Minutes of the Monthly Business Meeting of the
Rockland Board of Cooperative Educational Services
65 Parrott Road, West Nyack, New York

October 10, 2012

BOARD MEMBERS PRESENT:

Ronald Hansen, President
Sandi Jeanette, Vice President
Robert Davis
Gail Koss
Michael Mark
Rosemary Pitruzzella
Christine Webb
Peggy Zugibe

Absent: David Grammerstorf
Carmela Bozzuti, Clerk to the Board

OTHERS PRESENT:

Dr. Mary Jean Marsico, District Superintendent
William Toussaint, Deputy Superintendent
Dr. Amy Albers, Assistant Superintendent for Student Services
Ana Reluzco, Director of Human Resource
Christine Romanjuk, Director of Business
Bill Boydston, Director of Career Technical Ed. Ctr.
Stephanie Gouss, Director of Communications
Ed Gray, Director of Facilities
Michael Loblano, Health & Safety Coord.
Katherine Mistele, Supervisor of Adult Education
Kaushika Patel, Director of Technology
Billy Popkave, Supervisor of Transportation
Deborah Kydon – BOCES Staff Association
Kathleen Ryan-Triola - BASA
David Wemmer, Korn, Rosenbaum, LLC
Stephen Fromson, Attorney

Mr. Hansen, President, called the meeting to order at 7:01 p.m.  

CALL TO ORDER

The Pledge of Allegiance was led by Mrs. Webb.

PLEDGE OF ALLEGIANCE

On motion by Mrs. Koss, seconded by Mrs. Zugibe, the meeting adjourned to Executive Session to discuss personnel issues:  Time: 7:04 p.m.

EXECUTIVE SESSION
#10-10-12-01

On motion by Mrs. Webb seconded by Mrs. Koss, the meeting reconvened to Public Session: Time: 8:05 p.m.

RETURN TO PUBLIC SESSION
#10-10-12-02
Dr. Marsico introduced Maura Meara, the recipient of the Commitment to Excellence award. Maura started at BOCES twenty years ago and has been at the Rockland County jail for twelve of those years, first as a counselor to adults, providing life skills training, pre-vocational assessments and leading students upon their release to vocational training at BOCES. Over the years, Maura became responsible for GED preparation for both men and women as well as providing additional support for women students through a new library that was supported by Dr. Charlene Jordan after visiting the Rockland County Jail. Maura is committed to working with those who most feel they are not worth much due to their behavior. Realizing that these students will someday be our neighbors, she has made it a priority to give her students “all she can” even with limited funding. Maura deserves this award of excellence for being the silent teacher.

David Wemmer of Korn, Rosenbaum, LLC gave his presentation of the Auditor’s Report for the fiscal year ending June 30, 2012. He praised the Business Office for their accuracy and thoroughness of information. Gail Koss acknowledged the good job done by Christine Romaniuk.

Dr. Marsico was pleased to announce that on October 11, 2012 the Health Department, Nyack Hospital and Rockland BOCES Adult Education and Business Services Program will hold an emergency preparedness full-scale exercise to test online electronic patient registration and demonstrate the ability to administer flu vaccines to 50 people in the first 15 minutes, and 200 people in one hour. Mr. Hansen acknowledged this important event.

Dr. Marsico was pleased to report that administrators from New Jersey school districts have begun to visit our campus. Stephanie Gouss and Cathy O’Brien will be visiting schools in Bergen County, marketing CTEC, Special Education and Professional Development.

Dr. Marsico announced that Billy Castellane was a recipient of Rockland Economic Development Corporation’s “Forty Under 40” because of his commitment to growth, development, professional excellence and the community-at-large.

Dr. Marsico and the Board thanked Bill Toussaint and Ana Reluzco for the open dialogue with the bargaining units.

The Policy Committee, consisting of David Grammerstorf, Rosemary Pitruzzella and Bill Toussaint were praised for their work in revising the Policy Book and for making it available online. Gail Koss thanked Helene Hanson for her work in preparing this document.

On motion by Mrs. Pitruzzella, seconded by Mrs. Zugibe, the Board accepted the minutes of the September 12, 2012 Board meeting.

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Personnel actions as indicated on the Certificated Personnel Report for October 10, 2012.
On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Personnel actions as indicated on the Addendum to the Certificated Personnel Report for October 10, 2012.

