<u>Program</u>	<u>Maximum Hours/Days</u>
Amodeo, Christine	Adult Literacy (Article 19) - GRASP and Literacy Instruction	up to 14 hours 02/29/16-03/18/16
Costello, John	School Bus Driver - Varying assignment locations, as needed and safety refresher	up to 30 hours 02/29/16-06/23/16
Ernst, Linda	Continuing Education Aide - Support Adult Ed due to vacancy	up to 6 hours 03/12/16
Facteau-St. Gelais, Jodi	ISS-Special Education - Program preparation	up to 1 day 04/29/16
Finch, Frank	Adult Literacy (Article 19) - Literacy Instruction	up to 5.5 hours 02/22/16-02/25/16
Gillani, Shazima	Adult Literacy (Article 19) - Literacy Instruction	up to 6.5 hours 02/22/16-03/25/16
Haag, Dennis	Head Bus Driver- Varying assignment locations, Supervision of trips after normal school hours	up to 40 hours 03/14/16-06/23/16
Jones, Diane	Adult Literacy (Article 19) - Literacy Instruction	up to 4.5 hours 02/22/16 -02/26/16
Kennedy, Joanne	TDHI- District meeting	up to 2 hours 04/08/16
Maciag, Paula	TESOL- NYSSLAT Training	up to 4 hours 03/29/16-03/30/16
Marcellus, Lisa	District Data Services	up to 65 hours 02/22/16-03/26/16
O'Brien, Jolie	Special Education- IEP Assistance	up to 6 hours 03/02/16-06/30/16

Patterson, Lenora	ELA (CTE) - Academic Audit-Recertification	up to 1 day 02/04/16
Pfeiffer, J'aime	Coordinator School Library System-Additional duties	up to 30 days 04/06/16-06/30/16
Pratt, Kelly	Teacher Aide- TCI Training	up to 4 half days 03/15/16-03/30/16
Rhoads, James	Long Term Substitute Culinary Arts- Annual Dinner	up to 6 hours 04/06/16
Rivers, Jason	Special Education- Additional Spanish duties	up to 90 hours 02/29/16-06/17/16
Shippee, Ruth	Dean of Students- Re-score JMT Exams	up to 1.2 hours 12/17/15-12/18/15
Young, Matthew	Culinary Arts- Annual Dinner	up to 6 hours 04/06/16

2. Recommend the Board appoint staff listed below to the 2015-2016 Adult and Continuing Education Program (contingent upon funding and enrollment), at the indicated hourly rate:

**Basic Adult Education – Vocational**

<u>Name</u>	<u>Program</u>	<u>Hours</u>	<u>Dates</u>	<u>Rate (per hr)</u>
Devit, Virginia	Trade Safety Refresher	up to 24hrs	06/01/16-06/30/16	\$23/hr
Flynn, Dennis	Arboriculture Safety Tech	up to 30hrs	03/02/16-06/30/16	\$23/hr
Simpson, Gage	Instruments, Measuring, Testing	up to 36hrs	03/02/16-06/30/16	\$23/hr
Simpson, Gage	Electrical Code	up to 15hrs	03/02/16-06/30/16	\$23/hr

3. Recommend the Board appoint staff listed below, to the 2015-2016 Gifted and Talented Enrichment Program (contingent upon funding and enrollment) with the maximum number of hours indicated below as needed, at the indicated rate:

**STEM Integration Program**  
**Instructional and Curriculum Rate of \$30 per hour**

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Wu, Quanxi	Chinese	up to 45hrs	03/01/16-06/15/16

**Language and Culture Resource Center (LCRC)**  
**Instructional and Curriculum Rate of \$30 per hour**

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Tidd, Meghan	Spanish	up to 16hrs	03/01/16-06/30/16

**Mini-Course**  
**Instructional Rate of \$25 per hour**

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Frisbie, Edie	JHE TV News Crew	up to 11hrs	04/05/16-05/17/16
Johnson, Bradley	Master Chess	up to 11hrs	04/05/16-05/17/16
Wasserman, Lynn	Kids knitting	up to 11hrs	04/08/16-05/20/16

**STEM Academy**  
**Instructional Rate of \$125 per day**

<u>Name</u>	<u>Program</u>	<u>Max # of Days</u>	<u>Dates</u>
Barsukoff, Sarah	STEM Challenges	up to 6 days	04/04/16-05/23/16
Selsley, Adam	Vex Robotics	up to 2 days	03/12/16-03/19/16

**Mini-Course – On-Site Administrator**  
**Rate of \$275 per Spring Semester (unless otherwise noted)**

<u>Name</u>	<u>Program/Location</u>
Bini, Beth	Project Enrich-Westmere
Bruno, RoseAnne	Project Enrich-Pine Bush
Flynn, Meaghan	Project Enrich-Lynnwood
Frazier, Teri	Project Enrich-Warrensburg
Hayes, Jennifer	STEM Kensington
Huber, Sandra	Project Enrich-Altamont
McDougall, Michelle	Galway Enrich- Tuesdays
McDougall, Michelle	Galway Enrich- Wednesdays
McDougall, Michelle	Galway Enrich- Fridays
Sim, Debra	Guilderland Elementary

4. Recommend the Board appoint Ellen Franklin-Furgason, Enrichment Resource Specialist for up to an additional 300 hours, effective March 3, 2016 through June 30, 2016, as needed, at the rate of \$25 per hour.
5. Recommend the Board appoint Eileen Minder, Enrichment Support Specialist for up to an additional 250 hours, effective March 1, 2016 through June 30, 2016, as needed, at the rate of \$25 per hour.
6. Recommend the Board appoint Courtney Sayward as an Instructor for Model Schools for up to 7 hours, as needed, effective February 23, 2016 through June 9, 2016, at a rate of \$50 per hour.
7. Recommend the Board appoint Elizabeth Barrett as a Presenter for Math Scoring Training for up to one (1) session effective April 1, 2016 at the rate of \$300 per session.
8. Recommend the Board appoint Elizabeth Barrett as a Presenter for Assessment Strategies for Pre-School Children for up to one (1) session effective April 8, 2016 at the rate of \$250 per session.
9. Recommend the Board approve Dr. Janice White for Superintendent mentoring at a rate of \$2,500 (04/01/16-06/30/17).

