BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT
RENSSELAER-COLUMBIA-GREENE COUNTIES

QUESTAR III REGULAR MEETING MINUTES

Meeting Date: August 15, 2019
Location: Questar III Boardroom
Presiding: John C. Hill, President

Members Present
Edmund Brooks, Member
Joseph Garland, Member
Nadine Gazzola, Member
Jennifer Haggerty, Member
John C. Hill, President
Mark Mann, Member
Mary Marro-Giroux, Member
Marilyn Noonan, Vice President (joined via phone conference w/out video)

Also Present
Dr. Gladys I. Cruz, District Superintendent
Harry Hadjioannou, Deputy Superintendent
Robin Emanatian, Board Clerk
Anthony Taibi, Chief Academic Officer
Jennifer Mulligan, Business Office Manager/Controller
Mike Buono, Human Resource Director

CALL TO ORDER & PLEDGE
At 6:03 p.m.

PRESENTATION
REC PROJECT UPDATE W/ PROJECT MANAGER
Jeff Cuyler, Construction Project Manager for the Rensselaer Educational Center project shared a PowerPoint presentation showing the progress of the project. He gave particular accolades to Luizzi Brothers and their attention to detail and ease in working with. Deputy Superintendent Hadjioannou shared the sentiment.
Mr. Cuyler reported that the project is going smoothly and is on-time.

APPROVAL OF MINUTES
1 – Mr. Garland  2 – Mr. Brooks  Motion Carried (7 – Yes)
The Board of Cooperative Education Services Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved the Minutes from the Regular Meeting of the Board of Cooperative Educational Services held on June 5, 2019.
AUDIT
COMMITTEE
REPORT(S) NONE.

INTERNAL CLAIMS
AUDITING
1 – Mr. Garland  2 – Mr. Brooks  Motion Carried (7 – Yes)
REPORT The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted the Internal Claims Auditing Report dated May 15, 2019 to June 14, 2019.

RECOGNITION OF VISITORS
Jeff Cuyler, Construction Manager
Montyce Noland, Luizzi Bros.

PUBLIC COMMENTS NONE

COMMUNICATIONS

- September 12, 2019: Our next board meeting starting at 6:00 PM
- October 24-26, 2019: NYSSBA – 100th Annual Convention – Rochester, NY
- Laptops for BoardDocs: a majority of the board opted to wait to purchase surface pros until they see if they prefer referring to the screen at board meetings. Concern was expressed about being able to view attachments & therefore, they’d like to possibly start out with laptops.

------------------------------------ BY CONSENT-------------------------------------
1 – Ms. Marro-Giroux  2 – Ms. Gazzola  Motions Carried (7 – Yes)

PERSONNEL

TENURE
RECOMMENDATION(S) The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, grants tenure to the following individual(s) as noted:

Name: Karen Brockley
Tenure Area: Administrative, Principal – Special Education
Effective: 09/21/19

Name: Barbara Petrus (Gintof)
Tenure Area: Teaching Assistant
Effective: 09/28/19

Name: Patricia Hinman
Tenure Area: Teaching Assistant
Effective: 10/26/19
PERSONNEL (cont’d)

RETIREMENT(S)  The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted with sincere regret and appreciation for their service, the resignation for the purpose of retirement of the following individual(s) as noted:

Certified Staff

Name: Arlene De Siena
Position: 1.0 FTE School Improvement Sr. Specialist ELA
Date began: 11/28/11
Effective: 08/30/19

RESPIGNATION(S)  The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted the resignation of the following individual(s) as noted:

Certified Staff

Name: Melissa Hess
Position: 1.0 FTE School Social Worker
Date Began: 10/11/16
Effective: 07/26/19

Classified Staff

Name: Thomas Hubbard
Position: 1.0 FTE Substitute Courier
Date Began: 08/13/18
Effective: 08/02/19

LEAVE OF ABSENCE REQUESTS  The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approves the leave of absence request of the following employee(s) as noted:

Certified Staff

Name: Rachel Deeb
Position: 1.0 FTE Speech Language Pathologist
Effective: 9/1/19 – 6/30/20
Reason: To further education

Name: Nicole Ross
Position: 1.0 FTE Special Education Teacher
Effective: 9/1/19 – 6/30/20
Reason: Family matter
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved the following changes in FTE and/or title, salary or status as noted below:

