

**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
December 12, 2018 6:30 PM**

AGENDA

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC HEARING

4. MINUTES

Recommend the Board approve the minutes for the November 14, 2018 regular meeting of the Board of Education.

5. COMMUNICATIONS

6. OLD BUSINESS

7. AUDIT REPORT

West & Company will present the Independent External Audit Report for the fiscal year ended June 30, 2018.

Recommend the Board accept the Independent External Audit Report submitted by West & Company for the fiscal year ended June 30, 2018 as recommended by the Board Audit Committee.

8. ADMINISTRATIVE REPORTS

A. Overview and Information on Related Services – Anne Rode, Administrator for Special Programs, Exceptional Learners Division

B. Board Committee Reports

Policy Committee **(NO ACTION REQUIRED)**

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

C. Legislative Update

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

D. Remote Access for Board Members

E. District Superintendent Items (NO ACTION REQUIRED)

9. NEW BUSINESS

- A.** Recommend the Board approve the following resolution regarding the Washington-Saratoga-Warren-Hamilton-Essex BOCES Board of Education advocacy priorities for the 2019 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 \$6,557.00 per pupil.**
- **Adjust the weighting factor for Free and Reduced Lunch from .65 to .75-.80 to reflect large increases in this population.**
- **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% aidability for the salaries of CTE teachers.

3. 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.**

4. SMART Schools Bond Act

- **The process for distributing this funding has been slow and unpredictable, making it difficult for schools to take full advantage of this funding opportunity. To ensure that the funding is available in a timely manner for schools, the process must be improved and expedited by establishing firm deadlines by which projects are approved and funded.**

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

1. Recommend the Board make the following changes in Group 7 Miscellaneous, effective December 12, 2018:
 - a. Increase Teacher Aide (All Enrichment Programs) rate of pay from \$10.50 to \$11.10 per hour.
 - b. Increase Teacher Aide (Instructional Summer Programs) rate of pay from \$10.50 to \$11.10 per hour.
 - c. Increase Event Staff Members rate of pay from \$10.50 to \$11.10 per hour.
2. Recommend the Board make the following changes in Group 6 Adult and Continuing Education, effective December 12, 2018:
 - a. Establish the title of ETA Program Assistant at the single rate of pay \$15.00 per hour.

C. Professional Learning Team

Recommend the Board approve the following staff to be appointed to the Professional Learning Team (formerly known as the Professional Development Plan Committee):

Nancy DeStefano- Co-Leader	Clay Corey
Karen Monastero (SABEA)-Co-Leader	Lynne Mitchell
Jo James (SABEA)-Co-Leader	Jared Davis
Paul Piotrowski	Sarah Matarazzo
Matt Young	Sarah Battiste
Michelle Maddalla	Anne Rode
Jane Amorosi	Dianna Collura
Maureen DeLuke	Mike DeCaprio

10. PERSONNEL

A. Position Changes

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

CERTIFIED POSITION(S)

<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>PROGRAM/LOCATION</u>
Teaching Assistant Part-time (50%)	September 1, 2018	F. Donald Myers

CLASSIFIED POSITION(S)

<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>PROGRAM/LOCATION</u>
Clerk	November 26, 2018	Teacher Registry, Burgoyne
Information Processing Specialist, Full-time	January 2, 2019	Gick

2. Recommend the Board increase (1) position from part-time (40%) in the Speech and Hearing Handicapped (Language Disabilities) tenure area to full-time, effective November 29, 2018.

Further, recommend the Board approve a change of employment status for Lori Finneran increasing her from a part-time (40%) to full-time position in the Speech and Hearing Handicapped (Language Disabilities) tenure area with a four (4) year probationary period effective November 29, 2018 through November 28, 2022.

3. Recommend the Board approve a change in start date for Katherine Ketchum, Literacy, from September 1, 2018 to November 5, 2018 and adjust her probationary period date effective from September 1, 2018 through August 31, 2022 to November 5, 2018 through November 4, 2022.

B. Staff Resignations for the Purpose of Retirement

1. Recommend the Board accept with appreciation and regret the retirement resignation of Kenneth Brooks from a full-time position in the Heavy Equipment tenure area effective July 1, 2019 and last paid day of work June 30, 2019. Mr. Brooks has completed 20 years of service with the BOCES.
2. Recommend the Board accept with appreciation and regret the retirement resignation of Susan Trentecoste from a full-time position in the Special Education tenure area effective July 1, 2019 and last paid day of work June 30, 2019. Ms. Trentecoste has completed 11 years of service with the BOCES.

C. Staff Resignations/Leave of Absences

1. Recommend the Board accept the resignation of Mary Kay Springer from a full-time, school calendar, position in the Clerk area, effective November 13, 2018.
2. Recommend the Board accept the resignation of Hillary Skeans from a full-time tenured position in the Math area, effective November 30, 2018.

