

APPROVED



Oneida-Herkimer-Madison BOCES

4747 Middle Settlement Road • New Hartford, NY 13413
www.oneida-boces.org

Cooperative Board 2023-2024
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**UNAPPROVED
MINUTES OF THE REGULAR
MEETING OF DECEMBER 13, 2023**

The Regular meeting of the Board of Cooperative Educational Services was held on December 13, 2023 in The Howard D. Mettelman Learning Center, Middle Settlement Road, New Hartford, New York.

MEMBERS PRESENT

- Mr. Anthony J. Nicotera, President
- Mrs. Michelle Anderson, Vice President
- Mr. Steve Boucher
- Mrs. Doreen Corbin
- Mrs. Elaine M. Falvo
- Mr. Joseph H. Hobika, Jr
- Mrs. Heather Johnson
- Mr. Gary P. Nelson
- Dr. Gary W. Porcelli
- Mr. Russell Stewart
- Mr. Timothy Thomas

MEMBERS EXCUSED

OTHERS PRESENT

- Patricia N. Kilburn, Ed.D.
- Mr. Christopher Hill
- Mr. Scott Morris

Date

Introduction

Members Present

Members Excused

Others Present

Anthony J. Nicotera, *President*, Michelle Anderson, *Vice President*,
Steve Boucher, Doreen Corbin, Elaine M. Falvo, Joseph H. Hobika, Jr., Heather Johnson,
Gary P. Nelson, Dr. Gary W. Porcelli, Russell Stewart, Timothy Thomas

We are collaborators, working together and partnering with leaders in education, business, industry, government and the local community to promote inclusive educational and career opportunities and equitable access in order to prepare all of our learners for the dynamic world of today and tomorrow.

ITEM I. CALL TO ORDER

A quorum was noted and Cooperative Board President, Mr. Nicotera called the meeting to order at 4:32 p.m.

ITEM II. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ITEM III. RECOGNITION OF VISITORS

None

ITEM IV. RECOGNITION

None

ITEM V. COMMUNICATIONS

ITEM V. C. From the Floor

- Mr. Nicotera noted the resignation of Mr. John Salerno
- Mr. Stewart asked that there be an opportunity for the Board to recognize John and invite his family.
- Board retreat date was selected
- The Board discussed inviting union presidents to speak at Board meetings to share news and highlights.
- Mr. Stewart asked for and update regarding school mental health provisions of services among component districts

ITEM V. D. Correspondence

ITEM VI. REPORTS

District Superintendent Report

- Dr. Kilburn reported on the development of the BOCES budget
- Mr. Hill updated the Board on the existing MVCC partnership progress
- Dr. Kilburn addressed cybersecurity and multifactor authentication
- Dr. Kilburn shared that the District-Wide Safety Committee will be developing the work place violence plan

ITEM VII. A. MOTION TO APPROVE A BOARD CLERK PRO TEMPORE

Motion by: Mr. Hobika, Jr.
Seconded by: Mr. Stewart

Moved, that the Cooperative Board approves Christopher Hill as Board Clerk Pro Tempore for the December 13, 2023 Cooperative Board meeting.

| Yes | No | Excused | Abstain |
|-----------------------|----|---------|---------|
| Michelle Anderson | | | |
| Steve Boucher | | | |
| Doreen Corbin | | | |
| Elaine M. Falvo | | | |
| Joseph H. Hobika, Jr. | | | |
| Heather Johnson | | | |
| Gary P. Nelson | | | |
| Anthony J. Nicotera | | | |
| Dr. Gary W. Porcelli | | | |
| Russell Stewart | | | |
| Timothy Thomas | | | |

Motion carried 11-0

ITEM VII. A. 1. MOTION TO TABLE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 8, 2023

Motion by: Mr. Hobika, Jr.
Seconded by: Mr. Boucher

Moved, that, the minutes of the Regular Meeting of November 8, 2023 of the Board of Cooperative Educational Services, Sole Supervisory District of Oneida, Herkimer and Madison Counties, are tabled.

| Yes | No | Excused | Abstain |
|-----------------------|----|---------|---------|
| Michelle Anderson | | | |
| Steve Boucher | | | |
| Doreen Corbin | | | |
| Elaine M. Falvo | | | |
| Joseph H. Hobika, Jr. | | | |
| Heather Johnson | | | |
| Gary P. Nelson | | | |
| Anthony J. Nicotera | | | |
| Dr. Gary W. Porcelli | | | |
| Russell Stewart | | | |
| Timothy Thomas | | | |

