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

QUESTAR III REGULAR MEETING MINUTES

Meeting Date: November 13, 2019
Location: Boardroom
Presiding: John C. Hill, President

Members Present
Edmund Brooks, Member
Lynn Clum, Member
Nadine Gazzola, Member
Jennifer Haggerty, Member
John C. Hill, President
Frank Zwack, Member

Also Present
Dr. Gladys I. Cruz, District Superintendent
Harry Hadjioannou, Deputy Superintendent
Robin Emanatian, Board Clerk
Anthony Taibi, Chief Academic Officer
Terry Bordell, Chief School Improvement Officer
Jennifer Mulligan, Business Office Manager/Controller
Susan DiDonato, School Attorney

BOARDDOCS TRAINING
The board members received training on BoardDocs software.

CALL TO ORDER & PLEDGE
At 7:02 p.m.

EXECUTIVE SESSION
1 – Ms. Gazzola  2 – Ms. Clum  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services entered into Executive Session at 7:05 p.m. for the purpose of discussing employment history of a particular person.

RETURN TO REGULAR SESSION
1 – Ms. Clum  2 – Mr. Brooks  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services returned to regular session at 7:15 p.m.
APPROVAL OF
MINUTES

1 – Mr. Zwack  2 – Mr. Brooks  Motion Carried (6 – 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 October 10, 2019 and the Special Meeting of the Board of Cooperative Educational Services held on October 21, 2019.

TREASURER’S
REPORT

1 – Ms. Clum  2 – Ms. Gazzola  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted the Treasurer’s Report dated September 2019.

EXTRA CLASS-
ROOM ACTIVITY
FUND REPORT

1 – Mr. Brooks  2 – Mr. Zwack  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted the Central Treasurer’s Report for the Extra Classroom Activity Fund dated September 2019.

AUDIT
COMMITTEE
REPORT(S)

Mr. Brooks reported that the PO process is improving and that the internal audit functions are exceptionally thorough. He went on to say that they will all receive a copy of the minutes prepared meticulously by Barbara Boudreau for more information.

INTERNAL CLAIMS
AUDITING
REPORT

1 – Mr. Brooks  2 – Mr. Zwack  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, accepted the Internal Claims Auditing Report dated September 27, 2019 to October 25, 2019.

RECOGNITION
OF VISITORS

NONE.

PUBLIC
COMMENTS

NONE

COMMUNICATIONS

December 12, 2019:  Our Board Appreciation Dinner meeting starting at 5:30 PM in the Conference Center.  Ms. Emanatian reminded the members to RSVP with their meal choice.
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: Helen Perry
Tenure Area: Teaching Assistant
Effective: 11/30/19

RESIGNATION(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: Kim Meyer
Position: 1.0 FTE Teaching Assistant
Date Began: 04/09/18
Effective: 10/18/19

Name: Kimberly Macica
Position: 1.0 FTE Teacher Pre-K
Date Began: 10/10/17
Effective: 10/24/19

Name: Daniel Prockup
Position: 1.0 FTE Teaching Assistant
Date Began: 09/08/16
Effective: 10/24/19

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

Classified Staff

Name: Stephanie Donnelly
Position: 1.0 FTE Senior Clerk
Effective: 11/15/19 – 05/29/20
Reason: Family Matter
PERSONNEL (cont’d)

CHANGE IN FTE/TITLE/SALARY/STATUS

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>Tara Wiese – CHANGE IN FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>1.0 FTE Physical Therapist</td>
</tr>
<tr>
<td>Status</td>
<td>Probationary</td>
</tr>
<tr>
<td>Effective</td>
<td>10/18/19</td>
</tr>
</tbody>
</table>

PRINCIPAL AND TEACHER 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) to a four year probationary term, commencing on the effective date noted, provided that, except to the extent required by law, in order to be granted tenure, s/he shall have received composite or overall annual professional performance review ratings pursuant to Education Law §3012-c or §3012-d of either effective or highly effective in at least 3 of the 4 preceding years, and if s/he receives an ineffective composite or overall rating in the final year of the probationary period, s/he shall not be eligible for tenure at that time. These appointments are declared as emergency conditional vacancies and contingent upon clearance for employment based on fingerprinting requirements of the SAVE legislation.