D. Permanent Appointments

1. Recommend the Board appoint **Dylan Johnston** to permanent status in the Information Technology Assistant area, effective December 24, 2018.
2. Recommend the Board appoint **Jeanna Burdick** to permanent status in the Financial Support Specialist area, effective December 31, 2018.
3. Recommend the Board appoint **Melissa Briggs** to permanent status in the Executive Secretary area, effective December 31, 2018.
4. Recommend the Board appoint **Samantha Berg** to permanent status in the Financial Support Specialist area, effective January 7, 2019.
5. Recommend the Board appoint **Sheri Wescott** to permanent status in the Executive Secretary area, effective January 7, 2019.
6. Recommend the Board appoint **Molly Baker** to permanent status in the Executive Secretary area, effective January 9, 2019.

7. Recommend the Board appoint **Erik Morrison** to permanent status in the Human Resource Generalist area, effective January 14, 2019.

E. Staff Appointments

1. Recommend the Board appoint Dana Paton to a full-time, school calendar position in the Speech and Hearing Handicapped (Language Disabilities) tenure area effective December 4, 2018 through December 3, 2021(with credit for prior tenure). Ms. Paton has a Permanent certificate issued September 1, 2006 in the Speech and Language Disabilities area. Her salary will be prorated based on step 13 of the salary schedule-\$48,863.
2. Recommend the Board appoint Elicia Brockway to a full-time, school calendar, position in the Teaching Assistant tenure area with a four (4) year probationary period effective November 15, 2018 through November 14, 2022. Ms. Brockway has a Level 1 certificate pending in the Teaching Assistant area. Her salary will be prorated based on step 3 of the salary schedule-\$15,107.
3. Recommend the Board appoint Christina Rohne to a full-time, school calendar, position in the Teaching Assistant tenure area with a four (4) year probationary period effective December 10, 2018 through December 9, 2022. Ms. Rohne has a Level 1 certificate pending in the Teaching Assistant area. Her salary will be prorated based on step 4 of the salary schedule-\$15,635.
4. Recommend the Board appoint Christine Harrington to a full-time, 12-month, provisional position in the Clerk area (pending civil service qualification) effective November 26, 2018. Her salary will be prorated based on step 8 of the salary schedule -\$22,330.

F. Other

1. Recommend the Board approve per diem employment at the applicable **2018-19** hourly/per diem rate (unless otherwise noted) for the staff listed below:

<u>Name</u>	<u>Program</u>	<u>Maximum Hours/Days</u>
Ackerman, Susan	Art Teacher Student Coverage	up to 1 hrs 11/6/18 & 11/15/18
Amodeo, Christine	Adult Literacy (Article 19) Literacy Instruction	up to 10 hrs 11/01/18-11/30/18
Conrick, Krista	Adult Literacy (Article 19) Literacy Instruction	up to 1.5 hrs 10/29/18-11/02/18
David, Celeste	Culinary Teacher Program Preparation	up to 38 hrs 11/01/18-12/20/18
Finch, Frank	Adult Literacy (Article 19) Literacy Instruction	up to 15 hrs 10/29/18-11/30/18
Jones, Diane	Adult Literacy (Article 19) Literacy Instruction	up to 10 hrs 10/29/18-11/30/18

Pratt, Kelly	Teacher Aide Cyber Security Meeting	up to 1 hrs 11/27/18
Smith, Beth	Adult Literacy (Article 19) Case Management	up to 6 hrs 10/29/18-12/31/18
Taft, Diane	Senior IPS Various Meetings	up to 1 hr/week 12/3/18-06/30/19

2. Recommend the Board appoint staff listed below, to the **2018-2019** Employment Training For Adults (ETA) Programs (contingent upon funding and enrollment), at the indicated hourly rate:

ETA-Instructor
Rate of \$25.50 per hour

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
DeLap, Ronald	CDL Classroom Driving	up to 250 hrs	10/15/18-06/30/19
Mahoney, David	Residential Wiring B/A	up to 135 hrs	11/26/18-06/30/19

3. Recommend the Board appoint staff listed below, to the **2018-2019** 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>
Flinton, Jeanine	Robotics Wednesdays	up to 6 hrs	01/09/19-02/27/19
Franklin-Ferguson, Ellen	Ozbots	up to 4.5 hrs	12/01/18-06/30/19
Guyon, Laurie	Coding DuJour:Sphero	up to 4.5 hrs	12/01/18-06/30/19
Jacko, Joel	Contraptions	up to 18 hrs	12/01/18-06/30/19
Metivier, Diane	Digital Photography and Editing	up to 18 hrs	12/01/18-06/30/19
Minder, Eileen	Forensics	up to 3 hrs	11/01/18
Orozco, Valeria	Movement through Painting & drawing	up to 18hrs	12/01/18-06/30/19
Welch, Kathryn	Vital signs Planet Earth	up to 15 hrs	01/08/19-04/30/19
Whitcher, Alyssa	Dot & Dash	up to 4.5 hrs	12/01/18-06/30/19

Project Enrich (Mini-Course)
Rate of \$27 per hour

<u>Name</u>	<u>Program</u>	<u>Max# of Hours</u>	<u>Dates</u>
Van Rijsewijk, Janet	Enrichment Activities	up to 96 hrs	09/06/18-03/03/19

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 (Marie)	Chinese	up to 15 hrs	12/01/18-06/30/19
Dinsmore, Yan Liu	Chinese	up to 15 hrs	12/01/18-06/30/19
Sheeran, Linda	French	up to 15 hrs	12/01/18-06/30/19
Wu, Quanxi	Chinese	up to 15 hrs	12/01/18-06/30/19
Zhai, Wendy	Chinese	up to 15 hrs	12/01/18-06/30/19