Motion carried 11-0

ITEM VII. APPROVAL OF CONSENT AGENDA - ITEMS B & C

MOTION TO APPROVE THE CONSENT AGENDA

Motion by: Mr. Hobika, Jr.
Seconded by: Mrs. Anderson

FINANCIAL REPORTS/AWARDING OF CONTRACTS

Moved, that the Cooperative Board accepts the Report of the Treasurer for October 2023 and the Budget Adjustment Report for October 2023 (Item VII B-1 and B-2); all as shown below:

ITEM VII. B. 1. MOTION TO ACCEPT REPORT OF TREASURER FOR OCTOBER 2023

Report of the Treasurer for October 2023

| | |
|------------------|-----------------|
| Capital | 8,077.02 |
| General | 13,578,883.68 |
| School Lunch | 27,204.34 |
| Special Aid | 506.43 |
| Trust/Agency | 72,244.64 |
| Extra-Curricular | 22,863.48 |
| Total | \$13,709,779.59 |

and the Treasurer's Report for the Extra-Curricular Fund
for October 2023 showing a fund balance of \$22,863.48

**ITEM VII. B. 2. MOTION TO ACCEPT THE 2023-2024 BUDGET ADJUSTMENT REPORT
FOR OCTOBER 2023**

**Budget Revisions—2023-24
October 2023 Report**

| | |
|------------------------|--------------|
| 2023-24 Adopted Budget | \$87,277,547 |
| Commitment Changes | 3,082,784 |
| Net Changes | 2,933,621 |
| Total | \$93,293,952 |

ITEM VII. B. 3. MOTION TO APPROVE 2022-2023 SHARED SERVICE CONTRACTS/FINAL (SELLER) WITH SCHOOLS

2022-2023 Shared Service Contractor (Seller) with Schools

Oneida-Herkimer-Madison BOCES Contractor (Seller) With Schools

| | | |
|----------------|----------------|---|
| Waterville CSD | \$4,502,980.22 | Final contract for all BOCES Services for 2022-2023 |
|----------------|----------------|---|

Moved, that the Cooperative Board approve the contract(s) between Oneida-Herkimer-Madison BOCES and Waterville Central School District for the 2022-2023 school year.

ITEM VII. C. PERSONNEL REPORT

MOTION TO APPROVE CHANGES ON THE TEACHING/CERTIFIED STAFF AND NON-INSTRUCTIONAL/CLASSIFIED STAFF AS AMENDED

Moved, that pursuant to the recommendations of the District Superintendent, the Board approves the following changes on the teaching/certified staff and non-instructional/classified staff as amended.

C. PERSONNEL REPORT

a. RESIGNATIONS

1. Teaching/Certified Staff

| | | | Hire Date | Resign Date |
|----|--------------------|--------------------|------------|-------------|
| 1. | JOSEPH A. ANGEROSA | ATTENDANCE TEACHER | 09/01/2023 | 10/30/2023 |
| 2. | KELLY J. GARCIA | TEACHER ASSISTANT | 10/28/2021 | 01/01/2024 |
| 3. | GRACE M. ISHERWOOD | TEACHER ASSISTANT | 09/18/2023 | 10/31/2023 |
| 4. | SANDRA R. SHAW | TEACHER ASSISTANT | 08/31/2022 | 11/14/2023 |
| 5. | KRISTEN A. TILLSON | TEACHER ASSISTANT | 02/01/2016 | 12/06/2023 |

