

BOARD OF COOPERATIVE EDUCATIONAL SERVICES  
Hamilton-Fulton-Montgomery Counties  
Johnstown, NY 12095

DATE November 30, 2022

PLACE HFM BOCES Board Room

KIND OF MEETING Regular Meeting

MEMBERS PRESENT Harry Brooks, Carmen Caraco, Rebecca Cozzocrea  
John DeValve, Jean LaPorta, Matt Sullivan  
and Kathryn Zajicek

OTHERS PRESENT David Ziskin, District Superintendent; Jay  
DeTraglia, Assistant Superintendent; Aaron  
Bochniak, Assistant Superintendent; Kathi  
Lewis, School Business Official; Christine  
Carioto, Adirondack Academy Principal; James  
Lorenzoni, School Safety Officer; Shayrellis  
Alicea, Adirondack Academy Student and  
Christine Eaton, Clerk

CALL TO ORDER Harry Brooks called the meeting to order at  
5:00 p.m.

APPROVAL OF AGENDA John DeValve made a motion, seconded by Kathryn  
Zajicek and unanimously carried to waive the  
48-hour notice and approve the agenda as  
presented and add or remove any items  
introduced by unanimous vote.

APPROVAL OF MINUTES Jean LaPorta made a motion, seconded by  
Carmen Caraco to approve the minutes of the  
October 26, 2022 Board meeting. This motion  
was unanimously carried.

ASSISTANT SUPERINTENDENT  
FOR EDUCATIONAL  
SERVICES REPORT The Assistant Superintendent for Educational  
Service's Partnership-Advocacy-Leadership  
Report included:  
  
▶ Adirondack Academy Presentation

ASSISTANT SUPERINTENDENT  
FOR BOCES OPERATIONS  
AND COMPONENT  
DISTRICT SERVICES The Assistant Superintendent for BOCES  
Operations and Component District  
Service's Partnership-Advocacy-Leadership  
report included:  
  
▶ Utica University Transitional B

**DISTRICT SUPERINTENDENT'S REPORT**

The District Superintendent's Partnership-Advocacy-Leadership report included:

► State Updates

**PERSONNEL ITEMS**

Upon the District Superintendent's recommendation, the following personnel items were presented to the Board for acceptance or approval. All new appointments are contingent upon receipt of Employment Eligibility Verification form.

**Personnel Matters - Unclassified A-P** - Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to accept the following Unclassified Personnel Matters:

**BE IT RESOLVED** that the Board of Education of the Hamilton-Fulton-Montgomery Board of Cooperative Education Services accepts the recommendation of the District Superintendent to approve the following unclassified personnel actions:

A. Probationary Appointments:

Upon the recommendation of the District Superintendent, the Board of Education hereby appoint the individual(s) listed below to a probationary appointment in the indicated tenure area contingent upon their successful completion of the probationary term and having received composite or overall APPR ratings of either "Effective" or "Highly Effective" in at least three of the four preceding years and a rating higher than ineffective.

Item	Name	Tenure Area/ Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Certification Status	Salary
1	Keyser, Kayla	School Social Worker / Behaviorist	1	Adirondack Academy	12/15/2022	12/14/2026	School Social Worker Provisional	Schedule D, Step 8 (prorated)
2	Bronski, Justyna	Instructional Support in Professional Learning / Teacher on Special Assignment (Instructional Coach)	1	Instructional Services	12/1/2022	11/30/2026	Math 7-12 Professional	Schedule D, Step 7 (prorated)
3	Paul, Nadine**	Administrative Coordinator / Administrative Coordinator - Special Education	1	Special Education	1/3/2023	1/2/2027	School Building Leader Initial	\$85,000 (prorated)

\*Original appointment on 8/31/2022 amended to change status from temporary to part-time

\*\*Appointment contingent upon successful completion of all requirements for certification

B. Tenure Appointments:

Upon the recommendation of the District Superintendent, the Board of Education hereby tentatively grants the following instructional employee(s) tenure in the indicated tenure area contingent upon successful completion of the probationary term

**NONE**

C. Temporary Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Certification	Salary
1	Peters, Susan	Spanish Teacher	1	Adirondack Academy	12/6/2022	6/30/2023	Spanish 7-12 Permanent	\$75,000 (prorated)
2	Sommerville-Braun, Nathanael	Equity & Inclusion Club	Extracurricular Compensation	Special Education	9/1/2022	6/30/2023	n/a	Per Article 20 of the BOCES Teachers' Association Contract
3	Decker, Donna*	Interim Administrative Coordinator	Up to 100 days	Special Education	10/19/2022	6/30/2023	Special Education Permanent, School District Administrator Permanent	\$500.00/day