12. Recommend the Board approve Betty Barrett as a Presenter for Math Regents Scoring Training, for up to 1 session effective January 15, 2019, at the rate of \$300 per session.
13. Recommend the Board approve Evelyn Donohue as a Presenter for ELA Regents Scoring Training, for up to 1 session effective January 15, 2019, at the rate of \$250 per session.
14. Recommend the Board approve Dr. George Gregory as a Presenter for US & Global History Regents Scoring Training, for up to 1 session effective January 15, 2019 at the rate of \$250 per session.
15. Recommend the Board approve Katie Hamilton for preparation and planning for NYS Arts Standards for up to 1 session effective January 19, 2019 at the rate of \$150 per session.
16. Recommend the Board approve Leah Holsclaw for preparation and planning for NYS Music Standards for up to 1 session effective November 24, 2018 at the rate of \$150 per session.

11. **FINANCIAL**

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

B. Cash Disbursements

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

C. Financial Reports

1. Recommend the Board approve the Financial Reports for the months of June and July 2018.
2. The Financial Reports for the months of August, September, and October 2018 will be distributed at the meeting. **(NO ACTION REQUIRED)**
3. The Budget Adjustment to Appropriations and the Budget Status Reports for the months of July, August, September, and October 2018 will be distributed at the meeting. **(NO ACTION REQUIRED)**

D. Equipment Leases

1. Recommend the Board approve an equipment lease (the "lease") for Glens Falls Common School District for 5 years in a base amount not to exceed \$8,608.30 with five payments of \$1,721.66 (Disposition is \$1 buyout). Items to lease: Two Dell Servers. These payments are based on an interest rate of 4.350% (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 Mechanicville City School District for 3 years in a base amount not to exceed \$125,439.69 with three payments of \$41,813.23 (Disposition is \$1 buyout). Items to lease: Server Rack, 14 hard drives, 150 desktop computers and stands, 150 monitors. These payments are based on an interest rate of 3.630% (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%.

3. Recommend the Board approve an equipment lease (the "lease") for South Glens Falls School District for 5 years in a base amount not to exceed \$23,045.75 with five payments of \$4,609.15 (Disposition is \$1 buyout). Items to lease: Two Konica copiers. These payments are based on an interest rate of 4.350% (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%.

E. Architect contract

Recommend the Board approve a contract with Griffith Dardanelli Architects, P.C. for Architectural services for Phase 4 Paving and Drainage in 2019 at the Southern Adirondack Education Center. The fee is 9% of the construction costs and includes engineering costs associated with the design of this work.

F. 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
1	Eiki LC-XNS3100 Video Projector	61240/000887
20	HP 800 G1 Computer	61405/002266, 66659/002213, 66666, 66722/002212, 66647, 62518, 66684, 62522, 66655, 62533, 66725/001867, 66730/002211, 66661/002214, 66642, 62520, 61671/000079, 66681, 66671, 62515, 62530
1	HP 6005 Pro	49693/000714
1	HP 8300 Computer	57987
1	HP LJ 5 Printer	7548
1	Compaq Presario	18380
1	Dell Latitude D620	18701/002543
1	Canon GL2 Video Camcorder	45459
2	Commercial Microwaves	7999, 10823/1018
1	Tire Changer	000386
1	Husqvarna Snow Blower	48946
2	Manikins	unknown
1	2009 Chevy Cube Van	Vin #1GBJG31K891180387
1	Grinder/Wire Wheel	7697
1	MacBook Pro	46941/002434

12. OTHER

A. December 13, 2018 ~

Adirondack Area School Board Association Meeting; Queensbury Hotel; 6:30 PM

B. January 9, 2019 ~

Regular Meeting of the Board of Education; Gick Road Conference Center; 6:30 PM

C. January 10, 2019 ~

CTE Open House; Myers Center; 6:00 PM

D. January 14, 2019 ~

Saratoga County School Boards Association Meeting; Holiday Inn at 232 Broadway, Saratoga Springs; 6:00 PM

E. January 17, 2019 ~

CTE Open House; SAEC; 6:00 PM

D. Board Member Comments

13. 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; and collective negotiations pursuant to article 14 of the Civil Service Law.

14. ADJOURNMENT

The meeting was called to order at 6:55 PM and Naomi Marsh led with the Pledge of Allegiance at the Cambridge Central School, Cambridge, New York with the following present:

Board of Education Members Present: John Rieger, President; Linda King, Vice President; Pamela Ellis, Michael Erickson, Michael Glass, Frank Grimaldi, Naomi Marsh, David Petruska, Cheryl Smith, and Janine Thomas.

Board of Education Member(s) Absent: Gillette Nash, Kevin Ostrander, Paul Rice, Jeff Smith, and Steve Smoller.

Also Present: James Dexter, District Superintendent; Anthony Muller, Deputy District Superintendent; Ronald Black, Chief Financial Officer; Nancy DeStefano, Assistant Superintendent for Instructional Programs; Turina Parker, Executive Director for Educational and Support Programs; Lisa Palmer, Director of Personnel Development and Improvement; Michael Donlon, Executive Principal; Michael Nelson, Supervisor of Buildings and Grounds; Heather Shelp, Business Administrator; and Jackie White, Board Secretary.

