



**5 BOCES Road  
Poughkeepsie, NY 12601**

**Reorganizational Meeting  
Friday, July 8, 2016  
Administration Building  
7:00 a.m.**

**AGENDA**

**I. Call to Order**

Clerk of the Board as Temporary Chairperson (to IIA)

Pledge of Allegiance

Oath of Office

**II. Reorganization**

A. Election of President  
(President assumes Chair)

B. Election of Vice President

*ITEMS C-X MAY BE CONSIDERED AS CONSENT AGENDA ITEMS UNLESS EXCEPTIONS ARE REQUESTED.*

C. Appointment of Clerk (Nancy Pisanelli)

D. Appointment of Treasurer (Karen Brady)

E. Appointment of Deputy Treasurer (Eileen Slate)

F. Appointment of Purchasing Agent (Barbara Costakis) and Alternate (Sherre Wesley)

G. Appointment of Internal Claims Auditor (Michael Wolff Advisory Services) and Alternates (Linda Way and Melissa Hawley)

H. Appointment of Appointing Officer for Civil Service (Norah Merritt) and Alternate (Sherre Wesley)

I. Appointment of Title IX Officer (Cora Stempel)

J. Appointment of Records Management Officer (Nancy Pisanelli)

K. Appointment of Records Access Officer (Nancy Pisanelli)

L. Appointment of Records Access Appeals Officer (Richard Hooley)

M. Appointment of 504 Compliance Officer (Norah Merritt)

N. Appointment of Health Insurance Portability & Privacy Act Compliance Officer (HIPPA) (Sherre Wesley)

O. Appointment of Sexual Harassment Compliance Officers (Norah Merritt--Students; Cora Stempel--Employees)

P. Appointment of Dignity Act Coordinator (Norah Merritt)

- Q. Appointment of School Physicians--Dr. Robin Portelli (7/1/16 - 10/3/16) and Dr. Walter Soha (10/3/16 – 7/1/17) with a renewed annual stipend of \$2,500
- R. Authorize Sherre Wesley or Norah Merritt to certify payrolls
- S. Appointment of Investment Committee (Sherre Wesley, Cora Stempel and Matthew Metzger)
- T. Reaffirm Resolution #16-17-7-1 retaining the legal services of Thomas, Drohan, Waxman, Petigrow & Mayle, LLP (Purple Attachment #1)
- U. Appointment of DEHIC Trustees (Sherre Wesley) and Alternate (Matthew Metzger)
- V. Appointment of Workers Compensation Representatives (Matthew Metzger) and Alternate (Sherre Wesley)
- W. Designation of Official Bank Depositories (Key Bank, NYLAF, M&T Bank, Bank of America, J.P. Morgan Chase, First Niagra, TD Bank and NYCLASS) (Resolution #16-17-7-2) (Purple Attach. #2)
- X. Designation of Official Newspaper (Poughkeepsie Journal)

*ITEMS BELOW TO BE CONSIDERED SEPARATELY*

- Y. Establishment of Petty Cash Funds for 2016-2017
  - \$100 District Superintendent's Office (Nancy Pisanelli)
  - \$100 Central Administration (Cindy Cameron)
  - \$100 Salt Point Center (Patrick Crisci)
  - \$100 Occupational Education (Joanne Gorman)
  - \$100 Adult & Continuing Education (Linda Way)
  - \$100 Alternative Education – BETA (Corrine Pahlck)
  - \$100 Educational Resources – BETA (Kip Newman)

Z. Resolutions

1. Authorization to Borrow Monies (Resolution #16-17-7-3) (Purple Attachment #3)
2. Authorization to Appoint Temporary Personnel (Resolution #16-17-7-4) (Purple Attachment #4)
3. Authorization to Extend Leases (Resolution #16-17-7-5) (Purple Attachment #5)
4. Authorization to readopt all current Board policies, including the Code of Ethics, for the 2016-17 school year
5. Recommendation to reauthorize the BOCES Employee Recognition Program under the administrative auspices of the District Superintendent