Certified Staff

<table>
<thead>
<tr>
<th>Name</th>
<th>Deborah Lavoo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
<td>1.0 FTE Teacher Pre-K Program</td>
</tr>
<tr>
<td>Tenure Area</td>
<td>Elementary</td>
</tr>
<tr>
<td>Status</td>
<td>3 Year Probationary Period (previously tenured)</td>
</tr>
<tr>
<td>Certification</td>
<td>ChEd 1-6, SWD 1-6, SWD B-2, SWD 5-9, Early ChEd B-2</td>
</tr>
<tr>
<td>Effective</td>
<td>11/18/2019</td>
</tr>
<tr>
<td>Salary</td>
<td>$59,531.00 prorated</td>
</tr>
</tbody>
</table>
PERSONNEL (cont’d)

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 - PROBATIONARY

Name: Janaina Maia Ferreira
Position: 1.0 FTE Teaching Assistant
Tenure Area: Teaching Assistant – Level 1
Status: 4 Year Probationary Period
Certification: Teaching Assistant, Level 1
Effective: 10/21/2019
Salary: $20,401.00 prorated

Classified Staff - PROVISIONAL

Name: Tyler Lenseth
Position: 1.0 FTE CBO & Fixed Asset Technician
Status: Provisional
Effective: 10/15/19
Salary: $35,000.00 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: Melkon Abdo
Position: 1.0 FTE IT Support Technician
Civil Service Title: Computer Operator
Status: Probationary
Effective: 11/01/19
PERSONNEL (cont’d)

PERMANENT CIVIL SERVICE APPOINTMENT(S)

The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, recognized the completion of the one (1) year probationary period of the following employee(s) and approved permanent status for their appointment effective on the date indicated:

Name: **Martin Martinez**  
Position: 1.0 FTE IT Support Tech  
Civil Service Title: Computer Operator  
Status: Permanent  
Effective: 11/16/19

Name: **Ryan Morash**  
Position: 1.0 FTE IT Support Technician  
Civil Service Title: Computer Operator  
Status: Permanent  
Effective: 11/16/19

PART-TIME/ HOURLY 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.

- **Lakia Walker**, Job Coach  
  Hourly, 09/24/19 – 06/15/20  
  $20.53/hr.

- **Heather Silvernail**, Mentor Coordinator  
  Per Diem, 09/03/19 – 06/30/20  
  $313.78/day

- **Ann Cioffi**, Adult & Continuing Education Sub  
  Hourly, 10/15/19 – 06/30/20  
  $32.22/hr.

- **Mary Gavin**, Regional Testing Scorer  
  Hourly, 10/03/19 – 06/30/20  
  $25.00/hr.

- **Margo Storey**, Regional Testing Scorer  
  Hourly, 10/03/19 – 06/30/20  
  $25.00/hr.

- **Irene Jovell**, Regional Testing Scorer  
  Hourly, 10/03/19 – 06/30/20  
  $25.00/hr.

- **Merry Alessi**, Clerk  
  Hourly, 11/21/19 – 06/30/20  
  $16.84/hr.

- **Kelly Hernandez**, Skills USA Advisor  
  Stipend, 09/01/19 – 06/30/20  
  $1500.00/stipend

- **Lisa Gilbert**, Nat’l Honor Society Advisor  
  Stipend, 09/01/19 – 06/30/20  
  $750.00/stipend

- **Caitlin Preisner**, Nat’l Honor Society Advisor  
  Stipend, 09/01/19 – 06/30/20  
  $750.00/stipend

- **Joe Mix**, CTE Substitute and NOCTI Evaluator  
  Per Diem, 10/01/19 - 04/30/20  
  $300.00/day

- **Hector Artiles**, PRHYLI Mock Assembly Coordinator  
  Hourly, 10/15/19 – 06/30/2020  
  $50.00/hr.

- **Anthony Plonczynski**, PRHYLI Trainer  
  Hourly, 10/15/19 – 06/30/2020  
  $50.00/hr.