4. On motion made by Mr. Grimaldi, seconded by Mrs. King and unanimously carried, the Board approved the minutes for the October 10, 2018 regular meeting of the Board of Education.
- 7.A. Mr. Steve Butz, Environmental Science Teacher at Cambridge Central School, presented information to the Board on the Shays' Settlement Archaeology Project and the Floating Classroom.
- 7.B. David Ashdown and Turina Parker presented a report on Instructional Technology.
- 7.C. In honor of Mr. Rieger the video from the Everett R. Dyer Award Ceremony was shared with the audience.
- 7.D. Mike Nelson reported for the Buildings and Grounds Committee.
- 7.E. Lin King gave a legislative update.
- 7.F. As part of the District Superintendent's remarks, James Dexter presented the following:
 - The Board visit to Newcomb CSD was cancelled last night due to weather. The visit will be rescheduled. Indian Lake CSD and Queensbury UFSD are scheduling times for their Boards to tour BOCES.
 - Nancy DeStefano reported that State Ed did an inspection visit of the PN Program. There were eight areas of inspection, of which all were satisfactory, with a few of these being marked for improvement.
 - Nancy DeStefano presented the Construction Trades Program Project to "Build a Tiny House." BOCES is partnering with Habitat for Humanity, Saratoga Builders, and Curtis Lumber on this project.
 - Mr. Dexter's yearly memo regarding his required physical is in each Board member's folder.

- 8.A.1. On motion made by Mr. Petruska, seconded by Mr. Grimaldi and unanimously carried, the Board accepted a donation of solvent based toners and mixing lids for the Auto Body Repair Program. This donation is from Keystone Automotive Industries, Inc. and Axalta Coatings of Albany, New York.
- 8.A.2. As part of the same motion, the Board accepted a donation of one 2006 Toyota Matrix for the Auto Tech Class. This donation is from Barbara Villett of Shushan, New York.
- 8.B. On motion made by Mr. Grimaldi, seconded by Mr. Petruska and unanimously carried, the Board approved the amended Employment Training for Adults (ETA) Handbook effective November 15, 2018.
- 9.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:

CERTIFIED POSITION(S)

<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>PROGRAM/LOCATION</u>
Speech and Language Disabilities, Full-time Two Positions	November 1, 2018	Various
Teaching Assistant Part-time (50%)	November 1, 2018	Washington Street TLC

CLASSIFIED POSITION(S)

<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>PROGRAM/LOCATION</u>
Senior Public Information Specialist	November 15, 2018	Gick
Teacher Aide Part-time (50%)	October 22, 2018- June 30, 2019	Southern Adirondack Education Center

- 9.A.2. As part of the same motion, the Board approved a change in start date for Rosemary Christle-Renaud, Elementary area assigned to teach Gifted Education, from September 1, 2018 to September 6, 2018.
- 9.A.3. As part of the same motion, the Board increased (1) position from part-time (40%) in the Elementary area assigned to teach Gifted Education to part-time (60%) up to full-time, effective October 10, 2018.

Furthermore, the Board approved a change of employment status for Rosemary Christle-Renaud increasing her from a part-time (40%) to part-time (60%) position in the Elementary area assigned to teach Gifted Education effective October 10, 2018.

- 9.A.4. As part of the same motion, the Board increased the length of work year for one (1) position in the Coordinator of School Library Systems tenure area from 200 days to full-time, 12-month, effective January 1, 2019.

Furthermore, the Board approved a change of employment status for J'aime Pfeiffer increasing her from a full-time (200 day) to a full-time, 12-month tenured position in the Coordinator of School Library Systems effective January 1, 2019. Her 2018-2019 salary will be prorated based on - \$90,620.36. (Administrators Association)

- 9.A.5. As part of the same motion, the Board approved a change of appointment for Michael McTague, Attending Principal Hudson Falls, from a 100% stipend position to a 50% stipend position effective August 1, 2018 through June 30, 2019.

- 9.A.6. As part of the same motion, the Board approved a change of appointment for Caroline Goss, Attending Principal Cambridge, from a 100% stipend position to a 50% stipend position effective August 1, 2018 through June 30, 2020.

- 9.A.7. As part of the same motion, the Board approved a change of appointment for the staff listed below Attending Teachers Cambridge, from a 100% stipend position to a 67% stipend position effective August 1, 2018 through June 30, 2020:

Brownell, Audrey

DeCan, Therese

- 9.A.8. As part of the same motion, the Board approved a change in hours and dates for staff listed below at the Washington County Fair, for preparing and presenting demonstrations, from August 20, 2018 through August 26, 2018 to August 15, 2018 through August 26, 2018:

<u>Name</u>	<u>From</u>	<u>To</u>
Bitzer, Shannon	6 hrs	10 hrs

- 9.A.9. As part of the same motion, the Board approved a change in hours for Georgianna Bull, ELD Teacher, for Curriculum Development, from 10 hours to 20 hours, effective October 22, 2018 through June 30, 2019.

