

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

REGULAR MEETING OF THE BOARD OF EDUCATION  
Gick Road Conference Center, Saratoga Springs, NY

May 9, 2018 6:30 PM

A G E N D A

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC HEARING

4. MINUTES

Recommend the Board approve the minutes for the April 18, 2018 regular meeting of the Board of Education.

5. COMMUNICATIONS

6. OLD BUSINESS

7. ADMINISTRATIVE REPORTS

A. **P-Tech Program** – Presented by Kim Wegner, Coordinator of Enrichment, STEM Education & Career Connections

**Teacher Residency Program** – Presented by Colleen McDonald, NBCT, NYS NT3 SEED Grant Site Director

B. **Board Committee Reports**

Buildings and Grounds Committee **(NO ACTION REQUIRED)**

C. **Initial Review of 2018-2019 Code of Conduct** – Presented by Nancy DeStefano, Director of Instructional Programs

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)**

8. NEW BUSINESS

A. **BOCES Budget**

Recommend the Board adopt the 2018-19 WSWHE BOCES Budget in the amount of \$76,470,172 as follows:

Administrative	\$ 6,508,416
Capital	\$ 1,634,467
Program	<u>\$68,327,289</u>
	\$76,470,172

**B. Donations**

1. Recommend the Board accept the following monetary donations for the Myers Center Student Awards:
  - \$100.00 from Frank and Sons Auto Body
  - \$100.00 from Ms. Carol's Salon
  - \$500.00 from Leslie Neira for the Matthew Plunkett Scholarship Fund
  - \$ 50.00 from Thomas Poultry Farm
  - \$500.00 from Tru Arc
  - \$100.00 from Seagroatt Riccardi
  - \$250.00 from Galway Fire Department
  - \$100.00 from Nationwide Uniforms
  - \$200.00 from Saratoga Harness
  - \$100.00 from Stewarts Shops
  - \$300.00 from Wesley Health Care
  - \$250.00 from Margaret Cornell for the Duane G. Cornell Scholarship
  - \$400.00 from Heritage Garden Club
  - \$300.00 from Yaddo
  - \$500.00 from American Culinary Federation; Glens Falls Chapter
  - \$500.00 from Pompa Bros.
2. Recommend the Board accept a monetary donation of \$85.00 from Therapy Dogs International Chapter 308, Queensbury, NY, for BoysTown Activities.
3. Recommend the Board accept one (1) 2006 Chevy Express Van from The Saratogian, Saratoga Springs, NY.
4. Recommend the Board accept the following monetary donations from James and Catherine Dexter:
  - \$100.00 for the Maureen VanBuren Scholarship
  - \$100.00 for the Balz Memorial Scholarship

**C. 2018 Summer Programs**

Recommend the Board establish the following dates for the summer programs listed below:

1. 2018 South Glens Falls Summer Success Program  
July 9 through August 9, 2018 (20 days)
2. 2018 Hudson Falls Summer Success Program  
July 2 through July 26, 2018 (15 days)
3. 2018 Stillwater Summer Success Program  
Elementary Program: July 9, 2018 through August 2, 2018 (16 days)  
Middle/Secondary Programs:  
July 5, 2018 through August 15, 2018 (30 days)  
July 5, 2018 through July 18, 2018 (10 days)  
July 19, 2018 through August 1, 2018 (10 days)  
August 2, 2018 through August 15, 2018 (10 days)

4. 2018 Granville Summer Jump Start Program  
July 9, 2018 through August 9, 2018 (16 days)
5. 2018 Glens Falls Summer Program  
Elementary Program: July 2, 2018 through August 9, 2018 (22 days)  
Middle/Secondary Program: July 2, 2018 through August 9, 2018 (22 days)
6. 2018 Queensbury Elementary Summer Academy Program  
July 2, 2018 through August 9, 2018 (22 days)
7. 2018 Saratoga Springs Summer Success Program  
Elementary Program: July 16, 2018 through August 9, 2018 (16 days)  
Middle/Secondary Program: July 9, 2018 through August 2, 2018 (16 days)
8. 2018 Regional Summer School Program  
July 9, 2018 to August 24, 2018, inclusive of scoring

**D. Everett R. Dyer Award for Distinguished School Board Service**

1. Recommend the Board nominate John Rieger for the Everett R. Dyer Award for Distinguished School Board Service.
2. Recommend the Board nominate David Petruska for the Everett R. Dyer Award for Distinguished School Board Service.

**E. Memorandum 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 Southern Adirondack BOCES Employees SRP and Faculty Units for Boys Town Store Managers and Consultants Extra Duty Payments 2017-18 School Year, effective May 9, 2018.