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Personnel actions as indicated on the Classified Personnel Report for October 10, 2012.

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Resolution Regarding Annual Professional Performance Review of Classroom Teachers and Building Principals.

RESOLUTION REGARDING ANNUAL PROFESSIONAL PERFORMANCE REVIEW OF CLASSROOM TEACHERS AND BUILDING PRINCIPALS

WHEREAS, Chapter 21 of the Laws of 2012 amended Education Law §3012-c relating to the Annual Professional Performance Review (APPR) of classroom teachers and building principals; and

WHEREAS, the aforesaid statute requires BOCES to adopt an APPR plan for its classroom teachers and principals; and

WHEREAS, the aforesaid plan must be submitted to the Commissioner of Education for review and approval, and

WHEREAS, representatives of the BOCES Board have been meeting with representatives of the principals bargaining unit and teachers bargaining unit to negotiate a plan consistent with the applicable statue; and

WHEREAS, BOCES has been advised by the State Education Department that it must submit its plan to the Commissioner of Education by no later than October 15, 2012; and

WHEREAS, the aforesaid negotiations have not yet been completed; and

WHEREAS, the District Superintendent has recommended to the BOCES Board that so long as the plan negotiated with the building administrators and teachers bargaining units complies with the provisions of the Education Law that the District Superintendent and Board President be authorized to approve and sign same on behalf of the BOCES Board and then file it with the Commissioner of Education.

NOW, THEREFORE, BE IT RESOLVED that the BOCES Board does hereby accept the recommendation of the District Superintendent; and

BE IT FURTHER RESOLVED that the President of the BOCES Board and District Superintendent shall be authorized to approve and sign the aforesaid APPR plan with the bargaining units for the building administrators and teachers so long as it is in compliance with the Education Law; and
BE IT FURTHER RESOLVED that the District Superintendent and/or her designee shall be authorized to take whatever action is necessary to file the aforesaid APPR with the Commissioner of Education and also to fulfill the provisions of this Resolution.

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Revised Resolution for the Certification of Lead Evaluators.

REVISED RESOLUTION FOR THE CERTIFICATION OF LEAD EVALUATORS

BE IT RESOLVED THAT the following are hereby certified as Qualified Lead Evaluators of teachers and principals having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

- Dr. Mary Jean Marsico
- William Toussaint
- Dr. Charlene Jordan
- Dr. Amy Albers
- Cathy O’Brien
- Ana Reluzco
- William Boydston
- Patricia Krizan

1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
2. Evidence-based observation techniques that are grounded in research;
3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
4. Application and use of the State-approved principal and teacher rubrics selected by Rockland BOCES for use in the evaluation of teachers and principals, including training on the effective application of such rubrics to observe the practice of teachers and principals;
5. Application and use of the assessment tools that Rockland BOCES utilizes to evaluate its teachers and principals, including, but not limited to structured portfolio reviews; student, parent, teacher feedback; building principal improvement goals, etc.;
6. Application and use of the State-approved locally selected measures of student achievement used by Rockland BOCES to evaluate its teachers and principals;
7. The scoring methodology utilized by the Department and Rockland BOCES to evaluate a teacher or principal under 8 NYCRR Subpart 30-2, including:
   - (a) how scores are generated for each subcomponent and the composite effectiveness score of teachers and principals, and
   - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and principals and their subcomponent ratings; and
8. Specific considerations in evaluating teachers and principals of English language learners and students with disabilities.
Training on the Statewide Instructional Reporting System, as required by 8 NYCRR §30-2.9(b), will also be provided after the New York State Education Department makes available information for such training.

This certification has been issued in accordance with the process for certifying lead evaluators described in Rockland BOCES annual professional performance review plan.

__________________________________________
Signature of Rockland BOCES Board President       Date Adopted

__________________________________________
Signature of Rockland BOCES District Superintendent Date Adopted

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Revised Resolution for the Certification of Evaluators.