- 9.A.10. As part of the same motion, the Board approved a change in hours for Eileen Minder, Enrichment Resource Specialist, from 75 hours to 100 hours, effective October 15, 2018 through June 30, 2019, as needed.

- 9.A.11. As part of the same motion, the Board approved a change in dates for Deborah Viehmann, Principal Account Clerk, for SLO Preparation and Testing, from September 13, 2018 through September 21, 2018 to September 13, 2018 through September 25, 2018.

- 9.B.1. On motion made by Mr. Glass, seconded by Mr. Petruska and unanimously carried, the Board accepted with appreciation and regret the retirement resignation of Donna Wisenburn from a full-time position in the Assistant Superintendent for Human Resources tenure area effective January 2, 2019 and last paid day of work January 1, 2019. Ms. Wisenburn has completed 43 years of service with the BOCES.

- 9.C.1. On motion made by Mr. Petruska, seconded by Mrs. King and unanimously carried, the Board accepted the resignation of Alison Brownell from a full-time position in the Teacher Aide area, effective September 1, 2018.
- 9.C.2. As part of the same motion, the Board accepted the resignation of Joseph Bazarnick from a Mentor position, effective September 28, 2018.
- 9.C.3. As part of the same motion, the Board accepted the resignation of Constance Clark from a full-time position in the Teaching Assistant tenure area effective October 26, 2018.
- 9.C.4. As part of the same motion, the Board accepted the resignation of Margaret Gianfagna from a full-time position in the Teaching Assistant tenure area effective November 5, 2018.
- 9.C.5. As part of the same motion, the Board accepted the resignation of Kristi Tooley from a full-time position in the Teaching Assistant tenure area effective November 14, 2018.
- 9.C.6. As part of the same motion, the Board approved a leave of absence without pay for Carol Meeker from a full-time position in the Special Education tenure area effective October 25, 2018 through November 5, 2018.
- 9.D.1. On motion made by Mr. Grimaldi, seconded by Mr. Petruska and unanimously carried, the Board appointed **Diane Desmond** to permanent status in the Occupational Therapy area, effective July 17, 2018.
- 9.D.2. As part of the same motion, the Board appointed **Karen August** to permanent status in the Secretary to the Principal area, effective November 14, 2018.
- 9.D.3. As part of the same motion, the Board appointed **Eileen Williams** to permanent status in the Secretary to the Principal area, effective November 21, 2018.
- 9.D.4. As part of the same motion, the Board appointed **Elizabeth Burkhardt** to permanent status in the Financial Support Specialist area, effective November 27, 2018.
- 9.D.5. As part of the same motion, the Board appointed **Theresa Pasco** to permanent status in the Financial Support Specialist area, effective November 27, 2018.
- 9.D.6. As part of the same motion, the Board appointed **Angela Spring** to permanent status in the Financial Support Specialist area, effective November 27, 2018.
- 9.D.7. As part of the same motion, the Board appointed **Leslie Converse** to permanent status in the Financial Support Specialist area, effective December 14, 2018.
- 9.D.8. As part of the same motion, the Board appointed **Bridget Albright** to permanent status in the Financial Support Specialist area, effective December 17, 2018.

- 9.E.1. On motion made by Mr. Erickson, seconded by Mr. Petruska and unanimously carried, the Board appointed Curtis Harrington to a full-time, school calendar position in the Welding tenure area with a four (4) year probationary period effective October 9, 2018 through October 8, 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 Section 3012 and 3014. Mr. Harrington has a pending Transitional A certificate in the Welding area. His salary will be prorated based on step 12 of the salary schedule-\$47,569.
- 9.E.2. As part of the same motion, the Board appointed Megan Willis to a full-time, school calendar position in the English 7-12 tenure area with a four (4) year probationary period effective October 15, 2018 through October 14, 2022 contingent upon achievement of effective or highly effective APPR ratings necessary to receive tenure throughout her probationary period consistent with the requirements of Educational Law Section 3012 and 3014. Ms. Willis has a Permanent certificate issued January 29, 2016 in the English 7-12 area. Her salary will be prorated based on step 6 of the salary schedule-\$41,904.
- 9.E.3. As part of the same motion, the Board appointed Kristen Carey to a full-time, school calendar position in the School Counselor tenure area with a four (4) year probationary period effective December 17, 2018 through December 16, 2022. Ms. Carey has a Permanent certificate issued September 1, 2007 in the School Counselor area. Her salary will be prorated based on step 11 of the salary schedule-\$47,045.
- 9.E.4. As part of the same motion, the Board appointed Laura Moore to a part-time (60%), school calendar, term position in the English 7-12 area effective November 5, 2018 through June 30, 2019. Ms. Moore has a Permanent certificate issued September 1, 2005 in the English 7-12 area. Her salary will be prorated based on step 11 of the salary schedule-\$47,045.
- 9.E.5. As part of the same motion, the Board appointed Alison Brownell to a full-time school calendar, position in the Teaching Assistant tenure area with a four (4) year probationary period effective September 1, 2018 through August 31, 2022. Ms. Brownell has a Level 1 certificate valid through August 31, 2021 in the Teaching Assistant area. Her salary will be prorated based on step 6 of the salary schedule-\$16,743.
- 9.E.6. As part of the same motion, the Board appointed Pamela Ross to a full-time, school calendar, position in the Teaching Assistant tenure area with a four (4) year probationary period effective November 13, 2018 through November 12, 2022. Ms. Ross has a Level 3 certificate issued November 18, 2015 in the Teaching Assistant area. Her salary will prorated be based on step 9 of the salary schedule-\$18,554.
- 9.E.7. As part of the same motion, the Board appointed Kathleen Hannan to a full-time, school calendar, position in the Teaching Assistant tenure area with a four (4) year probationary period effective October 9, 2018 through October 8, 2022. Ms. Hannan has a Permanent certificate issued February 1, 1988 in the Business & Distributive Education area. Her salary will be prorated based on step 10 of the salary schedule-\$19,203.

