

**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
January 10, 2018 6:30 PM**

A G E N D A

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC HEARING

4. 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.

5. MINUTES

Recommend the Board approve the minutes for the December 13, 2017 regular meeting of the Board of Education.

6. COMMUNICATIONS

7. OLD BUSINESS

8. ADMINISTRATIVE REPORTS

A. Construction Trades Program presented by Michael Donlon, Principal for CTE Programs; and Ian Hamilton, CTE Teacher.

B. Status of Walsh Road Property presented by Tim Place.

C. Board Committee Reports

1. Policy Committee **(NO ACTION REQUIRED)**

- 1st Read Draft Policy 4060 Purchasing

2. Budget Committee **(NO ACTION REQUIRED)**

D. Legislative Update

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

E. District Superintendent Items (NO ACTION REQUIRED)

9. NEW BUSINESS

A. 2018- 2019 School Calendar

Recommend the Board adopt the 2018-2019 school calendar as contained in Appendix A.

B. 2018-2019 Office Holiday Calendar

Recommend the Board approve the 2018-2019 office holiday calendar as listed below.

Wednesday	July 4, 2018	Independence Day
Monday	September 3, 2018	Labor Day
Monday	October 8, 2018	Columbus Day
Monday	November 12, 2018	Veterans' Day Observed
Wednesday	November 21, 2018	Thanksgiving Recess
Thursday	November 22, 2018	Thanksgiving Day
Friday	November 23, 2018	Thanksgiving Recess
Monday	December 24, 2018	Holiday Recess
Tuesday	December 25, 2018	Christmas Day
Monday	December 31, 2018	Holiday Recess
Tuesday	January 1, 2019	New Year's Day
Monday	January 21, 2019	Martin Luther King, Jr. Day
Monday	February 18, 2019	Presidents' Day
Friday	April 19, 2019	Good Friday
Monday	May 27, 2019	Memorial Day

C. 2016-17 External Audit Corrective Action Plan

Recommend the Board approve the Corrective Action Plan for the 2016-17 audit as recommended by the Audit Committee.

D. Terms and Conditions for Groups and Individuals Not Covered by a Collective Bargaining Agreement

Recommend the Board approve adjustments to certain hourly salaries for Group 7 Miscellaneous and Group 9 Substitutes, effective December 31, 2017, in compliance with minimum wage requirements under Article 19 of the New York State Labor Law and other salary adjustments.

E. Memoranda of Agreement

1. Recommend the Board approve a Memorandum of Agreement between the Washington-Saratoga-Warren-Hamilton-Essex Counties Board of Cooperative Educational Services and the Saratoga Adirondack BOCES Employees SRP Unit for Sick Leave Payment Plan for Richard Diamond, effective January 10, 2018.
2. Recommend the Board rescind a previously approved Memorandum of Agreement and approve a corrected Memorandum of Agreement between the Washington-Saratoga-Warren-Hamilton-Essex Counties Board of Cooperative Educational Services and the Saratoga Adirondack BOCES Employees Faculty and SRP Units for Out of Title Work for Stacey Kelly, effective September 5, 2017.

10. PERSONNEL

A. Position Changes

1. Recommend the Board increase one (1) position in the School Counselor area from part-time (50%) to full-time effective January 2, 2018.
2. Recommend the Board approve a change of employment status for Erik Morrison from a full-time, 12-month temporary to a full-time, 12-month provisional position in the Human Resource Specialist area, effective December 7, 2017, per Washington County Civil Service (position classified, pending qualification).
3. Recommend the Board approve a change of employment status for Dylan Johnston from a full-time, 12-month temporary to a full-time, 12-month provisional position in the Information Technology Assistant area, effective December 7, 2017, per Washington County Civil Service (position classified, pending qualification).
4. Recommend the Board approve a change of employment status for Tammy Baker discontinuing her provisional appointment in the Typist area effective December 31, 2017, in accordance with direction from Washington County Civil Service.
5. Recommend the Board approve a change of employment status for Christopher Guenther from a full-time, 12-month provisional to a full-time, 12-month permanent position with a 12 week promotional probationary period in the Sr. Information Processing Specialist area effective January 2, 2018 through March 27, 2018.

B. Staff Resignations for the Purpose of Retirement

1. Recommend the Board accept with appreciation and regret the retirement resignation of Timothy Place from a full-time position in the Deputy District Superintendent tenure area with a retirement date effective August 25, 2018 and last paid day of work August 24, 2018. Mr. Place will have completed over 7 years of service with the BOCES.

2. Recommend the Board accept with appreciation and regret the retirement resignation of Maureen Clancy from a full-time position in the Food Trades tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Clancy will have completed 32 years of service with the BOCES.
3. Recommend the Board accept with appreciation and regret the retirement resignation of Carole Congero from a full-time position in the Teaching Assistant tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Congero will have completed 29 years of service with the BOCES.
4. Recommend the Board accept with appreciation and regret the retirement resignation of Kimberly Ferguson from a full-time position in the Special Education tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Ferguson will have completed 30 years of service with the BOCES.
5. Recommend the Board accept with appreciation and regret the retirement resignation of Ronald Gray from a full-time position in the Custodian area with a retirement date effective January 6, 2018 and last paid day of work January 5, 2018. Mr. Gray will have completed over 10 years of service with the BOCES.
6. Recommend the Board accept with appreciation and regret the retirement resignation of Rita Lombardo Navatka from a full-time position in the School Social Worker tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Lombardo Navatka will have completed over 25 years of service with the BOCES.
7. Recommend the Board accept with appreciation and regret the retirement resignation of Maura McNulty-Davis from a full-time position in the Special Education tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. McNulty-Davis will have completed over 31 years of service with the BOCES.
8. Recommend the Board accept with appreciation and regret the retirement resignation of Susan Meybaum from a full-time position in the Practical Nursing tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2019. Ms. Meybaum will have completed 14 years of service with the BOCES.
9. Recommend the Board accept with appreciation and regret the retirement resignation of Mary Moyles from a full-time position in the Teaching Assistant tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Moyles will have completed 34 years of service with the BOCES.
10. Recommend the Board accept with appreciation and regret the resignation of Christopher Ogden from a full-time position in the School Safety Officer area with a resignation date effective July 1, 2018 and last paid day of work June 22, 2018. Mr. Ogden will have completed 12 years of service with the BOCES.