## 11. FINANCIAL

### A. **Audit Committee Report (NO ACTION REQUIRED)**

### B. **Cash Disbursements**

Recommend the Board approve the cash disbursements for the month of March 2016.

### C. **Financial Reports**

1. Recommend the Board approve the Financial Report for the month of January 2016.
2. Recommend the Board approve the Appropriations and the Budget Status Reports for the month of February 2016.
3. The Financial Reports for the month ending February 29, 2016 will be distributed at the meeting. **(NO ACTION REQUIRED)**
4. The Budget Adjustment to Appropriations and the Budget Status Reports for the month ending March 31, 2016 will be distributed at the meeting. **(NO ACTION REQUIRED)**

### D. **Bid Award**

1. Recommend the Board award Bid #139-16 to Mangio Chevrolet of Amsterdam for a new 2016 Chevy Express 2500 Extended Cargo Van or equal in the amount of \$25,039.71.
2. Recommend the Board award bid #140-16 Mangio Chevrolet of Amsterdam for a new 2016 or 2017 Chevy Express 3500 Commercial Cutaway van or equal in the amount of \$31,189.00.

### E. **Equipment Lease**

1. Recommend the Board approve an equipment lease (the "lease") for Schuylerville Central School District for 3 years in a base amount not to exceed \$297,178.65, with three payments of \$99,059.55 (Disposition is \$1 buyout). Items to lease: 270 iPad airs, 150 iPad pros and 150 cases. These payments are based on an interest rate of 2.560% (the "Assumed Interest Rate"). The Board delegates to the Clerk of the Board of Education the authority to approve an increase in the Assumed Interest Rate, of up to 2%, with the resultant payments being the maximum amount to be paid for said Lease. The Clerk of the Board of Education shall not approve any interest rate that exceeds the Assumed Interest Rate by more than 2.00%.
2. Recommend the Board approve an equipment lease (the "Lease") for South Glens Falls School District for 3 years in a base amount not to exceed \$514,153.59, with three payments of \$171,384.53 (Disposition is \$1 buyout). Items to lease: 20 WAPS, 6 TV's, 400 cases, 20 projectors, 4 Smartboards, 3 Makerbot Education Bundles (3D printers and accessories), 20 security locks, 950 Chromebooks, 70 computers, 15 Apple computers, 24 carts, 35 hard drives. These payments are based on an interest rate of 2.560% (the



"Assumed Interest Rate"). The Board delegates to the Clerk of the Board of Education the authority to approve an increase in the Assumed Interest Rate, of up to 2%, with the resultant payments being the maximum amount to be paid for said Lease. The Clerk of the Board of Education shall not approve any interest rate that exceeds the Assumed Interest Rate by more than 2.00%.

**F. Purchasing through other Public Contracts**

Recommend the Board approve WSWHE BOCES' participation in the purchase contract between The State of Oklahoma and Snap-On Industrial, a Division of IDSC Holdings LLC for Hand and Power Tools and Accessories.

**G. Disposal of Surplus Property**

Recommend the Board declare surplus and authorize disposal pursuant to Board Policy 4070: Personal Property Accountability as follows:

<b>Qty.</b>	<b>Description with Model/Serial Number, etc.</b>	<b>BOCES ID Number</b>
1	Optiplex 755	44978
1	Optiplex 760	49695
4	HP Compaq 6005	49695
		51786
		52230
		48362
1	HP Compaq nx 6110	16467
2	Ipad	49740
		47155
1	Dell E6500	44856
2	Hp Compaq Nx6110	16458
		16469
1	Dell Latitude D531	42951
1	Dell Latitude D620	18214
1	Dell Latitude 131L	40365
1	MacBook Pro	46459
1	HP Optiplex	52705
2	Dell Latitude D531	43241
		15001
2	Dell Optiplex 755	44181
		44201
5	Dell Optiplex 760	46976
		16902
		46970
		46971
		46974
1	HP LJ 4600 Printer	11276
1	Apple monitor	16585
1	HP LJ SP	5110
1	HP ProBook 6455 Laptop	51714

**12. OTHER**

- A. April 19, 2016 ~**  
BOCES Administrative Budget Vote and Election
- B. April 19, 2016 ~**  
National Technical Honor Society Induction Ceremony for the Myers Center at the United Methodist Church (across the street from the Myers Center); 7:00 PM
- C. April 20, 2016 ~**  
National Technical Honor Society Induction Ceremony at SAEC; 7:00 PM
- D. May 5, 2016 ~**  
Adirondack Area School Boards Association Community Service Awards Dinner  
The Queensbury Hotel; 6:00 PM Social Time; 6:45 PM Dinner
- E. May 9, 2016 ~**  
Saratoga County School Boards Association Community Service Awards Dinner  
Panza's Restaurant, 510 Route 9P, Saratoga Springs; 6:00 PM
- F. May 11, 2016 ~**  
Regular Meeting of the Board of Education at Gick Road; 6:30 PM
- G. June 11, 2016 ~**  
New Board Member Governance Training at Gick Road; 9:00 AM – 3:30 PM
- H. Board Member Comments**

**12. ANTICIPATED EXECUTIVE SESSION**

Recommend the Board go into Executive Session to discuss 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.

**13. ADJOURNMENT**

The meeting was called to order at 6:55 PM and David Petruska led the Board in the Pledge of Allegiance at the Waterford-Halfmoon Union Free School District, Waterford, New York with the following present:

**Board of Education Members:** John Rieger, President; Naomi Marsh, Gillette Nash, Dan Nelson, David Petruska, Paul Rice, Cheryl Smith, and Stephen Smoller.