- 9.E.8. As part of the same motion, the Board appointed Dawn Brand to a full-time, school calendar, term position in the Teacher Aide area effective October 9, 2018 through June 30, 2019. Her salary will be prorated based on step 3 of the salary schedule-\$13,049.
- 9.E.9. As part of the same motion, the Board appointed Maria DePalo to a full-time, school calendar, term position in the Teacher Aide area effective October 16, 2018 through June 30, 2019. Her salary will be prorated based on step 4 of the salary schedule-\$13,427.
- 9.E.10. As part of the same motion, the Board appointed Maribeth Macica to a full-time, 12-month, provisional position in the Senior Public Information Specialist area (pending civil service qualification) effective November 15, 2018. Her salary will be prorated based on-\$58,000. (Non-Unit Group 3)
- 9.E.11. As part of the same motion, the Board appointed Shawn Stevens to a full-time, 12-month provisional position in the Program Specialist Assistant area (pending civil service classification) effective November 7, 2018. Her salary will be prorated based on-\$41,600. (salary schedule to be determined)
- 9.E.12. As part of the same motion, the Board appointed Garth Hahn to a full-time, 12-month, provisional position in the MicroComputer Specialist area (pending civil service qualification) effective November 26, 2018. His salary will be prorated based on step 3 of the salary schedule-\$36,086.
- 9.E.13. As part of the same motion, the Board appointed Leonard Weeks to a temporary, substitute hourly position in the School Bus Driver area effective September 1, 2018 through June 30, 2019, as needed, as an hourly rate of \$15.25.
- 9.E.14. As part of the same motion, the Board appointed Glenda Wilcox to a temporary, substitute hourly position in the School Bus Driver area effective September 1, 2018 through June 30, 2019, as needed, as an hourly rate of \$15.25
- 9.F.1. On motion made by Mr. Grimaldi, seconded by Mr. Petruska and unanimously carried, the Board approved per diem employment at the applicable **2018-19** 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) Extension of service	up to 16.5 hours 09/06/18-10/31/18
Colvin, Lisa	Secretary to the Principal SLO Preparation and Testing	up to 5 hrs 09/13/18-09/21/18
Conrick, Krista	Adult Literacy (Article 19) Literacy Instruction	up to 3 hrs 08/27/18-08/31/18
David, Celeste	Culinary Teacher Project Based Learning	up to 5.75 hrs 09/05/18

David, Celeste	Culinary Teacher Catering Events	up to 19 hrs 09/12/18-10/31/18
Ingersoll, Emily	Public Information Consultant Meetings/Snow Days	up to 20 hrs 10/01/18-06/30/19
Johnson, Scott	School Safety Officer DITEP Training	up to .5 hrs 09/26/18
Jones, Diane	Adult Literacy (Article 19) Extension of Service	up to 10 hrs 09/24/18-10/31/18
Kozlow, Rhonda	School Nurse Student Supervision	up to .5 hrs 07/31/18-08/01/18
Regan, McKenzie	0.6 Math Instructor SLO Preparation and Testing	up to 12 hrs 10/11/18-10/12/18

- 9.F.2. As part of the same motion, the Board appointed staff listed below, to the **2018-2019** 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>
Whitcher, Alyssa	Coding Du Jour	up to 4.5 hrs	09/04/18-01/31/19

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(Marie)	Chinese	up to 15 hrs	09/04/18-01/31/19
Densmore, Yan Liu	Chinese	up to 115 hrs	09/04/18-03/04/19
Wu, Quanxi	Chinese	up to 1.5 hrs	10/23/18
Zhai, Wendy	Chinese	up to 15 hrs	09/04/18-01/31/19

PTECH**Instructional and Curriculum Rate of \$30 per hour**

<u>Name</u>	<u>Program</u>	<u>Max # of Hours</u>	<u>Dates</u>
Brayton, Daniel	Trebuchet	up to 100 hrs	09/01/18-06/30/19
Grieco, Ben	Robot C Programming	up to 100 hrs	09/01/18-06/30/19
Tennant, Arthur	Elementary DC Electricity	up to 30 hrs	09/01/18-06/30/19

Think Series Enrichment Program**Instruction and Curriculum Rate of \$30 per hour**

<u>Name</u>	<u>Program</u>	<u>Max# of Hours</u>	<u>Dates</u>
Welch, Kathryn	Vital Signs Planet Earth	up to 55 hrs	10/01/18-06/28/19