\*Original appointment 10/26/2022 being amended to revise start date

D. Leave Replacements

**NONE**

E. Substitutes (Certified)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Certification	Salary
1	Peconie, Ann	Substitute Teacher Certified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	School Attendance Teacher Permanent, School Counselor Permanent	Per diem*

\*Hourly or per diem substitute rate as established by the Board of Education on 7/6/2022

F. Substitutes (Uncertified)

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Andujar, Amy	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*
2	Brittain, Laura	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*

3	Bryant, Garrison	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*
4	Fisher, Madison	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*
5	Palczak, Gregory	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*
6	Tevis-Finn, Julie	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*
7	Yacobucci, Jaclyn	Substitute Teacher Uncertified	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per diem*

\*Hourly or per diem substitute rate as established by the Board of Education on 7/6/2022

G. Leaves (Unpaid)

**NONE**

Leaves (FMLA)\*

Item	Name	Position Title	Assignment	Date(s)
1	Kelly, Cheryl	Teacher	Special Education	11/3/2022 - 11/2/2023 (intermittent)
2	Martino, Brianne	Teacher	Special Education	11/25/2022 - 3/6/2023
3	Wild, Elizabeth	Administrative Coordinator	Special Education	12/13/2022 - 3/21/2023
4	Young, Killian	School Social Worker	Special Education	12/7/2022 - 2/3/2023

\*Time off constitutes use of employee's leave accruals and, once exhausted, unpaid leave time

H. Resignations

Item	Name	Position	Assignment	Effective Date
1	Kucharik, Mark	Speech Pathologist	Special Education	11/25/2022

I. Layoffs

**NONE**

J. Recalls

**NONE**

K. Terminations

**NONE**

L. Retirements

Item	Name	Position	Assignment	Effective Date
1	Iarossi, JoAnn	Teacher	Special Education	11/28/2022

M. Summer (Temporary) Appointments

**NONE**

N. Rescind Appointments - Instructional Personnel

**NONE**

O. Change of Assignment - Instructional Personnel - Informational Only

**NONE**

P. Change FTE/Hours/Salary

Item	Name	Position Title	Effort From	Effort To	Effective Date	Salary
1	Brown, Eleanor*	Speech Teacher	0.60	1.00	11/21/2022	\$90,516.55 (prorated)

\*Temporary Appointment, 9/1/2022 - 6/30/2023

**Personnel Matters - Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to accept the following Classified Personnel Matters:**

**BE IT RESOLVED** that the Board of Education of the Hamilton-Fulton-Montgomery Board of Cooperative Education Services accepts the recommendation of the District Superintendent to approve the following classified personnel actions:

A. Non-Instructional Appointments: Permanent Status Serving Probation

Item	Name	Position Title	FTE	Assignment	Probationary Appointment Start Date	Probationary Appointment End Date	Salary
1	Chase, Angela	School Bus Attendant	1.0	Regional Transportation	10/31/2022	10/30/2023	\$14.03/hour

2	VanAllen, Marie	School Bus Attendant	1.0	Regional Transportation	11/7/2022	11/6/2023	\$14.03/hour
3	Vogel, Kayla Marie	School Bus Attendant	1.0	Regional Transportation	11/21/2022	11/20/2023	\$14.03/hour
4	Kohler, Pamela	Teacher Aide	1.0	Special Education	11/7/2022	11/6/2023	\$21,006.98 (prorated)

B. Non-Instructional Appointments: Contingent Permanent

**NONE**

C. Provisional Appointments: Starting

Item	Name	Position Title	FTE	Assignment	Start Date	Salary
1	Westfall, Kaitlyn	Physical Therapist (School District)	1.0	Special Education	12/12/2022	\$55,000 + \$1,500 doctoral degree supplement (prorated)