Other

1. Appointment of a BOCES Board member to serve as representative on the Safe Schools Against Violence Education (SAVE) Legislation Review Team 2016-17  
**Mr. Hurley**
2. Appointment of one Board member to serve on the Dutchess County School Boards Association (DCSBA) Executive Committee for 2016-17  
**Mr. McCormick - Primary/Mr. Rubin - Alternate**
3. Appointment of New York State School Boards Association (NYSSBA) Voting Delegate and Alternate at the Annual Meeting, October 27-29, 2016 in Buffalo  
**Mr. Hurley – Primary/Mr. McCormick – Alternate**

4. Appointment of Legislative Liaison to the New York State School Boards  
**Mr. Chiumento**
5. Appointment of Board Member to the Wellness Committee 2016-17  
**Mr. McCormick**
6. Appointment of Board Committee Members 2016-17  
Audit Committee:  
**Mr. Riehl, Chair; Mr. Culver, Mr. Rubin**  
  
Personnel Committee:  
**Mr. Chiumento, Chair; Mr. Coates, Mr. Hurley**  
  
Policy Committee:  
**Mr. Hurley, Chair; Mr. Riehl, Mr. Rubin**

**III. Board President Remarks:** Review of Board Retreat Agenda (attached)

**IV. District Superintendent's Report**

**V. Approval of Agenda**

**VI. Public Comments**

**VII. Other Action Items**

*ITEMS MARKED WITH ASTERISKS MAY BE TAKEN AS CONSENT AGENDA ITEMS.*

A. Minutes

1. Acceptance of the minutes of the regular meeting of June 8, 2016, as previously distributed. (White Attachment #1, pp1-10)

B. Finance

**Suggested motion:** That the Board accepts the following reports and approves the following recommendations.

1. Treasurer's Report for the month of May 2016 (Green Attachment #1, pp1-14)
2. Budget Modifications #15-16-410-443 (Green Attachment #2)
3. Recommendation for approval of the following bids:
  - 3a. Re-Award of VoIP Speaker System Products bid (Green Attachment #3a, pp1-2)
  - 3b. Cooperative Door & Hardware bid (Green Attachment #3b, pp1-2)
4. Budget Transfers (Green Attachment #4, pp1-2)
5. Budget Transfer Report (Informational Only) (Green Attachment #5, pp1-4)
6. Internal Claims Report (Green Attachment #6, pp1-2)
7. Recommend consideration and approval of the 2016-17 budgets for the School Lunch Program and Capital Fund (Green Attachment #7, pp1-2)
8. Recommend consideration and approval of the following resolution:  
 RESOLVED, that the governing body of this BOCES authority directs the District Superintendent to revise the Free and Reduced Price Meal and/or Special Milk Program Policy including the 2016-17 Family Eligibility Criteria for free and reduced price meals and/or free special milk and all applicable wording in the body, attachment and addendum of said policy, as appropriately conformed to the state budget once the latter is enacted into legislation and signed by the Governor.

## C. Personnel

**Suggested motion:** That the Board approves the personnel recommendations for the employment, retirement, resignations, appointments, and tenures as listed on the noted attachments.

1. Create Positions – (Blue Attachment #1, pp1-2)
2. Recall Staff – (Blue Attachment #2)
3. Increase in Hourly Rate – (Blue Attachment 3a)
4. Retirement
  - 4a. Non-Certificated – (Blue Attachment #4a)
5. Resignations
  - 5a. Certificated – (Blue Attachment #5a)
6. Appointments
  - 6a. Certificated – (Blue Attachment #6a, pp1-3)
  - 6b. Non-Certificated – (Blue Attachment #6b)
  - 6c. Summer School – SPC (Blue Attachment #6c)
  - 6d. Summer School – Hyde Park (Blue Attachment #6d)
7. Tenures
  - 7a. Certificated – (Blue Attachment #7a, pp1-4)

