

**WAYNE-FINGER LAKES BOARD OF COOPERATIVE EDUCATIONAL SERVICES
The Conference Center at Wayne-Finger Lakes BOCES
Newark, NY**

RETREAT AND REGULAR BOARD MEETING MINUTES FOR MONDAY, NOVEMBER 6, 2017

The W-FL BOCES Board of Education held their annual fall retreat on November 6, 2017 from 8:43 a.m. until 2:35 p.m. All board members were present except Nancy Scher.

A motion was made by Joe McNamara and seconded by Mike Ellis for the Board and D.S. to move to executive session for the purpose of the employment of a particular person. The motion was carried with a vote of 8-yes; 0-no.

Terrie Meyn left at 9:20 a.m. Lunch was served at 11:45 a.m. The retreat for the Board, D.S. and Cabinet began at 12:35 p.m. and ended at 2:35 p.m. Cabinet presented the Strategic Plan to the Board.

The Regular Meeting of the Wayne-Finger Lakes Board of Cooperative Educational Services Sole Supervisory District, Ontario, Seneca, Yates, Cayuga and Wayne Counties, was held Monday, November 6, 2017 at The Conference Center at Wayne-Finger Lakes BOCES, Empire Room, in Newark, NY.

CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Board President O.J. Sahler.

EXECUTIVE SESSION

Board Members Present: Jeanne Durfee; Michael Ellis; Lynn Gay; Joseph McNamara; Terrie Meyn; Anne Morgan; Philip Rose; O.J. Sahler

Board Members Absent: Nancy Scher

A motion was made by Mr. McNamara and seconded by Mr. Ellis to move to executive session for the purpose of the employment history of a particular person or persons, or the appointment, employment or promotion of a particular person or persons.

The motion was carried with a vote of 7-yes; 0-no. Time: 3:00 p.m.

Ms. Meyn arrived at 3:32 p.m.

Time out of executive session: 3:48 p.m.

REGULAR MEETING

Board Members Present: Jeanne Durfee; Michael Ellis; Lynn Gay; Joseph McNamara; Terrie Meyn; Anne Morgan; Philip Rose; O.J. Sahler

Board Members Absent: Nancy Scher

Others Present: District Superintendent Scott Bischooping; Associate Superintendent Bonnie Lindsay; Assistant Superintendent for Administration Keith Henry; Director of Human Resources Quinn Smith; Assistant Superintendent for School Improvement Marla Iverson; Director of K-12 Instruction Erin Fairben; Assistant Director of K-12 Instruction Michele Sullivan; Director of EduTech Camille Sorenson; Director of Staff Development Jessica Sheridan; Public Information Coordinator Shannon Marshall; James Buck, President of Educators' Association; Susan Stalls, Vice President of Educators' Association; Donna Arno, President of Support Staff; Board Clerk Cindy Murray; David Landon, Pal-Mac Board Member; Tim DeLucia, Victor Board Member; and Tom Lauffer, Auditor from Ray Wager's Office

The regular meeting reconvened at 4:01 p.m.

PLEDGE OF ALLEGIANCE

President Sahler led the Pledge of Allegiance.

WELCOME AND INTRODUCTIONS

President Sahler welcomed everyone to the meeting.

PUBLIC COMMENT - None

APPROVAL OF THE AGENDA

A motion was made by Ms. Gay and seconded by Ms. Morgan to approve the agenda with the addition of items 11c, 11d, and 11e to the Personnel items).

The motion was carried by a vote of 8–yes; 0-no.

APPROVAL OF THE MINUTES – Board Meeting of October 2, 2017

A motion was made by Ms. Meyn and seconded by Mr. McNamara to approve the board meeting minutes of October 2, 2017 as written.

The motion was carried by a vote of 8-yes; 0-no.

EDUCATIONAL PRESENTATION – None this month due to budget reviews

EXTERNAL AUDIT REPORT – Mr. Henry introduced Tom Lauffer from Ray Wager's office, who gave a report of the external audit. He reported that we do a good job of maintaining our fund balance. We have a clean audit report and positive financial condition. Ms. Durfee from the Audit Committee noted that they are very happy with Mr. Henry and the job his department is doing.

A motion was made by Mr. Ellis and seconded by Ms. Durfee to accept the Annual General Audit Report for year ended June 30, 2017.

The motion was carried by a vote of 8-yes; 0-no.

REPORTS AND CORRESPONDENCE

Board Members

Anne Morgan went to the NYSSBA Convention – Lake Placid was beautiful and the sessions at the conference were good.

Terrie Meyn also attended the NYSSBA Convention and went to interesting sessions that promoted innovation and learning; Waterloo students were very interesting.

Lynn Gay attended the NYSSBA Convention and attended the BOCES Consortium Meeting.

Phil Rose attended the NYSSBA Convention and reported that it was a really good conference – great work is being done.

Joe McNamara also attended NYSSBA Convention representing Seneca Falls CSD (he is their board president).