11. Recommend the Board accept with appreciation and regret the retirement resignation of Tina Pearl from a full-time position in the Physical Education tenure area with a retirement date effective October 2, 2018 and last paid day of work October 1, 2018. Ms. Pearl will have completed 28 years of service with the BOCES.
12. Recommend the Board accept with appreciation and regret the retirement resignation of Bonnie Powers from a full-time position in the Teacher Aide area with a retirement date effective January 1, 2018 and last paid day of work December 31, 2017. Ms. Powers will have completed over 17 years of service with the BOCES.
13. Recommend the Board accept with appreciation and regret the retirement resignation of Diane Rossi from a full-time position in the Special Education tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Rossi will have completed over 28 years of service with the BOCES.
14. Recommend the Board accept with appreciation and regret the retirement resignation of Melissa VanEarden from a full-time position in the Special Education tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. VanEarden will have completed 32 years of service with the BOCES.
15. Recommend the Board accept with appreciation and regret the retirement resignation of Meleah Vannier from a full-time position in the Teaching Assistant tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Vannier will have completed over 25 years of service with the BOCES.
16. Recommend the Board accept with appreciation and regret the retirement resignation of Teena Weber from a full-time position in the Teaching Assistant tenure area with a retirement date effective July 1, 2018 and last paid day of work June 22, 2018. Ms. Weber will have completed over 26 years of service with the BOCES.

C. Permanent Appointments

1. Recommend the Board appoint **Tyler LaFountain** to permanent status in the MicroComputer Repair Technician area effective February 12, 2018.
2. Recommend the Board appoint **Vincent Ragone** to permanent status in the MicroComputer Repair Technician area effective February 12, 2018.

D. Staff Appointments

1. Recommend the Board appoint Dianna Collura to a full-time, 12-month position in the Assistant Principal tenure area with a four (4) year probationary period effective February 1, 2018 through January 31, 2022. Ms. Collura has a School Building Leader certificate pending. Her 2017-18 salary will be prorated based on \$73,000.

2. Recommend the Board appoint John Griffith Terry to a full-time position in both the Art and Graphic Arts tenure areas with a four (4) year probationary period effective January 2, 2018 through January 1, 2022, 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. (Adjustment as necessary upon verification of prior tenure in New York State) Mr. Terry has a Permanent certificate in Art area dated September 1, 2004 and a Transitional A certificate pending in the Commercial Arts area. His salary will be prorated based on step 14 of the salary schedule - \$50,127.
3. Recommend the Board appoint Catherine Painter to full-time position in the Teacher of English to the Speakers of Other Languages (ELL) tenure area with a four (4) year probationary period effective January 2, 2018 through January 1, 2022, 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. Painter has a Professional certificate in the English to Speakers of Other Languages area dated September 1, 2013. Her salary will be prorated based on step 12 of the salary schedule - \$47,569.
4. Recommend the Board appoint Rebecca Carnevalla to a full-time position in the School Counselor tenure area with a 4 year probationary period effective January 2, 2018 through January 1, 2022. Ms. Carnevalla has a Provisional certificate in School Counselor area dated May 17, 2017 through August 31, 2022. Her salary will be prorated based on step 2 of the salary schedule - \$38,713.
5. Recommend the Board appoint Justin Maurer to a full-time position in the Teaching Assistant tenure area with a four (4) year probationary period effective December 18, 2017 through December 17, 2021. Mr. Maurer has a Level I certificate pending in the Teaching Assistant area. His salary will be prorated based on step 2 of the salary schedule - \$14,596.
6. Recommend the Board appoint Stephanie Cash Hogan to a full-time, 12-month provisional position in the Data Specialist Assistant area (pending civil service qualification), effective January 2, 2018. Her salary will be prorated based on step 7 of the salary schedule - \$40,401.
7. Recommend the Board appoint Heather Thomas to a full-time, 12-month, permanent position with a 26 week probationary period in the Typist area effective January 2, 2018 through July 3, 2018. Her salary will be prorated based on step 11 of the salary schedule - \$28,042.
8. Recommend the Board appoint Tammy Baker to a full-time, temporary term non-competitive position in the Teacher Aide area effective January 2, 2018 through June 30, 2018, as needed. Her salary will be prorated based on step 8 of the salary schedule - \$15,068.

