

The regular meeting of the Orleans/Niagara BOCES Board of Education was held on December 12, 2018 at the Orleans/Niagara BOCES, 4124 Saunders Settlement Road, Sanborn, NY. The meeting was called to order by President Swearingen at 7:02 p.m.

**Present:** Keith A. Bond  
Vincent J. Cancemi, Sr.  
Janice M. Covell  
Carol Feltz  
Edward J. Grabowski  
Ann Kennedy  
Thomas J. Klotzbach  
Timothy F. Kropp  
Colleen M. Osborn  
Wendy Swearingen  
Wayne Wadhams

**Absent:** Maureen Kaus (excused)  
Joanne Woodside (excused)

Also present: Dr. Clark J. Godshall, District Superintendent; Mr. Wayne M. Van Vleet, Director of Labor Relations; Mrs. Melanie A. Conley, Director of Business Services; Mr. Joseph J. Steinmetz, Director of CTE and Adult/Secondary Programs; Mr. Ronald J. Barstys, Director of Special Programs; Mr. Daniel Connolly, Director of Facilities.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the November 14, 2018 regular meeting minutes be approved. Carried unanimously.

APPROVAL  
OF  
MINUTES

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that budget modifications #67-83 for the 2018-2019 school year be approved. Carried unanimously.

BUDGET  
MODS.

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer's Report of General Fund for October 2018 be accepted. Carried unanimously.

TREASURER'S  
REPORT  
GENERAL  
FUND

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer's Report of Special Aids for October 2018 be accepted. Carried unanimously.

TREASURER'S  
REPORT  
SPECIAL  
AIDS

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Treasurer's Report of Capital Fund, Risk Retention Fund, and Trust and Agency Fund for October 2018 be accepted. Carried unanimously.

TREASURER'S  
REPORT  
ADD'L.  
FUNDS

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Budget Status Report by service program be accepted. Carried unanimously.

BUDGET  
STATUS  
REPORT

**Personnel:** Mrs. Covell stated that an executive session will be needed at tonight's meeting.

BOARD  
COMMITTEE

**Facilities:** Significant progress has been made at 50 Main Street and moving should be completed in the next few weeks.

REPORTS

Capital project at Orleans CTE Center is near completion; few items left and still waiting for the outside electrical contractor to complete their work.

**Public Relations:** The holiday video created by Lisa Bielmeier was played. Newsletters for component districts that Mrs. Bielmeier created were also shared. Many board members praised her for her work for the BOCES and the component districts.

**Legislation:** Mr. Klotzbach said that the Board of Regents has requested another one year delay in testing. The Regents sub-committee has secured \$2.1 billion in aid.

Dr. Godshall spoke about: The cooperation from BOCESTA to allow swapping of days for teaching staff who will be attending SkillsUSA events during the Spring Recess and after the 2018-2019 school year concludes on June 26, 2019; the 2019-2020 WNY Regional School Calendar and how tricky it is going to be to meet the needs of the State; two-year COPS grant of \$280,000 for five districts in Niagara County; Lt. Governor Hochul will be announcing we are an award recipient of the Workforce Development Challenge grant; elementary science kits are available; the BOCES safety risk staff are getting certified as CPR and first aid trainers; Dan Connolly arranged for some of the building trades students from the Orleans CTE Center to work at 50 Main Street to gain experience; ribbon cutting ceremony for 50 Main Street will be scheduled for a later date when scaffolding is gone and weather permits; Erie County Habitat for Humanity has asked for various programs of our BOCES to assist with their housing projects.

SUPT.  
COMMENTS

Moved by Mr. Klotzbach, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that Board Policy No. 6610 (Information Security Breach and Notification) be removed from the table. Carried unanimously.

BOARD  
POLICY  
NO. 6610  
(INFORMATION  
SECURITY  
BREACH AND  
NOTIFICATION)

Moved by Mr. Klotzbach, seconded by Mr. Cancemi, upon the recommendation of the District Superintendent, that Board Policy No. 6610 (Information Security Breach and Notification) be approved, as submitted. Carried unanimously.