Board Committee Reports

Ms. Durfee reported that the Policy Committee will meet in December.

Ms. Meyn presented Ms. Durfee with a gift of thanks for all the work she did on the By-Laws for Four County School Boards Association. 4 County held a discussion on whether they should be independent or under the umbrella of BOCES as a COSER. Scott will attend their meeting tomorrow, November 7th to talk about the BOCES COSER. The Treasurer is also on the agenda for tomorrow night's 4CSBA meeting.

Correspondence – None

Cabinet Report – Scott Bischooping

- Carpentry Program Projects – Erin Fairben reported that our Tech Centers are building structures: a home in Victor (from blueprint to final inspection); and a structure for a resident in Stanley.
- CTE Equipment Purchases – Erin Fairben and Michele Sullivan reported on the new CTE equipment purchases that are in the board packet for the Board's approval: Cosmetology Salon Stations and Chairs; Caterpillar Backhoe; and Caterpillar Front Loader.
- Skills USA Student Trip – Erin Fairben reported that our SkillsUSA students from FLTCC are going to Albany to participate in the SkillsUSA Fall Leadership Conference from 11/5-11/7.
- GVSBI Leadership – Marla Iverson reported that we've been involved in GVSBI for over 25 years. Last year we added more Board opportunities/training and expanded services (with no impact on dues). We need to add a 1.0 FTE employee.
- Red Creek – Blue Ribbon Award – Bonnie Lindsay reported that Red Creek School District has received the Blue Ribbon Award and will be celebrating on November 16th. Bonnie Lindsay will attend in Scott's place because he will be out of town at the CSO Retreat.
- Director of EduTech Hiring Process – Camille Sorenson will be retiring at the end of May. Scott Bischooping and Kevin MacDonald (D.S. at GV BOCES) will review applicants in December.
- Staff and Student News
 - Finger Lakes Works With Their Hands – Held on October 5
 - All Staff Day will be Held on November 22, 2017 at Canandaigua Academy from 8:30 a.m. to 12:00 Noon

OLD BUSINESS

Approval to Change January 2018 Board Meeting Date

A motion was made by Mr. McNamara and seconded by Mr. Rose to change the date of the January 2018 board meeting to Tuesday, January 9, 2018.

The motion was carried by a vote of 8-yes, 0-no.

FINANCE

A motion was made by Ms. Meyn and seconded by Ms. Gay to approve the following finance items:

- a. Treasurer's Report for General and Special Aid for Month Ending September 2017 - Routine reports were accepted and placed on file.
- b. Quarterly Reports for FLTCC, WTCC, and Special Education Student Activity Fund Treasurer's Reports for Quarter Ending September 30, 2017 – Routine reports were accepted and placed on file.
- c. Budget Status Reports for General, Administration & Special Aid for Month Ending September 2017 - Routine reports were accepted and placed on file.
- d. Budget Change Summary – Routine report was approved and placed on file.

e. Routine Action Items

1. Bid Awards

- a. RENEWAL - WFL2017-57R Cooperative HVAC Filters & Boiler Maintenance Kits – Awarded renewal to R. P. Fedder Corporation of Rochester, New York from the contract through January 31, 2019. This is the first of two (2) possible extensions. Original award – March 7, 2017 to the lowest responsive and responsible bidder, R. P. Fedder Corporation of Rochester, New York in the estimated amount of \$11,287.17 for Group II Aerco Maintenance Kits and \$11,781.04 for Group III HVAC Filters for BOCES.
- b. RENEWAL - WFL 2016-52R Cooperative General Construction Services Bid - Awarded renewal 12/1/2017 through 11/30/2018 (2nd & final extension of 2 possible); to Massa Construction as prime and Frank J. Marianacci for second vendor based on general construction services for the lowest percentage rate above the prevailing wage rate. Contract has two (2) one-year term extensions if mutually agreeable.
- c. RENEWAL - WFLRCC 2016-43 Chrome Books, Accessories & Related Products - Awarded renewal 2/1/2018 through 1/31/2019 (2nd & final extension of 2 possible); to the following vendors for the contracts listed based on the highest percentage rate below the latest manufacturer's "Official OEM Standard List Price Stated"

	Vendor	Manufacturer	% Discount Off List	Name of List
1)	CDW Government LLC	Acer	8.5%	1/2016: Manufacturer's MSRP
2)	CDW Government LLC	Asus	3.0%	1/2016: Manufacturer's MSRP
3)	Atlaz International Ltd.	Dell	12.5%	12/2015: MSRP - Dell Commercial - PCs, Laptop & Chromebooks
4)	CDW Government LLC	Hewlett Packard	9.0%	1/2016: Manufacturer's MSRP
5)	CDW Government LLC	Lenovo	6.0%	1/2016: Manufacturer's MSRP
6)	CDW Government LLC	Samsung	14.0%	11/2015: Manufacturer's MSRP
7)	Troxell Communications, Inc.	Toshiba	1.0%	10/13/15: Toshiba Laptop Grid

