Minutes
January 15, 2019

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<tr>
<th>PRESENT</th>
<th>Richard Kreps, Tina Mackay, Mary Cay Nilsen, Frank Schnecker, Michael Simpkins</th>
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<tr>
<td>ABSENT</td>
<td>Anita Feldman, Catherine Lilburne</td>
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<td>CHIEF EXECUTIVE OFFICER</td>
<td>James M. Ryan, Ed.D.</td>
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<td>STAFF</td>
<td>Lynn Allen, Todd Currie, Catherine Balestrieri, Shelley Fleischmann, Michael Skerritt</td>
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<td>GUEST</td>
<td>Andrew Ecker</td>
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<td>CALL TO ORDER AND PLEDGE OF ALLEGIANCE</td>
<td>Mr. Kreps called the meeting to order at 4:31 pm. The Pledge of Allegiance was recited.</td>
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<td>EXECUTIVE SESSION</td>
<td>Mrs. Mackay moved, and Mrs. Nilsen seconded, that the Board enter 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 4:32 pm.</td>
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<td>RETURN TO REGULAR SESSION</td>
<td>Mr. Schnecker moved, and Mr. Simpkins seconded, that the Board return to Regular Session. All members present voted aye and the Board returned to Regular Session at 4:39 pm.</td>
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<td>REGULAR MEETING ITEMS</td>
<td>4A Minutes of Regular Meeting of December 11, 2018 – Mrs. Nilsen moved, and Mrs. Mackay seconded, approval of the Minutes of the Regular Meeting of December 11, 2018. Mr. Kreps, Mrs. Mackay, Mrs. Nilsen and Mr. Simpkins voted aye. Mr. Schnecker abstained and the Minutes of December 11, 2018 were approved.</td>
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<td>4B Comments and Questions from Audience – None</td>
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<td>4C Acknowledgement of Treasurer’s Report for November 2018 – Received and acknowledged.</td>
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<td>CONSENT AGENDA</td>
<td>Mrs. Mackay moved, and Mr. Schnecker seconded, approval of the Consent Agenda.</td>
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Mrs. Mackay asked why there were different rates for the same Adult Education employees on the Hourly and Per Diem Personnel Report.

Mr. Skerritt replied that one rate is for instructional time and the other is for when the employee is participating in professional development activities required for their certificates.

All members present voted aye and the following were approved:

5A Personnel Report

RESIGNATIONS AND TERMINATIONS

RESIGNATIONS

Nicholas A. Fickeria, Help Desk Team Leader (Internal Title), Full Time, 37.5 hpw (100%) (Civil Service Title: Help Desk Analyst) (Administration-Internal Services, Information Technology-School Services Building), effective 12/20/2018.

Martin G. Lorenz, Teacher Aide, Full Time, 32.5 hpw (100%) (Special Education, Walden School), effective 01/04/2019.

Mairead K. Schuelein, Physical Therapist on Schedule, Part Time, 21 hpw (60%) (Special Education, Pines Bridge School), effective 01/11/2019.

TERMINATION

NOT RECOMMENDED FOR CONTINUED EMPLOYMENT

Daniel Cahill, Teacher Aide, Full Time, 32.5 hpw (100%) (Special Education, Walden School), effective 01/15/2019.

CHANGE IN STATUS

Margaret P. Buckland, Teacher-Tenure Area-Reading, Full Time, 35 hpw (100%) (Special Education, Walden School), effective 01/14/2019-01/13/2022. Given one year of credit
towards probationary period for prior tenure @ Poughkeepsie City School District; probationary period changed from 4 years to 3 years.

Dana M. Cavorti, Teacher Aide, Full Time, 32.5 hpw (100%) (Special Education, Walden School), effective 01/02/2019-01/01/2020. Requesting an extension of Leave without Pay to complete educational coursework.


Christina Marsella, Teacher Aide, Full Time, 32.5 hpw (100%) (Special Education, Walden School), effective 01/12/2019-08/30/2019. Requesting a Child Care Leave of Absence without Pay.

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 most final year of the probationary period.

Jesus A. Molina-Salguero, Teaching Assistant, Full Time, 35 hpw (100%) 4-Year Probationary Appointment (CTE), effective 01/16/2019-01/15/2023. Salary $33,372.00 prorated to $18,354.60*.

APPOINTMENT CLASSIFIED

Geraldine Gleason, Cook, Annualized, Full Time, 10 Months, Probationary Appointment; to serve a 52-week probationary period (excluding July & August) which will end on 03/29/2020 (Administration-Internal Services,
Walden School), effective 01/30/2019. Salary $26,988.30 prorated to $13,423.50*.