**Also Present:** James Dexter, District Superintendent; Timothy Place, Deputy District Superintendent; Anthony Muller, Assistant Superintendent; Donna Wisenburn, Director of Human Resources; Douglas Leavens, Director of Career & Technical Education; Nancy DeStefano, Director of Special & Alternative Education; David Ashdown, Coordinator for Instructional Integration Programs, and Jackie White, Board Secretary.

4. On motion made by Mr. Smoller, seconded by Mr. Petruska and unanimously carried, the Board approved the minutes for the February 10, 2016 regular meeting of the Board of Education.
- 7.A. Tony Muller and David Ashdown presented a report on Instructional Technology.
- 7.B. Nancy DeStefano reported that in each Board member's packet is the first reading of the following Board Policies:
  - **3100 Administrative, Managerial and Confidential Employees**
  - **5120 Temporary and Part Time Employees.**
- 7.C. Mr. Dexter presented a legislative report.
- 7.D. Mr. Place gave a report on the BOCES Program Budgets.
- 7.E. As part of the district superintendent remarks, James Dexter presented the following:
  - Mr. Dexter thanked the Waterford-Halfmoon Union Free School District Superintendent, Patrick Pomerville, and its Board members for hosting the BOCES Board.
  - A donation has been made on the staff's behalf for fellow employee, Dan Thivierge, who recently passed away.
  - The SkillsUSA Regionals will be held in Syracuse in April.
  - Congresswoman Elise Stefanik will be making a visit to the Southern Adirondack Education Center on March 30, 2016.
  - Recent component school board visits were done at South Glens Falls on February 22, 2016 and at Lake George on March 8, 2016.
  - The annual NYSSBA Convention will be held in Buffalo this year. Registration opens on June 1, 2016.
  - Chuck Szuberla, Jr., will be recognized at the Annual Meeting on April 6, 2016.
- 8.A. On motion made by Mr. Petruska, seconded by Mr. Rice and unanimously carried, the Board accepted a monetary donation of \$200 from Acadia Charities, PO Box 705, Warrensburg, New York, for SAEC Student Awards.

- 8.B. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board approved a Memorandum of Agreement between the Washington-Saratoga-Warren-Hamilton-Essex Counties Board of Cooperative Educational Services and the Washington-Saratoga-Warren-Hamilton-Essex BOCES Administrators' Association and Caren Snell in complete and final resolution of a previous settlement agreement effective March 10, 2016.
- 8.C. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board adopted the WSWHE Administrative Budget for 2016-17 in the amount of \$6,174,182.
- 9.A.1. On motion made by Mr. Petruska, seconded by Mr. Rice and unanimously carried, the Board created the positions listed below, pending enrollment and/or district request:

**CLASSIFIED POSITIONS**

<b><u>POSITION</u></b>	<b><u>EFFECTIVE DATE</u></b>	<b><u>PROGRAM/LOCATION</u></b>
Teacher Aide Part-Time (50%)	February 22, 2016 through June 30, 2016	Myers Education Center
Teacher Aide Part-Time (50%)	February 26, 2016 through June 30, 2016	SAEC

- 9.A.2. As part of the same motion, the Board abolished one (1) full-time, position in the Instructional Support Services for Curriculum & Differentiated Instruction tenure area effective March 9, 2016. (No staff affected)
- 9.A.3. As part of the same motion, the Board abolished one (1) full-time, position in the Instructional Support Services for ELA & Literacy tenure area effective March 9, 2016. (No staff affected)
- 9.A.4. As part of the same motion, the Board abolished one (1) full-time, 12-month position in the Regional Certification Officer/Substitute Registry Supervisor area effective, March 10, 2016.
- 9.A.5. As part of the same motion, the Board increased one (1) position in the Physical Therapist area from .15FTE to .25FTE and approve a change of employment status for Kathleen Donohue, increasing her from .15FTE to .25FTE effective December 16, 2016.
- 9.A.6. As part of the same motion, the Board amended a previously approved resolution for Laura Symer appointing her to permanent status in the Crisis Intervention Worker area with a 26-week probationary period, correcting the end date of her probationary period from September 1, 2016 to October 10, 2016.
- 9.A.7. As part of the same motion, the Board approved a change in appointment status for Vance Catapang from provisional to temporary in the Network Analyst area, effective February 18, 2016, in accordance with direction from the Washington County Civil Service Commission.

- 9.A.8. As part of the same motion, the Board approved a change in title for Mary Lou Latrell from Confidential Secretary to Executive Secretary, effective February 18, 2016, in accordance with direction from the Washington County Civil Service Commission.
- 9.A.9. As part of the same motion, the Board approved a change of employment status for Shannon Snyder discontinuing an extra duty as a Teacher Mentor, due to the resignation of employee effective February 19, 2016.
- 9.B.1. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board accepted the resignation of Christopher Lennon from a part-time (80%) position in the Foreign Language (Spanish) area effective February 19, 2016.
- 9.B.2. As part of the same motion, the Board extended a leave of absence for Mikey Dady from a full-time position in the Special Education tenure area, effective September 1, 2016 through August 31, 2017, to continue a full-time position, in the Social Studies and English tenure areas.
- 9.C.1. On motion made by Mr. Petruska, seconded by Ms. Marsh and unanimously carried, the Board appointed **Sherry Carpenter** to permanent status in the Senior Clerk area effective March 21, 2016.
- 9.D.1. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board appointed Turina Parker to a full-time, 12-month, four (4) year probationary position in the Executive Principal tenure area effective July 1, 2016 through June 30, 2020. Dr. Parker has a Permanent Certificate in the School District Administrator area dated September 1, 2007. Her 16-17 salary will be \$104,187. (Non-Unit Group 8 Managerial Personnel).
- 9.D.2. As part of the same motion, the Board appointed Hillary Brewer to a full-time, 12-month, four (4) year probationary position in the Assistant Director of Human Resource Services tenure area effective March 10, 2016 through March 9, 2020. Ms. Brewer has a Professional Certificate in the School District Leader area dated September 25, 2015. Her 15-16 salary will be prorated based on \$73,000. (Non-Unit Group 3 Central Office Supervisory Staff).
- The Board further accepted Ms. Brewer's resignation from a full-time, 12-month position in the Regional Certification Officer/Substitute Registry Supervisor area effective March 10, 2016.
- 9.D.3. As part of the same motion, the Board appointed Shayne Bishop to a full-time, four (4) year probationary position in the Special Education tenure area effective February 29, 2016, tentatively scheduled to conclude February 28, 2020, contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout his probationary period, consistent with the requirements of Education Law Sections 3012 and 3014. Mr. Bishop has a Professional Certificate in the Students with Disabilities 7-12 Generalist area dated January 13, 2016 and the Math 7-12 area dated September 4, 2014. His salary will be based on step 3 of the salary schedule- \$42,053.