REVISED RESOLUTION FOR THE CERTIFICATION OF EVALUATORS

BE IT RESOLVED THAT the following are hereby certified as Qualified Evaluators of teachers having successfully completed the training requirements prescribed in 8 NYCRR §30-2.9(b), including:

Kim Bell  
William Castellane  
Gianluca DiMuccio  
Jacques Laine  
Julie Larsen  
Joyce Mucci  
Taryn Rivera  
Susan Ryan  
Kimberly Taylor  
Cathy Bonet  
Kathleen Ryan-Triola  
Pam Charles  
Yasmin Helou-Caré

1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
2) Evidence-based observation techniques that are grounded in research;
3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
4) Application and use of the State-approved principal rubric selected by Rockland BOCES for use in the evaluations of teachers, including training on the effective application of such rubrics to observe a teachers practice;
5) Application and use of the assessment tools that Rockland BOCES utilizes to evaluate its teachers, including, but not limited to structured portfolio reviews; student, parent, teacher feedback; building principal improvement goals, etc.;
6) Application and use of the State-approved locally selected measures of student achievement used by Rockland BOCES to evaluate its teachers;
The scoring methodology utilized by the Department and Rockland BOCES to evaluate a teacher under 8 NYCRR Subpart 30-2, including:

(a) how scores are generated for each subcomponent and the composite effectiveness score of teachers, and

(b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of teachers and their subcomponent ratings; and

(8) Specific considerations in evaluating teachers of English language learners and students with disabilities.

Training on the Statewide Instructional Reporting System, as required by 8 NYCRR §30-2.9(b) will also be provided after the New York State Education Department makes available information for such training.

This certification has been issued in accordance with the process for certifying evaluators described in the Rockland BOCES annual professional performance review plan.

Signature of Rockland BOCES Board President __________________________ Date Adopted __________

Signature of Rockland BOCES District Superintendent __________________________ Date Adopted __________

On motion by Mrs. Webb, seconded by Mr. Mark, the Board unanimously accepted the Amended Resolution Appointing Integrity Officer.

RESOLUTION APPOINTING INTEGRITY OFFICER

WHEREAS, the Board of Regents has created a Test Security Unit (TSU); and

WHEREAS, the TSU has been charged with conducting investigations of serious allegations of testing impropriety and security breaches; and

WHEREAS, BOCES District Superintendents are required to designate an “Integrity Officer,” and

WHEREAS, the State Education Department is requiring that each district superintendent identify an Integrity Officer and communicate the name of that individual to the Executive Director of Test Security and Educator Integrity; and

WHEREAS, the District Superintendent has recommended that William Toussaint and Joyce Mucci be designated as the Integrity Officer; and

WHEREAS, the BOCES Board has considered and decided to accept the recommendation of the District Superintendent.

NOW, THEREFORE, BE IT RESOLVED that the BOCES Board does hereby accept the recommendation of the District Superintendent and does hereby designate William Toussaint as the Integrity Officer; and

BE IT FURTHER RESOLVED that the District Superintendent notify the State
Education Department of this designation.

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously accepted the Treasurer’s Report for August 2012.

TREASURER’S REPORT
#10-10-12-11

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board approved the Resolution to Receive and Accept the Audit Report from Korn, Rosenbaum, LLP.

RESOLUTION:

BE IT RESOLVED, that the Rockland Board of Cooperative Educational Services, at its October 10, 2012 Board Meeting, accepted the following Audit Reports of Korn, Rosenbaum, LLP, for the fiscal year ended June 30, 2012:

1. Board of Cooperative Educational Services of Rockland County General Purpose Financial Statements.

2. Board of Cooperative Educational Services of Rockland County Extraclassroom Activity Funds Financial Statements.

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the Distribution of Surplus by District/Division.

DISTRIBUTION OF SURPLUS BY DISTRICT/DIVISION
#10-10-12-13

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the 2011-2012 Year End Analysis of Program/Co-Ser Activity.

2011-2012 YEAR END ANALYSIS OF PROGRAM/CO-SER ACTIVITY
#10-10-12-14

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the Claims Audit Report.

CLAIMS AUDIT REPORT
#10-10-12-15

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the following Bids:

BIDS
#10-10-12-16

1. **IN HOUSE BIDS** were advertised and opened September 20, 2012 as follows:

a. **Automotive Transmission & Final Drive Rebuilding**- Bid #2012/13-20 (Transportation)

   Contract Period: October 1, 2012 - September 30, 2013
<table>
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<tr>
<th>Vendors</th>
<th>Hourly Labor Rate</th>
<th>% Off</th>
<th>40.00</th>
<th>38.5%</th>
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<tbody>
<tr>
<td>Final Drive Rebuild</td>
<td>OEM Parts</td>
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*Gold Seal Transmissions, Upper Saddle River, NJ

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<tr>
<th></th>
<th>Quantity on Hand</th>
<th>* Gold Seal Transmissions</th>
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<td>Transmission Type</td>
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<td></td>
<td>Extended</td>
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</tr>
<tr>
<td>Ford AODE</td>
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<td>425.00</td>
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<tr>
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<td>Ford E40D</td>
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<td>25,945.00</td>
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**RECOMMENDATION:** That the bid award be made to Gold Seal Transmissions (*), as the lowest responsible bidder meeting specifications based upon a market-basket evaluation of actual transmission inventory.