Provisional Appointments: Ending

**NONE**

D. Substitute Appointments

Item	Name	Position Title	FTE	Assignment	Start Date	End Date	Salary
1	Bryant, Garrison	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per Hour*
2	Fisher, Madison	Substitute School Monitor	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per Hour*
3	Bryant, Garrison	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per Hour*
4	Fisher, Madison	Substitute Teacher Aide	Pro Re Nata	Any BOCES Location, as needed	12/1/2022	6/30/2023	Per Hour*
5	Austin, Gary	Substitute School Bus Attendant	Pro Re Nata	Regional Transportation	11/21/2022	6/30/2023	Per Hour*
6	McArthur, Victoria	Substitute School Bus Attendant	Pro Re Nata	Regional Transportation	12/5/2022	6/30/2023	Per Hour*

7	Pagles, Lorraine	Substitute School Bus Attendant	Pro Re Nata	Regional Transportation	11/7/2022	6/30/2023	Per Hour*
8	Chase, Angela	Substitute School Bus Driver Trainee	Pro Re Nata	Regional Transportation	10/31/2022	6/30/2023	\$18.01/hour
9	McArthur, Victoria	Substitute School Bus Driver Trainee	Pro Re Nata	Regional Transportation	12/5/2022	6/30/2023	\$18.01/hour

\*Hourly or per diem substitute rate as established by the Board of Education on 7/6/2022

E. Leaves (Unpaid)

Item	Name	Position Title	Assignment	Effective Date(s)
1	Kline, Tiena	Human Resources Specialist	Human Resources	10/25/2022 - 10/28/2022 [4 days]
2	Graham, Taylor	Teacher Aide	Special Education	10/26/2022
3	Horton, Nikayla	Physical Therapist	Special Education	10/20/2022, 10/21/2022, 11/1/2022, 11/10/2022, 11/16/2022 [4.5 days]
4	Towne, Mackenzie	Teacher Aide	Special Education	10/28/2022, 10/31/2022 (1/2 day) [1.5 days]
5	Papa, Mary	Teacher Aide	Special Education	11/22/2022 [1 day]
6	Rumrill, Colleen	Teacher Aide	Special Education	9/14/22 - 12/7/2022

Leaves (FMLA)\*

Item	Name	Position Title	Assignment	Effective Date
1	Brownell, Karyl	Teacher Aide	Special Education	11/14/22 - 2/13/2023
2	Lander, Jennifer	Senior Account Clerk	Business Office	11/21/2022 - 5/19/2023 (intermittent)

\*Time off constitutes use of employee's leave accruals, if available, and once exhausted, unpaid leave time  
Leave of Absence

**NONE**

F. Retirements

**NONE**

G. Terminations

Item	Name	Position Title	Assignment	Effective Date
1	Morey, Tiffany	Teacher Aide	Special Education	12/1/2022

H. Resignations

Item	Name	Position Title	Assignment	Effective Date
1	Chase, Angela	School Bus Attendant	Regional Transportation	11/8/2022
2	Kruger, Kiara	Teacher Aide	Special Education	11/11/2022

I. Layoffs

**NONE**

Reductions

**NONE**

J. Recalls

**NONE**

K. Change of Assignment - Information Only

**NONE**

L. Temporary Appointments

Item	Name	Position Title	Effort	Assignment	Start Date	End Date	Salary/Rate
1	Webb, Amy	Substitute Food Service Teacher	Stipend	CTE	10/31/2022	3/3/2023	\$92.25/day
2	Wilder, Paul	Head Mechanic	Stipend	Regional Transportation	7/1/2022	6/30/2023	\$3,500

M. Summer (Temporary Appointments)

**NONE**



N. Rescind Appointments

Item	Name	Position Title	Assignment	Effective Date
1	Gonzalez, Blanca*	Substitute Teacher Aide	Any BOCES Location, as needed	9/29/2022

\*Original appointment 9/28/2022

**MISCELLANEOUS  
PERSONNEL ITEMS**

Kathryn Zajicek made a motion, seconded by Rebecca Cozzocrea and unanimously carried to approve the following miscellaneous resolutions:

Memorandum of Agreement by and between the HFM BOCES Board of Cooperative Educational Services and the CSEA Hamilton-Fulton-Montgomery Regional Transportation Unit dated November 30, 2022 (SY 22-23 #77)

**CLAIMS AUDITOR  
REPORT**

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the Claims Auditor Report for the period of October 5, 2022 through October 27, 2022. (SY 22-23 #78)

**TREASURER'S REPORT**

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the Treasurer's Report for the period of September 1, 2022 through September 30, 2022. (SY 22-23 #79)

