

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

REGULAR BOARD MEETING MINUTES FOR MONDAY MAY 7, 2018

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, May 7, 2018 in the Gala Room at The Conference Center at W-FL BOCES.

CALL TO ORDER

The meeting was called to order at 6:42 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; Nancy Scher

Board Members Absent: None

A motion was made by Ms. Scher and seconded by Mr. Rose to move to executive session for the purpose of Negotiations and Personnel pursuant to Article 14 of the Civil Service Law.

The motion was carried with a vote of 9-yes; 0-no. Time: 6:42 p.m.

Time out of executive session: 7:20 p.m.

REGULAR MEETING

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

Board Members Absent: None

Others Present: Interim District Superintendent Dan White; Deputy Superintendent Scott Bischooping; Associate Superintendent for Instruction and Acting Human Resources Director Bonnie Lindsay; Assistant Superintendent for Administration Keith Henry; Assistant Superintendent for School Improvement Marla Iverson; Director of Professional Development Jessica Sheridan; Director of Facilities and Shared Services Michele Sullivan; Director of EduTech Kelli Eckdahl; Director of Communications Shannon Marshall; Board Clerk Cindy Murray; James Buck, President of Educators' Association; David Landon, Pal-Mac Board Member; and Pamela Pendleton, Wayne CSD Vice-President (and newly elected BOCES Board member commencing on July 1, 2018)

The regular meeting reconvened at 7:29 p.m.

PLEDGE OF ALLEGIANCE

President Sahler led the Pledge of Allegiance.

WELCOME AND INTRODUCTIONS

President Sahler welcomed everyone to the meeting. A special welcome was given to David Landon from Pal-Mac and Pam Pendleton who will be our incoming BOCES Board member.

PUBLIC COMMENT - None

APPROVAL OF THE AGENDA

A motion was made by Mr. McNamara and seconded by Mr. Ellis to approve the agenda as written.

The motion was carried by a vote of 9–yes; 0-no.

APPROVAL OF THE MINUTES – Regular Board Meeting of April 12, 2018

A motion was made by Ms. Meyn and seconded by Ms. Gay to approve the regular board meeting minutes of April 12, 2018 as written.

The motion was carried by a vote of 9-yes; 0-no.

REPORTS AND CORRESPONDENCE

Board Clerk Report

A motion was made by Mr. Ellis and seconded by Ms. Morgan to accept the following board clerk report:

The results of the April 25, 2018 BOCES 2018-19 administrative budget vote and election of board members are as follows:

1. The BOCES 2018-19 Administrative Budget Vote was Approved
25 component districts voted
25 districts voted yes on the budget
0 districts voted no on the budget
2. For the BOCES board member election, there were four candidates and three open seats. Three BOCES board members were elected: Lynn Gay, O.J. Sahler, and Pamela Pendleton, and their term of office is July 1, 2018 through June 30, 2021.

The motion was carried by a vote of 9-yes; 0-no.

Board Members – None

Board Committee Reports

Mr. McNamara gave a report from the Audit Committee who met on Friday, April 27, 2018.

Ms. Durfee reported for the Policy Committee, and thanked Mrs. Lindsay for stepping in for Mrs. Smith while she is out. The Policy Committee stayed on track and met their goals.

Correspondence – None

4CSBA Discussion

Ms. Meyn gave a report of the Board of Directors audit findings.

Mr. Bischooping reported that there were two finalists for the 4CSBA Executive Director position. Tom Nespeca was offered the position and accepted pending contract.

President Sahler asked the Board if they would like to consider their 4CSBA membership for next year. It was decided by the full board to wait until July 2018 to continue this discussion.

Safety Report

Mr. McNamara reported for the Safety Committee. Our Board received a titanium level Safety Award, along with a check for \$500 in congratulations for our high level of safety.

Mr. Henry reported about a smart phone application being reviewed by the safety committee for communication during emergencies.

Mr. Henry and our Shared Business Official will be attending a safety meeting in Brockport.