E. Other

1. Recommend the Board approve hourly/per diem employment, as needed, at the applicable **2017-18** hourly/per diem rate (unless otherwise noted) for the staff listed below:

<u>Name</u>	<u>Program</u>	<u>Maximum Hours/Days</u>
Finch, Frank	Adult Literacy (Article 19) – Literacy Instruction	up to .50 hr 11/27/17-12/01/17
Jones, Diane	Adult Literacy (Article 19) - Literacy Instruction	up to 16 hrs 12/01/17-12/31/17
Massa, Deborah	Information Processing Specialist - Fill in for absent staff	up to 20 days 11/29/17-06/30/18
McCarty, Erin	Adult LPN Instructor – Instruction	up to 1 hr 11/16/17
VanTassel, Carrie	Enrichment Resource Center Project Manager – Special Programs	up to 50 hrs 10/01/17-06/29/18

2. Recommend the Board appoint staff listed below, to the **2017-2018** Gifted and Talented/Enrichment Programs (contingent upon funding and enrollment), with the maximum number of hours indicated below as needed, as the indicated rate:

On Site Coordinator
Rate of \$27 per hour

<u>Name</u>	<u>Location</u>	<u>Max # of Hours</u>	<u>Dates</u>
McDougall, Michelle	Galway STEM	up to 32hrs	01/02/18-06/25/18

STEM Integration Programs
Instructional PTECH and Curriculum Rate of \$30 per hour

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Christie-Renaud, Rosemary	Rube Goldberg	up to 25hrs	01/08/18-06/29/18
Clark Cioffi, Jan	GEOart!	up to 4hrs	09/07/17-09/14/17
Jacko, Joel	Toy Emporium	up to 25hrs	01/11/18-06/29/18
Rider, Heather	Nanotech	up to 25hrs	12/11/17-06/30/18

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>
Chou, Lee-hua (Maria)	Chinese	up to 25hrs	12/11/17-06/30/18
Li, Xi (Sharon)	Chinese	up to 112.5hrs	12/11/17-06/30/18
Wu, Quanxi	Chinese	up to 30hrs	12/11/17-06/30/18
Wu, Quanxi	Chinese	up to 45hrs	12/04/17-06/30/18

STEM Academy
Instructional and Curriculum Rate of \$125 per day

<u>Name</u>	<u>Program</u>	<u>Max # of Days</u>	<u>Dates</u>
Fanklin-Furgason, Ellen	Ozbots	up to 1day	01/06/18-02/24/18
Franklin-Furgason, Ellen	Raspberry Pi	up to 1day	01/06/18-02/24/18
Greeno-Johnston, Christine	Arduinos	up to 1day	01/06/18-02/24/18
Metivier, Dianne	No Selfies Included	up to 4days	01/06/18-02/24/18
Rossi, Diane	Arts & Science of Cooking-Sub	up to 1day	10/19/17
Selsley, Adam	VEX Robotics	up to 4days	01/06/18-02/24/18
Tibbatts, Alexandra	Kids Can Cook!	up to 4days	01/06/18-02/24/18

Mandatory ERC Meeting
Rate of \$25 per hour

<u>Name</u>	<u>Program</u>	<u>Max # of Days</u>	<u>Dates</u>
Selsley, Adam	VEX Robotics	up to 1.5hrs	08/30/18

3. Recommend the Board appoint Mary Geelan for Curriculum Writing for up to 21 hours effective December 1, 2017 through June 30, 2018, at the curriculum development rate of \$34 per hour.
4. Recommend the Board appoint Michael Middleton as a Tutor for up to 50 hours effective December 1, 2017 through June 30, 2018, at the tutoring rate of \$34 per hour.
5. Recommend the Board appoint Angela Stathopoulos as a Tutor for ECCA Math Online for up to 30 hours effective September 30, 2017 through June 30, 2018, at the tutoring rate of \$34 per hour.
6. Recommend the Board appoint Elizabeth Smith, former Senior Information Processing Specialist, for up to 50 hours effective November 27, 2017 through January 30, 2018, to assist with Financial Aid for Adult LPN Program, at the rate of \$30 per hour.
7. Recommend the Board appoint Jacqueline Plude to act as Mentor for Eileen Williams effective December 15, 2017 through January 22, 2018, at the rate of \$119.
8. Recommend the Board appoint Michelle Savoie to act as Teacher Mentor for Andrew Meyers effective December 1, 2017 through November 30, 2018 at the annual rate of \$1238, prorated.
9. Recommend the Board appoint Melissa Skellie as a Literacy Consultant for the Washington County Consortium for up to 10 sessions in the districts effective December 1, 2017 through June 30, 2018, at the rate of \$200 per session.
10. Recommend the Board appoint Dr. George Gregory as a Presenter for US & Global History Regents Scoring Training for up to 1 session effective January 17, 2018, at the rate of \$250 per session.
11. Recommend the Board appoint Evelyn Donohue as a Presenter for ELA Regents Scoring Training for up to 1 session effective January 16, 2018, at the rate of \$250 per session.

12. Recommend the Board appoint Eileen Minder, Enrichment Resource Specialist, for up to 100 hours, effective December 5, 2017 through June 30, 2018, as needed, at the rate of \$25 per hour.
13. Recommend the Board appoint Hillary Brewer as a Regional Certification Officer Consultant for up to 20 hours, as needed, effective December 30, 2017 through February 28, 2018, at the rate of \$43.75 per hour.

11. FINANCIAL

A. Audit Committee Report (NO ACTION REQUIRED)

B. Cash Disbursements

Recommend the Board approve the cash disbursements for the month of December 2017.