2. Non-Instructional / Classified Staff

| | | | Hire Date | Resign Date |
|-----|---------------------|-----------------------------|------------|---------------------|
| 1. | JORDAN D. CRAFT | LABORER - HOURLY | 04/06/2022 | 11/01/2023 (verbal) |
| 2. | REGINA M. DAVIS | FOOD SERVICE HELPER | 01/18/2023 | 11/01/2023 (verbal) |
| 3. | ANGELA A. DENSLow | FOOD SERVICE HELPER | 09/10/2021 | 11/01/2023 (verbal) |
| 4. | REBEKAH L. HEDEEN | PUBLIC RELATIONS ASSISTANT | 08/29/2022 | 11/10/2023 |
| 5. | NANCY E. JOY | FOOD SERVICE HELPER | 08/29/2019 | 11/01/2023 (verbal) |
| 6. | JULIE D. MASHTARE | FOOD SERVICE HELPER | 11/30/2022 | 11/01/2023 (verbal) |
| 7. | JULIA L. OBERNESSER | COMPUTER SERVICE TECHNICIAN | 06/13/2022 | 11/30/2023 |
| 8. | AMANDA R. ROBERTS | FOOD SERVICE HELPER | 10/17/2012 | 11/01/2023 (verbal) |
| 9. | REBECCA L. ROBERTS | FOOD SERVICE HELPER | 10/09/2019 | 11/01/2023 (verbal) |
| 10. | JACLYN E. ROSE | OFFICE SPECIALIST I | 10/21/2021 | 11/27/2023 |
| 11. | KELLY A. STANTON | FOOD SERVICE HELPER | 03/28/2022 | 11/01/2023 (verbal) |
| 12. | SAMARA M. WALDNER | FOOD SERVICE HELPER | 04/01/2023 | 11/01/2023 (verbal) |
| 13. | GREGORY M. WICKMAN | CENTRAL STORES CLERK | 01/18/2021 | 11/07/2023 |

b. UNPAID LEAVE(S) OF ABSENCE

1. Teaching/Certified Staff

| | | | Start Date | End Date | Reason |
|----|----------------|-------------------|------------|------------|--------------------------------------|
| 1. | MARK T. PAULEY | TEACHER ASSISTANT | 11/05/2023 | 06/30/2024 | work as long term substitute teacher |

c. APPOINTMENTS

1. Teaching/Certified Staff

a.

RECOMMENDATION FOR PROBATIONARY APPOINTMENT(S)

The expiration dates of the 4 year probationary appointments are 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 3014-c and/or 3014-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 expiration dates of the 3 year probationary appointments are tentative and conditional only. In order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3014-c and/or 3014-d of the Education Law of either effective or highly effective to the extent required by the applicable provisions of the Education Law, the Rules of the Board of Regents and the Regulations of the Commissioner of Education, 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.

1. Recommend that **CORINNE M. CHESTER** be appointed as a **TEACHER SPEECH/HEARING** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Bridges-Related Services for a four year probationary appointment in the Program for Speech & Hearing Handicapped tenure area, commencing November 20, 2023 and ending November 19, 2027 at an annual salary rate of \$60,078.00, prorated.

Certification:

- * Professional certificate in Speech and Language Disabilities

Education:

- * Graduate of Broadalbin-Perth Central School District
- * Bachelor of Arts in Communications from College of Saint Rose
- * Masters of Science in Education from College of Saint Rose

Work Experience:

- * From January, 2012 through the present as a speech language pathologist at Upstate Caring Partners Tradewinds Education Center
- * From 2008 through 2010 as a cashier at Home Depot

2. Recommend that **JENNIFER A. HERON** be appointed as a **TEACHER OF SCIENCE** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy @ Lincoln Avenue for a three year probationary appointment in the SCIENCE tenure area, commencing October 10, 2023 and ending October 09, 2026 at an annual salary rate of \$57,122.00, prorated.

Certification:

- * Initial certification in Biology 7-12

Education:

- * Graduate of North High School, Valley Stream, NY
- * Bachelor of Science in Biology from SUNY Empire
- * Master of Arts in Teaching from SUNY Empire

Work Experience:

- * From September, 2019 through June, 2022 as a teacher of science at Oneida-Herkimer-Madison BOCES
- * From September, 2002 through June, 2019 as a teaching assistant at Oneida-Herkimer-Madison BOCES
- * From August, 1995 through July, 2000 as an administrative assistant and customer service representative at Agway Energy Products

3. Recommend that **GRANT T. KLINKNER** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, at The Center for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing November 27, 2023 and ending November 26, 2027 at an annual salary rate of \$19,823.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of New Hartford High School
- * Bachelor of Arts in History from St. Bonaventure University

Work Experience:

- * From October, 2023 through the present as a substitute teacher assistant at Oneida-Herkimer-Madison BOCES - Bridges program
- * From July, 2014 through August, 2021 as a lifeguard at Addison Miller Pool
- * From May, 2019 through July, 2019 as a deli clerk at Chanatry's Local Market
- * From June, 2017 through August, 2017 as a sailing instructor at Otsego Sailing Club

4. Recommend that **KAITLYN M. OWENS** be appointed as a **TEACHER ASSISTANT** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Career and Technical Education Center for a four year probationary appointment in the TEACHING ASSISTANT tenure area, commencing December 06, 2023 and ending December 05, 2027 at an annual salary rate of \$19,632.00, prorated.