Cabinet Report

- Board Presentations – Scott Bischooping reported that he attended the following Component Board Meetings: March 8 at Seneca Falls with Terrie Meyn; March 13 at Romulus with Anne Morgan; April 10 at North Rose-Wolcott with Phil Rose; April 11 at Gananda with Phil Rose; April 16 at Waterloo; and May 2 at Naples with Nancy Scher. The Canandaigua Board will be visited next year.
- Professional Learning Summit – Jessica Sheridan reported that she, along with six teams from our Region, attended the PL Summit in California last week. There were break-out sessions; Romulus lead one of the sessions. Our PL video was shown to over 700 people at the conference. Shannon and Bill are working on another video with more districts included.
- Final Plans for the Personalized Learning Conference – Jessica Sheridan reported we are having our Personalized Learning Conference here at the Conference Center May 16-17. There are 226 people signed up to attend. We have two keynote speakers, and students will give “Ted Talks” and be on a panel. There are day and evening sessions with 40 break-out sessions.
- NYSSBA Convention – In October 2018, Jessica Sheridan and Anneke Radin-Snaith (from Naples) will be presenting at the NYSSBA Convention in New York City.
- May 30 Tech Summit – Kelli Eckdahl reported that we are having a one-day EduTech Summit (through NYSCATE) at the Conference Center on May 30th called the “Turn It Up Summit”.

OLD BUSINESS - None

FINANCE

A motion was made by Mr. Rose and seconded by Mr. McNamara to approve the following finance items:

- a. Treasurer’s Report for General and Special Aid for Month Ending March 2018 - 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 March 31, 2018 - Routine reports were accepted and placed on file.
- c. Budget Status Reports for General, Administration & Special Aid for Month Ending March 2018 – 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. Amended Award - WFLRCC 2018-30 Interactive Boards/Systems/Non-Bundled Projectors/Accessories/Supplies/Installation & Maintenance - *Amended Award as follows:*
For Categories I, II & III for the Purchase, Purchase with Install and Installation Only:

For the vendors listed below by group (brand) for contracts for a Prime and a Second (vendor - if available) based on the highest percentage rate below DPS (Designated Price Structure) and the lowest percentage above the Prevailing Wage Rate and/or Hourly Rate for Non-Prevailing Wage Rate Work; the next lowest price as follows:

Original wording in the recommendation for April 12, 2018:

- ViewSonic:
 - Prime: AV Perfection Limited, LLC. of Buffalo, New York
 - Second: Troxell Communications Inc. of Niagara Falls, New York

Amended Award for May 7, 2018 Board Meeting affecting for the SECOND only for ViewSonic (See Note (2) below):

- Second:
 - Category I & II: Presentation Concepts Corporation of East Syracuse, New York
 - Category III: Troxell Communications Inc. of Niagara Falls, New York

(See Attachment in board packet with recommendation details which include summary of bids received - Updated)

Note (1): Any vendor submitting bids for award under Categories I, II & III were not considered for award recommendation if they did not bid the interactive board brand specified and only bid the non-bundled projectors and installation.

Note (2): Amend award for ViewSonic as the Second Vendor award was written incorrectly in the previous recommendation for the April 12, 2018 meeting which only showed one vendor. Troxell Communications should have only received the recommendation for Category III as Presentation Concepts Corp. is the Second for Categories I & II.

- b. WFL 2018-06D Cooperative Paper, Card, Computer, NCR, Misc. & Envelopes – Awarded from 5/1/2018 – 7/31/18 to the lowest responsive and responsible bidder's 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 \$22.68, \$22,170.87 and \$23,925.06 respectively.
- c. EduTech Surplus Equipment 2018-1 - Awarded to the highest responsive and responsible bidder that met the requirements of the sale, Computer Systems Asset Disposal, LLC of Rochester, New York in the amount of \$120,501.00.
- d. WFLVC 2019-03 Cosmetology Kits & Supplies - Awarded to the following responsible and responsive bidder(s) meeting specification for estimated quantities to The Burmax Co., Inc. in the amount of \$41,558.48 for WFL BOCES for kits and supplies and to utilize SECTION B vendor should the need arise:

Section A	
	Total Award by Vendor
<i>KITS:</i>	
The Burmax Co., Inc.	\$19,597.15
	Total Award by Vendor
<i>SUPPLIES:</i>	
<i>Miscellaneous</i>	
The Burmax Co., Inc.	\$18,829.35
<i>Nail Technology</i>	
The Burmax Co., Inc.	\$2,690.20
<i>Waxing</i>	
The Burmax Co., Inc.	\$441.78
Total Estimated Award for Supplies	\$21,961.33
Total Estimated Award for Kits	\$19,597.15
Grand Total Estimated Award Bid	\$41,558.48

Section B - Vendors	
The Burmax Company, Inc.	Holtsville, NY

- e. WFL 2018-09 Cooperative Athletic & Physical Education Supplies & Equipment – Awarded to the lowest responsive and responsible bidders for WFL BOCES to have the ability to purchase from items in Section A and to utilize Section B vendors should the need arise.