On Site Coordinator
Rate of \$27 per hour

<u>Name</u>	<u>Program</u>	<u>Max# of Hours</u>	<u>Dates</u>
Frazier, Teri	Warrensburg	up to 15 hrs	10/02/18-12/18/18

- 9.F.3. As part of the same motion, the Board appointed the staff listed below for Mandatory ERC Meetings, for up to 1.5 hours, effective September 20, 2018 at the rate of \$27 per hour:

<u>Name</u>	<u>Course Title</u>
Jacko, Joel	Contraptions
Selsey, Adam	Introduction to RobotC with VexIQ
Sheeran, Linda	French
Welch, Kathryn	Mars

- 9.F.4. As part of the same motion, the Board appointed Dennis Flynn to the 2018-2019 Employment and Training for Adults (ETA) Program, Tractor Safety Course for up to 11 hours, effective July 1, 2018 through June 30, 2019, at the rate of \$25.50 per hour.

- 9.F.5. As part of the same motion, the Board appointed Robert Somma for New Teacher Academy Training for up to 32.5 hours, effective August 16, 2018 through August 22, 2018 at the rate of \$34 per hour.

- 9.F.6. As part of the same motion, the Board appointed staff listed below PTECH Instructors, for Curriculum Development for up to 75 hours, effective September 1, 2018 through June 30, 2019, at the rate of \$30 per hour:

Carnevala, Rebecca	Gordon, Gary
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- 9.F.7. As part of the same motion, the Board appointed staff listed below, Special Education Teachers, for Case Management and IEP duties for up to 60 hours, effective October 1, 2018 through June 30, 2019, at the rate of \$34 per hour:

Gates, Andrew	James, Jo	Moran, Monica
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- 9.F.8. As part of the same motion, the Board appointed Crystal Goss, Graphic Arts Instructor, for Curriculum Development for up to 30 hours, effective July 1, 2018 through June 30, 2019, at the rate of \$34 per hour.

- 9.F.9. As part of the same motion, the Board appointed Elizabeth Pompa, School Counselor, for Intakes and Attendance duties for up to 6 additional hours per week, effective September 4, 2018 through December 21, 2018 at the rate of \$34 per hour.

- 9.F.10. As part of the same motion, the Board appointed staff listed below as Head Technicians for the Learning Technology Department for the 2018-2019 school year at the annual rate of \$2,000, effective dates listed below:

<u>Name</u>	<u>Date</u>
Hawthorne, David	07/01/18-06/30/19
Oliver, Benjamin	09/01/18-06/30/19
Rogers, Mark	07/01/18-06/30/19
Spero, Michael	07/01/18-06/30/19
Vandyke-Restifo, Justin	09/01/18-06/30/19

- 9.F.11. As part of the same motion, the Board appointed staff listed below to BoysTown Store Manager positions for the first semester of the 2018-2019 school year, effective September 1, 2018, at the rate of \$300 per semester, unless otherwise noted. Payment upon conclusion of the semester.

Name

Donaldson, Gail

- 9.F.12. As part of the same motion, the Board appointed the staff listed below to act as Teacher Mentors effective September 1, 2018 through June 30, 2019 at the annual rate of \$1,238, prorated as appropriate:

Mentor

Ackerman, Susan
 Amorosi, Jane
 Buckley, John
 Griego, Anthony
 Harrison, Olivia
 Howansky, Karin
 Maddalla, Michelle
 McElhinney, Amy
 Pierce, Alicia
 Rabideau, Denise
 Robinson, Linda
 Robinson, Linda
 Scanlan, Jane
 Skeans, Hillary
 Vandenberg, John
 Zwart, Nicholas

Intern

Griffith Terry, John
 Mylod, Patrick
 Willis, Megan
 Britt, Krista
 Church, Linda
 MaKenzie, Alicia
 Moore, Laura
 Christle-Renaud, Rosemary
 Hren, Mary
 Stathopoulos, Angela
 Feritto, Ashley
 Torda, Ashley
 Harrington, Curtis
 Regan, McKenzie
 Rushia, Ronald
 David, Celeste

- 9.F.13. As part of the same motion, the Board appointed staff listed below to Advisor positions, pending enrollment, for the 2018-2019 school year at the annual rate of \$1,294, unless otherwise noted. Payment upon conclusion of activities for 2018-19 school year.

Name

Davis-Doern, Miriam

Position/Location

SADD

- 9.F.14. As part of the same motion, the Board appointed the Teaching Assistants listed below at Granville Elementary School, for up to 30 minutes per day of classroom supervision, effective September 20, 2018 through December 31, 2018 at the rate of \$12 per hour:

Guest, Andrea

Scott, Katharine

- 9.F.15. As part of the same motion, the Board appointed Sharon Davidson as a Senior Typist for purging inactive records for up to 10 days, as needed, effective October 1, 2018 through December 30, 2018, at the per diem rate of \$189.12

- 9.F.16. As part of the same motion, the Board appointed Logan Fisher as a Presenter for Educational Technology for up to 1 sessions effective September 29, 2018 for preparation and planning at the rate of \$150 per session.

