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

Minutes
April 19, 2017

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
GUESTS	James Bellucci, Leah Feniger, Mrs. Feniger, Brent Grafer, Mr. Grafer, Steve Lowery, Jeffrey Mester
CALL TO ORDER AND PLEDGE OF ALLEGIANCE	Mr. Kreps called the meeting to order at 4:30 pm. The Pledge of Allegiance was recited.
STUDENT RECOGNITION	Dr. Ryan was very happy to have two of our CTE students present for Board recognition. He asked Cathy Balestrieri to introduce Leah Feniger and Brent Grafer. Mrs. Balestrieri thanked the Board for inviting these very accomplished students to the meeting. Steve Lowery, Executive Principal, introduced Leah Feniger. Leah is a second year Computer Graphics student and has been a shining star since day one. Leah will be attending the Savannah College of Art and Design in the fall. James Belluci, Career Academy Principal, introduced Brent Grafer. Brent is a first year Carpentry student and has done some amazing work this year. Brent is also an Eagle Scout. His Eagle Project was to expand the Community Garden at the Desmond Fish Library in Garrison. Brent's work has made the garden larger and safer for visitors. The Board offered their congratulations to these two outstanding students.
REGULAR MEETING ITEMS 4A	Approval of Minutes of April 4, 2017 – Mrs. Feldman moved, and Mrs. Mackay seconded, the approval of the Minutes of the April 4, 2017 Regular Meeting. All members present voted aye and the minutes were approved.

4B	Approval of Minutes of Annual Meeting of April 4, 2017 – Mrs. Lilburne moved, and Mrs. Nilsen seconded, the approval of the Minutes of the Annual Meeting of April 4, 2017. All members present voted aye and the minutes were approved.
4C	Comments and Questions from Audience – Mr. Mester expressed his thanks to Dr. Ryan and Mr. McCarthy for the recent Student of Distinction ceremony at Chappaqua.
4D	Acknowledgement of Treasurer's Report for February 2017 – Received and acknowledged.
CONSENT AGENDA	Mrs. Feldman moved, and Mr. Schnecker seconded, the approval of the Consent Agenda. All members present voted aye and the following were approved:
5A	Professional Service Contracts
5B	Bid Awards
5C	Surplus and Obsolete Equipment
5D	Special Aid Projects Quarterly Report
5E	Personnel Report
	CHANGE IN STATUS
	Michele L. Riecke, Teacher-Tenure Area-General Special Education, Full Time, 35 hpw (100%) Temporary, Leave Replacement (Special Education, Lincoln Titus Elementary School, leave replacement for Lina DaRonco), effective 04/20/2017-06/30/2017. Taking a leave of absence as Teaching Assistant to accept a Temporary Appointment as Teacher-General Special Education.
	APPOINTMENT CERTIFICATED
	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 final year of the probationary period. Laura Maiurano, Teacher-Tenure Area-Spanish, Part Time, 28 hpw (80%) (Special Education, Fox Meadow), effective 04/20/2017, Salary $61,245.00 prorated to $11,514.09* *Pro-rated salary
5F	Hourly/Per Diem Personnel Report APPOINTMENTS Eppolito, Adrianne, Reproduction Specialist Aide (PT), Hourly, $14.75, effective 04/20/2017 Eppolito, Adrienne, Telephone Operator-Hourly, $14.85, effective 04/20/2017 Sinchi, Nestor, Cleaner-Hourly, $13.90, effective 04/20/2017 TERMINATION: Granston, Newton, Cleaner-Hourly, effective 03/31/2017 RESIGNATION: Nelli, Linda, Senior Typist-Hourly, Teaching Assistant-Adult Ed Hourly, Adult/Continuing Education Instructor-Hourly, effective 06/30/2017
5G	Substitute Hourly/Per Diem Personnel Report Alende, Manny, Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Caranfa, Lauryssa, Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Criniti, Jennifer, Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Fitzsimmons, Lisa, Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Krebs, Emily B., Substitute Teacher Aide, Daily, $75.00,