C. Financial Reports

1. Recommend the Board approve the Financial Reports for the months ending July 31, 2017, August 31, 2017, September 30, 2017, and October 31, 2017.
2. Recommend the Board approve the Appropriations and the Budget Status Reports for the month ending October 31, 2017.
3. The Financial Reports for the month November 30, 2017 will be distributed at the meeting. **(NO ACTION REQUIRED)**
4. The Budget Adjustment to Appropriations and the Budget Status Reports for the month ending November 30, 2017 will be distributed at the meeting. **(NO ACTION REQUIRED)**

D. RFP Award – NYSTP Scoring for ELA, Math 3-8, and Science 4 & 8

Recommend the Board approve the following vendors who submitted proposals for scoring deliverables for ELA, Math, and Science for the period January 11, 2018 - June 30, 2018:

Educational Vistas, Inc. - Albany, NY
 Premiere Assessment, Inc. - Guilderland, NY

E. Disposal of Surplus Property

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

Qty.	Description	BOCES ID Number
5	Dell Latitude 3330	68933, 68921,6852,68928,68958
1	Epson Projector 410W	60671
4	Eiki XB-24	48572, 41551, 17320, 48549
4	Ekik XB-31	41985, 48947, 42012, 45168
1	Dell Latitude E6400 Laptop	45424
1	iPad	51060
1	HP Printer	55236

1	Emerson Network Power	002575
1	Desk	001397/49030
7	Cisco Switch	02216, 02217, 01770, 45329, 45325, 45891, 001571
1	Dell Power Vault	42955
1	Dell Laptop	45424

12. OTHER

- A. January 11, 2018 ~**
SAEC Open House; 6:00 PM - 8:00 PM
- B. January 18, 2018 ~**
Myers Center Open House; 6:00 PM – 8:00 PM
- C. January 29, 2018 ~**
Saratoga County School Boards Association Meeting; Holiday Inn, Saratoga Springs; 6:00 PM. The topic will be School District Negotiations with speakers Kristine Lanchantin, Attorney, Girvin & Ferlazzo, PC; Michael McCarthy, Superintendent of Mechanicville City School District; and Tim Hilker, Assistant Superintendent for Business in the Saratoga Springs City School District.
- D. February 14, 2018 ~**
Board of Education Workshop 3:00-5:00 PM at Gick Road followed by the regular meeting of the Board of Education at 6:30 PM.
- E. February 15, 2018 ~**
Adirondack Area School Boards Association Meeting; Queensbury Hotel; 6:00 PM
- F. Board Member Comments**

14. ADJOURNMENT

**WASHINGTON-SARATOGA-WARREN-HAMILTON-ESSEX
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
2018-2019 SCHOOL CALENDAR**

Appendix A

JULY 2018						
S	M	T	W	T	F	S
			4	5	6	7
1	2	3				
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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29	30	31				

JANUARY 2019						
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27	28	29	30	31		

AUGUST 2018						
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FEBRUARY 2019						
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SEPTEMBER 2018						
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MARCH 2019						
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24	25	26	27	28	29	30

OCTOBER 2018						
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21	22	23	24	25	26	27
28	29	30	31			

APRIL 2019						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NOVEMBER 2018						
S	M	T	W	T	F	S
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25	26	27	28	29	30	

MAY 2019						
S	M	T	W	T	F	S
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26	27	28	29	30	31	

DECEMBER 2018						
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30	31					

JUNE 2019						
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23	24	25	26	27	28	29

July 4	Independence Day
September 3	Labor Day
September 4 & 5	Supt. Conference Days
September 6	Classes Begin
October 8	Columbus Day
November TBD	Emergency Release Day
November 12	Veterans' Day Observed
November 21-23	Thanksgiving Recess
December 21	Holiday Recess Begins
January 2	Classes Resume
January 21	Martin Luther King, Jr. Day
January 22-25	Regents Testing Days
February 18-22	Mid-Winter Recess
April 19	Good Friday
April 22-26	Spring Recess
May 27	Memorial Day
June 3	Regents Testing Day
June 18-26	Regents Testing Days
June 26	Regents Rating Day
June 26	Last Day of School

- Classes Not in Session
- Regents Testing Days
- Supt. Conference Day

September	17
October	22
November	18
December	14
January	21
February	15
March	21
April	16
May	22
June	18
Total Number of Pupil Days	184
Supt. Conference Day:	<u>2</u>
TOTAL DAYS	186



**Draft
01/03/2018**

The meeting was called to order at 6:31 PM and Frank Grimaldi led the Pledge of Allegiance at the Gick Road Conference Center, Saratoga Springs, New York with the following present:

Board of Education Members Present: John Rieger, President; Linda King, Vice President, Michael Glass, Frank Grimaldi, Naomi Marsh, Gillette Nash, David Petruska, Mia Pfitzer, Paul Rice, Cheryl Smith, Jeff Smith, Stephen Smoller, and Janine Thomas

Board of Education Member(s) Absent: Michael Erickson and Dan Nelson.

Also Present: James Dexter, District Superintendent; Timothy Place, Deputy District Superintendent; Anthony Muller, Assistant Superintendent; Donna Wisenburn, Director of Human Resource Services; Nancy DeStefano, Director of Instructional Programs; Doug Leavens, Supervisor ETA; Turina Parker, Executive Principal; Lisa Palmer, Assistant Director of Human Resource Services; Heather Shelp, Business Administrator; Michael Nelson, Supervisor of Buildings and Grounds; and Jackie White, Board Secretary.

4. On motion made by Mrs. Pfitzer, seconded by Mrs. Smith and unanimously carried, the Board went 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; and to discuss the proposed acquisition of real property.
5. On motion made by Mr. Grimaldi, seconded by Mr. Smoller and unanimously carried, the Board approved the minutes for the November 8, 2017 regular meeting of the Board of Education.
8. On motion made by Mrs. Nash, seconded by Mrs. Pfitzer and unanimously carried, the Board accepted the Independent External Audit Report as presented by West & Company for the fiscal year ended June 30, 2017 as recommended by the Board Audit Committee.
- 9.A. Donna Wisenburn, Director of Human Resource Services, and Lisa Palmer, Assistant Director of Human Resource Services, presented a report on the Teacher Registry and Regional Certification Service.
- 9.B.1. Nancy DeStefano reported that the Policy Committee reviewed Policy 4060 and this will be presented as a first read at the January Board Meeting.
- 9.B.2. Tim Place reported for the Buildings and Grounds Committee.
- 9.C. Lin King presented a legislative report.
- 9.D. As part of the District Superintendent's remarks, James Dexter presented the following:
 - Commissioner Elia will be visiting the Teacher Residency Program on January 17, 2018.
 - School Board visits have been conducted in Cambridge, Hartford, and North Warren School Districts.