- d. EduTech Surplus Equipment 2017-2 - Awarded to the highest responsive and responsible bidder that met the requirements of the sale, Maven Technologies of Rochester, NY in the amount of \$93,411.00.
- e. WFL 2018-12 Cooperative Electricity – Awarded to Cooperative Electricity for NYSEG, RG&E and National Grid to the lowest responsive and responsive bidder meeting specifications of Energy Cooperative of America, Inc. from Amherst, New York for Electricity Supply for all WFL sites for the price Adder (noted in the analyses provided by the consultant which is part of the board packet) that would best serve BOCES and the participants with the potential lowest possible cost.
- f. WFL 2018-06B Cooperative Paper, Card, Computer, NCR, Misc. & Envelopes – Awarded from 11/1/2017–1/31/18 to the lowest responsive and responsible bidders Buffalo Envelope of Depew NY, Economy Paper Co., Inc. of Rochester and W.B. Mason of Rochester for estimated quantities for WFL BOCES in the amounts of \$30.00, \$20,949.32 and \$28,723.87 respectively.

2. Multi-Year Purchase Agreements
 - a. Victor CSD SAA # 29935 – Approved 60-month deferred payment plan purchase to purchase a network printer/copier at \$21,350.00 which is based on current configuration.
 - b. Mt. Morris CSD SAA #30439 – Approved 60-month deferred payment plan purchase to replace five network printer/copiers at \$31,018.53, which is based on current configuration.
 - c. Penn Yan CSD SAA #30480 – Approved 36-month deferred payment plan purchase to replace a network printer/copier at \$7,799.83, which is based on current configuration.
 - d. Lyons CSD SAA #30502 – Approved 36-month deferred payment plan purchase to purchase fourteen network printer/copiers at \$123,343.40 which is based on current configuration.
 3. Declaration of Assets as Surplus – Approved BOCES non-computer assets that are no longer usable (list enclosed in the board packet) to be declared as surplus so they can be sold at the on-line auction.
- f. Resolution to Participate on a Statewide Bid for Instructional Software
Adopted the following resolution:
WHEREAS, it is the plan of a number of BOCES districts in New York, to consent to jointly enter into an agreement for Cengage, Charmtech Labs, Front Row, Kinder Robotics, Mad Learn, My Power Learning, My Stem Kits, Turnit In, Tynker, and,
- WHEREAS, The Wayne-Finger Lakes 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 Wayne-Finger Lakes 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 Wayne-Finger Lakes 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 Wayne-Finger Lakes 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.

The motion was carried by a vote of 8-yes; 0-no.

PERSONNEL

A motion was made by Mr. Ellis and seconded by Ms. Durfee to approve the following personnel items:

CERTIFIED

Resignations

Bonnie Lindsay, 1.00 FTE Associate Superintendent for Instruction effective 06/30/2018 for retirement purposes.
Norman Payne, 1.00 FTE Coordinator Technology effective 03/31/2018 for no reason given.

Leaves of Absence

James Casteline, 1.00 FTE Instructional Assistant effective 10/30/2017 through 10/29/2018 to accept another position within this BOCES as Behavioral Specialist Coordinator, RJEC.

David Record, 0.90 FTE Teacher Assistant effective 10/02/2017 through 06/30/2018 to accept another position within this BOCES as Computer Services Assistant, RJEC.

Appointments

Three year probationary appointment of Emily Asare as 1.00 FTE Instructor ESOL, in the tenure area English to Speakers of Other Languages, effective 09/01/2015 through 09/22/2018 or sooner upon termination by the board. This is a change in probationary appointment from 4 years to 3 years due to prior tenure. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. The current assignment will be at the BOCES as assigned. Ms. Asare holds Professional certification in English to Speakers of Other Languages, Childhood Education 1-6 and SWD 1-6. Ms. Asare's annual base salary for the 2017-2018 school year will be step 12 (\$48,293.00).

Three year probationary appointment of James Casteline as 1.00 FTE Behavioral Specialist Coordinator-12m, in the tenure area Instructional Support Services in Special Education, effective 10/30/2017 through 10/29/2020 or sooner upon termination by the board. This is a 3 year probationary appointment due to prior tenure. The current assignment will be at the Red Jacket Education Center (new 8/2017 Board). Mr. Casteline holds Permanent certification in School Psychologist. Mr. Casteline's annual base salary for the 2017-2018 school year will be \$86,000.00 prorated.

Three year probationary appointment of Renee Connor-Flint as 1.00 FTE Staff Development Trainer, in the tenure area Staff Development Trainer, effective 08/14/2017 through 08/13/2020 or sooner upon termination by the board. This is a change in probationary appointment from 4 years to 3 years due to prior tenure. The current assignment will be at the Regional Support Center. Ms. Connor-Flint holds Permanent certification in Pre K-6 and Reading Teacher and Initial certification in School Building Leader. Ms. Connor-Flint's annual base salary for the 2017-2018 school year will be \$78,000.00 prorated.