**9. PERSONNEL**

**A. Position Changes**

1. Recommend the Board create the positions listed below, pending enrollment and/or district request:

**CLASSIFIED POSITION(S)**

<b><u>POSITION</u></b>	<b><u>EFFECTIVE DATE</u></b>	<b><u>PROGRAM/LOCATION</u></b>
School Safety Officer Full-time, School Calendar (2 positions)	September 1, 2018	Various

2. Recommend the Board create one (1) full-time, 12-month position in the Coordinator of Network Technology Services area, effective July 1, 2018. (Non-Unit Group 3)
3. Recommend the Board create one (1) full-time, 12-month position in the Executive Secretary area, effective July 1, 2018. (Non-Unit Group 1 Confidential)

4. Recommend the Board create one (1) full-time, 12-month position in the Typist area and abolish one (1) full-time, 12-month position in the Secretary to the Principal area, effective June 22, 2018.
5. Recommend the Board create one (1) full-time, 12-month Administrative position in the Deputy District Superintendent tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Assistant Superintendent tenure area, effective July 1, 2018 (Non-Unit Group 4).
6. Recommend the Board create one (1) full-time, 12-month Administrative position in the Executive Director for Educational and Support Programs tenure area, effective July 1, 2018 (Non-Unit Group 8).
7. Recommend the Board create one (1) full-time, 12-month Administrative position in the Assistant Superintendent for Instructional Programs tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Director of Instructional Programs tenure area, effective July 1, 2018 (Non-Unit Group 8).
8. Recommend the Board create one (1) full-time, 12-month Administrative position in the Director of Personnel Development and Improvement tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Assistant Director of Human Resource Services tenure area, effective July 1, 2018 (Non-Unit Group 8).
9. Recommend the Board create one (1) full-time, 12-month Administrative position in the Assistant Director for Professional Learning tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Lead Coordinator for School Development tenure area, effective July 1, 2018 (Administrative Association).
10. Recommend the Board create one (1) full-time, 12-month Administrative position in the Assistant Director for Assessment and Improvement tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Lead Coordinator for School Improvement tenure area, effective July 1, 2018 (Administrative Association).
11. Recommend the Board create one (1) full-time, 12-month Administrative position in the Assistant Director for Instructional Technology Programs tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Lead Coordinator for Instructional Technology Programs tenure area, effective July 1, 2018 (Administrative Association).
12. Recommend the Board create one (1) full-time, 12-month Administrative position in the Lead Coordinator for Curriculum and Instruction tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the School Development Services Curriculum Coordinator tenure area, effective July 1, 2018 (Administrative Association).
13. Recommend the Board create one (1) full-time, 12-month Administrative position in the Lead Coordinator for Innovative Programs tenure area, effective July 1, 2018 and abolish one (1) full-time, 12-month position in the Coordinator for Enrichment Resource Services, STEM, Education and Career Connections tenure area, effective July 1, 2018 (Administrative Association).
14. Recommend the Board create one (1) full-time, 12-month Administrative position in the Supervisor for Employment Training for Adults tenure area, effective July 1, 2018 and abolish one (1) part-time, per diem position in the Supervisor for Employment Training for Adults tenure area, effective July 1, 2018 (Administrative Association).

15. As a result of changes in district requests and program needs, recommend the Board abolish one (1) full-time position in the Home Economics/Foods tenure area effective June 30, 2018. (No staff affected)
16. As a result of changes in district requests and program needs,, recommend the Board abolish one (1) full-time position in the Automotive Mechanics tenure area effective June 30, 2018 and place the least senior Automotive Mechanics teacher in that tenure area on the Section 3013 Preferred Eligibility List, effective July 1, 2018: Robert Somma, 1 year of service.
17. As a result of changes in district requests and program needs, recommend the Board abolish one (1) full-time position in the English Language Arts tenure area effective June 30, 2018 and place the least senior English Language Arts teacher in that tenure area on the Section 3013 Preferred Eligibility List, effective July 1, 2018: Georgianna Bull, over 2 years of service.
18. As a result of changes in district requests and program needs, recommend the Board abolish one (1) full-time position in the Science tenure area effective June 30, 2018 and place the least senior Science teacher in that tenure area on the Section 3013 Preferred Eligibility List, effective July 1, 2018: Darcy Pietropaolo, 1 year of service.
19. As a result of changes in district requests and program needs, recommend the Board abolish one (1) full-time position in the Social Studies 7-12 tenure area effective June 30, 2018 and place the least senior Social Studies 7-12 teacher in that tenure area on the Section 3013 Preferred Eligibility List, effective July 1, 2018: Erica Perreault, 1 year of service.
20. Due to changes in program needs, recommend the Board abolish one (1) part-time (.50fte) position in the Librarian II area effective June 30, 2018 and place the least senior Librarian II in that area on the Civil Service Recall list pursuant to Section 80 and 81 of Civil Service Law, effective July 1, 2018: Sharon Hinkle, over 20 years of service.
21. Recommend the Board approve a change of employment status for Paula Schewe, Adult LPN (Article 19) Instructor increasing her from 20 hours per week to up to 40 hours per week effective April 9, 2018 through June 1, 2018.
22. Recommend the Board approve a change of employment status for Jacqueline Plude discontinuing her provisional appointment in the Secretary to the Principal area effective at the end of the day on June 22, 2018, and reappointing her to a full-time permanent position in the Typist area effective at the beginning of the day on June 23, 2018, in accordance with direction from Washington County Civil Service. Her 17-18 salary will be prorated based on step 16 of the salary schedule - \$33,304.
23. Recommend the Board approve a change of employment status for Maureen Clancy, Culinary Arts Instructor, increasing her from 6.5 hours to 7 hours for the Annual Dinner effective April 11, 2018.
24. Recommend the Board approve a change in appointment end date for Brandie Ramsey as a part-time (10%), long term substitute in the English area from April 9, 2018 to May 31, 2018. (Ms. Ramsey will maintain her part-time (90%) term appointment in the English tenure area through June 30, 2018)