- **Sydney Valerio**, PRHYLI Trainer  
  Hourly, 10/15/19 – 06/30/2020  
  $50.00/hr.
PERSONNEL
PART-TIME/HOURLY EMPLOYEES FOR 2019-20 (cont’d)

Jose Rodriguez, PRHYLI Trainer                           $50.00/hr.
Hourly, 10/15/19 – 06/30/2020

Xavier Fitzsimmons-Cruz, PRHYLI Assistant                 $20.00/hr.
Hourly, 10/15/19 – 06/30/2020

Alexandria Betancourt, PRHYLI Assistant                   $20.00/hr.
Hourly, 10/15/19 – 06/30/2020

Mario Vazquez, PRHYLI Assistant                           $20.00/hr.
Hourly, 10/15/19 – 06/30/2020

Barbara Wentworth, CNA Clinical Instructor               $35.00/hr.
Hourly, 10/25/19 – 06/30/2020

Stephanie Donnelly, Senior Clerk                         $19.31/hr.
Hourly, 11/15/19 – 05/29/20

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

BUSINESS / FINANCE

DESIGNATION OF DEPOSITORY
1 – Mr. Zwack                                           2 – Ms. Gazzola
 The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties
approved the recommendation of the Executive Officer to have the following financial
institution designated as an official depository for the Board of Cooperative Educational
Services, Rensselaer-Columbia-Greene Counties, for the General Fund, the Federal Fund,
and the Trust and Agency Fund and approved adding it to the Designation of Depositories
approved at the Board’s July 11, 2019 Reorganization Meeting:

- First National Bank of Omaha

ESTABLISH AND/OR CONTINUE EXTRACLASSROOM ACTIVITY FUND 2019-20
1 – Mr. Zwack                                           2 – Ms. Clum
 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.

REC - ProStart – Andrew Ottati
Red Mill - Dayton – Krystyn Dayton
POLICY

SECOND READING
REVISED
BENEFITS FOR NON-REPRESENTED EMPLOYEES – 1 – Mr. Zwack  2 – Ms. Gazzola  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, adopted the revised Benefits for Non-Represented Employees Policy #5-120 on second reading.

FIRST READING
REVISED
MEDICAID COMPLIANCE AND PREVENTION OF MEDICAID FRAUD, WASTE AND ABUSE – 1 – Mr. Brooks  2 – Ms. Clum  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved the revised Medicaid Compliance and Prevention of Medicaid Fraud, Waste and Abuse Policy #6-136 on first reading.

FIRST READING
REVISED
STUDENT HEALTH SERVICES – 1 – Mr. Brooks  2 – Ms. Clum  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties, upon the recommendation of the Executive Officer, approved the Student Health Services Policy #3-140 on first reading.

OTHER

ADDENDUM I

TVHS BOARD MEMBER RESIGNATION 1 – Ms. Gazzola  2 – Mr. Brooks  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties accepted, with sadness, the resignation of Ms. Marilyn Noonan from the Tech Valley High School Operating Board effective immediately.

TVHS BOARD MEMBER APPOINTMENT 1 – Ms. Gazzola  2 – Mr. Brooks  Motion Carried (6 – Yes)
The Board of Cooperative Educational Services, Rensselaer-Columbia-Greene Counties approved the appointment of Mr. Frank Zwack to the Tech Valley High School Operating Board for the remainder of the term left vacant by the resignation of Ms. Marilyn Noonan.
BOARD REPORTS / DISCUSSION
Member Brooks mentioned that he hopes that the ALP program will continue because of its need and importance to so many students.

EXECUTIVE OFFICER’S REPORT
Dr. Cruz reported that the Attorneys RFP has closed and been awarded to Whiteman, Osterman & Hanna.
The Regional PD Day was a huge success thanks to Terry Bordell and his staff.
The Steaming Towards Success Conference is tomorrow and promises to be an amazing event. A huge thanks to Jane King, Jim Church, Christine Wilmart for their preparations and hard work.
The PRHYLI 30-year anniversary is this year and the board members are invited to attend a portion of the event.
The SOMOS Conference, attended by Dr. Cruz and Terry Bordell was very good and Terry Bordell stated that it was one of the highlights of his career.
The budget process is beginning and the Superintendents Subcommittee Chairs will be involved so that they are able to relay the information to their fellow superintendents and their component school boards.
Dr. Cruz was nominated for “F.E.W. – Forum for Executive Women”

PUBLIC COMMENTS
NONE

MOTION TO ADJOURN
1 - Ms. Clum  2 – Mr. Brooks  Motion Carried (6 – Yes)
The Board adjourned at 7:52 pm.

Respectfully Submitted By:

Robin Emanatian, Board Clerk