### Classified Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Status</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meghan Tice</td>
<td>1.0 FTE Communications Specialist I</td>
<td>Permanent</td>
<td>07/01/19</td>
</tr>
<tr>
<td>Kristin LaPlante</td>
<td>1.0 FTE Communications Specialist I</td>
<td>Permanent</td>
<td>07/01/19</td>
</tr>
</tbody>
</table>

### Certified Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Tenure Area</th>
<th>Status</th>
<th>Certification</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edward O’Grady</td>
<td>1.0 FTE Heavy Equipment Operations &amp; Maintenance Teacher</td>
<td>Trade Subjects – Vehicle Mechanical Repair</td>
<td>4 Year Probationary Period</td>
<td>To be certified</td>
<td>09/01/19</td>
<td>$56,443.00</td>
</tr>
<tr>
<td>Courtney Lapp</td>
<td>1.0 FTE Consultant Teacher</td>
<td>General Special Education</td>
<td>4 Year Probationary Period</td>
<td>Early ChEd B-2, ChEd 1-6, SWD B-2, SWD 1-6, SWD 7-12</td>
<td>09/01/19</td>
<td>$54,278.00</td>
</tr>
</tbody>
</table>
PERSONNEL
PRINCIPAL AND TEACHER APPOINTMENTS (cont’d)

Name: Joseph Zink
Position: 1.0 FTE Automotive Services Teacher
Tenure Area: Trade Subjects – Auto Services
Status: 4 Year Probationary Period
Certification: To be certified
Effective: 09/03/19
Salary: $51,473.00

Name: Tara Tolan
Position: 1.0 FTE Academy for Educational Careers Teacher
Tenure Area: CTE – Teacher Education and Training
Status: 3 Year Probationary Period (previously tenured)
Certification: English 7-12
Effective: 09/03/19
Salary: $63,711.00

OTHER APPOINTMENTS

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved the appointment of the following individual(s) as noted. These appointments were declared as emergency conditional vacancies and contingent upon clearance for employment based on fingerprinting requirements of the SAVE legislation.

Certified Staff - TEMPORARY SUBSTITUTES

Name: Kelsey Powderly
Position: .80 FTE Teacher – New Visions STEM
Tenure Area: N/A Temporary Substitute
Status: Temporary Sub (pending certification)
Certification: To be certified
Effective: 09/03/19 – 06/30/20
Salary: $51,473.00

Certified Staff - PROBATIONARY

Name: Kelly Rider
Position: 1.0 FTE Teaching Assistant
Tenure Area: Teaching Assistant
Status: 4 Year Probationary Period
Certification: Teaching Assistant – Level I
Effective: 09/04/18
Salary: $20,401.00

Name: Rachel Pulenskey
Position: 1.0 FTE Teaching Assistant
Tenure Area: Teaching Assistant
Status: 4 Year Probationary Period
Certification: Teaching Assistant – Level I
Effective: 09/10/18
Salary: $20,401.00
### Certified Staff - PROBATIONARY APPOINTMENTS (cont'd)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Tenure Area</th>
<th>Status</th>
<th>Certification</th>
<th>Effective</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Sousa</td>
<td>1.0 FTE Teaching Assistant</td>
<td>Teaching Assistant</td>
<td>4 Year Probationary Period</td>
<td>Teaching Assistant – Level I</td>
<td>10/03/18</td>
<td>$20,401.00</td>
</tr>
<tr>
<td>Lynne Connally</td>
<td>1.0 FTE Teaching Assistant</td>
<td>Teaching Assistant</td>
<td>4 Year Probationary Period</td>
<td>Teaching Assistant – Level I</td>
<td>12/17/18</td>
<td>$21,747.00</td>
</tr>
<tr>
<td>Rebecca Riggins</td>
<td>1.0 FTE Teaching Assistant</td>
<td>Teaching Assistant</td>
<td>4 Year Probationary Period</td>
<td>Teaching Assistant – Level I</td>
<td>01/07/19</td>
<td>$19,759.00</td>
</tr>
<tr>
<td>Kellie Clark</td>
<td>1.0 FTE Teaching Assistant</td>
<td>Teaching Assistant</td>
<td>4 Year Probationary Period</td>
<td>Teaching Assistant – Level I</td>
<td>01/07/19</td>
<td>$20,401.00</td>
</tr>
<tr>
<td>Kristine Weinheimer</td>
<td>1.0 FTE RBERN Specialist</td>
<td>ISS - ESOL</td>
<td>4 Year Probationary Period</td>
<td>ESOL</td>
<td>08/05/19</td>
<td>$72,000.00 prorated</td>
</tr>
<tr>
<td>Elizabeth Power</td>
<td>.40 FTE School Psychologist</td>
<td>N/A – Part Time</td>
<td>Part-Time</td>
<td>School Psychologist</td>
<td>09/03/19 – 06/30/20</td>
<td>$56,443.00 prorated</td>
</tr>
</tbody>
</table>
PERSONNEL
OTHER APPOINTMENTS (cont’d)