Mrs. Conley reviewed the 2019-2020 career and technical education budget.

BUDGET  
REVIEW

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the following resolution be accepted:

SEQRA  
RESOLUTION

WHEREAS, the Orleans/Niagara Board of Cooperative Educational Services (the "BOCES") Board of Education has considered the impacts to the environment of the following Scope of Work to be completed at the 3181 Saunders Settlement Road Sanborn, NY 14132 campus as follows:

Door Lockset Upgrades;  
Repaving of existing parking lot and sidewalks;  
Minor expansion of pavement near auto tech shops;  
Installation fencing and motorized gates at the East and West of the campus;

Replace existing shop trench drains;  
Replacement of existing greenhouse structure on existing to remain foundation;  
Upgrade of heating and air condition systems in the facilities;  
Provide a new secure main entrance within existing spaces at the Niagara Academy.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects and engineers with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR part 617.5(c), which reads as follows:

(2) replacement, rehabilitation or reconstruction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building or fire codes, unless such action meets or exceeds any of the thresholds in section 617.4 of this Part

(8) routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings

WHEREAS, Type II actions have been determined not to have a significant impact on the environment and are not subject to review under the State Environmental Quality Review Act (SEQR), now therefore;

BE IT RESOLVED, no further action is required by the Orleans/Niagara Board of Cooperative Educational Services with regard to SEQR for this action.  
Carried unanimously.

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the Board of Education hereby approves the contract documents for an agreement between Orleans/Niagara BOCES and LaBella Associates, D.P.C., dated November 29, 2018, as submitted, for architectural services in connection with a capital agreement project with work to be completed in 2019, and the board authorizes the Board President and/or the District Superintendent to sign the agreement upon the approval of the school attorney and containing any revisions as approved by the school attorney. Carried unanimously.

CONTRACT WITH ARCHITECT (AIA DOCUMENT B101-2017 STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ARCHITECT, ET AL.)

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the Orleans/Niagara BOCES approves the agreement between the BOCES and Niagara County Community College, term of January 1, 2019 through December 31, 2019, as submitted, regarding joint non-credit remedial programs, and the board authorizes the Board President and/or the District Superintendent to sign the agreement upon the approval of the school attorney and containing any revisions as approved by the school attorney. Carried unanimously.

AGREEMENT WITH NIAGARA COUNTY COMMUNITY COLLEGE

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the Orleans/Niagara BOCES hereby approves the agreement between the BOCES and the Niagara County Department of Public Works, as submitted, for the holding of a special education prom at Bond Lake Warming House on May 15-16, 2019, and the board authorizes the Board President and/or the District Superintendent to sign the agreement upon the approval of the school attorney and containing any revisions as approved by the school attorney. Carried unanimously.

AGREEMENT  
WITH THE  
NIAGARA  
COUNTY  
DEPT. OF  
PUBLIC  
WORKS

Moved by Mr. Kropp, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that the donation of one Cummins ISX-15 engine and one Cummins ISX-12 engine be accepted from Erie-Chautauqua-Cattaraugus BOCES, Angola, NY, to be used by the Orleans CTEC diesel technology program. Carried unanimously.

DONATION

Moved by Mr. Kropp, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that the donation of a one-door freezer be accepted from Grelak Mechanics, Inc., North Tonawanda, NY, to be used by the Niagara CTEC building maintenance management program. Carried unanimously.

DONATION

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the resignation of **Nin Shashkoff, Home/Hospital Teacher**, be accepted effective November 16, 2018. Carried unanimously.

RESIGNATION  
N. SHASHKOFF

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the resignation of **Marilyn Fleischman, .5 FTE Lead Nursing Instructor (Continuing Education)**, be accepted effective at the end of the day on December 31, 2018. Carried unanimously.