*Pro-rated salary for 2018-2019

5B Hourly/Per Diem Personnel Report

Alan, Kevin, Substitute Teacher Aide, Special Education, Daily, $75.00, effective 01/03/2019.
DeToma, Ethan, Substitute Teacher Aide, Special Education, Daily, $75.00, effective 01/03/2019.
Drapala, Jennifer, Substitute Teacher, CTE, Daily, $95.00, effective 01/16/2019.
Drapala, Jennifer, Substitute Teaching Assistant, CTE, Daily, $85.00, effective 01/16/2019.
Garrido, Vera, Substitute Teacher Aide, Special Education, Daily, $75.00, effective 12/19/2018.
Molina-Salguero, Jesus, Adult Education Teaching Assistant, Adult & Continuing Education, Hourly, $23.00, effective 01/16/2019.
Molina-Salguero, Jesus, Adult Education Teaching Assistant – Professional Development, Adult & Continuing Education, Hourly, $15.00, effective 01/16/2019.
O’Shea, Kyle, Adult Education Literacy Instructor, Adult & Continuing Education, Hourly, $38.00, effective 01/16/2019.
Pereira, Kimberly, Substitute Teacher Aide, Special Education, Daily, $75.00, effective 12/17/2018.
Rosenbaum, Gina, Adult Education Counselor – Literacy, Adult & Continuing Education, Hourly, $38.00, effective 01/16/2019.
Savage Mulero, Eva, Adult Education Continuing Education Instructor, Adult & Continuing Education, Hourly, $36.00, effective 12/06/2018.
Schmitz, Christopher, Substitute Teacher, CTE, Daily, $95.00, effective 12/17/2018.
Schmitz, Christopher, Substitute Teaching Assistant, CTE, Daily, effective 12/17/2018.

5C Bid Renewal

5D Special Aid Projects (Quarterly Report)
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<td><strong>NEW BUSINESS</strong></td>
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<td>6A</td>
<td>RFP Award – Mr. Schnecker moved, and Mrs. Nilsen seconded, approval of the following resolution: RESOLVED upon the recommendation of the Director of IT, the IT Operations Manager and the Purchasing Agent that the Board of Education of Putnam</td>
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<td>6B</td>
<td>Claims Audit Report for November 2018 – Received and acknowledged.</td>
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<td>Mrs. Mackay asked why the Chase Credit Card statements were not listed. Mr. Currie replied timing.</td>
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<td>Mr. Schnecker asked for clarification on the Sunshine Rehab Services item. Mr. Currie will report back to the Board.</td>
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<td>6C</td>
<td>Extraclassroom Activity Fund Cash Journal – Received and acknowledged.</td>
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<td>6D</td>
<td>Professional Service Contracts (Status and Increases) – Mrs. Nilsen moved, and Mrs. Mackay seconded, approval of the Professional Service Contracts (Status and Increases). All members present voted aye.</td>
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<td>6E</td>
<td>Affiliation Agreement between Educere LLC and PNW BOCES – Mr. Schnecker moved, and Mrs. Mackay seconded, approval of this agreement. All members present voted aye.</td>
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<td>Dr. Ryan mentioned that this is an incredible opportunity for students. There are over 5000 online courses available from over 40 providers.</td>
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<td>6F</td>
<td>Affiliation Agreement between Bank Street College and PNW BOCES – Mrs. Nilsen moved, and Mrs. Mackay seconded, approval of this agreement. All members present voted aye.</td>
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6G BCEA Supplemental Memorandum of Agreement – Mrs. Nilsen moved, and Mrs. Mackay seconded, approval of this Agreement.

Mr. Skerritt told the Board that this new title is being added as a result of a Civil Service review.

All members present voted aye.

6H Appointment of Kevin Leibertz as Deputy Treasurer – Mrs. Mackay moved, and Mrs. Nilsen seconded, approval of this appointment. All members present voted aye.

6I Paid Administrative Leave – Mr. Schnecker moved, and Mrs. Mackay seconded, approval of the following resolution: BE IT RESOLVED, that the District Superintendent is hereby authorized to place Employee No. 00978 on Paid Administrative Leave effective January 10, 2019. All members present voted aye.

OLD BUSINESS

7A Dormant Funds Resolution – Mrs. Nilsen moved, and Mr. Schnecker seconded, approval of the following resolution: RESOLVED upon the recommendation of the Assistant Superintendent for Business, that the Board of Trustees of the Putnam|Northern Westchester BOCES approve the dormant funds in the Education & Learning Coalition account (TE 092-09) in the amount of $1,989.53 to be utilized to purchase a section of artificial turf for the sports medicine program. All members present voted aye.