- The brochure and application for the position of Assistant Superintendent for Finance and Operations will be released within the next week.
- Poinsettias are available for all of the Board members to take home with them this evening.

10.A. On motion made by Mr. Petruska, seconded by Mr. Grimaldi and unanimously carried, the Board approved the following resolution regarding the Washington-Saratoga-Warren-Hamilton-Essex BOCES Board of Education advocacy priorities for the 2018 Legislative Session:

WHEREAS, the WSWHE BOCES Board of Education and its Component School Districts strive to provide an outstanding education and post-secondary pathway for each and every student; and

WHEREAS, the WSWHE BOCES works diligently to meet the needs of all students while still fulfilling the ever increasing list of state mandates and contractual obligations; and

WHEREAS, the WSWHE BOCES and its Component Districts continue to work diligently to create a balanced budget that respects the needs of area taxpayers; and

WHEREAS, property tax levy legislation at the state level has provided an increased need for State Aid to maintain quality programs in public schools; and

WHEREAS, public schools are being asked to do more for students than ever before, so they are prepared for college, military or a career; and

WHEREAS, each child in WSWHE BOCES only has one opportunity to go through the full elementary and secondary educational experience;

THEREFORE, BE IT RESOLVED that the WSWHE BOCES Board of Education is supportive of the component school districts as they call on the New York State Legislature and Governor Andrew Cuomo to act upon the following priorities:

1. Fund and Adjust the Foundation Formula

- **Review and Update the Foundation Amount - currently \$6,340.00 per pupil.**
- **Reduce the Income Wealth Index.**
- **Adjust the weighting factor for Free and Reduced Lunch to reflect the accurate measure of student need.**
- **Maintain the "SAVE Harmless" provision.**
- **Provide a minimum increase in foundation aid to all school districts.**

2. Increase the \$30,000 Threshold on BOCES Aid for Career and Technical Education (CTE) Programs by providing 100% aid ability for the salaries of CTE teachers.

3. Small Group Health Insurance

- **Create a "carve out" provision in statute to allow all school districts with 51-100 or more employees to continue to participate in an Experienced Rated Health Insurance Consortium or Trust.**

4. Building Aid for Small Capital Projects:

- **Increase the threshold for base year capital outlay expenses from the current amount, established in 2002 from \$100,000 to \$250,000 to assist districts in making critical capital improvements.**

10.B.1. On motion made by Mrs. King, seconded by Mrs. Thomas and unanimously carried, the Board accepted the donation of \$50.00 from the Ben Osborne Memorial Fund to pay for a Culinary Art student's uniform due to a financial hardship on the family's behalf.

10.B.2. As part of the same motion, the Board accepted the donation of one 2004 Subaru Outback from Mike Egerman, Saratoga Springs, NY.

10.C. On motion made by Mr. Grimaldi, seconded by Mr. Glass and unanimously carried, the Board established July 2, 2018 to August 10, 2018 (with July 4 off for the observance of the Fourth of July Holiday) as the approved time period to operate the 2018 Extended School Year Program.

10.D. On motion made by Mr. Petruska, seconded by Mr. Rice 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 Saratoga Adirondack BOCES Employees Faculty and SRP Units for Out of Title Work for Stacey Kelly, effective September 5, 2017.

10.E. On motion made by Mr. Glass, seconded by Mrs. Thomas and unanimously carried, the Board approved the following resolution:

WHEREAS, the WSWHE BOCES has employed a "Director of Human Resource Services" for over 23 years; and

WHEREAS, it has come to the BOCES attention that the title does not and has never accurately reflected the job duties performed by the incumbent of that position, including but not limited to the personnel development of all instructional and non-instructional employees of the BOCES, to include evaluation, training, and mentoring; and

WHEREAS, the Board of Education of the WSWHE BOCES desires to correct the title, to reflect the duties actually performed in said position and the appropriate New York State School District Administration certification required; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the WSWHE BOCES hereby corrects the title of Director of Human Resource Services to be Assistant Superintendent for Human Resources, in the Assistant Superintendent for Human Resources tenure area.

BE IT FURTHER RESOLVED that the current Director of Human Resource Services, Donna Wisenburn, holding permanent School District Administrator certification, is hereby "retitled" as the Assistant Superintendent for Human Resources, in the Assistant Superintendent for Human Resources tenure area, retroactive to her initial appointment, effective July 1, 1995, with all benefits, rights, and privileges previously accrued. Further recommend the Board approve the Executive Employment Agreement amendment for

Ms. Wisenburn, correcting the title and tenure area to Assistant Superintendent for Human Resources, and authorize the Board President to execute said amendment.

WHEREAS various BOCES policies, appointments and authorizations indicate the title Director of Human Resource Services; and

WHEREAS Donna Wisenburn's title has been corrected to Assistant Superintendent for Human Resources; and

NOW, THEREFORE, the title of Assistant Superintendent for Human Resources will be substituted for the title Director of Human Resource Services in all policies, appointments and/or authorizations previously passed by the Board.