RESIGNATION  
M. FLEISCHMAN

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the resignation of **Sharon Librera, Teacher Aide (Special Education)**, be accepted effective at the end of the day on November 27, 2018. This resolution supersedes and replaces the November 14, 2018 board resolution. Carried unanimously.

RESIGNATION  
S. LIBRERA

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the resignation of **Stephanie Brandt, Teacher Aide (Personal Care)**, be accepted effective at the end of the day on November 28, 2018. Carried unanimously.

RESIGNATION  
S. BRANDT

Moved by Mr. Klotzbach, seconded by Mr. Kropp, upon the recommendation of the District Superintendent, that **Ryan Suitor, Youngstown, NY**, having provisional certification in the area of school counselor, hereby be appointed to probationary status in the tenure area of **School Counselor**, in accordance with the agreement between the Orleans/Niagara BOCES and the Orleans/Niagara BOCES Teachers' Association, effective November 27, 2018 until the end of the day on November 26, 2022, at a salary of NPC 1 (\$41,200) plus

APPOINTMENT  
CERT. PROB.  
R. SUITOR

master's degree (\$1,200) to be pro-rated. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Kropp, upon the recommendation of the District Superintendent, that the following individual(s) be appointed without benefits, except as required by law, to the part-time position of **Home/Hospital Teacher** at \$30.00 per hour for instructional time and \$14.00 per hour for planning time effective as indicated below. The employment of the individuals shall be at-will and at the pleasure of the Board of Education. The employment of the individual(s) shall be utilized solely on an as-needed basis at the discretion of the District Superintendent. Employment shall be automatically discontinued effective June 30, 2019, unless terminated sooner.

APPOINTMENT  
HOME/  
HOSPITAL  
TEACHER

**Katina May**  
**Lewiston, NY**  
**Effective Date: 11/13/18**

**Stephen Metzger**  
**Buffalo, NY**  
**Effective Date: 11/30/18**  
Carried unanimously.

Moved by Mr. Grabowski, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that pursuant to the Orleans/Niagara BOCES mentoring program plan and regulations of the Commissioner of Education (8 NYCCR Sections 80.34-(b)(2) and 100.2(dd)), that the following individuals be appointed to serve as a **Mentor**, with the effective dates indicated below, unless terminated sooner, at a stipend of \$500 for the school year (to be pro-rated if an individual's service as a Mentor commences after August 30, 2018 or is discontinued prior to June 30, 2019). The appointment of the individual(s) is contingent upon their participation in any required training as scheduled by the BOCES.

APPOINTMENT  
MENTOR

<u>Name</u>	<u>Effective Date</u>
<b>Kim Markovich</b>	<b>11/28/18-6/30/19</b>

Carried unanimously.

Moved by Mr. Grabowski, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that **Stephanie Brandt, Medina, NY**, be appointed to the position of **Teacher Aide (Special Education)**, effective November 28, 2018, to serve a 52-week probationary period, at an annual full-time salary of \$15,720.00 to be pro-rated. Carried unanimously.

APPOINTMENT  
NON-CERT.  
S. BRANDT

Moved by Mr. Grabowski, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that the following individuals be appointed without benefits, except as required by law, to the position of **Substitute Teacher (Non-Certified)**, effective as indicated below, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of \$85.00. Employment shall automatically be discontinued effective June 30, 2019, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

APPOINTMENT  
SUBSTITUTE  
TEACHER  
(NON-  
CERTIFIED)