25. Recommend a change of appointment status for Dylan Johnson, discontinuing his provisional appointment in the Information Technology Assistant area effective April 10, 2018, and re-appointing him in provisional status effective April 11, 2018, pending civil service qualification, in accordance with direction from Washington County Civil Service.

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

1. Recommend the Board accept the resignation of Lisa Kmen-Riker from a full-time position in the Special Education tenure area effective at the end of the day on June 8, 2018.
2. Recommend the Board accept the resignation of Amanda Pignone from a full-time position in the Information Processing Specialist area effective at the end of the day on June 30, 2018.
3. Recommend the Board accept the resignation of Ashley Kearney from a full-time position in the Teaching Assistant tenure area effective at the end of the day on June 22, 2018.

**C. Tenure Appointments**

1. Recommend the Board appoint **David Ashdown** to tenure status in the Lead Coordinator for Instructional Technology tenure area effective June 30, 2018.

**D. Permanent Appointments**

1. Recommend the Board appoint **Nico Paniccia** to permanent status in the Information Technology Assistant area effective May 18, 2018.

**E. Staff Appointments**

1. Recommend the Board approve a change in title and tenure area for Anthony Muller, from the Assistant Superintendent tenure area to the Deputy District Superintendent tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Deputy District Superintendent tenure area, effective July 1, 2018. His 2018-2019 salary will be \$146,500.
2. Recommend the Board approve a change in title and tenure area for Nancy DeStefano, from the Director of Instructional Programs tenure area to the Assistant Superintendent for Instructional Programs tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Assistant Superintendent for Instructional Programs tenure area, effective July 1, 2018. Her 2018-2019 salary will be \$131,900.
3. Recommend the Board approve a change in title and tenure area for Turina Parker, from the Executive Principal tenure area to the Executive Director for Educational and Support Programs tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Executive Director for Educational and Support Programs tenure area, effective July 1, 2018. Dr. Parker's continuing probationary appointment to the Executive Director for Educational and Support Programs tenure area will end on June 30, 2020. Her 2018-2019 salary will be \$118,900.