Certification:

- * Working toward certification

Education:

- * Graduate of Sauquoit Valley High School
- * Associate of Applied Science in Human Services from Mohawk Valley Community College

Work Experience:

- * From January, 2023 through July, 2023 as a teacher assistant at New Discoveries Preschool - Sauquoit
- * From February, 2022 through September, 2022 as a teacher assistant at New Discoveries Preschool, Utica

5. Recommend that **CHRISTEN M. ROMANZO-SANSONE** be appointed as a **SCHOOL SOCIAL WORKER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Whitesboro High/Middle School and Bridges for a four year probationary appointment in the School Social Worker tenure area, commencing December 11, 2023 and ending December 10, 2027 at an annual salary rate of \$51,431.00, prorated.

Certification:

- * Provisional certificate in School Social Worker

Education:

- * Graduate of Notre Dame Jr/Sr High School
- * Bachelor of Arts in Visual Arts: Studio Art from Wells College
- * Currently attending Widener University online for Master of Social Work

Work Experience:

- * From June, 2016 through December, 2022 as a child protective investigator at Madison County Dept. of Social Services
- * From August, 2014 through June, 2016 as a child protective caseworker at Oneida County Dept. of Social Services

6. Recommend that **SANTINA L. TOMAINO** be appointed as an **ATTENDANCE TEACHER** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, Middle Settlement Academy @ Mohawk Valley Community College and Utica City School District for a four year probationary appointment in the ATTENDANCE TEACHER tenure area, commencing December 14, 2023 and ending December 13, 2027 at an annual salary rate of \$57,475.00, prorated.

Certification:

- * Provisional certificate in Attendance Teacher

Education:

- * Graduate of Beaver River Central School
- * Bachelor of Science in Special Education/Childhood Education from The College of Saint Rose
- * Masters of Science in Literacy B-6 from The College of Saint Rose

Work Experience:

- * From January, 2023 through the present as a K-1 SWD teacher at Herkimer BOCES
- * From September, 2018 through December, 2022 as a mathematics/ SWD teacher at New York Mills Union Free School District
- * From July, 2019 through August, 2019 as a summer school elementary SWD teacher at Oneida-Herkimer-Madison BOCES
- * From August, 2013 through June, 2018 as a part-time SWD teacher at Herkimer BOCES
- * From August, 2011 through August, 2013 as a UPK/head start teacher at Mohawk Valley Community Action

b. RECOMMENDATION FOR PART-TIME APPOINTMENT(S)

1.

Recommend that **MARISA M. OLBRYS** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, **CAREER AND TECH ED PROGRAMS**, for a part-time .5 FTE appointment commencing November 20, 2023 at an annual salary rate of \$30,371.00, prorated.

Certification:

* Permanent certificate in Special Education

Education:

- * Graduate of Rome Catholic High School
- * Bachelor of Arts in Psychology/Special Education from LeMoyne College
- * Masters of Science in Curriculum and Instruction from Oswego State

Work Experience:

- * From September, 2022 through the present as a substitute teacher at Oneida-Herkimer-Madison BOCES
- * From 2022 through the present as a substitute teacher at New Hartford Central School District
- * From 2010 through 2017 as a 12:1:1 teacher at Fayetteville-Manlius High School
- * From 2002 through 2010 as a special education teacher at Owego County BOCES

c. RECOMMENDATION FOR A LONG-TERM SUBSTITUTE APPOINTMENT

1.

Recommend that **MAUREEN A. GRAY** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, at the Center for a long-term substitute appointment commencing November 27, 2023 and ending June 30, 2024 at an annual salary rate of \$88,294.00, prorated.