SECTION A	
<u>For Athletics:</u>	<u>Award</u>
ARC Sports	\$2,700.00
Flaghouse, Inc.	\$446.72
Gopher Sport	\$6,565.22
Laux Sporting Goods, Inc.	\$19,477.88
Pioneer Mfg. Co.	\$215.60
Pyramid School Products	\$3,423.79
Riddell All-American	\$118.24
S&S Worldwide	\$960.02
Scholastic Sports Sales	\$12,575.47
US-GAMES	\$10,446.97
Valenti Sports	\$18,713.50
Total	\$75,643.41
<u>For Physical Education:</u>	
Flaghouse, Inc.	\$201.25
Gopher Sport	\$2,699.31
Laux Sporting Goods, Inc.	\$5,839.80
NASCO	\$4,443.09
Pyramid School Products	\$1,014.69
S&S Worldwide	\$9,901.99
US-GAMES	\$13,002.84
Total	\$37,102.97
Grand Total for Athletics & Physical Education	\$112,746.38

SECTION B

Athletics:	
Vendor Name	Address
Aluminum Athletic Equip. Co.	Royersford, PA
Gopher Sport	Owatonna, MN
Pioneer Manufacturing Co.	Cleveland, OH
Pyramid School Products	Tampa, FL
Riddell	North Ridgeville, OH
S&S Worldwide	Colchester, CT
Scholastic Sports Sales	Manlius, NY
US-GAMES	Jerkintown, PA
Varsity Spirit Fashion	Memphis, TN
Physical Education:	
Aluminum Athletic Equip. Co.	Royersford, PA
Gopher Sport	Owatonna, MN
NASCO	Fort Atkinson, WI
Pyramid School Products	Tampa, FL
Riddell	North Ridgeville, OH
S&S Worldwide	Colchester, CT
Scholastic Sports Sales	Manlius, NY
US-GAMES	Jerkintown, PA
Varsity Spirit Fashion	Memphis, TN

- f. WFLRFP 2018-02 AccelerateU/EduTech Online Course Content – Awarded to the following vendors to be placed on a Qualified Suppliers Listing for AccelerateU Classes beginning in the 2018-19 School Year pending successful contract negotiations:

1) Accelerate Education	7) Carone Fitness dba Carone Learning
2) Freshi Media	8) Lincoln Park Performing Arts Center "Lincoln Park"
3) Brigham Young University	9) Comprend, division of Blue Learning
4) Lincoln Learning Solutions	10) Arizona State University "ASU Prep Digital"
5) Edison Learning, Inc.	11) Gynlyon, Inc. dba Odysseyware
6) Fueleducation	12) Florida Virtual Schools Global

- g. WFLVC 2019-10R Nursing Textbooks & Related Items

- Awarded to the lowest responsible and responsive bidder of Wolters Kluwer, Inc. of Baltimore, Maryland, for Group I: Nursing Textbooks by Wolters Kluwer, in the estimated amount of \$24,102.40.
- Rejected the bids for Group II: Nursing Workbook and Group III: Nursing Assistants Books both by Mosby/Elsevier as the bids received did not meet all of the requirements in the specifications.

2. Multi-Year Purchase Agreement

- a. Avon CSD SAA #31234 – Approved 48-month deferred payment plan purchase to replace ten network printer/copiers at \$65,790.90 which is based on current configuration.

3. Declaration of Assets as Surplus – The Board declared the BOCES non-computer assets that are in the board packet, that are no longer usable, as surplus so they can be sold at the on-line auction.
4. Approval of SBM-4 – Adopted the following resolution:
Be It Resolved, that the Board of Cooperative Education Services for Supervisory District No. 439000, of the County of Ontario-Wayne, authorizes the expenditure of the sums set forth in this budget in the total amount of \$141,733,057.
- f. Resolution to Approve Manchester-Shortsville Lease Amendment – Adopted the following resolution:
At a Regular Meeting of the Board of Education of the Wayne Finger Lakes BOCES (the “Board”), held on May 7, 2018, at 131 Drumlin Court, Newark, New York;