- 9.D.4. As part of the same motion, the Board appointed Mirna Caro to a full-time, permanent position in the School Nurse area effective February 22, 2016. Ms. Caro has a Registered Nurse License through June 2017. Her salary will be based on step 14 of the salary schedule- \$26,966.
- 9.D.5. As part of the same motion, the Board appointed Sarah Hayes to a full-time, four (4) year probationary position in the Teaching Assistant tenure area effective February 29, 2016 through February 28, 2020. Ms. Hayes has a Level I Certificate pending in the Teaching Assistant area. Her salary will be based on step 5 of the salary schedule – \$15,551.
- 9.D.6. As part of the same motion, the Board appointed Andrea Webster to a full-time, temporary term non-competitive position in the Teacher Aide area effective February 29, 2016 through June 30, 2016, as needed. Her salary will be prorated based on step 5 of the salary schedule - \$13,277.
- 9.D.7. As part of the same motion, the Board appointed Jaclyn Sarnelli to a part-time (50%), temporary term non-competitive position in the Teacher Aide area effective February 22, 2016 through June 30, 2016, as needed. Her salary will be prorated based on step 2 of the salary schedule - \$12,186.
- 9.D.8. As part of the same motion, the Board appointed Maribeth Macica to a part-time (60%) temporary, long term substitute position in the Public Information Specialist area effective March 7, 2016 through June 30, 2016, as needed. Her salary will be prorated based on Step 2 of the salary schedule - \$42,218.
- 9.E.1. On motion made by Mr. Petruska, seconded by Mr. Rice and unanimously carried, the Board approved hourly/per diem employment, as needed, at the applicable 2015-16 hourly/per diem rate (unless otherwise noted) for the staff listed below:

<u>Name</u>	<u>Program</u>	<u>Maximum Hours/Days</u>
Amodeo, Christine	Adult Literacy (Article 19) - GRASP and Literacy Instruction	up to 6 hours 01/25/16-01/29/16
Brownell, Alison	Teacher Aide- Mandatory Faculty Meeting	up to 1 hour 02/11/16
Cerone, Paul	Culinary Arts Instructor- Annual Board Dinner	up to 6 hours 04/06/16
Ernst, Linda	Continuing Education Aide- Support Adult Ed due to vacancy	up to 6 hours 02/01/16-02/26/16
Finch, Frank	Adult Literacy (Article 19) - Literacy Instruction	up to 3 hours 01/25/16-01/29/16
Jones, Diane	Adult Literacy (Article 19) - Literacy Instruction	up to 1 hour 02/01/16 -02/05/16
Marcellus, Lisa	Administrative Secretary District Data Services	up to 55 hours 1/24/16-2/19/16

Meacham, Catherine	Adult LPN Instructor- Coverage of LPN Clinical	up to 8 hours 2/12/16
Ogden, Christopher	School Safety Officer- Graduation Coverage	up to 2.5 hours 06/20/16
Rockwood, Jennifer	Teaching Assistant- Mandatory Faculty Meeting	up to 1 hour 2/11/16
Yemans, Carol	Administrative Secretary- After School Enrichment Programs, Odyssey of the Mind	up to 20 hours 02/04/16-06/30/16
Zwart, Nicholas	Culinary Arts Instructor- Assist with Skills USA Local Competitions	up to .5 day 02/01/16

- 9.E.2. As part of the same motion, the Board appointed staff listed below, to the 2015-2016 Gifted and Talented Enrichment Program, as needed, (contingent upon funding and enrollment) with the maximum number of hours indicated below as needed, at the indicated rate:

**Mini-Course**  
**Instructional Rate of \$25 per hour**

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Franklin-Ferguson, Ellen	Sky Flyers	up to 13.5hrs	03/08/16-05/03/16
Ritchie, Julia (Jewels)	Sewing Machine Basics	up to 13.5hrs	03/08/16-05/03/16

- 9.E.3. As part of the same motion, the Board appointed staff listed below for up to 9 hours, as needed, for curriculum development work at the rate of \$34 per hour effective January 7, 2016 through February 10, 2016:

**Name**

Dinsmore, Michael  
Donovan, Courtney  
Hilker, Emily  
Sheppard, Kelly  
Thompson, Elizabeth  
Trentecoste, Susan  
VanWagner, Tammy

- 9.A.4. As part of the same motion, the Board appointed staff listed below for up to 15 hours, as needed, for curriculum writing work at the rate of \$34 per hour effective May 1, 2016 through May 31, 2016:

**Name**

Brown, Aaron  
Geelan, Mary

- 9.A.5. As part of the same motion the Board appointed Sharon Davidson as a Senior Typist for training purposes up to 5 days, as needed, effective February 17, 2016 through June 30, 2016 at the per diem rate of \$189.12.
- 9.A.6. As part of the same motion the Board appointed Eileen Minder, Gifted and Talented/ Enrichment Support Specialist for up to an additional 250 hours, effective February 1, 2016 through June 30, 2016, as needed, at the rate of \$25 per hour.
- 10.B. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board approved the cash disbursements for the month of February 2016.
- 10.C.1. On motion made by Mr. Petruska, seconded by Ms. Marsh and unanimously carried, the Board approved the Financial Report for the month of December 31, 2015.
- 10.C.2. As part of the same motion, the Board approved the Appropriations and the Budget Status Reports for the month of January 31, 2016.
- 10.D. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board approved the disbursement of the BOCES State Aid payments according to the enclosed list.
- 10.E. On motion made by Mr. Petruska, seconded by Ms. Marsh and unanimously carried, the Board appointed Mitchell Derway as an independent contractor to act as Clerk of the Works for the Southern Adirondack Education Center Building G Reconstruction Project to be paid for hours approved by BOCES at a rate of \$75 per hour.
- 10.F. On motion made by Mr. Petruska, seconded by Mr. Rice and unanimously carried, the Board rejected all bids for Bid #138-16 New Chevy Express 3500 Commercial Cutaway Van or Equal that was opened on February 17, 2016.
- 10.G. On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board authorized the WSWHE BOCES to purchase and execute appropriate documentation to make purchases under the bids let by the National Joint Powers Alliance (on an individual contract basis).
- 10.H. On motion made by Mr. Petruska, seconded by Mr. Nelson and unanimously carried, the Board declared surplus and authorize disposal pursuant to Board Policy 4070: Personal Property Accountability as follows:

Qty.	Description with Model/Serial Number, etc.	BOCES ID Number
1	Dell Inspiration Duo	49622
1	MacBook Pro 15"	46462
2	HP Probook Laptop	53870
		62476
1	Dell Optiplex 740	42930
12	Dell Computers	44134
		44153
		44150



		46308
		44138
		44107
		44152
		44117
		44149
		44146
		44148
		44128
1	Admire FPS	17072
1	Panasonic Camcorder	8841
2	HP Desktop	52231
		48352
1	Dell Optiplex 755	44648
1	HP LJ 4200	12189
5	Cisco Switches	8423
		8424
		8418
		8419
		8518
1	Gateway Desktop	17111
17	Dell Computers	41794
		44100
		44112
		44120
		44144
		13391
		44113
		46295
		44135
		44140
		44118
		44145
		46547
		44114
		44121
		44123
		44141
1	Double Stacking Oven	5653
1	Pizza Oven	5654

- 11.A. **March 14, 2016 ~**  
Saratoga County School Boards Association Meeting at Gick Road; 6:00 PM  
Timothy Kremer, Executive Director, NYS School Boards Association, will present.
- 11.B. **March 24, 2016 ~**  
Adirondack Area School Boards Association Meeting  
The Queensbury Hotel; 6:00 PM Social Time; 6:45 PM Dinner  
Panel discussion with Bob Lowry, NYSCOSS, and David Little, Rural Schools Association,  
with moderator, John Goralski.
- 11.C. **April 6, 2016 ~**  
BOCES Annual Meeting at the F. Donald Myers Education Center
- 11.D. **April 13, 2016 ~**  
Regular meeting of the Board of Education at Gick Road; 6:30 PM
- 11.E. **April 19, 2016 ~**  
BOCES Administrative Budget Vote and Election
- 11.F. **May 5, 2016 ~**  
Adirondack Area School Boards Association Community Service Awards Dinner  
The Queensbury Hotel; 6:00 PM Social Time; 6:45 PM Dinner
12. On motion made by Mr. Petruska, seconded by Ms. Marsh and unanimously carried, the Board went into Executive Session at 8:00 PM to discuss 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.

On motion made by Mr. Petruska, seconded by Mrs. Smith and unanimously carried, the Board returned to regular session and adjourned at 8:19 PM.

Respectfully submitted,

Jackie White, Secretary  
Washington-Saratoga-Warren-Hamilton-Essex  
Board of Cooperative Educational Services

Timothy Place, Clerk  
Washington-Saratoga-Warren-Hamilton-Essex  
Board of Cooperative Educational Services

**SUBJECT: TEMPORARY AND PART TIME EMPLOYEES**

The District Superintendent is authorized to fill vacant positions on a temporary basis when such positions are necessary for the maintenance or continuity of a program or service. Such authority applies to per diem substitutes (certified and classified), adult education staff and temporary employees.

**Student Teachers and Interns**

The BOCES recognizes its responsibility to insure adequate quantities of competent educators. Thus, the Board encourages participation in the student teacher/internship training program as a professional responsibility. The agreement for participation in the student teacher program and placement of student teachers shall be between the BOCES and the participating college/teacher training institution with the approval of the District Superintendent/designee in order to provide beginning teachers with the best possible student teaching experience. The District Superintendent shall be responsible for developing the necessary administrative regulations to implement this policy.

**Tuition Waivers**

Tuition waivers granted to a cooperating teacher or administrator by the college, and not used for course work taken by the cooperating teacher or administrator, must be transferred to the BOCES to be reassigned in accordance with the college guidelines. The District Superintendent will oversee the use of such tuition waivers.

**Substitute Teachers/Administrators**

- a) The District Superintendent or designee is responsible for obtaining the services of qualified substitute teachers/administrators after having been notified that the regular teacher/administrators shall be absent.
- b) Substitute teachers/administrators should be qualified in the subject matter area in which they are asked to substitute.