**Mallory Berry**  
Medina, NY  
Effective Date: 11/8/18

**Alec Slomba**  
Middleport, NY  
Effective Date: 11/15/18

**Rebecca Bashford**  
Medina, NY  
Effective Date: 11/15/18

**Lisa Sacher**  
Sanborn, NY  
Effective Date: 11/26/18

**Adam Clause**  
Lockport, NY  
Effective Date: 11/26/18

**Marilyn Fleischman**  
Lockport, NY  
Effective Date: 11/20/18

**Robert McCartin**  
Lockport, NY  
Effective Date: 11/26/18  
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Kropp, upon the recommendation of the District Superintendent, that the following individuals be appointed without benefits, except as required by law, to the position of **Substitute Clinical Instructor**, effective as indicated below, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a rate of \$65.00 per half day. Employment shall automatically be discontinued effective June 30, 2019, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

APPOINTMENT  
SUBSTITUTE  
CLINICAL

**Marilyn Fleischman**  
Lockport, NY  
Effective Date: 11/20/18  
Carried unanimously.

**Robert McCartin**  
Lockport, NY  
Effective Date: 11/26/18

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the following individual(s) be appointed, without benefits, except as required by law, to the position of **Substitute Teacher Aide (Non-Certified)**, effective as indicated below, with services to be utilized on an as-needed basis at the discretion of the District Superintendent, at a daily rate of \$70.00. Employment shall automatically be discontinued effective June 30, 2019, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education.

APPOINTMENT  
SUBSTITUTE  
TEACHER  
AIDE  
(NON-  
CERTIFIED)

**Lisa Sacher**  
Sanborn, NY  
Effective Date: 11/26/18  
Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mrs. Covell, upon the recommendation of the District Superintendent, that the following conference requests be approved:

CONFERENCE  
REQUESTS

**Steven Frey, Assessment Development for the Statewide CTE (Welding)**, Albany, NY, January 21-24, 2019. Est. cost: \$900.00. Funded through career and technical education.

**Paul Magyar, Assessment Development for the Statewide CTE (Auto Body)**, Albany, NY, January 21-24, 2019. Est. cost: \$900.00. Funded through career and technical education.

**Antoinette DiBellonia, 2019 National Reading Recovery and K-6 Literacy Conference**, Worthington, OH, February 8-12, 2019. Est. cost: \$1,842.00. Funded through school improvement.

**Clark Godshall, NYSCOSS 2019 Winter Institute and Lobby Day**, Albany, NY, March 3-5, 2019. Est. cost: \$695.00. Funded through administration budget.

**Lisa Bielmeier and Susan Diemert, BOCES Well Day**, Albany, NY, March 12-13, 2019. Est. cost: \$479.00. Funded through administration and continuing education. Carried unanimously.

Moved by Mr. Cancemi, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that the Orleans/Niagara BOCES hereby approves a Stipulation of Settlement between and among the BOCES, the Teacher Aide Unit of CSEA, and a particular employee, dated November 20, 2018 on page 1 and dated November 19, 2018 on page 5, and the Board authorizes the District Superintendent to sign and execute the agreement. Carried unanimously.

STIPULATION  
OF  
SETTLEMENT

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the donation of a 2000 F-450 ambulance be accepted from the Ransomville Fire Department, Ransomville, NY, to be used by the Niagara CTEC diesel technology and emergency medical services programs. Carried unanimously.

DONATION

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the resignation due to retirement, of **Cathy Bonaccorso, Cosmetology Teacher**, be accepted effective July 1, 2019. Carried unanimously.

RESIGNATION  
C. BONNACCORSO

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the resignation, due to retirement, of **Rose Lewkowitz, Art Teacher**, be accepted effective at the end of the day June 30, 2019. Carried unanimously.

RESIGNATION  
R. LEWKOWITZ

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the resignation of **James Jamieson, Custodian**, be accepted effective December 3, 2018. Carried unanimously.

RESIGNATION  
J. JAMIESON

Moved by Mr. Grabowski, seconded by Mr. Klotzbach, upon the recommendation of the District Superintendent, that the resignation of **Kathryn Anderson, Teacher Aide (Special Education)**, be accepted effective January 19, 2019. Carried unanimously.