Three year probationary appointment of Annette Hauenstein as 1.00 FTE Staff Development Trainer, in the tenure area Staff Development Trainer, effective 10/23/2017 through 10/22/2020 or sooner upon termination by the board. This is a change in probationary appointment from 4 years to 3 years due to prior tenure. The current assignment will be at the Regional Support Center. Ms. Hauenstein holds Permanent certification in N-6, School District Administrator and Reading Teacher and Professional certification in SWD 1-6. Ms. Hauenstein's annual base salary for the 2017-2018 school year will be \$85,000.00 prorated.

Three year probationary appointment of Susan Morse as 1.00 FTE Speech Therapist, in the tenure area Speech & Hearing Handicapped, effective 09/21/2017 through 09/20/2020 or sooner upon termination by the board. This is a change in probationary appointment from 4 years to 3 years due to prior tenure. The current assignment will be at the Midlakes Special Education Center. Ms. Morse holds Permanent certification in Speech & Hearing Handicapped and Professional certification in School District Leader. Ms. Morse's annual base salary for the 2017-2018 school year will be step 012, (\$52,577.00), prorated.

Minutes of the Board Meeting of November 6, 2017 (official)

Three year probationary appointment of Gregory Pratt as 1.00 FTE Instructor Special Education, in the tenure area Educaton of Children with Handicapping Conditions-General Special Education, effective 08/29/2017 through 08/28/2020 or sooner upon termination by the board. This is a change in probationary appointment from 4 years to 3 years due to prior tenure. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. Mr. Pratt holds Professional certification in SWD Social Studies 7-12 and Social Studeis 7-12 and Permanent certification in Pre K-6. Mr. Pratt's annual base salary for the 2017-2018 school year will be Step 11 (\$47,597.00).

Four year probationary appointment of Kristin Hanggi as 1.00 FTE Instructor Vocational/TCE, in the tenure area Agriculture-Animal Science, effective 08/29/2017 through 08/28/2021 or sooner upon termination by the board. This is a change in appointment from temporary to probationary due to Transitional A certification. This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3014 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time. The current assignment will be at the Finger Lakes Technical & Career Center. Ms. Hanggi holds Transitional A certification in Animal Science. Ms. Hanggi's annual base salary for the 2017-2018 school year will be step 7 (\$46,673.00).

Four year probationary appointment of Steven Miller as 1.00 FTE Guidance Counselor/10 month, in the tenure area School Counseling & Guidance, effective 09/29/2017 through 09/28/2021 or sooner upon termination by the board. This is a change in appointment from temporary to probationary. The current assignment will be at the Finger Lakes Secondary School. Mr. Miller holds Permanent certification in School Counselor. Mr. Miller's annual base salary for the 2017-2018 school year will be \$54,500.00 prorated.

Temporary appointment of Terri Allen as Instructor/Clinical-Health Dimensions (hourly) effective 10/02/2017 through 06/15/2018, or sooner upon termination by the Board. The current assignment will be at the Finger Lakes Technical & Career Center replacing Kathleen Barrick (temp). Ms. Allen holds a Registered Professional Nurse License. Ms. Allen's annual salary for the 2017-2018 school year will be Step 016 (\$49,618.00) prorated (hourly rate \$34.22).

Temporary appointment of Karissa Blamble as 0.40 FTE Speech Therapist effective 12/07/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Red Jacket Education Center (new 10/2017 Board). Ms. Blamble holds Professional certification in Speech & Language Disabilities and Internship certification in School Building Leader and School District Leader. Ms. Blamble's annual salary for the 2017-2018 school year will be Step 7 (\$46,673.00) prorated.

Temporary appointment of Karissa Blamble as 0.60 FTE CSE Chairperson effective 12/07/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the BOCES as assigned (new 10/2017 Board). Ms. Blamble holds Professional certification in Speech & Language Disabilities and Internship certification in School Building Leader and School District Leader. Ms. Blamble's annual salary for the 2017-2018 school year will be \$56,000.00 prorated.

Minutes of the Board Meeting of November 6, 2017 (official)

Temporary appointment of Jennifer Canarvis as 0.90 FTE Teacher Assistant effective 10/10/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Newark Special Education Center (new 9/2017 Board). Ms. Canarvis is eligible for Level 1 certification in Teaching Assistant. Ms. Canarvis's annual salary for the 2017-2018 school year will be Step 4 (\$24,226.00) prorated, may be adjusted pending negotiations.

Temporary appointment of Chelsea Caswell as 0.90 FTE Teacher Assistant effective 09/28/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Finger Lakes Technical & Career Center replacing Thomas Seitzinger (resigned). Ms. Caswell holds Initial certification in English Language Arts 7-12. Ms. Caswell's annual salary for the 2017-2018 school year will be Step 6 (\$24,959.00) prorated, may be adjusted pending negotiations.