	effective 04/20/2017 Melnychuk, Oksana A., Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Myers, Patsy E., Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017 Toso, Christina, Substitute Teacher Aide, Daily, $75.00, effective 04/20/2017
5H	ESY Personnel Report Amabilia Aguilar, ESY Teacher Aide, $126.00 Adrienne Almstead, ESY Teacher Aide, $146.00 William Ambos, ESY Teacher Aide, $126.00 Jo Ana Bach, ESY Teacher, $284.00 Louis Baldi, ESY Teacher, $350.00 Linda Batto, ESY Teacher, $284.00 Megan Bromfield, ESY Teacher Aide, $146.00 Brian Bucchignano, ESY Teacher, $350.00 Christina Burns, ESY Teacher Aide, $126.00 Kristie Campbell, ESY Teaching Assistant, $172.00 Dana Cavorti, ESY Teacher Aide, $146.00 John Chiara, ESY Teaching Assistant, $165.00 Stacey Chiarella, ESY Teacher, $350.00 Carly Colberg, ESY Teacher Aide, $146.00 Regina Connolley, ESY Teacher Aide, $126.00 Shakur Cooper, ESY Teacher Aide, $131.00 Cynthia Cvitkovic, ESY Teacher Aide, $126.00 Kathleen Dannenhoffer, ESY Teacher Aide, $126.00 Lindita Dedvukaj, ESY Teacher Aide, $126.00 Barbara DeFeo, ESY Teacher Aide, $146.00 Justin Delgado, ESY Teacher, $284.00 Judy DeRosa, ESY Teacher Aide, $146.00 Shadieq Desland, ESY Teacher Aide, $126.00 Geraldine Dillon, ESY Teacher Aide, $146.00 Laura Dineen, ESY Teacher Aide, $126.00 Victoria Fanning, ESY Teacher Aide, $146.00 Pamela Farrell, ESY Teaching Assistant, $172.00 Amelia Francese, ESY Teacher Aide, $146.00 Jessica Frytos, ESY Teacher, $284.00 Brina Gartner, ESY Teacher, $350.00 Lisa Giacomini-Essell, ESY Teacher, $350.00 Angelo Gileo, ESY Teacher, $284.00

	Michelle Gonzalez-Delgado, ESY Teacher, $350.00 Richard Guaragna, ESY Teacher, $350.00 Marissa Gurka, ESY Teacher Aide, $140.00 Debra Haggerty, ESY Teacher, $350.00 Christina Hoag, ESY Teacher Aide, $126.00 Don Hopperman, ESY Teacher Aide, $146.00 Maria Jorge, ESY Teacher Aide, $126.00 Jeannine Killenberger, ESY Teacher, $350.00 Cynthia Lehr, ESY Teacher Aide, $146.00 Stefanie Longobardo, ESY Teaching Assistant, $172.00 Caterina Lopriore, ESY Teacher Aide, $146.00 Martin Lorenz, ESY Teacher Aide, $126.00 Kathryn Lorenz, ESY Teacher Aide, $126.00 Michelle Louisseize, ESY Teaching Assistant, $165.00 Cristina Lucci, ESY Teacher Aide, $146.00 Megan Lull, ESY Teacher Aide, $126.00 Richard Marshall, ESY Teaching Assistant, $172.00 Erin Martins, ESY Teacher, $350.00 Ryan Moore, ESY Teacher Aide, $126.00 John Nagle, ESY Teacher Aide, $126.00 Richard Norris, ESY Teacher, $350.00 Tom Oakes, ESY Teacher, $350.00 Bridget Onorino, ESY Teacher Aide, $126.00 Ana Pascarelli, ESY Teacher Aide, $126.00 Janet Patalano, ESY Teacher Aide, $146.00 Patrick Phillips, ESY Teacher Aide, $126.00 Louisa Pulice, ESY Teaching Assistant, $172.00 Nicole Pulick, ESY Teacher Aide, $146.00 Debra Quinn, ESY Teacher Aide, $146.00 Marianne Ragusa, ESY Teacher Aide, $146.00 Jacquelyn Ramos, ESY Teaching Assistant, $172.00 Jennifer Reid, ESY Teaching Assistant, $165.00 Amanda Rizzo, ESY Teacher Aide, $126.00 Colleen Rodriguez, ESY Teaching Assistant, $172.00 Stacy Salmeri, ESY Teaching Assistant, $172.00 Kerry Seidel, ESY Teacher Aide, $126.00 Tania Sickles, ESY Teacher Aide, $126.00 Jonathan Solomon, ESY Teaching Assistant, $172.00 Gail Stelluti, ESY Teacher Aide, $146.00 Toni Stiller, ESY Teaching Assistant, $172.00 Theresa Tippin, ESY Teacher Aide, $126.00 Susan Zakrewski, ESY Teacher Aide, $146.00