**EXTRACLASS REPORTS**

Jean LaPorta made a motion, seconded by John DeValve and unanimously carried to approve the October 2022 Extraclass report as submitted. (SY 22-23 #80)

**GRANTS**

Kathryn Zajicek made a motion, seconded by Matt Sullivan and unanimously carried to accept the following grant funds, and authorize their suitable appropriation and expenditure, pursuant to State Education Department and/or local approvals:

Perkins IV/CTEIA Basic Grant - \$184,684 (SY 22-23 #81)

WIOA, Title II, Adult Education and Literacy  
- \$125,000 (SY 22-23 #82)

WIOA, Title II, Adult Education and Literacy  
(Amsterdam Literacy Zone) - \$150,000 (SY 22-  
23 #83)

WIOA, Title II, Adult Education and Literacy  
(Gloversville Literacy Zone) - \$150,000 (SY  
22-23 #84)

WIOA, Title II, Integrated English and  
Civics Education - \$300,000 (SY 22-23 #85)

WIOA, Title II, Corrections Education and  
Other Institutionalized Education - \$250,000  
(SY 22-23 #86)

INDEPENDENT                    John DeValve made a motion to authorize the  
CONTRACTOR SERVICES        District Superintendent to execute the  
AGREEMENT -                    Independent Contractor Services Agreement by and  
LAGARDE                        between HFM BOCES and Jennifer LaGarde to plan  
   and deliver a one-day workshop for school  
   librarians and other educators. This motion was  
   seconded by Kathryn Zajicek and unanimously  
   carried. (SY 22-23 #87)

INDEPENDENT                    Kathryn Zajicek made a motion to authorize the  
CONTRACTOR SERVICES        District Superintendent to execute the  
AGREEMENT -                    Independent Contractor Services Agreement by and  
ICAN                                between HFM BOCES and ICAN to provide 10 days of  
   Therapeutic Crisis Intervention refresher  
   training. This motion was seconded by Rebecca  
   Cozzocrea and unanimously carried. (SY 22-23  
   #88)

RFB RECOMMENDATIONS Pursuant to the competitive bidding process,  
Kathryn Zajicek made a motion, seconded by Jean  
LaPorta and unanimously carried to accept the Bid  
recommendations in accordance with the subject to  
provisions pf the BOCES Bid numbers: 23-04 and  
23-03SP-RE as noted by memoranda from the  
Purchasing Official in the following areas:

RFB 23-04 Services for Building and Conditions Survey -  
Tetra Tech Architects & Engineers, 8 Southwoods Boulevard,  
Third Floor, Albany, NY 12211 (SY 22-23 #89, #89B)

**RFB 23-03SP-RE Student Transportation Services** - Amazing Grace Transportation, 1575 State Street, Schenectady, NY 12304. (SY 22-23 #90, #90B)

**EMPIRE BLUECROSS  
MEDICARE ADVANTAGE  
RENEWAL** Carmen Caraco made a motion, seconded by John DeValve and unanimously carried to authorize the District Superintendent to renew the Empire MediBlue Freedom PPO plan with Empire BlueCross to provide health insurance to HFM BOCES Medicare eligible retirees at a rate increase of 4.9% effective January 1, 2023 through December 31, 2023. (SY 22-23 #91)

**OTHER BUSINESS** Kathryn Zajicek made a motion, seconded by Matt Sullivan and unanimously carried to accept the following policy and revised policies as first readings:

Policy #4500 - General Procurement Standards (SY 22-23 #92)

Policy #4501 - Competitive Bidding (SY 22-23 #93)

Policy #4502 - Non-Bid Purchasing (SY 22-23 #94)

Policy #4506 - Procurement: Uniform Grant Guidance for Federal Awards (SY 22-23 #95)

**BOARD MEMBER  
REPORTS and  
COMMENTS** Jean LaPorta told the Board about the Health Insurance Committee meeting that she attended on November 21, 2022.

**FUTURE MEETINGS**

December 21 2022 - HFM BOCES Regular Board Meeting - 5:00 p.m., HFM BOCES Board Room

**ADJOURNMENT:**

With no further business to come before the Board, John DeValve made a motion at 6:22 p.m. to adjourn the meeting. This motion was seconded by Carmen Caraco and unanimously carried.

Respectfully submitted,

Christine Eaton  
Clerk of the Board