Temporary appointment of Todd Conrow as 1.00 FTE Shared Data Coordinator effective 10/30/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Regional Support Center (new 9/2016 Board). Mr. Conrow is eligible for Adult Ed certification. Mr. Conrow's annual salary for the 2017-2018 school year will be \$67,000.00 prorated.

Temporary appointment of Caitlyn Heinz as 0.90 FTE Teacher Assistant effective 10/16/2017 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Wayne Technical & Career Center replacing Elizabeth Whitehouse. Ms. Heinz is eligible for Level 1 certification in Teaching Assistant. Ms. Heinz's annual salary for the 2017-2018 school year will be Step 10 (\$26,673.00) prorated, may be adjusted pending negotiations.

Temporary appointment of Kevin Johnston as 1.00 FTE School Counselor effective 11/07/2017 through 01/31/2018, or sooner upon termination by the Board. The current assignment will be at the PTECH located @ Midlakes replacing Jackie Riley (leave). Mr. Johnston holds Provisional certification in School Counselor. Mr. Johnston's annual salary for the 2017-2018 school year will be \$44,689.00, prorated.

Temporary appointment of Jon Lundberg as 1.00 FTE Instructor Vocational/TCE effective 10/02/2017 through 12/22/2017, or sooner upon termination by the Board. The current assignment will be at the Finger Lakes Technical & Career Center replacing Patrick Bailey (leave). Mr. Lundberg holds Professional certification in Physics 7-12, Earth Science 7-12, and SWD 7-12 - Generalist. Mr. Lundberg's annual salary for the 2017-2018 school year will be Step 12 (\$48,293.00) prorated.

Temporary online appointment of Donna Johnson as Online Course Instructor, Project Accelerate, effective 10/02/2017 through 06/30/2018, or sooner upon termination by the Board. Ms. Johnson's Compensation: \$215.00 per student completion of a 20-24 week online course. If the student drops the course prior to completion, the teacher will be compensated at a daily rate of \$1.27. Teachers will be compensated in the month following the course completion or withdrawal. Additional Expenses: Internet Education Instructors will be paid an annual stipend of \$350.00 per teacher for online classroom set up and training as needed during the year. This stipend is to be paid in the month following the teacher's first online student enrollment for the school year, which starts on July 1st.

Hourly appointment of Berline Kemedjio as Instructor Clinical PN Program effective 09/01/2017 through 06/30/2018 or sooner upon termination by the Board. This is a continuation of the current temporary appointment. Certification status is eligible for Adult Education certification and holds a Registered Professional Nurse License. The current assignment is at BOCES as assigned. The current hourly rate is \$34.50.

Minutes of the Board Meeting of November 6, 2017 (official)

Hourly appointment of Dorothy Lind as Instructor, High School Equivalency effective 10/10/2017 through 12/31/2017 or sooner upon termination by the Board. Certification status is eligible for Adult Education certification. The current assignment is at BOCES as assigned replacing Marc Gordon (leave). The current hourly rate is \$25.00.

Hourly appointment of Sophia Mikolon as Instructor Clinical PN Program effective 09/01/2017 through 06/30/2018 or sooner upon termination by the Board. This is a continuation of the current temporary appointment. Certification status is eligible for Adult Education certification and holds a Registered Professional Nurse License. The current assignment is at BOCES as assigned. The current hourly rate is \$33.00.

Hourly appointment of Jeffrey Schwertfeger as Instructor CNA effective 10/25/2017 through 06/30/2018 or sooner upon termination by the Board. Certification status is eligible for Adult Education certification and holds a Registered Professional Nurse License. The current assignment is at BOCES as assigned replacing Barbara Philbrick (transfer). The current hourly rate is \$34.00.

Hourly appointment of Susan Wyand as Instructor/Clinical-Health Dimensions effective 10/02/2017 through 06/15/2018 or sooner upon termination by the Board. This is a continuation of the current temporary appointment. Certification status is eligible for Adult Education certification and holds a Registered Professional Nurse License. The current assignment is at Finger Lakes Technical & Career Center. The current hourly rate is \$34.22.

Summer School employment of Virginia Lott as Summer Proctor at the Waterloo Central School District from 07/01/2017 through 08/31/2017. Hourly compensation will be \$37.00 for the 2017-2018 school year.

Summer School employment of Lori Reed as Summer Proctor at the Newark Central School District from 07/01/2017 through 08/31/2017. Hourly compensation will be \$32.00 for the 2017-2018 school year.