Classified Staff

Name: Benjamin Schwarz
Position: 1.0 FTE Warehouse Assistant
Status: Labor
Effective: 08/01/19
Salary: $35,111.00 prorated

PROBATIONARY CIVIL SERVICE APPOINTMENT(S) The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, recognized the successful placement of the provisionally appointed individual(s) listed below on the Civil Service Eligible List and approved their probationary status to be served for a period of one (1) year from the effective date specified:

Name: Therese Plano
Position: 1.0 FTE Assistant Actuary
Status: Probationary
Effective: 07/23/19

CREATION OF POSITIONS / RECALLS The Board of Cooperative Educational Services, upon the recommendation of the Executive Officer, created positions as a result of increases in district requests for services or restoration of funding, and recalls employees from preferred eligibility lists effective as noted below:

Certified Staff

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Position</th>
<th>Tenure Area</th>
<th>Effective Date</th>
<th>FTE</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alyssa</td>
<td>Lupinski</td>
<td>School Social Worker</td>
<td>School Social Worker</td>
<td>9/1/2019</td>
<td>1.00</td>
<td>$47,779</td>
</tr>
</tbody>
</table>
PERSONNEL (cont’d)

PART-TIME/ HOUURLY EMPLOYEES FOR 2019-20

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties approved the recommendation of the Executive Officer to appoint the following individuals as part-time or hourly employees for the 2019-20 school year.

- **Lynn MacDonald**, District Treasurer
  - Stipend, 07/01/19 – 06/30/20
  - $8,445.00/stipend

- **Daralene Jewell**, SSN Specialist
  - Per Diem, 07/01/19 – 06/30/20
  - $560.00/day

- **David Sicko**, SSN Specialist
  - Per Diem, 07/01/19 – 06/30/20
  - $560.00/day

- **John Oates**, SSN Specialist
  - Per Diem, 07/01/19 – 06/30/20
  - $560.00/day

- **L. Jeffrey Baltes**, SSN Specialist
  - Per Diem, 07/01/19 – 06/30/20
  - $560.00/day

- **David Sicko**, Principal Coach
  - Hourly, 07/01/19 – 06/30/20
  - $50.00/hr.

- **Frank Nizer**, Senior Specialist
  - Hourly, 07/01/19 – 06/30/20
  - $70.00/hr.

- **John Crear**, Audit Manager
  - Hourly, 07/01/19 – 06/30/20
  - $60.00/hr.

- **Kelly Demura**, Clerk
  - Hourly, 07/01/19 – 06/30/20
  - $19.89/hr.

- **Stephen Goals**, Senior Specialist
  - Hourly, 07/01/19 – 06/30/20
  - $70.00/hr.

- **William Lyons**, Specialist
  - Hourly, 07/01/19 – 06/30/20
  - $70.00/hr.

- **Debra Markell**, Clerk
  - Hourly, 07/01/19 – 06/30/20
  - $16.26/hr.

- **Douglas Kelley**, APPR Independent Evaluator
  - Per Diem, 07/01/19 – 06/30/20
  - $400.00/day

- **Heather Bradt**, Online Learning Specialist
  - Per agreement, 07/01/19 – 06/30/20
  - $350.00/per agrmnt.

- **Gabrielle White**, Online Learning Specialist
  - Per agreement, 07/01/19 – 06/30/20
  - $350.00/per agrmnt.