	Lourdes Zhunio-Argudo, ESY Teacher Aide, $126.00
REQUESTS FOR GENERAL BOARD ACTION	
6A	2017-2018 PNW BOCES School Calendar (Revised) – Mrs. Nilsen moved, and Mrs. Lilburne seconded, the approval of the 2017-2018 PNW BOCES School Calendar (Revised). All members present voted aye.
6B	Initial Service Contracts 2017-2018 – Mrs. Mackay moved, and Mr. Schnecker seconded, the approval of the Initial Service Contracts 2017-2018. All members present voted aye.
NEW BUSINESS	Mr. Kreps acknowledged the bulletin boards. He also mentioned that the Board completed the Fox Meadow Facility Tour earlier today. He is very impressed with all of the work that has been done at Fox Meadow. He also mentioned that Nicole Murphy is doing an excellent job.
7A	Acknowledgement of newly Elected BOCES Board Members – Mr. Kreps reviewed the budget vote/election results with the Board. Our budget passed 16-2 with Bedford and Chappaqua voting nay. Mr. Kreps mentioned that the Chappaqua Board did not vote for our Board candidates. He said we have work to do and we will work harder for all of our districts. Dr. Ryan offered his congratulations to Anita Feldman, Richard Kreps and Mary Cay Nilsen. Mr. Mester said the Chappaqua Board did not vote for the candidates because they believe the election should be contested. He said the nay on the budget vote was because they do not believe BOCES should have a capital reserve. He did offer his congratulations to the candidates and thanked them for their service. Mr. Kreps thanked Mr. Mester for his comments.
7B	Approval of 2017-2018 Budget – Mrs. Nilsen moved, and Mrs. Feldman seconded, the approval of the following resolution: RESOLVED, that the Board of Cooperative Educational Services, Sole Supervisory District of Putnam and Westchester Counties, authorize the expenditure of the

	sums set forth in this budget for 2017-2018 in the total amount of $68,464,275. All members present voted aye. Mrs. Feldman thanked everyone.
7C	Dark Horse Agreement for School Meter – Mrs. Lilburne moved, and Mr. Schnecker seconded, the approval of this agreement. All member present voted aye.
7D	Draft Audit Committee Minutes February 28, 2017 – Received and acknowledged.
7E	Claims Audit Report January 2017 – Received and acknowledged. Mr. Schnecker likes the new format.
7F	Claims Audit Report February 2017 – Received and acknowledged.
7G	Extraclassroom Activity Fund Cash Journal – Received and acknowledged.
OLD BUSINESS	
8A	Personnel Implications 2017-2018 – Dr. Ryan asked John McCarthy and Michael Skerritt to revisit the information that was presented to the Board on April 4, 2017 regarding new positions. Mr. Skerritt began by reviewing the two positions that are already included in the 2017-2018 budget - Web Application Developer/Website Specialist and Bilingual Psychologist & Evaluation Specialist. Mr. Skerritt shared a few highlights for each position. The Board is also being asked to consider several title changes due to reorganization. These positions are School Business Administrator to Assistant Director of Business Affairs (Business Office), Special Education Supervisor to Assistant Director (Special Education), Data Processing Assistant to Help Desk Analyst (Information Technology), Secretary to School Administrator to Junior Administrative Assistant (O&M), Teacher Center Coordinator to Coordinator of Regional Literacy and Teacher Center Services (Curriculum & Instruction). Mr. Skerritt provided the Board with some information on each title change. Mrs. Mackay asked about the overall budget impact. Mr. Skerritt

	said that some of the positions will be promotional opportunities for staff so there would be a minor impact on the budget. Mr. Kreps asked about timeline. Mr. Skerritt said that Civil Service approval is necessary for the Junior Administrative Assistant position and the process can be lengthy. Mr. McCarthy asked if the Board would be willing to approve the Junior Administrative Assistant and the Help Desk Analyst this evening. Several Board members said they would be willing to approve all of the positions. This is the second presentation and they are ready to move ahead. Mr. McCarthy and Mr. Skerritt expressed their thanks to the Board. Mrs. Nilsen moved, and Mrs. Mackay seconded, the approval of the following resolution: BE IT RESOLVED, that the Putnam|Northern Westchester BOCES Board approves, at the recommendation of the District Superintendent, the creation of the following positions: Assistant Director of Business Affairs, Assistant Director of Special Education, Bilingual Psychologist & Evaluation Specialist, Coordinator of Regional Literacy and Teacher Center Services, Help Desk Analyst, Junior Administrative Assistant, Website Specialist. All members present voted aye. Dr. Ryan thanked the Board.
DISTRICT SUPERINTENDENT'S UPDATE 9A	Creative Services Update – Dr. Allen began by providing the Board with some background information on the creation of the Creative Services Department and introduced Tricia Herbold and Ed Catapano. Ed Catapano created a video to highlight some of the services offered by the department. These services range from designing business stationery, posters and banners to environmental design of common areas and learning spaces. Tricia Herbold gave everyone a Creative Services Department promo card. Mrs. Feldman said we are so lucky to have such talented employees and expressed her thanks to Tricia and Ed.