Additions/Deletions

- + 1.00 FTE Assistant Principal, RJEC
- + 1.00 FTE Clinical Supervisor, BOCES as assigned
- + 12.00 FTE Clinical Support Personnel, BOCES as assigned
- + 1.00 FTE Coordinator of GVSBI, RSC
- + 1.00 FTE Instructor Special Education, RJEC
- + 1.00 FTE Manager of Family Counseling Services, BOCES as assigned
- + 0.90 FTE Teaching Assistant, MEC
- + 0.90 FTE Teaching Assistant, FLTCC
- + 0.90 FTE Teaching Assistant, WTCC

NON-CERTIFIED

- Caroline Eagley, 0.75 FTE School Aide effective 12/29/2017 for retirement purposes.
- Micalle Isaac, 0.7500 FTE School Aide effective 12/08/2017.
- Katherine Nissen, 1.00 FTE Secretary I effective 11/29/2017 for retirement purposes.
- Denise O'Connor, 1.00 FTE Typist effective 06/30/2018 for retirement purposes.
- Deborah Reed, 0.85 FTE Application Support Services Assistant effective 12/29/2017 for retirement purposes.
- Jamie Richeal, 1.00 FTE Sr. Account Clerk Typist effective 10/30/2017.
- Jarrod Roelands, 0.75 FTE School Aide effective 10/20/2017 for other employment.
- Lewis Watson, 0.75 FTE School Aide effective 10/20/2017 for other employment.
- Verdie Welsh, 0.75 FTE School Aide effective 10/13/2017.

Leave of Absence

Daniel Barnes, 1.00 FTE Laborer effective 10/25/2017 through 10/24/2018 to accept another position within BOCES (1.00 FTE Building Maintenance Mechanic).

Shannon Bergstresser, 0.60 FTE Public Relations Officer (Itinerant) effective 10/02/2017 through 01/31/2018 for child rearing purposes.

Jennifer Canarvis, 0.75 FTE School Aide effective 10/10/2017 through 10/9/2018 to accept another position within BOCES (0.90 FTE Teaching Assistant at NEC).

Kaley Slentz, 0.75 FTE School Aide effective 06/12/2017 through 09/22/2017. This is a change in end date from 6/11/2018 to 9/22/2017 (early return).

Appointments

Permanent appointment of Robin Church, 0.75 FTE School Aide effective 11/07/2017. The current assignment is at the Red Jacket Education Center. Ms. Church's annual salary for the 2017-2018 school year will be Step 9 (\$13,841.25), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Permanent appointment of Jacqueline Meyer, 0.50 FTE Account Clerk Typist effective 11/07/2017. The current assignment is at the Regional Support Center. Ms. Meyer's annual salary for the 2017-2018 school year will be Step 28 (\$23,077.50), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Permanent appointment of Katy Poormon, 1.00 FTE Laborer effective 11/02/2017. The current assignment is at the Regional Support Center. Ms. Poormon's annual salary for the 2017-2018 school year will be Step 3 (\$25,145.00), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Permanent appointment of Jarrod Roelands, 0.75 FTE School Aide effective 10/18/2017. The current assignment is at the Newark Special Education Center. Mr. Roelands's annual salary for the 2017-2018 school year will be Step 1 (\$12,204.75), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Permanent appointment of Lisa Simmons, 0.75 FTE School Aide effective 11/14/2017. The current assignment is at the Red Jacket Education Center. Ms. Simmons's annual salary for the 2017-2018 school year will be Step 14 (\$15,092.25), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Permanent appointment of Meagan Simmons, 0.75 FTE School Aide effective 11/28/2017. The current assignment is at the Red Jacket Education Center. Ms. Simmons's annual salary for the 2017-2018 school year will be Step 4 (\$12,833.25), may be adjusted following negotiations. This is a change in civil service status from probationary to permanent.

Probationary appointment of Daniel Barnes as 1.00 FTE Building Maintenance Mechanic effective 10/25/2017. The current assignment is at the Energy Office (new 7/2015 Board). Mr. Barnes's annual salary for the 2017-2018 school year will be Step 4 (\$31,079.00), prorated, may be adjusted following negotiations.

Minutes of the Board Meeting of November 6, 2017 (official)

Probationary appointment of Lela Davis as 0.75 FTE School Aide effective 10/02/2017. The current assignment is at the Newark Special Education Center replacing D. Allegretti (transfer of students). Ms. Davis's annual salary for the 2017-2018 school year will be Step 9 (\$13,841.25), prorated, may be adjusted following negotiations.

Probationary appointment of Jennifer Granger as 0.75 FTE School Aide effective 10/30/2017. The current assignment is at the Newark Special Education Center replacing J. Roelands (resigned). Ms. Granger's annual salary for the 2017-2018 school year will be Step 15 (\$15,386.25), prorated, may be adjusted following negotiations.

Probationary appointment of Ashley Iddings as 0.75 FTE School Aide effective 10/26/2017. The current assignment is at the Newark Special Education Center replacing D. Fagner (transfer of students). Ms. Iddings's annual salary for the 2017-2018 school year will be Step 4 (\$12,833.25), prorated, may be adjusted following negotiations.