Certification:

* Permanent certificate in Special Education

Education:

- * Graduate of Notre Dame
- * Bachelor of Arts in Psychology from Nazareth College of Rochester
- * Master of Science in K-12 Counseling from SUNY Cortland
- * Master of Science in Elementary Education from SUNY Cortland
- * Certificate of Advanced Study in Education Leadership from SUNY Cortland

Work Experience:

- * From March, 2023 through the present as a special education consultant at Canastota Central School District
- * From September, 2022 through March, 2023 as an interim elementary principal at Oriskany Central School District
- * From February, 2022 through June, 2022 as an interim director of special education at Waterville Central School District
- * From July, 2013 through June, 2021 as an elementary principal at Waterville Central School District
- * From July, 2010 through June, 2013 as a director of special education and athletics at Waterville Central School District
- * From September, 1999 through June, 2010 as a special education teacher at Waterville Central School District
- * From September, 1994 through June, 1999 as a special education teacher at Clinton Central School District

2. Recommend that **MARK T. PAULEY** be appointed as a **TEACHER OF SPECIAL EDUCATION** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, at Middle Settlement Academy @ Lincoln Avenue, for a long-term substitute appointment commencing November 06, 2023 and ending June 30, 2024 at an annual salary rate of \$49,634.00, prorated.

Certification:

- * Level I certificate in Teaching Assistant
- * Working toward certification

Education:

- * Graduate of New Hartford Central School District
- * Bachelor of Science in Community and Human Services from SUNY Empire State College

Work Experience:

- * From December, 2010 through the present as a teacher assistant at Oneida-Herkimer-Madison BOCES
- * From August, 2022 through June, 2023 as a long-term-substitute teacher of special education at Oneida-Herkimer-Madison BOCES
- * From 2003 through 2013 owner of Burrito Blues Cafe
- * From 1992 through 2004 as a supervisor, residential treatment facility, crisis intervention specialist at the House of the Good Shepard

d. RECOMMENDATION FOR A TEMPORARY APPOINTMENT(S)

1. Recommend that **MICHAEL S. DEUEL** be appointed as a **CURRICULUM SUPERVISOR** in INSTRUCTIONAL PROGRAMS AND PROF LEARNING, PPL, for a temporary appointment commencing November 13, 2023 and ending June 30, 2024 at a salary rate of \$330.00 per day. Curriculum Supervisors are provided at district request.
2. Recommend that **DONNA M. DEVLIN** be appointed as a **CURRICULUM SPECIALIST** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, PPL, for a temporary appointment commencing October 30, 2023 and ending November 14, 2023 at a salary rate of \$50.00 per hour, as needed.

e. RECOMMENDATION FOR DECREASE IN FTE

| | | Date | FTE |
|----|---|------------|-----|
| 1. | ANN P. TURNER | 10/08/2023 | 0.8 |
| | DIRECTOR PROGRAM & PROFESSIONAL DEVELOPMENT | | |

f. RECOMMENDATION FOR MENTORING

| | | Title | Start Date | End Date | Salary |
|----|------------------|-----------------|------------|------------|------------|
| 1. | MICHAEL S. DEUEL | EXECUTIVE COACH | 11/13/2023 | 06/30/2024 | \$45.00/hr |

2. Non-Instructional/Classified Staff

a. RECOMMENDATION FOR PROVISIONAL APPOINTMENT - CIVIL SERVICE COMPETITIVE TITLE

1. Recommend that **LISA LONGERETTA** be appointed to a provisional appointment as a **CAREER EXPLORATION SPECIALIST** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, SABA, commencing November 13, 2023 at an annual salary rate of \$38,087.00, prorated.

LISA LONGERETTA has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CAREER EXPLORATION SPECIALIST**, until the results of the next civil service exam are known.

Education:

- * Graduate of Rome Free Academy
- * Associate of Arts in Medical Assistance from Alfred State College
- * Bachelor of Science in Therapeutic Recreation from Syracuse University

Work Experience:

- * From June, 2022 through November, 2022 as a part-time program director at North Utica Community Center
- * From April, 2015 through February, 2020 as drug coordinator for the New York State Court System
- * From 1994 through 2011 as a counselor at Center for Addiction Recovery - Insight House
- * From 1999 through 2002 as a part time mentor for adolescent teens at Kids Oneida (ICAN)

2. Recommend that **MIHAI C. MIROIU** be appointed to a provisional appointment as a **SAFETY COORDINATOR** in SUPPORT SERVICES, Safety Office, commencing December 20, 2023 at an annual salary rate of \$52,000.00, prorated.

MIHAI C. MIROIU has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **SAFETY COORDINATOR**, until the results of the next civil service exam are known.