WHEREAS, the Wayne-Finger Lakes BOCES entered into a Lease Agreement with Manchester-Shortsville Central School District on July 1, 1998 for certain classroom and other space to be used for educational instruction and other lawful school purposes under the Education Law (the “Original Lease”); and

WHEREAS, the Original Lease was extended by a renewal executed on November 26, 2012 which expires on June 30, 2018; and

WHEREAS, the parties desire to extend the lease by executing a lease extension for the term of July 1, 2018 through June 30, 2028 for the BOCES continued lease of the space, with options to renew for two additional 5-year periods (the “Lease Extension”); and

WHEREAS, the Board has considered the Lease Extension and has received the recommendation of its administrative staff with respect to the Lease Extension;

NOW, THEREFORE BE IT RESOLVED, by the Wayne-Finger Lakes Board of Cooperative Educational Services as follows:

1. Pursuant to Section 1950 of the Education Law, the Board hereby finds that the proposed Lease Extension with Manchester-Shortsville Central School District is in the best financial interest of the BOCES; and
2. The Board has determined that the proposed rent set forth in the Lease Extension is not more than the fair market value for such use; and
3. The Lease Extension is contingent upon the terms set forth in the lease agreement, and subject to the approval of the Commissioner of Education (the “Commissioner”) and can only be renewed upon consent of the Commissioner; and
4. The Lease Extension is hereby approved and the President of the board of education is authorized to execute the same on behalf of the Board in substantially the form presented to the Board at this meeting with such modifications, additions, and revisions as may be approved by the President and Counsel to Board, which approval shall be conclusively shown by the execution thereof by the President; and
5. This resolution shall take effect immediately.

- g. Resolution to Approve Gorham-Middlesex CSD Lease – Adopted the following resolution:
At a Regular Meeting of the Board of Education of the Wayne Finger Lakes BOCES (the “Board”), held on May 7, 2018, at 131 Drumlin Court, Newark, New York;

WHEREAS, the Wayne-Finger Lakes BOCES entered into a Lease Agreement with Gorham-Middlesex Central School District on July 1, 2013 for certain classroom and other space to be used for educational instruction and other lawful school purposes under the Education Law (the “Original Lease”); and

WHEREAS, the Original Lease expires on June 30, 2018; and

WHEREAS, the parties desire to extend the Original Lease by executing a lease extension which provides the BOCES use of the Premises for five (5) years, with an option to extend the lease an additional five (5) years (the “Lease Extension”); and

WHEREAS, the Board has considered the Lease Extension and has received the recommendation of its administrative staff with respect to the Lease Extension;

NOW, THEREFORE BE IT RESOLVED, by the Wayne-Finger Lakes Board of Cooperative Educational Services as follows:

1. Pursuant to Section 1950 of the Education Law, the Board hereby finds that the proposed Lease Extension with Gorham-Middlesex Central School District is in the best financial interest of the BOCES; and
 2. The Board has determined that the proposed rent set forth in the Lease Extension is not more than the fair market value for such use; and
 3. The Lease Extension is contingent upon the terms set forth in the lease agreement, and subject to the approval of the Commissioner of Education (the “Commissioner”) and can only be renewed upon consent of the Commissioner; and
 4. The Lease Extension is hereby approved and the President of the board of education is authorized to execute the same on behalf of the Board in substantially the form presented to the Board at this meeting with such modifications, additions, and revisions as may be approved by the President and Counsel to Board, which approval shall be conclusively shown by the execution thereof by the President; and
 5. This resolution shall take effect immediately.
- h. NYCLASS Municipal Cooperation Resolution – The Board authorized BOCES to participate in the NYCLASS (New York Cooperative Liquid Assets Securities System) investment pool so we can take advantage of better short term interest rates.

Adopted the following resolution:

WHEREAS, New York General Municipal Law, Article 5-G, Section 119-o ("Section 119-o" empowers municipal corporations [defined in Article 5-G, Section 119-n to include school districts boards of cooperative educational services, counties, cities, town and villages] and districts to enter into, amend, cancel and terminate agreements for the performance among themselves (or one for the other) of their respective functions, powers and duties on a cooperative or contract basis;

WHEREAS, the Wayne-Finger Lakes BOCES wishes to invest certain of its available investments funds in cooperation with other corporations and/or districts pursuant to a municipal cooperation agreement;

WHEREAS, Wayne-Finger Lakes BOCES wishes to assure the safety and liquidity of its funds;

Now, therefore, it is hereby resolved as follows:

Keith Henry is hereby authorized to execute and deliver the Cooperative Investment Agreement in the name of and on behalf of Wayne-Finger Lakes BOCES.

i. Resolution to Participate on a Series of Instructional Software Bids – 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 3rd 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, Kidtlect, 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 3rd Learning, Renaissance Learning, Right Reason Technologies, Robokind, Rosetta Stone, Rubicon West, Inc., Scholastic, Inc., SchoolBinder, Scientific Learning, Sensavis, Service Infinity, SunGard, Suntex, Taylor & Associates

WHEREAS, The W-FL 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 W-FL 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 W-FL 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 W-FL 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.