Probationary appointment of Ashley King as 0.75 FTE School Aide effective 10/10/2017. The current assignment is at the Midlakes Special Education Center (new 11/2017 Board). Ms. King's annual salary for the 2017-2018 school year will be Step 3 (\$12,619.50), prorated, may be adjusted following negotiations.

Probationary appointment of Ellen Kuhn as 1.00 FTE Payroll Specialist effective 09/28/2017. The current assignment is at the Regional Support Center replacing D. Wollschleger (resigned). Ms. Kuhn's annual salary for the 2017-2018 school year will be \$37,664.00, prorated.

Probationary appointment of Kathleen Lohr as 0.75 FTE School Aide effective 10/23/2017. The current assignment is at the Red Jacket Education Center replacing M. Wagner (resigned). Ms. Lohr's annual salary for the 2017-2018 school year will be Step 15 (\$15,386.25), prorated, may be adjusted following negotiations.

Probationary appointment of McKayla Minier as 0.75 FTE School Aide effective 10/23/2017. The current assignment is at the Red Jacket Education Center replacing a vacancy from a student that left the program after the 16/17 school year. Ms. Minier's annual salary for the 2017-2018 school year will be Step 4 (\$12,833.25), prorated, may be adjusted following negotiations.

Probationary appointment of Rosemarie Purdy as 0.75 FTE School Aide effective 10/16/2017. The current assignment is at the Newark Special Education Center replacing a vacancy from a student that left the program after the 16/17 school year. Ms. Purdy's annual salary for the 2017-2018 school year will be Step 5 (\$13,020.00), prorated, may be adjusted following negotiations.

Probationary appointment of David Record as 1.00 FTE Computer Services Assistant effective 10/02/2017. The current assignment is at the Red Jacket Education Center (new 9/2017 Board). Mr. Record's annual salary for the 2017-2018 school year will be Step 14 (\$38,359.00), prorated, may be adjusted following negotiations.

Probationary appointment of Kristy Robinson as 0.75 FTE School Aide effective 10/23/2017. The current assignment is at the Finger Lakes Secondary School replacing N. Dann (resigned). Ms. Robinson's annual salary for the 2017-2018 school year will be Step 6 (\$13,208.25), prorated, may be adjusted following negotiations.

Minutes of the Board Meeting of November 6, 2017 (official)

Probationary appointment of Timothy Stephany, 0.75 FTE School Aide effective 10/10/2017. The current assignment is at the Finger Lakes Secondary School (new 10/2017 Board). Mr. Stephany's annual salary for the 2017-2018 school year will be Step 9 (\$13,841.25), prorated, may be adjusted following negotiations.

Probationary appointment of Amy Szulis as 0.75 FTE School Aide effective 10/23/2017. The current assignment is at the Midlakes Special Education Center (new 5/2017 Board). Ms. Szulis's annual salary for the 2017-2018 school year will be Step 9 (\$13,841.25), prorated, may be adjusted following negotiations.

Probationary appointment of Kaylee Tallman as 1.00 FTE Occupational Therapist effective 10/19/2017. The current assignment is at the Red Jacket Education Center. Ms. Tallman's annual salary for the 2017-2018 school year will be Step 2 (\$47,537.00), prorated. This is a change in civil service status from provisional to probationary.

Probationary appointment of Joyce Wheeler as 1.00 FTE Payroll Specialist effective 10/05/2017. The current assignment is at the Regional Support Center (new 9/2014 Board). Ms. Wheeler's annual salary for the 2017-2018 school year will be \$36,600.00, prorated.

Probationary appointment of Kelsey Wysocki as 0.75 FTE School Aide effective 10/04/2017. The current assignment is at the Midlakes Special Education Center replacing a vacancy from a student that left the program after the 16/17 school year. Ms. Wysocki's annual salary for the 2017-2018 school year will be Step 3 (\$12,619.50), prorated, may be adjusted following negotiations.

Summer School employment of Joni Taubman as Summer Teacher Aide at the Red Creek CSD from 7/1/2017 through 8/31/2017. Hourly compensation will be \$10.50 for the 2017-2018 school year.

Addition / Deletion of Positions

- + 1.00 FTE Secretary, Operations and Maintenance Department
- + 4.50 FTE School Aides, MEC
- + 0.75 FTE School Aide, RJEC
- + 3.00 FTE School Aide, NEC
- + 1.00 Administrative Aide, RSC
- + 1.00 FTE Sr. Application Support Services Assistant, EduTech
- 0.85 FTE Application Support Services Assistant, EduTech

RESOLUTION FOR RETURN OF TENURED TEACHER

Approved the following resolution:

BE IT RESOLVED, upon the recommendation of District Superintendent, and upon review of the results of a fitness-for-duty examination, the Board of Cooperative Educational Services approves a tenured teacher's return from paid administrative leave, effective November 8, 2017. The tenured teacher shall resume active duty at an assignment to be determined by the BOCES administration.