Education:

- * Graduate of Ithaca High School
- * Bachelor of Arts in International Studies from SUNY Cortland

Work Experience:

- * From March, 2019 through the present as a health and safety assistant at Tompkins-Seneca-Tioga BOCES
- * From October, 2017 through the present as a security guard Cornell Police Auxiliary at Cornell University
- * From November, 2011 through January, 2018 as a research assistant at Racine Johnson Aquatic Ecologists
- * From May, 2005 through November 2011 as a linguist at Hippocrene Books

3. Recommend that **SANDRA R. SHAW** be appointed to a provisional appointment as an **OFFICE SPECIALIST I** in INSTRUCTIONAL PROGRAMS & PROF LEARNING, at the Center, commencing November 15, 2023 at an annual salary rate of \$33,152.00, prorated.

SANDRA R. SHAW has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of an **OFFICE SPECIALIST I**, until the results of the next civil service exam are known.

Education:

- * Graduate of Vestal Senior High School
- * Associates Degree in Business/Marketing from Broome Community College

Work Experience:

- * From August, 2022 through the present as a teaching assistant at Oneida-Herkimer-Madison BOCES
- * From February, 2017 through June, 2022 as an administrative assistant at Charles A. Gaetano Construction Company
- * From 2019 through 2020 as a cashier/waitress at Grande's Pizza
- * From September, 1996 through January, 2017 as a quality assurance specialist/QA coordinator at ConMed Corporation

b. RECOMMENDATION FOR PROBATIONARY APPOINTMENT FROM CIVIL SERVICE LISTING

The below named individual(s) recently took and successfully completed the required civil service exam for the title. The below named individual(s) will be required to serve a twenty-six week probationary period.

| | | | Prob. Date |
|----|-----------------------|----------------------------------|------------|
| 1. | BRANDON A. NELLENBACK | COMPUTER SPECIALIST (TRAINING) | 11/13/2023 |
| 2. | RANDY J. MILLER | TELECOMMUNICATIONS SPECIALIST II | 11/14/2023 |

c. RECOMMENDATION FOR PART-TIME APPOINTMENT

1. Recommend that **NANCY A. BANGS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program commencing November 13, 2023 at an hourly salary rate of \$15.19, as needed.

NANCY A. BANGS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of John Marshall High School
- * Associate of Science in Business from Mohawk Valley Community College
- * Bachelor of Science in Business from Syracuse University/ Utica College

Work Experience:

- * From April, 2022 through the present as a sales associate at Colozzi's Party Card Shop
- * From 1990 through 2020 as a sales associate at Macy's
- * From 1981 through 2000 as a HR manager at Utica First Insurance Co.

2. Recommend that **LEONTINE O. BEASLEY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing October 31, 2023 at an hourly salary rate of \$15.19.

LEONTINE O. BEASLEY has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of Uniondale High School
- * Associates Degree in Liberal Arts from Mohawk Valley Community College

Work Experience:

- * From September, 2022 through the present as a receiver/stocker at Lowes
- * From August, 2015 through September, 2022 as a package handler at FedEx
- * From February, 2014 through August, 2015 as a sales associate at Salvation Army
- * From November, 2014 through December, 2020 as a driver helper at UPS

3. Recommend that **AMANDA L. CAREY** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing October 31, 2023 at an hourly salary rate of \$15.19.

AMANDA L. CAREY has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of Sauquoit Valley High School

Work Experience:

- * From May, 2022 through the present as an accounting technician at DFAS, Rome
- * From August, 2013 through February, 2016 as an assistant store manager at McDonald's

4. Recommend that **JACQUELINE L. CLARK** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program commencing November 06, 2023 at an hourly salary rate of \$15.19.

JACQUELINE L. CLARK has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of West Canada Valley High School
- * Certificate in Accounting I from Mohawk Valley Community College

Work Experience:

- * From May, 2006 through October, 2023 as an accounting technician at DFAS Finance and Accounting Services
- * From May, 2004 through May, 2006 as an accounting technician at Manufacturers Traders Trust Company
- * From December, 2003 through May, 2004 as a customer service representative at United Health Care
- * From October, 1991 through December, 2003 as a customer service representative at Fleet Financial Services

5. Recommend that **ELIZABETH R. ELOW** be appointed to a part-time appointment as a **CLERK (PART TIME)** in SUPPORT SERVICES, School Lunch Program, commencing November 20, 2023 at an hourly salary rate of \$18.89.

ELIZABETH R. ELOW has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **CLERK (PART TIME)**.