- 9.F.17. As part of the same motion, the Board appointed Lynn Tusa, Audiologist, for up to 40 days, effective July 1, 2018 through June 30, 2019, as needed, at the rate of \$200 per evaluation and \$35 per hour for direct services.
- 10.A. Heather Shelp reported for the Audit Committee.
- 10.B. On motion made by Mr. Glass, seconded by Ms. Marsh and unanimously carried, the Board approved the cash disbursements for the month of October 2018.
- 10.C. There were no financial reports for the November Board Meeting.
- 10.D. On motion made by Mr. Petruska, seconded by Mrs. King and unanimously carried, the Board authorized WSWHE BOCES to participate in the National Intergovernmental Purchasing Alliance (National IPA) cooperative contracts for procurement.
- 10.E. On motion made by Mr. Petruska, seconded by Mr. Grimaldi and unanimously carried, the Board approved the vendor listed below who submitted the lowest bid of \$26,856.60 for purchase and installation of security doors at Galway Central School District.
- Center for Security, Clifton Park, New York
- 10.F. On motion made by Mr. Petruska, seconded by Mrs. King and unanimously carried, the Board extended the contract for an additional six (6) months, November 24, 2018 - May 23, 2019 with W.B. Mason Co., Inc. for 8 ½ x 11 White Copy Paper. Bid 168-18 was awarded at the June 13, 2018 Board meeting.
- 10.G. On motion made by Mr. Erickson, seconded by Mr. Petruska and unanimously carried, the Board approved an equipment lease (the "lease") for Fort Edward Union Free School District for 5 years in a base amount not to exceed \$18,171.30 with five payments of \$3,634.26 (Disposition is \$1 buyout). Items to lease: Three Konica copiers. These payments are based on an interest rate of 4.480% (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%.
- 10.H. On motion made by Mr. Grimaldi, seconded by Mr. Erickson and unanimously carried, the Board approved Change Order RC-1 for Henderson-Johnson Co., Inc. in the amount of \$(18,276.74) to decrease the contract sum for the unused portion of the allowance designated for the project.
- 10.I. On motion made by Mr. Petruska, seconded by Mrs. Thomas and unanimously carried, the Board declared surplus and authorize disposal pursuant to Board Policy 4070: Personal Property Accountability as follows:

Qty	Description	BOCES ID Number
3	Eiki LC-XB 31 Projector	48578 42276 42280
6	Cisco Firewall	17399 002302 40007 42434 40008 16482

15	Cisco Switch	45250 48900 45210 49013 001212 48632 49012 49014 45335 45212 40006 46802 40477 48592 45338
2	Dell M1000E	00563 42932
2	Dell PowerEdge M710	45232 45474
1	Dell PowerEdge 2850	17267
1	Dell PowerEdge 2950	41838
1	Cisco WAp	50870
1	Panasonic VHS	5495
1	Elmo	47017
2	Olympus Camera	41977 17802
3	HP 8300 Computer	58061 57994 58063
7	HP 6460 Laptop	53873 53865 53875 53876 53878 53872 53884
1	Pitney Bowes Fax Machine	15721
8	HP 6005 Computer	52649 72548 52674 55851 000911 000921 48481 001300
1	JVC DVD Recorder	40223
1	HP LJ M551 Printer	67565
1	IRover	604
3	Smartboards	40465 42961 60584
13	HP Elite Desktops	16480 001301 65582 001286 48487 56445 001450 61406 001289 65611 001304 001292 55856
1	Xerox 6180 Printer	48996/001451
1	Dell Server	44862
1	Dell Power Supply	45245
1	Dell Optiplex 740	001809/42395
1	HP 800 G1 Computer	62526/002607
26	HP 8300 Computer	57940 57960 60382 58008 60477 60482 57950 57931 57976 56447 58017 53607 61412 62513 002546 002619 002596 002593 002586 002602 002549 000097 001863 002548 001822 002568
1	HP LJ 2200	12594
1	Panasonic VHS Camcorder	5938
9	Apple iPad	51063 48324 48326 48331 48322 49588 49589 49587 48328
1	HP Elitedesktop 800 G1 Computer	65598/001457
1	Coats 40SA Tire Machine	001605/6940
1	Hunter Alignment Head Adapter	4054
1	MSC Vertical Milling Machine	15643/1734
1	Bridgeport Vertical Milling Machine	45196/1735
1	HVAC Training Unit	7392
1	Powermatic 24" Planer	000354/7484

- 11.A. **December 12, 2018 ~**
Regular meeting of the Board of Education; Gick Road Conference Center; 6:30 PM
- 11.B. **December 13, 2018 ~**
Adirondack Area School Board Association Meeting; Queensbury Hotel; 6:30 PM
- 11.C. **January 9, 2019 ~**
Regular Meeting of the Board of Education; Gick Road Conference Center; 6:30 PM
- 11.D. **January 14, 2019 ~**
Saratoga County School Boards Association Meeting; Holiday Inn; 6:00 PM
12. On motion made by Mr. Grimaldi, seconded by Mr. Glass and unanimously carried, the Board went into Executive Session at 8:21 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; and collective negotiations pursuant to article 14 of the Civil Service Law.
13. On motion made by Mr. Grimaldi, seconded by Mr. Erickson and unanimously carried, the Board adjourned at 8:31 PM.

Respectfully submitted,

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

Ronald Black, Clerk
Washington-Saratoga-Warren-Hamilton-Essex
Board of Cooperative Educational Services