RESOLUTION FOR JUUL AGREEMENT

Approved the following resolution:

The Board of Education authorizes the Board President and District Superintendent to sign a JUUL Agreement between the Wayne-Finger Lakes BOCES and an employee dated November 6, 2017.

The motion was carried by a vote of 8-yes; 0-no.

Minutes of the Board Meeting of November 6, 2017 (official)

LEGISLATIVE APPROVAL IN ACCORDANCE WITH SECTION 204-a OF THE CIVIL SERVICE LAW

A motion was made by Mr. Rose and seconded by Mr. McNamara to approve the negotiated agreement with the Support Staff Personnel as follows:

The Board of Education of the Wayne-Finger Lakes Board of Cooperative Educational Services (BOCES) hereby implements the negotiated agreement between the Executive Officer of the Wayne-Finger Lakes Board of cooperative Educational Services and the Wayne-Finger Lakes Association of School Support Personnel for July 1, 2017 – June 30, 2021 where needed and by providing the necessary funds therefore. The Board of Education authorizes the District Superintendent to sign the agreement.

The motion was carried by a vote of 8-yes; 0-no.

REVIEW OF BUDGETS FOR 2018-2019

- a. Technical & Career Budget – Erin Fairben
- b. Instructional/Staff Development Services Budget – Jessica Sheridan
- c. Updated Administrative Budget – Keith Henry noted that the travel/conference budget item was updated per the board's request from the last meeting.

APPROVAL TO PURCHASE CTE EQUIPMENT FOR WTCC AND FLTCC

A motion was made by Ms. Meyn and seconded by Mr. Ellis to approve the purchase of the following CTE Equipment for WTCC and FLTCC in the amount of \$331,634.00 using CTE Equipment Reserve funds (the CSO CTE subcommittee approved this purchase at their meeting on Friday, 10/20/17):

- Caterpillar 416F2 Backhoe for use at WTCC
- Caterpillar 918M Front Loader for use at WTCC
- Cosmetology Salon Stations and chairs for use at FLTCC

The motion was carried by a vote of 8-yes; 0-no.

APPROVAL OF WTCC CARPENTRY AGREEMENT

A motion was made by Ms. Meyn and seconded by Mr. Ellis to approve the agreement between the W-FL BOCES' WTCC Carpentry Program and Joseph Capezuto to construct a home in Victor, NY.

The motion was carried by a vote of 8-yes; 0-no.

APPROVAL OF FLTCC CARPENTRY AGREEMENT

A motion was made by Ms. Meyn and seconded by Mr. Ellis to approve the agreement between the W-FL BOCES' FLTCC Carpentry Program and Randy Gavette to set poles and trusses.

The motion was carried by a vote of 8-yes; 0-no.

AUTHORIZATION TO RETURN END-OF-YEAR BALANCE (2016-2017 BUDGET YEAR) TO COMPONENT DISTRICTS

A motion was made by Mr. Rose and seconded by Ms. Gay to return the end-of-year balance (2016-2017 budget year) to component districts in the amount of \$5,272,053.64.

The motion was carried by a vote of 8-yes; 0-no.

APPROVAL OF CHANGE ORDERS

A motion was made by Ms. Morgan and seconded by Mr. McNamara to approve the following change orders:

- a. GC-104 Javen Construction Co., Inc. – Credit in the amount of \$34,446.00
- b. GC-105 Javen Construction Co., Inc. – Increase of \$5,305.00
- c. GC-106 Javen Construction Co., Inc. – Increase of \$3,273.00
- d. GC-107 Javen Construction Co., Inc. – Increase of \$14,250.00
- e. GC-108 Javen Construction Co., Inc. – Increase of \$5,397.00
- f. GC-109 Javen Construction Co., Inc. – Increase of \$1,987.00
- g. GC-110 Javen Construction Co., Inc. – Increase of \$581
- h. GC-111 Javen Construction Co., Inc. – Increase of \$598
- i. GC-112 Javen Construction Co., Inc. – Increase of \$2,903.00
- j. GC-113 Javen Construction Co., Inc. – Increase of \$647.00
- k. GC-114 Javen Construction Co., Inc. – Increase of \$598.00
- l. GC-115 Javen Construction Co., Inc. – Increase of \$5,751.00

The motion was carried by a vote of 8-yes; 0-no.

OTHER BUSINESS

Approval for FLTCC Overnight Trip

A motion was made by Mr. Ellis and seconded by Ms. Durfee to approve FLTCC students to attend an overnight trip to Albany to participate in the SkillsUSA Fall Leadership Conference in November 2017.

The motion was carried by a vote of 8-yes; 0-no.

PUBLIC COMMENT - None

Adjournment

Happy Thanksgiving!

A motion was made by Mr. Ellis and seconded by Ms. Gay to adjourn the meeting at 5:01 p.m.

The motion was carried by a vote of 8 yes; 0-no.

Respectfully submitted,

Cynthia Murray
Board Clerk