Education:

- * Graduate of Landmark Christian Academy, Florida
- * Bachelor of Science in Dietetics and Nutrition from Utica University
- * Master of Science in Dietetics and Nutrition from Utica University

Work Experience:

- * From 2020 through the present as a graduate writing consultant and student tutor at Utica University
- * From 2014 through 2023 as an in home child care provider
- * From 2020 through 2021 as a diet clerk at Mohawk Valley Health System
- * From 2016 through 2020 as a store clerk at Adirondack Cheese Company
- * From 2015 through 2018 as a in home private care taker

6. Recommend that **NICOLE T. GOTHAM** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing November 20, 2023 at an hourly salary rate of \$15.19.

NICOLE T. GOTHAM has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

* Graduate of Whitesboro High School

Work Experience:

* From April, 2006 through the present as a bakery team member at Hannaford

7. Recommend that **KASONDRA M. LAVINE** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program commencing October 23, 2023 at an hourly salary rate of \$15.19.

KASONDRA M. LAVINE has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

* Graduate of Frankfort Schuyler Central School

Work Experience:

* From July, 2020 through October, 2020 as a temporary data entry clerk at Wilcor International

* From May, 2019 through August, 2020 as a team member at McDonald's

* From March, 2018 through October, 2018 as a counter clerk at Fratello's

8. Recommend that **HOLLY M. LOWELL** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing October 30, 2023 at an hourly salary rate of \$15.19.

HOLLY M. LOWELL has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

- * Graduate of Marine City High School

Work Experience:

- * From 2016 through 2023 as owner/photographer at Jachl Fam Photography
- * From 2011 through 2012 as a team member at Burger King
- * From 2009 through 2011 as a team member at McDonald's
- * From 2007 through 2009 as a stock person, inventory, cleaner at VG's Food Center

9. Recommend that **MILTON D. MCKENZIE** be appointed to a part-time appointment as a **MOTOR VEHICLE OPERATOR - HOURLY** in SUPPORT SERVICES, School Library System, commencing November 06, 2023 at an hourly salary rate of \$15.91, as needed.

MILTON D. MCKENZIE has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **MOTOR VEHICLE OPERATOR - HOURLY**.

Education:

- * Graduate of John F. Kennedy High School
- * Associate of Applied Science in Electrical Engineering from Mohawk Valley Community College
- * Bachelor of Science in Electrical Engineering from SUNY Institute of Technology at Utica/Rome

Work Experience:

- * From August, 2019 through the present New York State Corrections
- * From July, 2018 through August, 2019 as an electronic equipment mechanic at Mohawk Correctional Facility
- * From May, 2018 through August, 2018 as maintenance production mechanic at F.X. Matt Brewery
- * From February, 2017 through December, 2017 as director of facilities at Oppenheim-Ephratah-St. Johnsville Central School District
- * From April, 2016 through November, 2016 as plant utility engineer at SUNY Morrisville
- * From September, 2009 through November 2016 with the State of New York
- * From 1980 through 2009 with various HVAC, plumbing and electrical assignments, CSEA Union

10. Recommend that **AMY L. PARENT** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program, commencing October 30, 2023 at an hourly salary rate of \$15.19.

AMY L. PARENT has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

* Graduate of Waterville Central School District

Work Experience:

- * From December, 2020 through October, 2023 as a caregiver/medical technician at Brookdale Senior Living
- * From September, 2019 through November, 2020 as a house cleaner at Home Sweet Home Cleaning
- * From March, 2017 through January, 2020 as a cashier at Walmart

11. Recommend that **AMY S. WILLIAMS** be appointed to a part-time appointment as a **FOOD SERVICE HELPER** in SUPPORT SERVICES, School Lunch Program commencing November 13, 2023 at an hourly salary rate of \$15.19, as needed.

AMY S. WILLIAMS has been pre-approved by civil service, as meeting the qualifications necessary in order to perform the duties of a **FOOD SERVICE HELPER**.

Education:

* Graduate of New Hartford High School

Work Experience:

- * From 1999 through 2021 as a teaching assistant at Remsen Central School District

d. RECOMMENDATION FOR PERMANENT APPOINTMENTS FROM CIVIL SERVICE LISTING

The Human Resources Office, and the District Superintendent have reviewed the performance evaluations and record of absences for the below named individual(s). The below named individual(s) have successfully completed their individual twelve week or twenty-six week probationary period(s) and are being recommended to permanent appointment(s).

| | | | Perm. Date |
|----|---------------------|-------------------------|------------|
| 1. | MICHAEL J. ARMITAGE | CENTRAL STORES CLERK | 05/31/2023 |
| 2. | JEREMY E. BROWN | NETWORK ADMINISTRATOR I | 05/15/2023 |

e. RECOMMENDATION FOR REINSTATEMENT OF STAFF MEMBER

1. Recommend that **JULIA L. OBERNESSER** be reinstated to the position of **COMPUTER OPERATOR** in SUPPORT SERVICES, BOCES Networking, commencing December 01, 2023 at an annual salary rate of \$37,411.00, prorated.