- 10.F. On motion made by Mr. Petruska with an unanimous second and unanimously carried, the Board accepted the following resolution:

WHEREAS, Rosanne Facciola and WSWHE BOCES have entered into an Irrevocable Pledge Agreement that committed Rosanne Facciola to gift the real and personal property located at 191 Walsh Road, Town of Saratoga, New York (hereinafter the "Property") to WSWHE BOCES pursuant to the terms of the Irrevocable Pledge Agreement and the contingencies contained therein; and

WHEREAS, Section 1950(v) of the New York State Education Law authorizes the WSWHE BOCES to accept a gift of real and personal property; and

WHEREAS, the WSWHE BOCES has completed the due diligence referenced in the Irrevocable Pledge Agreement;

NOW, THEREFORE, IT IS HEREBY

RESOLVED, that the Board of the WSWHE BOCES, after reviewing the report of the structural inspector and the results of the tests conducted by him, the Phase I Environmental Audit, the real property appraisal, the personal property appraisal, and the survey of the Property, believes that it is in the best interest of WSWHE BOCES to accept the gift from Rosanne Facciola; and it is further

RESOLVED, that the Board of the WSWHE BOCES hereby accepts the gift of the Property from Rosanne Facciola, and authorizes the President of the WSWHE BOCES Board to sign the closing documents and any other documents necessary to effectuate the closing of the transfer of the gift of the Property to WSWHE BOCES.

- 11.A.1. On motion made by Mr. Grimaldi, seconded by Mrs. King and unanimously carried, the Board created the positions listed below, pending enrollment and/or district request:

CLASSIFIED POSITIONS

<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>PROGRAM/LOCATION</u>
Occupational Therapist Part-time (.40 up to .50)	December 1, 2017	Sanford Street Teaching and Learning Center

Teacher Aide Full-time (2 positions)	November 1, 2017	Various
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Teacher Aide Part-time (.50) (4 positions)	November 1, 2017	Various
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- 11.A.2. As part of the same motion, the Board approved a change in hours for John Zabielski from 11 hours to 11.25 hours for demonstration preparation/student supervision at the Washington County Fair effective July 1, 2017 through August 30, 2017, at the rate of \$34 per hour.
- 11.A.3. As part of the same motion, the Board approved a change in title for Kurt Jaeger, from a part-time hourly position in the Supervisor for Technology Procurement & Management area effective July 1, 2017 through June 30, 2018, to a part-time hourly position in the Special Projects Administrator area effective October 1, 2017 through June 30, 2018, at an hourly rate of \$60.
- 11.A.4. As part of the same motion, the Board approved a change of employment status for Nico Paniccia from a full-time, 12-month provisional to a full-time, 12-month permanent position with a 26wk probationary period in the Information Technology Assistant area effective November 17, 2017 through May 18, 2018.
- 11.A.5. As part of the same motion, the Board approved a change in appointment for Jane Fluman as ASL Tutor from 1.5 hours per day to 7.5 hours per week, effective October 11, 2017 through June 29, 2018.
- 11.B.1. On motion made by Mrs. King, seconded by Mrs. Pfitzer and unanimously carried, the Board accepted with appreciation and regret the retirement resignation of Charles Jones from a full-time position in Culinary Arts tenure area effective June 30, 2018 with the last paid day of work June 22, 2018. Mr. Jones has completed over 25 years of service with the BOCES.
- 11.C.1. On motion made by Mr. Glass, seconded by Mr. Rice and unanimously carried, the Board accepted the resignation of Stella Cho-O'Grady from a full-time position in the Teacher of English to Speakers of Other Languages tenure area effective end of day December 3, 2017.
- 11.C.2. As part of the same motion, the Bard accepted the resignation of Deana Perlee from a full-time position in the Music tenure area effective end of day December 22, 2017.
- 11.C.3. As part of the same motion, the Board accepted the resignation of Marcia Miller from a full-time position in the Information Processing Specialist area effective end of day November 21, 2017.
- 11.C.4. As part of the same motion, the Board approved a leave of absence without pay for Melissa Slavin from a full-time position in the Art tenure area effective November 30, 2017 through December 15, 2017.