4. Recommend the Board approve a change in title and tenure area for Lisa Palmer, from the Assistant Director of Human Resource Services tenure area to Director of Personnel Development and Improvement tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Director of Personnel Development and Improvement tenure area, effective July 1, 2018. Ms. Palmer's continuing probationary appointment to the Director of Personnel Development and Improvement tenure area will end on January 1, 2021. Her 2018-2019 salary will be \$107,887.
5. Recommend the Board approve a change in title and tenure area for Michael DeCaprio, from the Lead Coordinator for School Development tenure area to the Assistant Director for Professional Learning, with all rights, privileges, and tenure status previously accrued and transferred to the Assistant Director for Professional Learning tenure area, effective July 1, 2018. His 2018-2019 salary will be \$103,543.89.
6. Recommend the Board approve a change in title and tenure area for Katherine Jones, from the Lead Coordinator for School Improvement tenure area to the Assistant Director for Assessment and Improvement tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Assistant Director for Assessment and Improvement tenure area, effective July 1, 2018. Her 2018-2019 salary will be \$106,391.80.
7. Recommend the Board approve a change in title and tenure area for David Ashdown, from the Lead Coordinator for Instructional Technology Programs tenure area to the Assistant Director for Instructional Technology Programs tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Assistant Director for Instructional Technology Programs tenure area, effective July 1, 2018. His 2018-2019 salary will be \$100,773.48.
8. Recommend the Board approve a change in title and tenure area for Sarah Battiste, from the School Development Services Curriculum Coordinator tenure area to the Lead Coordinator for Curriculum and Instruction tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Lead Coordinator for Curriculum and Instruction tenure area, effective July 1, 2018. Her 2018-2019 salary will be \$94,924.83.
9. Recommend the Board approve a change in title and tenure area for Kimberly Wegner, from the Coordinator of Enrichment Resource Services, STEM Education & Career Connections tenure area to the Lead Coordinator for Innovative Programs tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Lead Coordinator for Innovative Programs tenure area, effective July 1, 2018. Ms. Wegner's continuing probationary appointment to the Lead Coordinator for Innovative Programs tenure area will end on January 13, 2020. Her 2018-2019 salary will be \$92,384.75.
10. Recommend the Board approve a change in title and tenure area for Anne Rode, from the Supervisor for Special Programs tenure area to the Administrator for Special Programs tenure area, with all rights, privileges, and tenure status previously accrued and transferred to the Administrator for Special Programs tenure area, effective July 1, 2018. Ms. Rode's appointment to the Administrator for Special Programs tenure area will be with a continuing probationary period that will end on June 30, 2020. Her 2018-2019 salary will be \$90,463.54.

11. Recommend the Board appoint Dolores Nolet to a full-time, 12-month, permanent position with a 26 week probationary period in the Network Analyst area effective April 23, 2018 through October 22, 2018. Her salary will be prorated based on step 9 of the salary schedule - \$53,268.
12. Recommend the Board appoint Eric Triola to a full-time, 12-month, provisional position in the MicroComputer Specialist area (pending civil service qualification) effective April 23, 2018. His salary will be prorated based on step 2 of the salary schedule - \$35,069.
13. **PLACEHOLDER – Appointment of one long-term substitute teacher awaiting confirmation.**
14. **PLACEHOLDER – Appointment of one long-term substitute teacher awaiting confirmation.**

**F. 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>
Amodeo, Christine	Adult Literacy (Article 19) - Literacy Instruction	up to 1 hour 04/09/18-04/13/18
Bernard, Bianca	School Nurse - TCI Refresher Training	up to 1 day 04/06/18
Brough, Colleen	Coordinator of ETA - Student Supervision	up to 10 hours 04/17/18-06/30/18
Conrick, Krista	Adult Literacy (Article 19) – Literacy Instruction	up to .5 hour 04/02/18-04/06/18
Cosey, April	Adult LPN Instructor - Clinical Instruction	up to 10 hours 04/29/18-05/05/18
Currie-Trackey, Kathleen	Social Work Associate - Faculty Meeting	up to 1 hour 03/28/18
Currie-Trackey, Kathleen	Social Work Associate - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Dolan, Michael	Print Shop Supervisor - District Printing Needs	up to 30 hours 04/16/18-06/30/18
Fana, Diane	Crisis Intervention Worker - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Fana, Diane	Crisis Intervention Worker - TCI Refresher Training	up to 1 day 04/05/18
Finch, Frank	Adult Literacy (Article 19) – Literacy Instruction	up to 5.25 hours 03/19/18-03/23/18



Foran, Shelby	Social Work Associate - TCI Refresher Training	up to 1 day 04/05/18
Francett, Bonnie	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Furman, Babette	Physical Therapist - Student Contact	up to 1.5 hrs/wk 09/04/17-06/22/18
Goodsell, Cynthia	Secretary to the Principal - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Hoffer, Amy	Public Information Liaison - Evening events for Districts	up to 10 hours 04/18/18-06/30/18
Howard, Angela	Teacher Aide - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Ingersoll, Emily	Public Information Consultant – Additional Duties	up to 3.5 hours 3/18/18-3/23/18
Jones, Diane	Adult Literacy (Article 19) – Literacy Instruction	up to 20 hours 01/15/18-04/30/18
Maglione, Bethany	Teacher Aide - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Marcellus, Lisa	Data Specialist – District Data Services	up to 4 hours 03/27/18-03/28/18
Massa, Deborah	Information Processing Specialist - Additional Duties	up to 20 additional days 04/02/18-06/30/18
Mitchell, Lynne	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Rhodes, Jean	Teacher Aide - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Schott, Linda	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Smith, Elizabeth	Sr. Information Processing Specialist - Literacy Data Entry	up to an additional 3.75 hours 03/19/18-03/23/18
Smith, Kelly	Teaching Assistant - TCI Refresher Training	up to 1 day 04/05/18
Sowers, Emily	Social Work Associate - TCI Refresher Training	up to 1 day 04/05/18
Steves, Lauren	Social Work Associate - TCI Refresher Training	up to 1 day 04/05/18