- **Barbara Byrne**, Science School Improvement Specialist
  - Per Diem, 08/19/19 – 06/30/20
  - $400.00/day

------------------------------------END OF CONSENT ----------------------------------
BUSINESS / FINANCE

BID AWARDS

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties approved the recommendation of the Executive Officer to award the following bids as indicated below:

<table>
<thead>
<tr>
<th>Item Bid</th>
<th>Vendor</th>
<th>Bid Amount</th>
<th>Participating School Districts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation for Various Career Tech Programs and New Visions Programs</td>
<td>Awarded by bus run and by vendor per attached results. (see attached)</td>
<td>Questar III</td>
<td></td>
</tr>
</tbody>
</table>

LEASE AGREEMENT:
ARTS CENTER OF THE CAPITAL REGION & QUESTAR III

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved entering into a lease with the Arts Center of the Capital Region for classroom and associated space located at 265 River Street, Troy, New York for purposes of housing Questar III’s the new visions career and technical education and special education programs as follows:

Term: July 1, 2019 – June 30, 2020

Total rented space: Room Nos. 201, 206, 209 and associated studio space and space for special events

Annual Rent: $16,275

Ancillary Charges: $10,505

And furthermore, the Board determined that such rental payments under the lease shall not be, and are not, more than the fair market rental value of similar properties in similar locations, and the Board also determines that the proposed lease is in the best financial interest of the supervisory district in that existing space owned or leased by the agency is inadequate for present or planned agency programs; the space is appropriate for the conduct of agency programs because of its location and cost; and the funds for the payment of rent under the lease are to be included in the agency’s capital budget.
ANNUAL CLASSROOM LEASES WITH COMPONENT SCHOOL DISTRICTS & QUESTAR III

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved entering into the following annual classroom leases with a term of September 1, 2019 through June 30, 2020 for classroom and associated space for purposes of housing Questar III’s special education and pre-kindergarten programs:

<table>
<thead>
<tr>
<th>District</th>
<th>Rented Space</th>
<th>Annual Rent</th>
<th>Ancillary Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>Berlin CSD – Pre-K</td>
<td>Rooms 107 and 108</td>
<td>$7,000</td>
<td>$4,500</td>
</tr>
<tr>
<td>Hudson City SD – Pre-K</td>
<td>Room S106</td>
<td>$7,000</td>
<td>$4,500</td>
</tr>
<tr>
<td>Kinderhook CSD – SPED/Pre-K</td>
<td>Rooms 109 and 220</td>
<td>$14,000</td>
<td>$9,000</td>
</tr>
<tr>
<td>Rensselaer City SD – SPED</td>
<td>Room H111</td>
<td>$7,000</td>
<td>$4,500</td>
</tr>
</tbody>
</table>

And furthermore, the Board determined that such rental payments under the lease shall not be, and are not, more than the fair market rental value of similar properties in similar locations, and the Board also determines that the proposed lease is in the best financial interest of the supervisory district in that existing space owned or leased by the agency is inadequate for present or planned agency programs; the space is appropriate for the conduct of agency programs because of its location and cost; and the funds for the payment of rent under the lease are to be included in the agency’s capital budget.

LEASE AGREEMENT:
CAIRO-DURHAM CENTRAL SCHOOL DISTRICT & QUESTAR III

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, at its regular meeting on July 11, 2019, approved entering into a lease with the Cairo-Durham Central School District for certain classroom and associated space; and the District has requested additional time for constructing CTE shop space as required by the lease. Therefore, the Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, re-approved entering into a lease with the Cairo-Durham Central School District for classroom and associated space in the Durham Elementary located at 4099 NY Route 145, Durham, New York for purposes of housing Questar III’s heavy equipment career and technical education program as follows:

Term: July 1, 2019 – June 30, 2022

Total rented space: Classroom Nos. 104 and 106; temporary shop structure; use of 6 +/- acres for heavy equipment

Annual Rent: Not to exceed $28,000
Ancillary Charges: Not to exceed $18,000

And furthermore, the Board determined that such rental payments under the lease shall not be, and are not, more than the fair market rental value of similar properties in similar locations, and the Board also determines that the proposed lease is in the best financial interest of the supervisory district in that existing space owned or leased by the agency is inadequate for present or planned agency programs; the space is appropriate for the conduct of agency programs because of its location and cost; and the funds for the payment of rent under the lease are to be included in the agency’s capital budget.
SUBMIT, ACCEPT AND EXPEND FEDERAL/STATE PROJECT  