- 11.D.1. On motion made by Mr. Petruska, seconded by Mrs. King and unanimously carried, the Board appointed Andrew Meyers to a full-time position in the Physical Education and Health tenure areas with a four (4) year probationary period effective November 28, 2017 through November 27, 2021, 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. Meyers has an Initial Time Extension in the Physical Education area with an expiration date of August 31, 2018 and an Initial Time Extension in the Health area with an expiration date of August 31, 2018. His salary will be prorated based on step 2 of the salary schedule - \$38,713.
- 11.D.2. As part of the same motion, the Board appointed Thomas Wessling to a full-time position in the Math 7-12 tenure area with a four (4) year probationary period effective January 2, 2018 through January 1, 2022, 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. Wessling has a Permanent certificate in the Math 7-12 area dated February 1, 1998. His salary will be prorated based on step 7 of the salary schedule - \$42,757.
- 11.D.3. As part of the same motion, the Board appointed Stephanie Towne to a full-time position in the Special Education tenure area with a four (4) year probationary period effective January 4, 2018 through January 3, 2022, 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. Towne has a Professional certificate in the Students with Disabilities 1-6 area dated February 14, 2017. Her salary will be prorated based on step 7 of the salary schedule - \$42,757.
- 11.D.4. As part of the same motion, the Board appointed Linda Church to a full-time position in the Speech and Hearing Handicapped (Language Disabilities) tenure area with a four (4) year probationary period effective January 2, 2018 through January 1, 2022. Ms. Church has a Permanent certificate in the Speech and Language Disabilities area dated September 1, 1991. Her salary will be prorated based on step 14 of the salary schedule - \$50,127.
- 11.D.5. As part of the same motion, the Board appointed Payton Jones to a full-time position in the Teaching Assistant tenure area with a four (4) year probationary period effective November 27, 2017 through November 26, 2021. Ms. Jones has a Level I certificate pending in the Teaching Assistant area. Her salary will be prorated based on step 3 of the salary schedule - \$15,107.
- 11.D.6. As part of the same motion, the Board appointed JoAnne Collins to a full-time position in the Teaching Assistant tenure area with a four (4) year probationary period effective December 11, 2017 through December 10, 2021. Ms. Collins has a Level I certificate pending in the Teaching Assistant area. Her salary will be prorated based on step 15 of the salary schedule - \$22,808.
- 11.E.1. On motion made by Mr. Grimaldi, seconded by Mrs. King and unanimously carried, the Board approved hourly/per diem employment, as needed, at the applicable **2017-18** 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) - Literacy Instruction	up to 7.5hrs 10/23/17-10/27/17
Bates, Peter	School Bus Driver - Varying assignment locations as needed	up to 40hrs 10/19/17-06/23/18
Finch, Frank	Adult Literacy (Article 19) - Literacy Instruction	up to .5hr 10/23/17-10/27/17
Gillani, Shazima	Adult Literacy (Article 19) - Literacy Instruction	up to .5hr 10/23/17-10/27/17
Jones, Diane	Adult Literacy (Article 19) - Literacy Instruction	up to 16.5 hrs 10/30/17-11/30/17

- 11.E.2. As part of the same motion, the Board appointed the following staff to the **2017-2018** Employment Training For Adults (ETA) Program (contingent upon funding and enrollment), at the indicated hourly rate:

ETA – Industry Specific Contract Trainer – Level I
Rate of \$35 per hour

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Corey, Clay	Welding II	up to 45hrs	11/28/17-01/14/18

- 11.E.3. As part of the same motion, the Board appointed staff listed below, to the **2017-2018** Gifted and Talented/Enrichment Programs (contingent upon funding and enrollment), with the maximum number of hours indicated below as needed, as the indicated rate:

On Site Coordinator
Rate of \$27 per hour

<u>Name</u>	<u>Location</u>	<u>Max # of Hours</u>	<u>Dates</u>
McDougall, Michelle	SIP Galway	up to 25hrs	09/11/17-01/29/18

Project Enrich (Mini-Course)
Rate of \$25 per hour

<u>Name</u>	<u>Location</u>	<u>Max # of Hours</u>	<u>Dates</u>
Van Rijsewijk, Janet	Galway	up to 48hrs	12/04/17-03/14/18

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>
Christie-Renaud, Rosemary	Rube Goldberg	up to 245hrs	12/11/17-06/30/18
Clark Cioffi, Jan	GEOart!	up to 4hrs	09/07/17-09/14/17
Clark Cioffi, Jan	GEOart!	up to 45hrs	12/11/17-06/22/18
Franklin-Furgason, Ellen	3D Digital Design	up to 135hrs	12/11/17-06/30/18
Jacko, Joel	Toy Emporium	up to 105hrs	12/11/17-06/30/18
Mann, Robert	PTECH Summer Camp	up to 35hrs	07/17/17-06/30/18
Mann, Robert	STEM	up to 150hrs	07/17/17-06/30/18
Phillips, Paul	The Physics of the Impossible Pt 2	up to 25hrs	12/11/17-06/30/18

- 11.E.4. As part of the same motion, the Board appointed staff listed below to Coordinator positions for the 2017-2018 school year at the annual rate of \$2,180, prorated as appropriate.

<u>Name</u>	<u>Position/Location</u>
Facteau-St. Gelais, Jodi	Work Based Learning – Myers (11/06/17-06/29/18)

- 11.E.5. As part of the same motion, the Board appointed staff listed below to act as Teacher Mentors effective September 1, 2017 through June 30, 2018 (unless otherwise noted) at the annual rate of \$1,238, prorated as appropriate:

<u>Mentor</u>	<u>Intern</u>
Gates, Andrew	Connor, Kaitlyn (11/01/17-01/31/18)
Rees, Christina	Matula, Annemarie (10/10/17-06/30/18)

- 11.E.6. As part of the same motion, the Board appointed Greg Ahlquist as a Presenter for Middle School ELA and SS Instruction and Assessment: Finding the Balance for up to 1 session effective November 20, 2017, at the rate of \$1600 per session.

- 11.E.7. As part of the same motion, the Board appointed Ann Marie Adamick as a Presenter for Washington County Consortium Staff Development for up to 1 session effective October 20, 2017, at the rate of \$150 per session.

- 11.E.8. As part of the same motion, the Board approved the following participants listed below for The Accomplished Teaching Series, effective November 3, 2017 through January 31, 2018, at a stipend rate of \$225, to be paid upon successful completion of six (6) sessions:

<u>Name</u>
Buckley, John
Darlington, Kristin
Hart, Bonnie
Hildebrand, Colette
Moran, Monica
Ramnes, Madison
Ramsey, Brandie
Rebisz, Helen
Scanlan, Jane
Watkins, Margaret
Weber, Nicole
Wood, Heather

- 11.E.9. As part of the same motion, the Board appointed Martha Flacke to a per diem position as Classroom Consultant, effective November 1, 2017 through November 30, 2017, as needed, at the Retiree per diem rate of \$265.