Thomas, Pamela	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Weeks, Leonard	Bus Driver - Varying assignment locations as needed	up to 40 hours 04/09/18-06/23/18
Wescott, April	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Whible, Jon	Teaching Assistant - TCI Refresher Training	up to 1 day 04/06/18
Wiegert, Deborah	Teacher Aide - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18
Yeager, Colleen	Teacher Aide - Trauma Sensitivity Training	up to 3 hours 03/22/18-04/16/18

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

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

<b><u>Name</u></b>	<b><u>Program</u></b>	<b><u>Max # of Hours</u></b>	<b><u>Dates</u></b>
Charron, Kara-Leigh	Little Einsteins	up to 18hrs	02/01/18-06/29/18
DeLor, Trent	Bridge Activities –PTECH	up to 12hrs	03/01/18-06/30/18
Franklin-Ferguson, Ellen	3D Coding	up to 40.5hrs	02/01/18-06/29/18
Graham, Heather	Little Einsteins	up to 18hrs	02/01/18-06/29/18
Lindsay, Joy	Little Einsteins	up to 18hrs	02/01/18-06/29/18
Pepin, Madeline	Bridge Activities –PTECH	up to 12hrs	03/01/18-06/30/18

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

<b><u>Name</u></b>	<b><u>Program</u></b>	<b><u>Max # of Days</u></b>	<b><u>Dates</u></b>
Mercogliano, Carrie	Nature Art (Substitute)	up to 1 day	04/09/18

3. Recommend the Board appoint staff listed below for Curriculum Writing for up to 20 hours effective April 16, 2018 through June 21, 2018, at the curriculum development rate of \$34 per hour:

Lambeth, Ekaterina                      Painter, Catherine

4. Recommend the Board appoint staff listed below to act as Teacher Mentor effective dates as noted below at the annual rate of \$1,238, prorated as appropriate:

<b><u>Mentor</u></b>	<b><u>Intern</u></b>
Snyder, Shannon	Painter, Catherine (01/02/18-01/02/19)

5. Recommend the Board appoint staff listed below for Trauma Sensitivity Training for up to 3 hours, effective March 22, 2018 through April 16, 2018, at the rate of \$34 per hour:

Bourquin, Theresa	Keenan, Cathy	Schmiel, Katherine
Cooke, Katherine	Lombardo Navatka, Rita	Sheppard, Kelly
Dennis, Amanda	Pierce, Alicia	Tarity, Emily
Gaulin, Jennifer	Riggins, Katherine	Towne, Stephanie
Glover, Lexi	Sander, Amanda	Trentecoste, Susan
Herkenham, Erin	Savage, Janeen	Villiere, Gina

6. Recommend the Board appoint staff listed below for TCI Refresher Training for up to 1 day, effective April 5, 2018, at the rate of \$34 per hour:

Bouchard, Laurie	Gennoy, Kelly	Rees, Christina
Chandler, Nathan	Herkenham, Erin	Riggins, Katherine
Claypool, Olivia	James, Jo	Sheppard, Kelly
Davis-Doern, Miriam	Johnson, Laura	Vandenbergh, John
Dennis, Amanda	Piotrowski, Paul	

7. Recommend the Board appoint staff listed below for TCI Refresher Training for up to 1 day, effective April 6, 2018, at the rate of \$34 per hour:

Savage, Janeen                  Trentecoste, Susan

8. Recommend the Board appoint teaching assistants listed below for a faculty meeting on NYS testing protocol for up to 1 hour, effective March 28, 2018, at the rate of \$12 per hour:

Francett, Bonnie	Ripley, Stephanie
Kaiser, Kim	Rogers, June
Mitchell, Lynn	Ward, Elizabeth

9. Recommend the Board appoint teaching assistants listed below for Trauma Sensitivity Training for up to 3 hours, effective March 22, 2018 through April 16, 2018, at the rate of \$12 per hour:

Bardin, Debra	Hall, Michelle	Schott, Linda
Francett, Bonnie	Kaiser, Kim	Smith, Kelly
Goodemote, Laurie	Mitchell, Lynne	Thomas, Pam

## 10. **FINANCIAL**

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

### B. **Cash Disbursements**

Recommend the Board approve the cash disbursements for the month of April 2018.

