BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT OF PUTNAM & WESTCHESTER COUNTIES
200 BOCES DRIVE, YORKTOWN HEIGHTS, NY 10598

Minutes
November 9, 2016

PRESENT	Richard Kreps, Catherine Lilburne, Anita Feldman, Douglas Glickert, Tina Mackay, Mary Cay Nilsen, Frank Schnecker
EXECUTIVE OFFICER	James M. Ryan, Ed.D.
STAFF	John McCarthy, Lynn Allen, Catherine Balestrieri, Todd Currie, Marla Gardner, Shelley Fleischmann, Michael Skerritt
GUEST	Edward Catapano, Karen Hoffman, Ellen Lane, Ekaterina McGaffey, Jeffrey Mester. Fiona Mitchell
CALL TO ORDER AND PLEDGE OF ALLEGIANCE	Mr. Kreps called the meeting to order at 5:05 pm. The Pledge of Allegiance was recited.
EXECUTIVE SESSION	Mrs. Mackay moved, and Mrs. Lilburne seconded, that the Board move into Executive Session to discuss the employment history of a particular individual. All members present voted aye and the Board entered into Executive Session at 5:06 pm.
RETURN TO REGULAR SESSION	Mrs. Nilsen moved, and Mrs. Lilburne seconded, that the Board return to Regular Session. All members present voted aye and the Board returned to Regular Session at 5:43 pm.
OATH OF OFFICE TO NEW BOARD MEMBER	The Oath of Office was administered to Mary Cay Nilsen.
RECOGNITION OF SCHOOL COMMUNICATIONS	Several members of our School Communications team were recently honored by the New York State Public Relations Association (NYSPRA). Mr. Kreps asked that they join us this evening to be recognized for their excellent work. Dr. Ryan introduced everyone and presented their awards. • Ellen Lane/Edward Catapano – Award of Excellence, Mahopac Falls Academy Video – Middle School Done Differently • Fiona Mitchell/Edward Catapano – Award of Honor, Elmsford Budget Video • Ellen Lane/Tishan Padilla – Award of Honor, Mahopac CSD Thank You Video

	• Karen Hoffman – Award of Merit, Hendrick Hudson Special Purpose Publication – Lanyard Edition • Marie Cortissoz – Award of Merit, Byram Hills Budget/Bond Newsletter Dr. Ryan said he is very proud of School Communications and the work they are doing. Mr. Kreps offered his congratulations to all. Mrs. Mackay mentioned that Rockland BOCES received an award for their 2016-2017 Services Guide. She suggested taking a look at it to see how different it is from ours. Mr. Glickert mentioned that he was happy to see Dr. Ryan and Mrs. Mackay at the Peekskill Hall of Fame Dinner. Dr. Ryan offered his congratulations to Mr. Mackay for his induction to the Peekskill Hall of Fame.
REGULAR MEETING ITEMS	
3A	Approval of Minutes of October 19, 2016 – Mr. Schnecker moved, and Mrs. Mackay seconded, the approval of the Minutes of the October 19, 2016 Regular Meeting. Mr. Kreps, Mrs. Feldman, Mr. Glickert, Mrs. Mackay, Mrs. Nilsen and Mr. Schnecker voted aye. Mrs. Lilburne abstained and the minutes were approved.
3B	Comments and Questions from Audience – Mr. Mester expressed his thanks to John McCarthy for answering a few questions prior to the meeting. He also congratulated Mary Cay Nilsen on her appointment to the Board.
3C	Acknowledgement of Treasurer's Reports for July and August 2016 – Received and acknowledged.
REQUESTS FOR GENERAL BOARD ACTION	
4A	Non-Responsive Bidder Resolution – Mrs. Lilburne moved, and Mrs. Mackay seconded, the approval of the following resolution: WHEREAS, the Board of Education, in accordance with Article 5-A of the General Municipal Law, has invited sealed bids for the furnishing of Construction Labor Rates and Material (#1617-29) for various categories of labor trades during the 2016-2017 school year, which bids were opened publicly on August 26, 2016; and WHEREAS