Commissioner's Regulations  
Section 80.36  
Education Law Section 3023

**Adopted: February 13, 2002**

Treasurer's Report  
WSWHE Monthly Bank Reconciliations  
Month: January 2016

Bank Name: Glens Falls National

Cash, beginning of month balance	\$ 15,345,756.71
Outside Receipts	\$ 7,300,934.06
Outside Disbursements	\$ (6,669,687.29)
Internal net receipts and disbursements	\$ (0.00)
Adjustments, Insufficient Funds, Voids	\$ 2,521.02
Interest	\$ 3,112.81
Cash, end of the month balance	<u>\$ 15,982,637.31</u>
Bank Statement Balance	\$ 16,546,534.80
Deposits in Transit	\$ -
Outstanding Checks	\$ (563,199.83)
Interest to be transferred to Main Account	\$ (697.66)
Adjustments	\$ -
Bank errors	\$ -
Reconciled Bank Balance	<u>\$ 15,982,637.31</u>

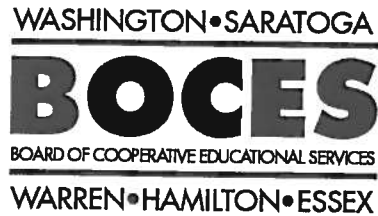
I certify that the above report and attached reconciliations, are correct to the best of my knowledge, information and belief

Amy E Moore 2/3/16  
Completed by and date

Heather Shep 2/5/16  
Approved by and date

Amy E Moore 2.6.16  
Accepted by and date





General Fund  
January 31, 2016

Code	Account Description		
A201	Cash – Time Deposits	11,762,225.34	
A210	Petty Cash	400.00	
A380	Accounts Receivable	36,997.94	
A391	Due From Other Funds	77.76	
A410	Due from State/Federal Receivable		2,775.00
A431	Due from School Districts	5,000,184.07	
A480	Prepaid Expenses		
A510	Estimated Revenues	69,633,442.96	
A521	Encumbrances	24,975,475.32	
A522	Expenditures	35,322,860.04	
A600	Accounts Payable		29,486.73
A601	Accrued Liabilities		738,442.27
A630	Due to Other Funds		410.54
A631	Due to Other Governments		243.82
A632	Due to Teachers Retirement System		1,258,442.29
A637	Due to Employees Retirement System	130,758.75	
A658	Due to School Districts –BOCES Aid		2,962,146.21
A690	Overpayments/Collections in Advance		
A691	Deferred Revenues		296,372.40
A815	Reserve for Unemployment Insurance		436,460.47
A827	Reserve for Retirement Contribution		981,474.09
A863	Reserve for Insurance		20,086.00
A867	Reserve for EBALR		2,069,011.17
A915	Assigned Fund Balance - Encumbrances		24,975,475.32
A960	Appropriations		69,633,442.96
A980	Revenues		43,458,152.91
		146,862,422.18	146,862,422.18

WASHINGTON•SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN•HAMILTON•ESSEX

Special Aid Fund  
January 31, 2016

Code	Account Description		
F200	Cash	267,636.87	
F380	Accounts Receivable	156,583.60	
F391	Due from Other Funds	410.54	
F410	Due from Other Governments	2,150.00	
F431	Due from School Districts	119,955.96	
F480	Prepaid Expenses - Rental	1,760.00	
F522	Expenditures	2,424,723.56	
F600	Accounts Payable		10.47
F601	Accrued Liabilities		27,907.58
F630	Due to Other Funds		77.76
F631	Due to Other Governments		15,412.00
F632	Due to Teachers Retirement System		
F637	Due to Employees Retirement System		
F691	Deferred Revenues		
F915	Assigned Fund Balance		286,546.09
F980	Revenues		2,643,266.63
		2,973,220.53	2,973,220.53

WASHINGTON • SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN • HAMILTON • ESSEX

Trust & Agency  
January 31, 2016

Code	Account Description		
TA200	Cash	1,322,083.79	
TA200	Cash-Student Activity		
TA380	Accounts Receivable	962.54	
TA391	Due From Other Funds		
TA459	Securities Pledged as Bank Collateral	20,184,180.67	
TA010	Net Payroll		655.45
TA018	ERS & TRS		10,763.70
TA020	Group Insurance		1,284,436.81
TA021	NYS Income Tax		20.62
TA022	Federal Income Tax		186.81
TA023	Association and Union Dues		20.99
TA024	Income Executions		
TA029	Purchase of Annuities		
TA032	Deposit of Securities	20,184,180.67	
TA038	Student Deposits		
TA085	Other funds (AFLAC/HRA)		26,961.95
TA630	Due to Other Funds		
		21,507,227.00	21,507,227.00

Private Purpose Expendable Trust Fund  
January 31, 2016

Code	Account Description		
TE201	Cash – Time Deposits	51,517.52	
TE522	Expenses		
TE092	Endowments, Scholarships, Gifts		50,151.14
TE980	Revenues		1,366.38
		51,517.52	51,517.52



WASHINGTON • SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN • HAMILTON • ESSEX

CTE Equipment Reserve Fund

January 31, 2016

Code	Account Description		
H201	Cash – Time Deposits	1,939,636.94	
H380	Accounts Receivable		
H391	Due From Other Funds		
H521	Encumbrances	548,694.00	
H522	Expenditures	80,350.19	
H599	Appropriated Fund Balance	1,165,448.57	
H600	Accounts Payable		
H630	Due to Other Funds		
H878	Reserve for Advanced Tech Equipment		1,999,999.03
H961	Reserve for Encumbrances		548,694.00
H960	Appropriations		1,165,448.57
H980	Revenues		19,988.10
		3,734,129.70	3,734,129.70

Capital Improvement Fund

January 31, 2016

Code	Account Description		
H201	Cash – Time Deposits	640,192.30	
H391	Due from Other Funds		
H510	Estimated Revenues	2,832,676.00	
H521	Encumbrances	24,073.24	
H522	Expenditures	77.15	
H599	Appropriated Fund Balance	948,887.00	
H600	Accounts Payable		
H630	Due to Other Funds		
H631	Due to Other Governments		170,400.00
H915	Assigned Fund Balance		469,869.45
H915	Assigned Fund Balance - Encumbrances		24,073.24
H960	Appropriations		3,781,563.00
H980	Revenues		
		4,445,905.69	4,445,905.69