### C. **Financial Reports**

1. Recommend the Board approve the Financial Reports for the month of February 2018.
2. Recommend the Board approve the Budget Adjustment to Appropriations and the Budget Status Reports for the month of February 2018.
3. The Financial Reports for the month March 2018 will be distributed at the meeting. **(NO ACTION REQUIRED)**

4. The Budget Adjustment to Appropriations and the Budget Status Reports for the month of March 2018 will be distributed at the meeting. **(NO ACTION REQUIRED)**

**D. 2018-2019 Internal Audit Exemption**

Whereas a mandate relief measure was enacted in the 2013-14 budget by New York State to exempt school districts from the requirement to maintain an internal audit function and Education Law 2116-B was amended to include language relative to this exemption; and Whereas the New York State Education Department Office of Management Services provided guidance that BOCES can also partake in this exemption and created a certification form for BOCES to use to document eligibility; and Whereas WSWHE BOCES qualifies for this exemption; and Whereas the WSWHE BOCES Board Audit Committee met and considered this mandate relief and is recommending adopting this resolution; Be it resolved that the WSWHE BOCES shall adopt the mandate relief measure first enacted in the 2013-14 New York State Budget and shall not conduct an Internal Audit during 2018-19 and confirms the certification that was required to be filed with SED by June 30, 2018.

**E. NYSITCC Cooperative Contracts ERIE 1 BOCES**

**WHEREAS**, It is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for 3<sup>rd</sup> L Corp, A+ Educators, Accelerate Learning, Achieve3000, AKJ Books, American Reading Company, Amplify, Answer Pad, Bird Brain, Bloomboard, Brain Hurricane, Bridges Transitions, Carnegie Learning, Certica, Charmtech Labs, Chester Technical Services, ClassLink, Code Monkey, Curriculum Associates, Curriculum Technology, Dreambox, eDoctrina, Edgenuity, Edmentum, Educational Vistas, Edvation, eSpark, Explore Learning, FastBridge Learning, Front Row, Frontline Technologies, Houghton Mifflin, iDesign, Imagine Learning, Interactive Media, iSafe, iStation, IXL, Keyboarding Without Tears, Kidtellect, Kinderlab Robotics, Learning Ally, Learning.com, Learning Sciences International, Lego Education, Lexia Learning, LinkIt, Little Bits, Mad Learn, Maker's Empire, McGraw-Hill, Mind Research Institute, Microsoft, Modular Robotics, My Power Learning, My Stem Kits, Naviance, Nearpod, Newsela, NWEA, Oneder, Pearson Digital Learning, PLS 3<sup>rd</sup> Learning, Renaissance Learning, Right Reason Technologies, Robokind, Rosetta Stone, Rubicon West, Inc., Scholastic, Inc., SchoolBinder, Scientific Learning, Sensavis, Service Infinity, SunGard, Suntex, Taylor & Associates Communications, Tequipment, Thimble, Turnit In, Tynker, Waterford, zSpace and,

**WHEREAS**, The Washington-Saratoga-Warren-Hamilton-Essex BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software/learning packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

**BE IT RESOLVED**, That the Washington-Saratoga-Warren-Hamilton-Essex BOCES Board of Education authorizes Erie 1 BOCES to represent it in all matters leading up to and entering into a contract for the purchase of and licensing of the above mentioned software/learning packages, and,

**BE IT FURTHER RESOLVED**, That the Washington-Saratoga-Warren-Hamilton-Essex BOCES Board of Education agrees to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and,

**BE IT FURTHER RESOLVED**, That the Washington-Saratoga-Warren-Hamilton-Essex BOCES Board of Education agrees (1) to abide by majority decisions of the participating BOCES on quality standards; (2) Erie 1 BOCES will negotiate contracts according to the majority recommendations; (3) that after contract agreement, it will conduct all purchasing arrangements directly with the vendor.

**F. Equipment Leases**

1. Recommend the Board approve an equipment lease (the "lease") for South Glens Falls Central School District for 3 years in a base amount not to exceed \$458,612.19 with three payments of \$152,870.73 (Disposition is \$1 buyout). Items to lease: 20 Casio Projectors and 10 mounts, 2 Lulzbot 3 d printers, 970 chromebook cases, 4 servers, 920 chromebooks with management, 10 monitors, 1 promethean board with stand and mount, 10 lenovo chromebooks and management, 20 Asus projectors and 5 Apple Macbook Pro laptops. These payments are based on an interest rate of 3.110% (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 Hadley Luzerne Central School District for 3 years in a base amount not to exceed \$93,168.75 with three payments of \$31,056.25 (Disposition is \$1 buyout). Items to lease: 30 monitors, 80 ipads, 20 apple pencils, 150 chromebooks, 150 Google Management, 10 Dell Precision Workstations and Dell Latitude laptops. These payments are based on an interest rate of 3.690% (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%.

**G. Custodial Products Award Bid #166-18**

Recommend approval for the below referenced vendors who submitted the lowest bids on an item by item bid for Custodial Products to be supplied to participating school districts for the period of June 1, 2018 – May 31, 2019.