Dr. Ryan said these funds will be a great contribution to CTE and that he appreciates the support from the Board.

Mr. Kreps expressed his thanks to Mrs. Mackay for following up on these funds.

7B Position Authorization – Dr. Ryan asked Mr. Skerritt to do a brief overview of the Position Authorization presentation he shared with the Board on December 11. Mr. Skerritt began by reviewing the new position request process and the titles and job responsibilities. Both of these positions are a result of growth and expansion in these departments.
Mr. Schnecker moved, and Mrs. Nilsen seconded, approval of the following resolution: Be it resolved that the Putnam|Northern Westchester BOCES Board of Education approves, at the recommendation of the District Superintendent, the creation of the following positions: Coordinator of School Leadership & Marketing Services and Secretary to School Administrator. All members present voted aye.

**DISTRICT SUPERINTENDENT’S UPDATE**

Dr. Ryan was very pleased to share a short video with the Board from the Chinese educators visit to our BOCES on Monday, January 14. Twenty three educators from the suburbs of Shang Hai started their day in the School Services Building for an overview of our programs and services. They were able to visit several programs at CTE and enjoy lunch prepared by our students at the Educated Palate. There is interest in partnering with us for student exchange and professional development for staff. Dr. Ryan is excited about the possibility of a partnership and will keep the Board informed. He will share the materials provided to the group with the Board.

Dr. Ryan expressed his thanks to Ed Catapano for recording the event.

Dr. Ryan also shared a preview of a NYSSBA News video about our Culinary program at Tilly Foster Farm. NYSSBA will be releasing the video soon.

8A Mental Health Initiatives – Dr. Ryan introduced Dr. Andrew Ecker, Coordinator of our Guidance and Child Study Center. Dr. Ecker began by thanking the Board for their support. Dr. Ecker reviewed our Board Goal to provide comprehensive mental health programs and services for students, staff members and school leaders both within BOCES and in the region. PNW BOCES and our Guidance and Child Study Center offer a myriad of supports from stand-alone programs for students facing mental health challenges to training for teachers and school leaders in social and emotional intelligence, therapeutic interventions, trauma response and
suicide safety. To assist school districts with the social and emotional needs of their students, BOCES offers professional forums for social workers, directors of guidance, school psychologists and ENL teachers; conferences such as our Social Emotional Learning Conference, individual workshops on topics like a clinician’s guide to social media; and in-depth training in areas such as emotional intelligence, suicide safety, youth mental health first aid and dialectical behavior therapy. A brief question and answer period followed. Dr. Ecker thanked the Board.

Dr. Ryan expressed his thanks to Dr. Ecker. He is very proud of our administrative staff and their response to our Board Goals.

Mr. Kreps said funding is a big problem in education today. He believes every teacher should be trained in mental health. Dr. Ecker agreed and said mental health is for all. We need to see the whole child and provide whatever they need to be successful in school and life. Mr. Kreps suggested sharing BOCES program information with schools for curriculum nights.

Mr. Schnecker said he recently attended a program at the Westchester Jewish Community Services on mental health. He said he appreciates the breadth of our programs.

Mrs. Nilsen thanked Dr. Ecker for an excellent presentation.

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<td>FINAL COMMENTS FROM BOARD</td>
<td>Mr. Kreps mentioned outreach to our legislators. We have several new members of the senate and assembly. He asked if the Board agreed that we should invite them in or schedule visits to their local offices. We need to showcase our BOCES. Mr. Schnecker said this is vital. He’s not sure that our legislators understand the scope of our programs and the tremendous cost savings. Mrs. Mackay agreed that we need to make them aware. Mr. Schnecker suggested social media and photo ops. Mr. Simpkins mentioned that Peekskill has a meeting set up with Sandra Galef. He will let the Board know the date. Mr. Schnecker said he appreciates the great updates included</td>
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in the reports.

Mrs. Mackay recently volunteered at a robotics event in the Peekskill City School District with Carlo Vidrini. She said it was a great day.

Mr. Currie gave the Board a brief update on proposed budget progress since our meeting on December 11. The Chief School Administrators met on December 20 and the School Business Administrators on January 11. Mr. Currie said the proposed budget was well received by both groups.

| ADJOURNMENT | There being no further business before the Board, Mrs. Nilsen moved, and Mrs. Mackay seconded, that the meeting be adjourned. All members present voted aye and the meeting adjourned at 6:30 pm. |

Respectfully submitted,

Mary Lorenzo

Approved: 2/19/19