	RIS Construction, Inc. submitted bids for the Fencing and Glazing labor trades which were not in compliance with the bid specifications in that the references they provided were unable to verify that RIS Construction, Inc. had at least five years of continuous work experience in the performance of the work in the above specific labor trades; THEREFORE BE IT RESOLVED, that the Board of Education hereby determines the failure of RIS Construction, Inc. to comply with the bid specifications and, therefore, rejects their bids for the Fencing and Glazier labor trades services as being non-responsive. All members present voted aye.
4B	Classroom Agreement Hendrick Hudson CSD – Mrs. Lilburne moved, and Mrs. Feldman seconded, the approval of the Classroom Agreement with Hendrick Hudson CSD. All members present voted aye.
4C	Classroom Agreement Lakeland CSD – Mrs. Lilburne moved, and Mr. Glickert seconded, the approval of the Classroom Agreement with Lakeland CSD. All members present voted aye.
4D	Surplus Authorization for 2015-2016 - Mrs. Feldman moved, and Mrs. Mackay seconded, the approval of the Surplus Authorization for 2015-2016. All members present voted aye.
4E	Carey & Walsh Change Order CO-01, Fox Meadow, HVAC – Mrs. Feldman moved, and Mrs. Lilburne seconded, the approval of Carey & Walsh Change Order CO-01. All members present voted aye.
4F	Carey & Walsh Change Order CO-02, Fox Meadow, HVAC – Mrs. Lilburne moved, and Mrs. Nilsen seconded, the approval of Carey & Walsh Change Order CO-02. All members present voted aye.
4G	Carey & Walsh Change Order CO-03, Fox Meadow, HVAC – Mrs. Lilburne moved, and Mrs. Mackay seconded, the approval of Carey & Walsh Change Order CO-03. All members present voted aye.
4H	Affiliation Agreement between Fiber Fundamentals and PNW BOCES for the purpose of offering school districts

	transportation consultation services – Mrs. Lilburne moved, and Mrs. Feldman seconded, the approval of this agreement. All members present voted aye.
CONSENT AGENDA	Mrs. Lilburne moved, and Mrs. Nilsen seconded, the approval of the Consent Agenda. All members present voted aye and the following were approved: 5A Bid Awards 5B Donations 5C Surplus Equipment 5D Final Service Contract 2015-2016 (Sullivan BOCES) 5E Personnel Report RESIGNATIONS AND TERMINATIONS RESIGNATIONS Adam Davis, Teacher-Tenure Area-General Special Education (Students with Disabilities-Mathematics 7-12), Full Time, 35 hpw (100%) (Special Education, Walter Panas High School-Lakeland), effective 01/27/2017 Kathleen Desimone, Teacher-Tenure Area-Speech & Hearing Impaired, Full Time, 35 hpw (100%) (Special Education, Pines Bridge School), effective 01/27/2017 Ekaterina McGaffey, Teacher Aide, Full Time, 32.5 hpw (100%) (Special Education, Walden School), effective 11/09/2016 Robert H. Patterson, Treasurer, Full Time, 37.5 hpw (100%) (Administration – Internal Services, Business Office-School Services Building), effective 10/28/2016 David Stern, Risk Manager, Full Time, 35 hpw (100%) (Administration-Management Services, Risk and Safety Management), effective 04/28/2017 CHANGE IN STATUS Vincent W. DiTaranto, Teaching Assistant, Full Time, 35 hpw (100%) (CTE, Tech Center), effective 10/29/2016-11/12/2016. Military & Personal Leave with Pay:

	09/19/2016-10/28/2016; Military Leave with Pay: 10/29/2016-11/12/2016 Karina Rodrigues, Teacher-Tenure Area-Speech & Hearing Impaired, Temporary, Leave Replacement, 17.5 hpw (50%) (Leave Replacement for Rebecca Santos extended through 12/04/2016) (Special Education, Walden) APPOINTMENTS CERTFICATED Eligibility for tenure as a classroom teacher or building principal is contingent upon his/her successful completion of the probationary term and having received composite or overall APPR rating of either "Effective" or "Highly Effective" in at least three of the four preceding years, and a rating higher than "Ineffective" in the fiscal year of the probationary period. Stacey C. Chiarella, Mentor (Administration-Internal Services), effective 11/10/2016-06/30/2017, Salary $1,000.00 prorated to $765.00* Shelli Flacinski, Mentor (Administration-Internal Services), effective 11/10/2016-06/30/2017, Salary $1,000.00 prorated to $765.00* Michelle Gonzalez-Delgado, Master Mentor (Administration-Internal Services), effective 11/01/2016-06//30/2017, Salary $3,000.00 prorated to $2,400.00* Elisa Longo, Mentor (Administration-Internal Services), effective 11/10/2016-06/30/2017, Salary $1,000.00 prorated to $765.00* Ekaterina McGaffey, Teaching Assistant, Full Time, 35 hpw (100%) 4-Year Probationary Appointment (Special Education, Walden School), effective 11/10/2016-11/09/2020. Salary $33,372.00 prorated to $25,529.58* APPOINTMENTS CLASSIFIED Marguerite R. Guglielmo, Manager of CEL & HR Services