- 11.E.10. As part of the same motion, the Board appointed Tom Wessling, Math Teacher, for up to 100 hours for curriculum development work effective December 4, 2017 through December 22, 2017, at the curriculum rate of \$34 per hour.

- 12.A. Mrs. Nash reported for the Audit Committee.

- 12.B. On motion made by Mrs. Smith, seconded by Mrs. King and unanimously carried, the Board approved the cash disbursements for the month of November 2017.
- 12.C.1. On motion made by Mrs. Nash, seconded by Mrs. Smith and unanimously carried, the Board approved the Appropriations and the Budget Status Reports for the month ending September 30, 2017.
- 12.D. On motion made by Mr. Petruska, seconded by Mrs. Pfitzer and unanimously carried, the Board authorized the treasurer to distribute the E-Rate balance from the 2015-16 application to the school districts and the BOCES in the total amount of \$571,209.05.
- 12.E. On motion made by Mrs. Thomas, seconded by Mr. Petruska and unanimously carried, the Board approved an equipment lease (the "lease") for Hartford Central School District for 3 years in a base amount not to exceed \$5,703.75 with three payments of \$1,901.25 (Disposition is \$1 buyout). Items to lease: one charging cart and 20 chromebooks with 20 google chrome management licenses. These payments are based on an interest rate of 3.130% (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%.
- 12.F. On motion made by Mr. Glass, seconded by Mr. Petruska and unanimously carried, the Board approved the following Capital Projects to be submitted to SED for approval. The funding for the projects will be annual capital appropriations and remaining balances from prior projects.
1. Southern Adirondack Education Center Project #64-90-00-00-0-014-027 for interior and exterior renovations for security and related entrance and offices with a project budget of \$1,133,000.
 2. Southern Adirondack Education Center Project #64-90-00-00-0-014-028 for roofs and related reconstruction with a project budget of \$296,500.
 3. F. Donald Myers Education Center Project #64-90-00-00-0-006-023 for interior and exterior renovations for security and related entrance and offices with a project budget of \$83,900.
 4. F. Donald Myers Education Center Project #64-90-00-00-0-006-024 for roofs and related reconstruction with a project budget of \$379,500.
- 12.G. On motion made by Mr. Petruska, seconded by Mr. Grimaldi and unanimously carried, the Board declared surplus and authorized disposal pursuant to Board Policy 4070: Personal Property Accountability as follows:

Qty.	Description	BOCES ID Number
3	Cisco 3560 Switch	002316, 002337, 002325
1	Cisco 3500XL	10456
1	Cisco ASA5520	42413

1	Cisco 8EG Filter	45229
3	Cisco 2900G Switch	002336, 002314, 72434
39	HP Compaq Computer	49220,49106,49214,49130,49101,49185,53481,49147,49103,49204,49244,49236,49245,49148, 49153, 49255, 49199, 49117, 49246, 49179, 56775, 49115, 49232, 49216, 49149, 49188, 49109, 53459, 56775, 49131, 49191, 49137, 49249, 53485, 49192, 56370, 49202, 49248, 48797,
16	HP 6005 Computer	47486, 47454, 47506, 47512, 47438, 47463, 47453, 47460, 47540, 47557, 47528, 47469, 47535, 47531, 47440, 47551
3	APC UPS	40696, 40697, 40698
1	EIKI XBL 25 Projector	48513
2	Apple Computer	46762, 5479
1	Chinese TV	55233
1	Dell Computer	49638
1	HP Computer	59640
1	HP Monitor	12955
1	SmartBoard	65015
2	Lenovo	55235, 55236
1	Dell GX260	18170
3	HP Compaq	49204, 49236, 56775
1	HP PSC500	10744
39	HP 3420	55001, 55004, 52920, 55009, 52934, 52905, 52925, 52906, 52936, 55021, 52924, 55024, 55010, 55000, 55005, 55011, 52922, 52914, 54992, 52908, 55017, 52915, 52923, 55020, 52933, 55007, 52911, 52917, 52916, 52935, 52937, 55014, 55016, 54995, 52907, 55003, 55022, 54991, 55924
26	HP 4300	60107, 60094, 60096, 60101, 6009, 60083,, 60082, 60084, 60111, 60065, 55025, 55015, 55018, 60108, 60072, 60112, 60080, 60097, 60098, 60076, 60102, 60113, 60104, 60110, 60100, 60092
24	Apple Macbook	54364, 54361, 54362, 54367, 54366, 48387, 50233, 48391, 50239, 50237, 48390, 50228, 48389, 50227, 48388, 50231, 50238, 50234, 50230, 50229, 50232, 61193, 61194, 6400
11	D630 Laptops	44228, 44214, 44223, 44237, 44216, 44241, 44219, 44235, 44234, 44232, 44239
1	Eiki XB23 Projector	17322

- 13.A. **December 15, 2017 ~**
Holiday Concert; Sanford Street Teaching & Learning Center; 10:00 AM
- 13.B. **January 10, 2018 ~**
Regular meeting of the Board of Education at Gick Road; 6:30 PM
- 13.C. **January 11, 2018 ~**
SAEC Open House; 6:00 PM – 8:00 PM
- 13.D. **January 18, 2018 ~**
Myers Center Open House; 6:00 PM – 8:00 PM
- 13.E. **January 29, 2018 ~**
Saratoga County School Boards Association Meeting; Holiday Inn, Saratoga Springs; 6:00 PM

- 13.F. **February 15, 2018 ~**
Adirondack Area School Boards Association Meeting; Queensbury Hotel; 6:00 PM
14. On motion made by Ms. Marsh seconded by Mrs. Pfitzer and unanimously carried, the Board adjourned at 8:45 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