ITEM VII. D. 6. APPROVAL OF PARTICIPATING IN NEW YORK SCHOOL AND MUNICIPAL ENERGY CONSORTIUM (NYSMEC) AND COOPERATIVE ENERGY BID

Moved, that the Board authorize resolutions to continue participation in the cooperative purchasing of energy services from the Onondaga-Cortland-Madison BOCES.

| Yes | No | Excused | Abstain |
|-----------------------|----|---------|---------|
| Michelle Anderson | | | |
| Steve Boucher | | | |
| Doreen Corbin | | | |
| Elaine M. Falvo | | | |
| Joseph H. Hobika, Jr. | | | |
| Heather Johnson | | | |
| Gary P. Nelson | | | |
| Anthony J. Nicotera | | | |
| Dr. Gary W. Porcelli | | | |
| Russell Stewart | | | |
| Timothy Thomas | | | |

Motion carried 11-0

ITEM VII. D. 3. APPROVAL OF POLICIES

Motion by: Mr. Hobika, Jr.

Seconded by: Mrs. Corbin

Moved, that the Cooperative Board approves the following Policy in order to provide a comprehensive written listing of the Cooperative Board's current policies, rules and regulations for the Oneida-Herkimer-Madison BOCES. **(first reading)** (having all Board members present, this item was approved on December 13, 2023)

0013 Title IX Grievance Process*

0015 Equal Opportunity and Prohibition of Discrimination and Harassment Including Sexual Harassment*

4300 Investments

4507 Medicaid Billing Compliance Program

5200 School Wellness Policy

6010 Prohibition of Sexual Harassment and Discrimination in the Workplace*

*0013, 0015, and 6010: Though policies cover similar topics, each policy is covered by a different law. All three policies are required policies.

| Yes | No | Excused | Abstain |
|-----|----|---------|---------|
|-----|----|---------|---------|

Michelle Anderson
Steve Boucher
Doreen Corbin
Elaine M. Falvo
Joseph H. Hobika, Jr.
Heather Johnson
Gary P. Nelson
Anthony J. Nicotera
Dr. Gary W. Porcelli
Russell Stewart
Timothy Thomas

Motion carried 11-0

ITEM VIII. BOARD TOPIC(S)/DISCUSSION ITEM(S)

- The Board discussed rental agreements and OHM procedures to review those terms and conditions.

ITEM IX. OLD BUSINESS

none

ITEM X. EXECUTIVE SESSION

Motion by: Dr. Porcelli
Seconded by: Mrs. Corbin

Moved, that the Board enter Executive Session at 5:45 p.m.

Executive Session Items:

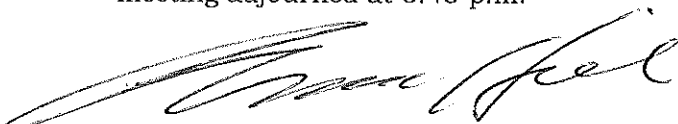
| | |
|---|---|
| | discussing the employment history of a particular person |
| | discussing matters that may lead to the appointment of a particular person (or alternatively, a particular corporation) |
| X | discussing collective negotiations pertaining to the BAA Union, pursuant to Article 14 of the Civil Service Law |
| | discussing the (purchase) (sale) (lease) of a particular parcel of land, disclosure of which could affect the value of the property |
| | discussing the (administration) (preparation) (grading) of the _____ exam |
| X | discussing proposed litigation |
| | discussing matters which could imperil public safety if disclosed |

The Board returned to General Session at 6:43 p.m.

ITEM XI. ACTION ITEM(S) FOR APPROVAL (CONTINUATION OF VII)

MOTION TO ADJOURN

Without further objection, there being no further business to come before the meeting, Mr. Nicotera meeting adjourned at 6:43 p.m.



Christopher Hill
 Board Clerk Pro Tempore
 December 13, 2023