WASHINGTON•SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN•HAMILTON•ESSEX

General Fixed Assets Account Group  
January 31, 2016

Code	Account Description		
K101	Land	88,000.00	
K102	Buildings	14,232,655.84	
K112	Accumulated Depreciation – Buildings		8,034,744.67
K104	Equipment	16,610,100.96	
K114	Accumulated Depreciation – Equipment		10,502,596.74
K105	Construction Work in Progress	1,851,983.93	
K158	Component Contributions		14,245,399.32
		32,782,740.73	32,782,740.73

General Long Term Debt Account Group  
January 31, 2016

Code	Account Description		
W125	Provisions to be Made in Future	46,900,551.70	
W685	Installment Purchase Debt		2,437,505.85
W689	Compensated Absences		2,127,072.85
W689	Other Post-Employment Benefits		42,335,973.00
		46,900,551.70	46,900,551.70

Treasurer's Report  
Southern Adirondack Public Schools Workers Compensation Plan  
January 31, 2016

Bank Name: Glens Falls National

Cash, beginning of month balance	\$	2,740,598.76
Outside Receipts	\$	37,711.50
Outside Disbursements	\$	(134,571.76)
Internal net receipts and disbursements	\$	-
Adjustments, Insufficient Funds, Voids	\$	-
Interest	\$	539.37
Cash, end of the month balance	<u>\$</u>	<u>2,644,277.87</u>
Bank Statement Balance	\$	2,644,277.87
Deposits in Transit		
Outstanding Checks		
Interest to be transferred to Main Account	\$	-
Adjustments	\$	-
Bank errors	\$	-
Reconciled Bank Balance	<u>\$</u>	<u>2,644,277.87</u>

I certify that the above report and attached reconciliations, are correct to

Amy E Moore 2/3/2016  
Treasurer and date

[Signature] 2.3.16  
Chairman and date

WASHINGTON•SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN•HAMILTON•ESSEX

Southern Adirondack Public Schools Workers Compensation Plan  
January 31, 2016

Code	Account Description		
OT200	Cash	2,644,277.87	
OT230	Cash – Escrow PMA	225,000.00	
OT380	Accounts Receivable		
OT450	Investment in Securities-Cost	4,342,200.61	
OT451	Investment in Securities-Market Chg.		83,611.84
OT480	Prepaid Expenses		
OT522	Expenses	664,366.16	
OT600	Claims Payable-IBNR		5,744,871.00
OT601	Accrued Liabilities		34,676.64
OT814	Fund Balance – Current Reserve	913,718.37	
OT980	Revenues		2,926,403.53
		8,789,563.01	8,789,563.01

**WASHINGTON-SARATOGA-WARREN-HAMILTON-ESSEX COUNTIES  
2015-16 BUDGET ADJUSTMENT REPORT  
INCREASES/(DECREASES) TO APPROPRIATIONS**

		<b>69,633,442.96</b>	
02/01/16	98,814.00		Increase budget to match anticipated revenue SGF - 504
02/02/16	(66,713.82)		Decrease budget to match anticipated revenue Capital Region BOCES - 226
02/02/16	4,160.00		Increase budget to match anticipated revenue Capital Region BOCES - 211
02/02/16	2,281.38		Increase budget to match anticipated revenue Capital Region BOCES - 219
02/02/16	83,668.31		Increase budget to match anticipated revenue Capital Region BOCES - 224
02/02/16	5,031.52		Increase budget to match anticipated revenue Capital Region BOCES - 351
02/02/16	12,174.50		Increase budget to match anticipated revenue Capital Region BOCES - 535
02/02/16	169,199.41		Increase budget to match anticipated revenue Capital Region BOCES - 606
02/02/16	6,291.89		Increase budget to match anticipated revenue Capital Region BOCES - 616
02/02/16	6,375.00		Increase budget to match anticipated revenue Capital Region BOCES - 616
02/02/16	1,328.44		Increase budget to match cross contract invoice Monroe 1 - 656
02/02/16	1,798.39		Increase budget to match cross contract invoice Monroe 2 - 521
02/02/16	4,200.00		Increase budget to match cross contract Erie 1 - 607
02/02/16	3,683.00		Increase budget to match anticipated revenue Minerva - 504
02/03/16	600.00		Increase budget to match anticipated revenue Ellenville - 507
02/03/16	5,200.00		Increase budget to match anticipated revenue Ballston Spa - 504
02/03/16	25,988.00		Increase budget to match anticipated revenue Ballston Spa - 504
02/04/16	28,298.00		Increase budget to match anticipated revenue Greenwich - 504
02/04/16	1,066.00		Increase budget to match anticipated revenue Greenwich - 504
02/09/16	4,564.85		Increase budget to match anticipated revenue Fort Edward - 531
02/10/16	1,699.00		Increase budget to match anticipated revenue Salem - 504
02/10/16	2,851.00		Increase budget to match anticipated revenue Salem - 504
02/10/16	22,435.00		Increase budget to match anticipated revenue Newcomb - 504
02/11/16	343.00		Increase budget to match anticipated revenue So Glens Falls - 504
02/11/16	3,239.00		Increase budget to match anticipated revenue Schuylerville - 504
02/11/16	52,000.00		Increase budget to match anticipated revenue So Glens Falls - 504
02/16/16	5,200.00		Increase budget to match anticipated revenue Ballston Spa - 504
02/16/16	26,042.00		Increase budget to acutal salaries and benefits - 718
02/16/16	1,846.00		Increase budget to match cross contract invoice CVES - 441
02/18/16	2,369.00		Increase budget to match anticipated revenue Cambridge - 504
02/18/16	6,031.89		Increase budget to match anticipated revenue - 652
02/18/16	5,427.00		Increase budget to match anticipated revenue Ballston Spa - 504
02/18/16	(1,452.92)		Decrease budget to balance w decrease in transfer credit - 531
02/18/16	(1,452.92)		Decrease budget to balance w decrease in transfer credit - 714
02/19/16	33,788.00		Increase budget to match anticipated revenue - 401
02/19/16	200,534.00		Increase budget to match anticipated revenue - 203
02/19/16	(20,208.07)		Decrease budget to match anticipated revenue - 322
02/19/16	42,925.00		Increase budget to match anticipated revenue - 204
02/23/16	3,884.00		Increase budget to match anticipated revenue So Glens Falls - 504
02/23/16	30,000.00		Increase budget to match anticipated revenue - 531
02/23/16	(8,985.60)		Decrease budget to match Capital Region BOCES cross contract - 226
02/23/16	23,565.36		Increase budget to match Capital Region BOCES cross contract - 211
02/23/16	31,883.54		Increase budget to match Capital Region BOCES cross contract - 219
02/23/16	3,681.60		Increase budget to match Capital Region BOCES cross contract - 351
02/23/16	249.60		Increase budget to match Capital Region BOCES cross contract - 535
02/23/16	41,927.04		Increase budget to match Capital Region BOCES cross contract - 606
02/23/16	12,233.67		Increase budget to match Capital Region BOCES cross contract - 608
02/23/16	2,714.50		Increase budget to match Capital Region BOCES cross contract - 616
02/24/16	11,655.00		Increase budget to match anticipated revenue Ballston Spa - 504
02/25/16	(28,078.00)		Decrease budget to match anticipated revenue - 655
02/26/16	33,698.00		Increase budget to match anticipated revenue - 324
02/26/16	10,245.00		Increase budget to match actual salaries and benefits - 726
02/26/16	5,532.00		Increase budget to match anticipated revenue Cambridge - 504
02/26/16	400.00		Increase budget to match cross contract for Rondout Valley - 507
		956,230.56	
		<b>70,589,673.52</b>	