	(Internal Title), Full Time, 37.5 hpw (100%) Provisional Appointment (Civil Service Title: Regional Services Assistant) (Non-Represented, Classified, Non-Supervisory) (Administration-Management Services, The Center for Educational Leadership & HR Services, School Services Building, replacement for Nancy Organ), effective 11/28/2016, Salary $85,000.00 prorated to $50,564.07* Mitchell Velez, Teacher Aide-Behavioral Specialist (Stipend) (Special Education, Fox Meadow), effective 11/10/2016-06/30/2017, Salary $3,000.00 prorated to $2,299.97. *Prorated salary
5F	Hourly/Per Diem Personnel Report Belloch-Cort, Myriam, School Psychologist Daily, $520.00, effective 11/10/2016 Blake, Arlene, Telephone Operator Hourly, $13.90, effective 10/24/2016 Sean Dolinar, School Psychologist Daily, $305.00, effective 11/10/2016 Dwyer, Darrell, School Psychologist Daily, $260.00, effective 11/10/2016 Garcia, Amparo, School Psychologist Daily, $390.00, effective 11/10/2016 Kimmel, Lisa, School Psychologist Daily, $305.00, effective 11/10/2016 Margiotis, Lena, School Psychologist Daily, $305.00, effective 11/10/2016 Re, Christina, School Psychologist Daily, $305.00, effective 11/10/2016 Rogalska, Ewelina, School Psychologist Daily, $305.00, effective 11/10/2016 Salcedo-Kelly, Aida, School Psychologist Daily, $305.00, effective 11/10/2016
5G	Professional Service Contracts Mr. Kreps noted our very generous donations to enhance instructional technology at Walden from family and friends of Walden staff members.

	Mr. Kreps acknowledged Mr. Stern's retirement. He said that Mr. Stern will be truly missed and extremely difficult to replace. He wished him well. Mrs. Feldman said that Mr. Stern and his employees are always so responsive. Mr. Skerritt acknowledged the appointment of Ekaterina McGaffey to Teaching Assistant from Teacher Aide. He offered his congratulations to Ms. McGaffey.
NEW BUSINESS 6A 6B 6C	Claims Audit Report for September 2016 – Received and acknowledged. Board Liaison Assignments – The Board reviewed the Liaison Assignments from 2015-2016 and made a few adjustments. Emergency Response Plans – NYSED has revised the format for Emergency Response Plans. Carol Sneyd and Michael Sellet have updated all of our plans and information to the new format. Mr. McCarthy expressed his thanks to them. Mrs. Feldman moved, and Mrs. Nilsen seconded, the approval of the following resolution: RESOLVED, that the Board of Cooperative Educational Services, Sole Supervisory District of Putnam and Westchester Counties, adopts the Putnam|Northern Westchester BOCES Emergency Response Plans for 2016-2017. All members present voted aye.
DISTRICT SUPERINTENDENT'S UPDATE 8A	Lead Testing of School Drinking Water – Dr. Ryan asked John McCarthy to provide the Board with an update on lead testing in school drinking water. Mr. McCarthy used a PowerPoint to review the process and results. Louis Berger Associates conducted the testing of the closest water source from the main water line coming into each campus. All water fountains, cafeteria and any other consumable water sources were tested. Samples were sent to a lab for analysis. The results indicated a problem with one drinking fountain in the Main Building at Tech and eight sinks in the