RESIGNATION  
K. ANDERSON

Moved by Mr. Kropp, seconded by Mrs. Osborn, upon the recommendation of the District Superintendent, that **Marissa DelPrince, Personal Care Aide**, working as a

APPOINTMENT  
SUBSTITUTE  
TEACHER

**Substitute Teacher (Non-Certificated)**, shall receive a salary consistent with 1/200 of NPC 1 of the teacher salary schedule, effective December 10, 2018 through June 30, 2019, unless employment is terminated sooner, while she continuously remains in her current assignment as a Personal Care Aide working as a Substitute Teacher. Employment as a substitute shall automatically be discontinued effective June 30, 2019, or upon return of the incumbent employee, unless employment is terminated sooner. Service shall be at-will and at the pleasure of the Board of Education. Carried unanimously.

(NON-CERTIFIED)

Moved by Mr. Cancemi, seconded by Mr. Kropp, upon the recommendation of the District Superintendent, that the following conference requests be approved:

CONFERENCE REQUESTS

**Rachael Rossi and Brenda Ziomek, New York State Education Department Distance Learning Train-the-Trainer**, Albany, NY, December 12-14, 2018. No cost to the BOCES.

**Stephanie Bevacqua and Susan Diemert, NYACCE Board Meeting**, Syracuse, NY, January 14-15, 2019. Est. Cost: \$487.00. Funded through continuing education.

**Jennifer Talarico, Statewide Professional Development Framework Workshop**, Albany, NY, January 2-4, 2019. Est. Cost: \$335.00. Funded through the center for school improvement and professional development.

Carried unanimously.

Ms. Kennedy said that she likes the quality of the conferences that staff attend and appreciates the follow up reports to the board. Mrs. Osborn said that she and Dr. Godshall will be attending the North Tonawanda board meeting on January 2, 2019. Mr. Cancemi said that Niagara Falls will be accepting 60 three- and four-year olds in to the Pre-K program. Mr. Wadhams said that Albion CSD is still seeking applicants for their business/finance manager position. Mr. Kropp said that his superintendent had double knee replacement surgery and Dan Johnson will be filling in during his convalescence. He also stated that the ALCU is going after facial recognition programs in schools. He is going to meet with Mr. Johnson to develop a policy against vaping. Mrs. Feltz said that Barker is re-writing the district values and mission statement and is quite impressed with the process utilized to do so. Mrs. Swearingen thanked Mr. Grabowski for filling in for her at the November board meeting and said that he will be helping her out again in January.

BOARD MEMBER COMMENTS

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, to enter into executive session at 8:00 p.m. to discuss matters pertaining to the employment histories of particular individuals; collective negotiations with the BOCES Teachers' Association (BOCESTA); and current litigation in the matter of Adam v. Orleans/Niagara BOCES (New York State Supreme Court, Niagara County). Carried unanimously.

EXECUTIVE SESSION



Moved by Mrs. Covell, seconded by Ms. Kennedy, to reconvene the meeting at 8:25 p.m. Carried unanimously.

Moved by Mr. Klotzbach, seconded by Mr. Kropp, upon the recommendation of the District Superintendent, that the Orleans/Niagara BOCES gives approval for the District Superintendent, in his discretion, to continue to refrain from utilization of the services of a particular appointed substitute employee. Carried unanimously.

NON-  
UTILIZATION  
OF A  
SUBSTITUTE  
EMPLOYEE'S  
SERVICE

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, upon the recommendation of the District Superintendent, that the Orleans/Niagara BOCES hereby approves the Memorandum of Agreement with the BOCES Teachers' Association (BOCESTA), Dated November 21, 2018, as submitted. Carried unanimously.

MEMORANDUM  
OF  
AGREEMENT  
BOCESTA

Moved by Mr. Klotzbach, seconded by Mr. Grabowski, to adjourn the meeting at 8:30 p.m. Carried unanimously.

ADJOURNMENT

Respectfully submitted,

Carrie E. Standish  
Clerk Pro-Tem