**Custodial Products Bid #166-18**

Central Poly-Bag Corp. Linden, NJ	Interboro Packaging Corp. Montgomery, NY
E.A. Morse & Co., Inc. Castleton, NY	Leland Paper Company Glens Falls, NY
Foley Distributing Rutland, VT	W.B. Mason Co. Inc. Albany, NY
Hill & Markes, Inc. Amsterdam, NY	

**H. Capital Project Contract Award**

Recommend awarding the contract for roof reconstruction for projects #64-90-00-00-0-014-028 at the Southern Adirondack Education Center and #64-90-00-00-0-006-024 at the F. Donald Myers Education Center to Henderson-Johnson Co., Inc. of Syracuse NY in the amount of \$423,378 for the base bid and \$71,548 for Alternate #1. Total contract award is \$494,926.

**I. Placeholder for RFP Award, Banking Services**

**J. Joint Municipal Cooperative Bidding Program**

**WHEREAS**, various educational and municipal corporations located within the State of New York desire to bid jointly for generally needed services and standardized supply and equipment items; and

**WHEREAS**, the Washington-Saratoga-Warren-Hamilton-Essex BOCES, an educational/municipal corporation (hereinafter the "Participant") is desirous of selectively participating with other educational and/or municipal corporations in the State of New York in joint bidding in the areas mentioned above pursuant to General Municipal Law § 119-o and Education Law Section 1950; and

**WHEREAS**, the Participant is a municipality within the meaning of General Municipal Law § 119-n and is eligible to participate in the Board of Cooperative Educational Services, First Supervisory District of Suffolk County (hereinafter Eastern Suffolk BOCES) Joint Municipal Cooperative Bidding Program (hereinafter the "Program") in the areas mentioned above; and

**WHEREAS**, the Participant acknowledges receipt of the Program description inclusive of Eastern Suffolk BOCES' standard bid packet and the general conditions relating to said Program; and

**WHEREAS**, with respect to all activities conducted by the Program, the Participant wishes to delegate to Eastern Suffolk BOCES the responsibility for drafting of bid specifications, advertising for bids, accepting and opening bids, tabulating bids, awarding the bids, and reporting the results to the Participant.

**BE IT RESOLVED** that the Participant hereby appoints Eastern Suffolk BOCES to represent it and to act as the lead agent in all matters related to the Program as described above; and

**BE IT FURTHER RESOLVED** that the Participant hereby authorizes Eastern Suffolk BOCES to place all legal advertisements for any required cooperative bidding in Newsday, which is designated as the official newspaper for the Program; and

**BE IT FURTHER RESOLVED** that a Participant Meeting shall be held annually consisting of a representative from each Program Participant. Notice of the meeting shall be given to each representative at least five (5) days prior to such meeting; and

**BE IT FURTHER RESOLVED** that an Advisory Committee will be formed consisting of five to ten representatives of Program Participants for a term of three (3) years as authorized by General Municipal Law §119-o.2.j.

**BE IT FURTHER RESOLVED** that this Agreement with the Participant shall be for a term of one (1) year as authorized by General Municipal Law §119-o.2.j.

**BE IT FURTHER RESOLVED** that the Participant agrees to pay Eastern Suffolk BOCES an annual fee as determined annually by Eastern Suffolk BOCES to act as the lead agent for the Program.

**K. Cooperative Bid 18-19 Nassau Various Commodities and/or Services**

**WHEREAS**, The Board of Education of the Washington-Saratoga-Warren-Hamilton-Essex BOCES (WSWHE BOCES) wishes to participate in a Cooperative Bidding Program conducted by The Board of Cooperative Educational Services of Nassau County (Nassau BOCES) for the purchase of various commodities and/or services as authorized by and in accordance with the Education Law and General Municipal Law, Section 119-o; and

**WHEREAS**, the WSWHE BOCES, more particularly, wishes to participate in the joint cooperative bids as listed and checked below (check “yes” or “no”):

**PARTICIPATION**

<b><u>CORE GROUP:</u></b>	<b><u>YES</u></b>	<b><u>NO</u></b>
<b><i>(NASSAU BOCES PER BID RATE)</i></b>		
<b>COMPUTER HARDWARE, SOFTWARE, NETWORKING AND SUPPLIES</b>	<b><u>X</u></b>	<b>—</b>

**NOW THEREFORE, BE IT RESOLVED** that the WSWHE BOCES hereby appoints Nassau BOCES as its representative and agent in all matters related to the Cooperative Bidding Program, including but not limited to responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids, reporting the results to the School District and making recommendations thereon, and