- j. 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 the 2018-2019 fiscal year, for Microsoft, Airwatch, JAMF,

WHEREAS, The W-FL BOCES is desirous of participating with other BOCES Districts in New York State in joint agreements for the software packages and licensing mentioned above as authorized by General Municipal Law, Section 119-0, and,

BE IT RESOLVED, That the W-FL 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 packages, and,

BE IT FURTHER RESOLVED, That the W-FL 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 W-FL BOCES Board of Education agrees (1) to abide by majority decisions of the participating RICS 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 9-yes; 0-no.

A motion was made by Ms. Gay and seconded by Mr. Rose to accept the following donation:

- k. Acceptance of Donation for WTCC Career Fair – \$50.00 donation from BVRNC Operating, LLC DBA Sodus Rehabilitation and Nursing Center for the Career Fair at WTCC during their Open House on March 15.

The motion was carried by a vote of 9-yes; 0-no.

- l. BOCES 4 Science Information – Keith Henry
This is an informational item that will be an action item at the next board meeting.

PERSONNEL

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

Certified

Resignations

Donna Johnson, Online Course Instructor effective 04/01/2018 for no reason given.

Honora Miller, 0.90 FTE Teacher Assistant effective 05/04/2018 for personal reasons.

Leaves of Absence

Jason Dingman, 1.00 FTE Psychologist effective 04/09/2018 through 04/08/2019 to accept another position within this BOCES (1.00 FTE Behavioral Specialist Coordinator, Midlakes Education Center).

Appointments

Three year probationary appointment of Jason Dingman as 1.00 FTE Behavioral Specialist Coordinator-12m, in the tenure area Instructional Support Services in Special Education, effective 04/09/2018 through 04/08/2021 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 Midlakes Special Education Center replacing Maja Rosedale (resigned). Mr. Dingman holds Permanent certification in School Psychologist. Mr. Dingman's annual base salary for the 2017-2018 school year will be \$80,729.00 prorated.

Four year probationary appointment of Julie Ozols as 1.00 FTE Psychologist, in the tenure area School Psychologist, effective 04/19/2018 through 04/18/2022 or sooner upon termination by the board. The current assignment will be at the Red Jacket Education Center replacing Lara Newcombe (resigned). Ms. Ozols holds Permanent certification in School Psychologist. Ms. Ozols's annual base salary for the 2017-2018 school year will be \$52,000.00 prorated.

Temporary appointment of Hannah Becker as 0.90 FTE Teacher Assistant effective 04/10/2018 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Wayne Special Education Center replacing Brooke Giancola (leave). Ms. Becker is Eligible for Level 1 certification in Teaching Assistant. Ms. Becker's annual salary for the 2017-2018 school year will be Step Minimum (\$23,022.00) prorated.

Temporary appointment of Shaun Jeffers as 0.50 FTE Public Information Coordinator (Section V) effective 07/01/2018 through 06/30/2019, or sooner upon termination by the Board. The current assignment will be at the Regional Support Center. Mr. Jeffers is Eligible for Adult Ed certification. Mr. Jeffer's annual salary for the 2018-2019 school year will be \$30,000.00 prorated.

Temporary appointment of Angela Middlebrook as 0.90 FTE Teacher Assistant effective 04/16/2018 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Midlakes Special Education Center (new 3/2018 Board). Ms. Middlebrook is eligible for Level 1 certification in Teaching Assistant. Ms. Middlebrook's annual salary for the 2017-2018 school year will be Step Minimum (\$23,022.00).

Temporary appointment of Honora Miller as 0.90 FTE Teacher Assistant effective 04/27/2018 through 05/04/2018, or sooner upon termination by the Board. This is a continuation of the current temporary appointment with a change in end date from 04/26/2018 to 05/04/2018. The current assignment will be at the Midlakes Special Education Center. Ms. Miller holds Level 3 certification in Teaching Assistant. Ms. Miller's annual salary for the 2017-2018 school year will be Step 7 (\$25,757.00) prorated.