	conference building at Madden. The drinking fountain at Tech has been removed. Water coolers have been installed at Madden and warning signs have been posted. With the new water testing requirements we are also required to test bathroom and classroom sinks. These results indicated a problem in six bathroom sinks at Pines Bridge/Walden, two slop sinks at CTE and two classroom sinks at CTE. We are waiting on results for Fox Meadow. Warning signs have been posted at all locations. Results have been shared with the Board of Health, BOCES Board, staff, and parents and are also posted on our website. Preliminary Budget Update – Mr. McCarthy and Mr. Currie presented the Board with some updated information after meeting with them on November 1. Mr. McCarthy reviewed some changes that incorporated the Board's suggestions. These changes decreased the budget to budget impact. A lengthy discussion followed about maintaining the Capital budget. Mrs. Mackay asked if we could reduce the surplus return to our participating districts. Mr. Currie said some districts budget the surplus and that could create a problem for them. Mr. McCarthy asked the Board for direction on increasing the Capital budget to insure proper maintenance of our facilities. The Board agreed that the contribution should be increased. This topic will be discussed at the Budget Advisory Committee on December 5, 2016. Dr. Ryan expressed his thanks to John McCarthy and Todd Currie,
8B	2015-2016 Outcomes & Goals – Dr. Allen asked our three program Directors to update the Board on their 2015-2016 Outcomes & Goals. A PowerPoint presentation is included on BoardDocs, but this evening each of the Directors will use an Ignite Presentation to share their information. Mrs. Balestrieri began by reviewing student data information (graduation statistics, post graduate information, etc.) and enrollments over the past three years. Current program information highlights were shared including updates on programs at the Peekskill City School District, the Carmel Central School District, the Putnam County Department of Emergency Medical Services and Tilly Foster Farm. Mrs. Balestrieri also reviewed several grants

	that have been secured by CTE. Mrs. Balestrieri is very excited about where CTE is headed in the future. Dr. Gardner reviewed professional development provided by our Curriculum Center and the Hudson River Teacher Center. The Curriculum Center provided regional and onsite support to 1,343 participants and the Hudson River Teacher Center to 1,921 participants. Our Integrated Social Studies/ELA curriculum served 163 districts and designed 27 new unit assessments. Science 21 served 57 districts and 147 schools. The new Kindergarten curriculum was piloted in classrooms across the region. The Center for Environmental Education, Professional Library, Arts-in-Education and OC 21 continue to flourish. Dr. Gardner is also very excited about the future. Mrs. Fleischmann reviewed Special Education program enrollments over the past three years. Enrollments continue to be strong. The Special Education Department is committed to finding pathways to success for every student. The primary goal for 2016-2017 is to improve results for students with disabilities by focusing on the core principles as outlined in the New York State Education Department's Blueprint for Improved Results for Students with Disabilities. Moving forward Special Education will ensure that students with disabilities have opportunities to benefit from high-quality instruction, to reach the same standards as all students, and to leave school prepared to successfully transition to post-school learning, living and working. Mr. Kreps thanked everyone for their presentations. Mr. Schnecker said "keep doing what you are doing." Dr. Ryan shared two letters regarding the SED salary issue with the Board. The first letter is from Todd Currie and the second is from Mr. Kreps on behalf of the Board. All agreed that the letters should be sent and that the Board letter should be shared with the other BOCES Boards that have new District Superintendents.
FINAL COMMENTS FROM THE AUDIENCE	Mr. Mester asked for clarification on the return of surplus. He was not aware that there is an option not to return 100% of surplus. Dr. Ryan responded that he believes it is an option with consensus of all component districts. Mr. Kreps said if we increase the capital fund we won't need to ask our

	component districts for money to maintain our facilities. Mrs. Mackay said we would be avoiding the element of surprise. Mr. Mester requested a copy of the Five Year Building Survey. Mr. McCarthy will follow-up.
FINAL COMMENTS FROM THE AUDIENCE	Mr. Schnecker said our BOCES is cutting edge and a leader in the state. He is so proud of all the good that is being done. Mrs. Feldman said she is so proud that we are always looking to the future. Mrs. Kreps thanked everyone.
ADJOURNMENT	There being no further business before the Board, Mrs. Mackay moved, and Mrs. Nilsen seconded, that the meeting be adjourned. All members present voted aye and the meeting adjourned at 7:42 pm.

Respectfully submitted,

Mary Lorenzo

Approved: 12/13/16