The Board of Cooperative Educational Services, upon the recommendation of the Executive Officer, gave approval to submit the following Federal/State Project(s), and upon approval, further authorizes the acceptance and expenditure of such project:

**Perkins V Transition Year – 2019-20**  
July 1, 2019 – June 30, 2020  
$257,238.00

**Targeted Prekindergarten Program**  
July 1, 2019 – June 30, 2020  
$349,557.00

**ADDENDUM I**

**Title III LEP (Limited English Proficiency) Consortium**  
September 1, 2018 – August 31, 2019  
$42,389.00

ESTABLISH AND/OR CONTINUE EXTRACLASSROOM ACTIVITY FUND 2019-20  

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties upon recommendation of the Executive Officer, gave approval for the establishment or continuation of the following Extraclassroom Activity Fund(s) pursuant to the Board’s Extraclassroom Activity Fund Policy.

**CGEC ProStart – Peter Desmond**
OTHER

QUESTAR III
PARTICIPATION IN
A STATEWIDE
CONSORTIUM
THROUGH
ERIE I BOCES –
With Additional
Programs

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, American Reading Company, Amplify, Answer Pad, Bird Brain, Bridges Transitions, Carnegie Learning, Certica, Charmtech Labs, Chester Technical Services, ClassLink, Code Monkey, Curriculum Associates, Curriculum Technology, Dreambox, eDoctrina, Edgenuity, Edmentum, Educational Vistas, eSpark, Explore Learning, FastBridge Learning, Freckle, Frontline Technologies, Gale, Houghton Mifflin, iDesign, Imagine Learning, Interactive Media, iSafe, iStation, iXL, Kinderlab Robotics, Learning Ally, Learning.com, Learning Sciences International, Learning Without Tears, Legends of Learning, Lego Education, Lexia Learning, LinkIt, Mad Learn, Maker’s Empire, McGraw-Hill, Mind Research Institute, Microsoft, Modular Robotics, Naviance, Nearpod, Newsela, NWEA, Oneder, Pearson Digital Learning, Renaissance Learning, Right Reason Technologies, Rosetta Stone, Rubicon West, Inc., Scientific Learning, Sensavis, Service Infinity, Suntex, Taylor & Associates Communications, Tech 4 Learning, Tequipment, Thimble, TurnIt In, Waterford, zSpace Fresh Grade, Portfolium, Core Four, Music First, Code Z – JZA training, Buncee, 3D Bear, Nearpod, Codesters, Eduporium, Pasco, Math Space, BK Interactive, SkyOp, Type To Learn, Typing Pal Online, Vidcode and Questar III 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 the Questar III Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties authorized 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, that the Questar III Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties agreed to assume its equitable share of the costs associated with Erie 1 BOCES negotiating the Agreements, and, (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.

------------------------------------END OF CONSENT ----------------------------------

BOARD REPORTS / DISCUSSION

Member Garland congratulated Dr. Cruz on being one of the women chosen to receive the Albany Business Review’s “Women Who Mean Business” awards.

EXECUTIVE OFFICER’S REPORT

Dr. Cruz shared information on Maple Hill wing renaming for Paul Puccio and the success of the NYSALA event on August 14th with SUNY President Rodriguez in attendance.
PUBLIC COMMENTS
NONE

EXECUTIVE SESSION
1 – Mr. Brooks  2 – Ms. Haggerty  Motion Carried (7 – Yes)
The Board of Cooperative Educational Services entered into Executive Session at 7:14 p.m. for the purpose of advice of counsel.

RETURN TO REGULAR SESSION
1 – Ms. Gazzola  2 – Mr. Brooks  Motion Carried (7 – Yes)
The Board of Cooperative Educational Services returned to regular session at 7:58 p.m.

MOTION TO ADJOURN
1 - Ms. Marro-Giroux  2 – Ms. Gazzola  Motion Carried (7 – Yes)
The Board adjourned at 7:58 pm.

Respectfully Submitted By:

________________________________________
Robin Emanatian, Board Clerk