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the Resolution to Participate in Fuel Oil Bid.

**REASON TO PARTICIPATE IN FUEL OIL FOR SPACE HEATING BID**

WHEREAS it is the desire of Rockland BOCES to participate in a Fuel Oil cooperative bid with the Clarkstown Central School District, by adopting this Resolution to bid jointly in purchase of #2 Fuel Oil for space heating used by the BOCES Facilities Department for the period January 1, 2013 through December 31, 2013:

WHEREAS each BOARD retains the legal authority to contract with the successful bidder(s) and shall not be bound by purchase contracts or other agreements made by the other BOARD, therefore

BE IT RESOLVED that the Rockland BOCES agrees to participate with the Clarkstown Central School District adopting this Resolution in the joint bidding of their Bid RFB-12-44.

BE IT FURTHER RESOLVED that it is agreed that the specifications as presented
will be used, and that this Board agrees to bid its required amount of said products jointly with the Clarkstown Central School District. The recommendation of the Purchasing Steering Committee will be considered when this Board acts on the purchase of said products.

BE IT FURTHER RESOLVED that the invitations to bid will be advertised in cooperation with the Clarkstown Central School District in the Rockland Journal-News in accordance with the applicable provisions of Section 103 and Article 5-G §119 of the General Municipal Law.

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the following Agreements:

A. The Board will authorize entering into an agreement with the following entities/individuals to provide services to Rockland BOCES:

1. Dr. Sadhana Sardana, West Nyack, NY to provide psychiatric consultation, evaluation and observation of students as and when needed and to provide professional development to Rockland BOCES staff. Service to be provided from July 1, 2012 through June 30, 2013. Cost of service to be at the rate of $125 per hour for 220 hours with total cost of service not to exceed $27,500. (Student Services)

B. The Board will authorize entering into an agreement with the following entities/individuals to which Rockland BOCES will provide services:

1. Rockland BOCES to provide the Mental Health Association of Westchester County, Inc., Tarrytown NY with space at the Nyack and Haverstraw campuses to provide services. MHA will accept referrals from BOCES and will coordinate care of students. Services to be provided from September 1, 2012 through June 30, 2013 and will be renewed for additional terms of one year if agreed to in writing by both parties. There will be no financial cost involved by either party. (Student Services)

On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the following Service Contracts:

SERVICE CONTRACTS

It is recommended that the Board accept the following Service Contracts:

2011-12 Final Cross Contracts with other BOCES on behalf of our component school districts:

<table>
<thead>
<tr>
<th>BOCES</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Sullivan BOCES</td>
<td>$45,612.50</td>
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<tr>
<td>Southern Westchester BOCES</td>
<td>17,051,164.50</td>
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<tr>
<td></td>
<td>$17,096,777.00</td>
</tr>
</tbody>
</table>
On motion by Mrs. Pitruzzella, seconded by Mr. Mark, the Board unanimously approved the following Donations:

We have received the following proposed donations which we recommend that you approve:

1. Craftsman Radial Arm Saw with custom built table
   Purpose – instruction in Construction Trades Program

2. Various items from RCC Auto Program including:
   2 Twin Post Lifts
   4 Sets of Heavy Duty Shelving
   2 Manual Strut Compressors
   2 Aamco Brake Lathes
   2 Fire Safety Cabinets
   Numerous Small Hand Tools
   Purpose – instruction in Auto Technology program.

The Conference Request Report was distributed to the Board and acknowledged.

The Calendar of Events was distributed to the Board.

The Revised Board Meeting Calendar was distributed to the Board.

On motion by Mrs. Webb, seconded by Mrs. Zugibe, unanimously passed, that there be no further business, the meeting be adjourned: Time: 8:56 p.m.

Respectfully submitted,

Carmela Bozzuti
Clerk