Temporary appointment of Jacqueline O'Hora as 1.00 FTE Professional Development Registrar effective 07/01/2018 through 06/30/2019, or sooner upon termination by the Board. The current assignment will be at the Regional Support Center (new 3/2018 Board). Ms. O'Hora's annual salary for the 2018-2019 school year will be \$60,000.00.

Temporary appointment of Thomas Seitzinger, Jr. as 0.90 FTE Teacher Assistant effective 04/16/2018 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Finger Lakes Technical & Career Center replacing Chelsea Aswell (resigned). Mr. Seitzinger holds Level 3 certification in Teaching Assistant. Mr. Seitzinger annual salary for the 2017-2018 school year will be Step 8 (\$26,132.00) prorated.

Temporary appointment of Randy Stephens as 0.90 FTE Teacher Assistant effective 04/09/2018 through 06/30/2018, or sooner upon termination by the Board. The current assignment will be at the Red Jacket Education Center replacing Warren Jones (resigned). Mr. Stephens holds Initial Extension in Music and Initial certification in Childhood Education 1-6. Mr. Stephens's annual salary for the 2017-2018 school year will be Step 2 (\$23,784.00) prorated.

Hourly appointment of Tonya Fox as Clinical Support Personnel effective 04/16/2018 through 06/30/2018 or sooner upon termination by the Board. Ms. Fox is eligible for Adult Education certification. The current assignment is at BOCES as assigned (new 11/2017 Board). The current hourly rate is \$36.00 per hour. Time sheet to be submitted accordingly.

Hourly appointment of Donna Medeiros as Instructor Clinical PN Program effective 05/07/2018 through 06/30/2018 or sooner upon termination by the Board. Certification status is eligible for Adult Education certification. The current assignment is at BOCES as assigned. The current hourly rate is \$32.00 per hour. Time sheet to be submitted accordingly.

Additions/Deletions

- + 1.00 FTE Clinical, WEC
- + 0.90 FTE Teaching Assistant, RJEC
- + 1.00 FTE Therapeutic Crisis Intervention (TCI) Trainer, RSC

Non-Certified

Resignations

Hannah Becker, 0.75 FTE School Aide effective 04/09/2018 to accept another position within BOCES (0.90 FTE Teaching Assistant at WEC).

Joshua Foster, 0.75 FTE School Aide effective 04/13/2018 for other employment.

Kathleen Hansen, 1.00 FTE Payroll Specialist effective 04/24/2018 for other employment.

Kevin Hunter, 0.75 FTE School Aide effective 04/18/2018 for other employment.

Angela Middlebrook, 0.75 FTE School Aide effective 04/15/2018 to accept another position within BOCES (0.90 FTE Teaching Assistant at MEC).

Honora Miller, 0.75 FTE School Aide effective 4/26/2018 for other employment.

Jacqueline O'Hora, 1.00 FTE Secretary I effective 06/30/2018 to accept another position within BOCES (1.00 Professional Development Registrar).

Samantha Parish, 0.75 FTE School Aide effective 05/09/2018 for other employment.

Meagan Simmons, 0.75 FTE School Aide effective 05/24/2018.

Randy Stephens, 0.75 FTE School Aide effective 04/08/2018 to accept another position within BOCES (0.90 FTE Teaching Assistant at RJEC).

Christopher Stobie, 0.75 FTE School Aide effective 8/29/2017 to accept another position within BOCES (0.90 FTE Teaching Assistant at RJEC).

Appointments

Permanent appointment of Wayne Parker, 1.00 FTE Laborer effective 05/07/2018. The current assignment is at the Wayne Technical & Career Center. Mr. Parker's annual salary for the 2017-2018 school year will be Step 3 (\$25,543.00). This is a change in civil service status from probationary to permanent.

Probationary appointment of Paul DeMay as 0.75 FTE School Aide effective 04/26/2018. The current assignment is at the Red Jacket Education Center (new 3/2018 Board). Mr. DeMay's annual salary for the 2017-2018 school year will be Step 5 (\$13,244.25), prorated.

Probationary appointment of Majidat Mohondhis as 0.75 FTE School Aide effective 04/23/2018. The current assignment is at the Newark Special Education Center replacing T. Rondo (transfer of students). Ms. Mohondhis's annual salary for the 2017-2018 school year will be Step 3 (\$12,806.25), prorated.