## C. Other

1. Other Items Requested by Trustees
2. Committee Reports and Others
3. **Suggested Motion:** That the Board approves the Dutchess BOCES Line & Staff Chart, dated July 8, 2016, reflecting current positions and personnel (to be distributed at the Board meeting)
4. **Suggested Motion:** That the Board approves the Memorandum of Agreement between BOCES and Cora Stempel as follows:

It is hereby agreed by and between the Dutchess County Board of Cooperative Educational Services (“BOCES”) and Cora Stempel as follows:

1. Upon the completion of a minimum of five (5) years of continuous service with the BOCES, and provided Ms. Stempel retires from the BOCES in accordance with the Teachers’ Retirement System, Ms. Stempel shall be provided with retiree health insurance (individual, family, or two person [if applicable]) at the same BOCES rate of contribution in effect in the Administrative and Supervisory Association collective bargaining agreement at the time of her retirement.
2. This Agreement is subject to approval by the Board of Trustees

5. **Suggested Motion:** That the Board accepts the Dutchess BOCES Wellness Report (Yellow Attachment #5, pp1-4)
6. **Suggested Motion:** That the Board approves the Memorandum of Understanding between the BOCES Faculty Association (“BFA”) and Dutchess County Board of Cooperative Educational Services (“BOCES”) dated June 23, 2016 (Yellow Attachment #6)
7. **Suggested Motion:** That the Board approves the Memorandum of Understanding between the BOCES Administrative & Supervisory Association (“ASA”) and Dutchess County Board of Cooperative Educational Services (“BOCES”) dated June 23, 2016 (Yellow Attachment #7)
8. **Suggested Motion:** That the Board approves the ESI Employee Assistance Group of Wellsville, NY contract with Dutchess BOCES in the amount of \$60,086.25 for a period from July 1, 2016 through June 30, 2017. (Yellow Attachment #8)
9. **Suggested Motion:** That the Board approves the contract renewal with Direct Energy for electric supply from Municipal Electric & Gas Alliance (MEGA). The contract period will run from July 1, 2016 through June 30, 2018. (Yellow Attachment #9)
10. **Suggested Motion:** That the Board approves the contract extension with Eastern Managed Print Network, A Xerox Corporation for the Dutchess BOCES Networked Copier Contract. The contract extension period will run from July 31, 2016 through October 31, 2016. (Yellow Attachment #10)
11. **Suggested Motion:** That the Board approves the recommendation to increase the Pre-Bond Planning Professional Services agreement with KG&D Architects from \$27,500 to \$37,000, plus \$3,500 per optional artist rendering. (Yellow Attachment #11, pp1-2)
12. **Suggested Motion:** That the Board approves the payment of the Dutchess County School Boards Association annual dues for 2016-17 in the amount of \$875.00.
13. **Suggested Motion:** That the Board approves the 2016-17 OT/PT contracts for the period September 1, 2016 through June 30, 2017. (Yellow Attachment #13)
14. Donations
  - Suggested Motion:** That the Board accepts, with appreciation, the following donations from Subzero-Wolf Appliances:
    - Refrigeration at a value of \$10,765
    - Refrigeration at a value of \$10,370
    - Refrigeration at a value of \$9,880
    - Double Oven at a value of \$7,950
    - Microwave at a value of \$750
  - from Mann Appliance:
    - Beverage Air
    - Sub Zero Freezer
    - Winemate
    - U-Line Ice Maker

**VIII. Executive Session (if requested)**

## Information:

- Letter from NYS and Local Retirement System re: appreciation to Dr. Wesley and Ms. Grunow, dated June 23, 2016

## Upcoming events:

- August 4<sup>th</sup>--Summer Scholars Closing Ceremony, 12:00 noon at DCC
- August 17<sup>th</sup>--Board Retreat, 5:30 p.m. BOCES Board Room
- September 21<sup>st</sup>--BOCES Board Meeting 7:00 p.m.
- October 19<sup>th</sup>--BOCES Board Meeting 7:00 p.m.
- October 27-29<sup>th</sup>--NYSSBA Annual Convention, Buffalo

**IX. Adjournment**