**BE IT FURTHER RESOLVED** the Nassau BOCES is hereby authorized to award cooperative bids on behalf of the WSWHE BOCES to the bidder deemed to be the lowest responsible bidder meeting the bid specifications and otherwise complying with Article 5-A of the General Municipal Law of the State of New York relating to public bids and contracts and to enter into contracts for the purchase of the commodities and/or services as authorized herein, and

**BE IT FURTHER RESOLVED**, that the WSWHE BOCES hereby authorizes its School Business Administrator or his/her designee on behalf of the WSWHE BOCES to participate in cooperative bidding conducted by Nassau BOCES and if requested to furnish Nassau BOCES an estimated minimum number of units that will be purchased and such other documents and information which may be reasonably necessary or useful in conducting the Cooperative Bidding Program, and

**BE IT FURTHER RESOLVED**, that the WSWHE BOCES agrees to assume its equitable share of the administrative costs of the cooperative bidding program and all of its obligations and responsibilities pursuant to any contract that may be awarded by Nassau BOCES on behalf of the WSWHE BOCES.

**L. 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
2	HP 6005	49193, 49163
1	HP Probook Laptop	49276
4	Apple iMacs	52243,52272,00768, 00789
1	Samsung Chromebook	003953
3	SmartBoards	48709, 60401, 72602
1	HP Chromebook	003373
1	Eiki LC-XB31	42267
1	Smart UF70	65005
1	HP LJ 2727 Printer	54814
9	SmartBoards	48789,48790,48795,48784, 44572, 48572, 49514, 56715, 51521
1	HP Chromebook	72754
1	HP 6005 Desktop	51796
1	HP Laptop 640	65569
1	HP MXL All in one	53751
6	HP 8100 Elite	49496,55599, 48024, 48017, 49491,49504
1	Bogen Rack	12055
1	Smart 680	50963
12	HP 6005	49141, 49197, 49151, 53465, 49172, 49150, 49240, 49150, 56770, 56724, 49156, 49133
1	Dell Optiplex	40510
11	HP 6005	49238, 49239, 53473, 491147, 49237, 49203, 49164, 53457, 49181, 49223, 49136
5	Dell Latitude 3330	68958, 68933, 68921, 68928, 68952
4	Dell D620	41147, 41138, 41116, 41154
1	Mac All in One	52248
1	Certera Computer	41280
1	Xerox Phaser 4500	70046
11	HP Desktop	54380, 54391, 54381,54384,54382, 54387, 54392,54389, 54393, 54386, 54383
1	Smart Symposium	17504
1	Dell Latitude E5540	02779/64887
1	Cisco Switch	11050
1	Cosmetology Pedicure Chair	15735
1	Blakeslee Mixer #2190921BAA	001029

**11. OTHER**

- A. **May 14, 2018 ~**  
Saratoga County School Boards Association Annual Awards Ceremony;  
Holiday Inn @ 232 Broadway, Saratoga Springs; 6:00 PM
- B. **May 16, 2018 ~**  
Talented Unlimited Event at Skidmore College; 6:00 PM
- C. **June 8, 2018 ~**  
SAEC Exceptional Learners Completion Ceremony; SAEC; 9:30 AM



- D. **June 11, 2018 ~**  
Myers Exceptional Learners Completion Ceremony; Gick Road; 7:00 PM
- E. **June 12, 2018 ~**  
Early College Career Academy Completion Ceremony; SUNY Adirondack, Queensbury Campus; 6:00 PM
- F. **June 12, 2018 ~**  
STEP Completion Ceremony; SAEC; 8:30 AM
- G. **June 13, 2018 ~**  
Regular meeting of the Board of Education at Gick Road; 6:30 PM
- H. **June 15, 2018 ~**  
Washington Street Teaching & Learning Center End of Year Ceremony; WSTLC; 12:30 PM
- I. **June 15, 2018 ~**  
SAEC CTE Completion Ceremony; Glens Falls Civic Center; 7:00 PM
- J. **June 16, 2018 ~**  
New Board Member Governance Training at Gick Road; 9:00 AM – 3:30 PM
- K. **June 18, 2018 ~**  
Myers CTE Completion Ceremony; Saratoga Springs City Center; 7:00 PM
- L. **June 20, 2018 ~**  
Sanford Street Teaching & Learning Center Awards Ceremony at SSTLC; 12:15 PM
- M. **June 28, 2018 ~**  
Practical Nursing Completion Ceremony; Location TBD; 6:00 PM
- N. **July 8 – July 10, 2018 ~**  
2018 Rural Schools Association Conference; Otesaga Hotel, Cooperstown, New York.  
Attending: James Dexter, Lin King, Cheryl Smith, and Naomi Marsh.
- O. **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**