Addition / Deletion of Positions

- + 3.00 FTE School Aide, RJEC
- + 0.75 FTE School Aide, WEC
- + 1.00 FTE School Lunch Manager, Itinerant
- + 1.00 FTE Registered Nurse, BOCES wide

Approval of Evaluators for APPR - Adopted the following resolution:

WHEREAS, the following administrators have completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the Wayne-Finger Lakes BOCES Annual Professional Performance Review Plan (APPR) for certification as a Lead Evaluator of teachers:

- 1) Erin Fairben
- 2) Michele Sullivan
- 3) JoAnn Shepard
- 4) Tammy Jones
- 5) Chris Bennett
- 6) Chris Singer
- 7) Jessica Matukewicz
- 8) Craig Logan
- 9) Dawn Larson
- 10) Andy McVey
- 11) Dan Healy
- 12) Christine Richards
- 13) Elise Comella
- 14) Cindy Parker
- 15) Beth MacNeil
- 16) Emory Roethel

WHEREAS, the following administrator has completed trainings which meet the requirements of 8 NYCRR 30-2.9 and the Wayne-Finger Lakes BOCES Annual Professional Performance Review Plan (APPR) for certification as a Lead Evaluator of principals:

- 1) Erin Fairben, Director of K-12 Instruction

BE IT RESOLVED, that, upon recommendation of the Interim District Superintendent, that the above listed administrators (1-16) be certified as Lead Evaluators of teachers and that the above listed administrator (1) be certified as a Lead Evaluator of principals.

- d. Resolution to Appoint Acting Human Resources Director – Adopted the following resolution:
Whereas, Quinn Smith, Director of Human Resources, left for maternity leave on March 5, 2018;

Now, therefore, be it resolved that:

The Wayne-Finger Lakes BOCES Board of Education hereby appoints Bonnie Lindsay as Acting Human Resources Director, effective March 6, 2018 through June 1, 2018.

The motion was carried by a vote of 9-yes; 0-no.

ADOPTION OF THE 2018-2019 W-FL BOCES ADMINISTRATION BUDGET

A motion was made by Ms. Scher and seconded by Ms. Meyn to adopt the 2018-2019 Administration Budget Part 1 in the amount of \$3,363,755.

The motion was carried by a vote of 9-yes; 0-no.

OTHER BUSINESS

- a. Board Attendance at Conferences for 2018-2019 – The Board discussed the following conferences during the 2018-2019 school year:

Rural Schools Association Annual Conference in Cooperstown, NY – July 8-10, 2018

NYSSBA Convention in New York City – October 25-27, 2018

AESA Conference in Colorado Springs, CO - November 28-December 1, 2018

Capital Conference in Albany, NY – (date not set yet but usually in February or March)

NSBA Annual Conference in Philadelphia, PA - March 30–April 1, 2019

The Board previously budgeted an amount of \$2,000.00 for each board member for conferences/travel in the 2018-19 school year.

- b. Approval of Summer Retreat Date and Location

A motion was made by Ms. Gay and seconded by Mr. McNamara to approve Monday, August 20, 2018 as the date for the Board's summer retreat, and the location for the retreat at O.J. Sahler's home in Canandaigua.

The motion was carried by a vote of 9-yes; 0-no

- c. Approval of Date Change for the July 2018 Board/Reorganization Meeting

A motion was made by Mr. Rose and seconded by Mr. Ellis to adopt the following resolution:

Therefore, be it resolved to change the date of the July Board/Reorganization meeting from Monday, July 9th to Thursday, July 5, 2018.

The motion was carried by a vote of 9-yes; 0-no.

PUBLIC COMMENT – None

ADJOURNMENT AND EXECUTIVE SESSION

A motion was made by Mr. Ellis and seconded by Mr. Rose to return to executive session at 8:30 a.m. for the purpose of Personnel matters.

The motion was carried by a vote of 9-yes; 0-no.

Attendees of the Regular Board Meeting were excused at 8:30 p.m. if they didn't want to stay for the adjournment of the meeting following executive session.

Start time of Executive Session: 8:35 p.m.

A motion was made by Mr. Ellis and seconded by Mr. Rose to adjourn the meeting at 9:30 p.m.

The motion was carried by a vote of 9-yes; 0-no.

Respectfully submitted,

Cynthia Murray
Board Clerk