✓

Budget Status Report  
February 29, 2016

<b>COSER Group</b>	<b>Year-to-Date Revenue</b>	<b>Current Estimated Revenue</b>	<b>Projected Year End Revenue</b>
CTE	8,546,877.06	12,029,232.18	12,029,232.18
Special Ed	16,190,903.26	23,989,858.84	23,989,858.84
SSS	12,318,828.67	17,951,452.64	19,345,890.82
Admin/Mgmt	6,233,126.47	7,582,268.21	7,713,555.00
X-Contracts	5,093,372.11	7,798,427.59	7,807,320.75
Capital	1,669,043.00	1,669,043.00	1,669,043.00
Operations & Maintenance	0.00	39,634.00	39,634.00
Total Revenue	<u>50,052,150.57</u>	<u>71,059,916.46</u>	<u>72,554,900.59</u>

<b>COSER Group</b>	<b>Year-to-Date Expenses</b>	<b>Current Budget</b>	<b>Projected Year End Expense</b>
CTE	4,878,250.76	11,749,110.87	11,749,110.87
Special Ed	11,580,818.99	22,728,357.66	22,728,357.66
SSS	12,340,861.35	18,950,060.81	18,911,341.81
Admin/Mgmt	4,809,725.41	7,651,237.56	7,220,085.00
X-Contracts	5,051,164.80	7,802,229.62	7,678,971.72
Capital	1,166,725.88	1,669,043.00	1,669,043.00
O&M	2,094,852.19	39,634.00	39,634.00
Total Expenses	<u>41,922,399.38</u>	<u>70,589,673.52</u>	<u>69,956,910.06</u>

<b>COSER Group</b>	<b>Surplus/Deficit</b>	<b>Surplus/Deficit</b>	<b>Surplus/Deficit</b>
CTE	3,668,626.30	280,121.31	280,121.31
Special Ed	4,610,084.27	1,261,501.18	1,261,501.18
SSS	-22,032.68	-998,608.17	434,549.01
Admin/Mgmt	1,423,401.06	-68,969.35	493,470.00
X-Contracts	42,207.31	-3,802.03	128,349.03
Capital	502,317.12	0.00	0.00
Total Deficit/Surplus	<u>10,224,603.38</u>	<u>470,242.94</u>	<u>2,597,990.53</u>

Footnotes:

Carryover encumbrances of \$80,632.99

WASHINGTON•SARATOGA

**BOCES**

BOARD OF COOPERATIVE EDUCATIONAL SERVICES

WARREN•HAMILTON•ESSEX

27 Gick Rd.  
Saratoga Springs, NY 12866  
Voice 518-581-3724  
Email [jstewart@wswebooces.org](mailto:jstewart@wswebooces.org)

---

TO: Timothy Place  
FROM: Jan Stewart  
RE: 2016 New Chevy Express 2500 Extended Cargo Van or equal, Bid #139-16  
Bid Opened: March 30, 2016  
DATE: April 4, 2016

Bid was for a 2016 New Chevy Express 2500 Extended Cargo Van or equal. Three vendors submitted pricing. Tom Bowen, Henrietta Sherman and Jan Stewart reviewed the bids that were submitted and recommend award to Mangino Chevrolet who meets specifications

Mangino Chevrolet Amsterdam, NY	\$25,039.71
DeNooyer Chevrolet Inc. Albany, NY	\$25,406.76
West Herr Chevrolet of O.P. Orchard Park, NY	\$25,817.00 –delivery 60-90 days ARO
West Herr Chevrolet of O.P. Orchard Park, NY	\$26,617.00 – delivery by 6/17/16

Legal ads were placed in the Post Star and Schenectady Gazette on March 18, 2016.