	Mary Cay Nilsen expressed her excitement and thanks to Tricia and Ed. Mr. Glickert, Mr. Schnecker and Mrs. Mackay expressed their appreciation for the engaging and welcoming spaces. Mr. Kreps thanked Ed and Tricia for a great presentation. Dr. Allen said she is so proud of Tricia and Ed and all they have done.
9B	Fox Meadow Program Update – Ms. Fleischmann created a PowerPoint to share with the Board. She expressed her thanks to Nicole Murphy for elevating programs and services at Fox Meadow. Ms. Fleischmann reviewed student enrollment, referral data, graduation data, attendance, discipline, behavioral and achievement data, Back on Track enrollments and special events and achievements. Mrs. Nilsen expressed her thanks to Ms. Fleischmann for a great presentation. Mrs. Mackay found the data very interesting. She was also very impressed with the common theme of the same expectation in every classroom. Mr. Schnecker finds the focus on PBIS remarkable. Mr. Glickert asked how many students we can accept. Ms. Fleischmann responded that we use an 8:1:1 model but we have an open enrollment and accept students all year. Dr. Ryan said the Fox Meadow program has been in place for some time and has at times had a checkered history. He is pleased and proud to see this program on the rise. Mr. Kreps and Dr. Ryan thanked Ms. Fleischmann.
9C	OC 21 Update – Mr. McCarthy distributed the OC 21 program brochure. He asked Dr. Gardner to provide the Board with an overview of the program. Dr. Gardner told

	the Board that we currently have 123 students from eight different high schools in the region participating in this truly innovative program. Dr. Gardner is excited for the future of OC 21. Through recent improvements to the program and increased participation options, student enrollments have increased, new courses are being designed, and future partnerships are being developed. Dr Gardner expressed her thanks to Dr. Brown, Regional Coordinator for Social Studies and Blended Learning, for his tireless efforts. CEL Update – Dr. Allen began by distributing the 2016-2017 Programs & Services brochure for the Center for Educational Leadership and a financial summary sheet for each of the CEL programs. Dr. Allen is very proud that CEL continues to experience considerable growth in offerings and participation. Programs deliver professional development to over 600 administrators from 80 school districts and provides human resource services to 434 school districts. Mrs. Mackay asked if OLAS interfaces with other job sites. Dr. Allen said it does not but OLAS is known as the place to go for educators.
9D	Board Member Comments on Written Reports – Mrs. Feldman is so pleased with everything that is going on. Mr. Schnecker said if it's going to happen it will happen at BOCES. Keep growing and keep doing what you're doing. Mrs. Feldman expressed her concern that our local Boards do not realize what BOCES can do. Mr. Glickert agreed and said we need to spread the word. Mr. Kreps suggested creating 30-60 second videos highlighting our services that can be shown at component Board meetings. Mrs. Mackay suggested pushing in to districts. She is wondering if transportation costs are an issue for some.
FINAL COMMENTS FROM THE AUDIENCE	Mr. Mester said component Board members are aware of OLAS. He has referred many friends/colleagues. Mr. Mester said the nay vote on the BOCES candidates was not a reflection on the candidates. He thanked Mr. Kreps

	and Mrs. Feldman for their many years of service. He also expressed his appreciation to Mrs. Nilsen. Mr. Mester asked Mrs. Feldman how long she has been a Board member. Mrs. Feldman replied 34 years.
FINAL COMMENTS FROM THE BOARD	Mrs. Mackay asked about funding for our students traveling to national finals. Mrs. Balestrieri said that ProStart donated $5,000 toward student travel expenses for the national competition in Charleston, South Carolina. The New Visions Engineering F1 team will be attending the national finals in Austin, Texas. Mrs. Balestrieri assured Mrs. Mackay that the students will attend both events. Fundraising has been very successful in the past. Mrs. Nilsen mentioned that one of the attendees at the recent Educated Palate luncheon had car trouble. While he was enjoying his lunch the students from Auto Mechanics fixed his car. Mr. Schnecker expressed his thanks to John McCarthy and Lynn Allen for their help with recent principal searches in Ossining. Dr. Allen expressed her thanks to the Board for their support during a difficult time.
ADJOURNMENT	There being no further business before the Board, Mr. Schnecker moved, and Mrs. Nilsen seconded, that the meeting be adjourned. All members present voted aye and the meeting adjourned at 6:25 pm.

Respectfully submitted,

Mary Lorenzo

Approved: 5/9/17