

**Board of Cooperative Educational Services
435 Glenwood Road
Binghamton, NY 13905-1699**

**AGENDA
December 1, 2010**

Proposed agenda for the Special Board Meeting scheduled for December 1, 2010 in the Education Center Board Room at the Broome-Tioga BOCES, 435 Glenwood Road, Binghamton, New York 13905-1699.

A. Call to Order

1. Pledge of Allegiance
2. Meeting called to order
3. Quorum Check

B. Routine Matters

1. **Approval of Minutes** –Regular Board Meeting and Executive Session held on November 17, 2010.

C. Old Business/Discussion

1. **Report** Board Committees

D. New Business

1. **Report** Budget Report – Center for Educational Support & Technology Budgets

E. Business

1. Approval of the Monthly Financial Report. (Enclosure E1)

F. Purchasing

1. (MSS) Permission to Solicit Bids. (Enclosure F1)
2. (IP) Permission to Solicit Bids. (Enclosure F2)
3. (MSS) Purchase of Equipment. (Enclosure F3)
4. (MSS) Bid Award (Enclosure F4)
5. Authorization for President to enter into and sign agreements. (Enclosure F5)
6. Disposals. (Enclosure F6)

G. Personnel –Certified (Enclosure G)

Appointments: G1

Substitute Appointment: G2

Completion of Service: G3

H. Personnel – Classified (Enclosure H)

Appointments: H1

Completion of Service: H2

Leaves of Absence: H3

I. Information/Reminders

December 15, 2010

Broome-Tioga BOCES Board Room

Regular Meeting

6:00 p.m.

January 19, 2011

Broome-Tioga BOCES Board Room

Regular Meeting

6:00 p.m.

February 2, 2011

Broome-Tioga BOCES Board Room

Special Meeting

6:00 p.m.

ENCLOSURE B-1

DIVISION: BOARD OF TRUSTEES

BOARD ACTION: APPROVAL OF MINUTES

BOARD DATE: DECEMBER 1, 2010

DESCRIPTION: Minutes of the Regular Board Meeting and Executive Session held on November 17, 2010 (attached)

RESOLVED that the Broome-Tioga Board of Cooperative Educational Services accept the minutes of Regular Board Meeting and Executive Session held on November 17, 2010.

**Board of Cooperative Educational Services
435 Glenwood Road
Binghamton, NY 13905-1699**

**Board Meeting
November 17, 2010**

- A. Call to Order** The Regular Board Meeting was called to order at 6:00 p.m. by Board President Mrs. Ruffo. A quorum check revealed the following:

Members Present Sandra Ruffo, President
Ursula Hambalek, Vice President
John Crosby, Trustee
Peter Nowacki, Trustee
Joseph Zurine, Trustee

Members Absent Roger Merrill, Trustee
Don Vredenburgh, Trustee

Others Allen Buyck, District Superintendent
Kathy Sheehan, Assistant Superintendent
Dawn Shannon, Assistant Superintendent
Karen McMahon, Director of Human Resources
William Powell, Director Business Operations
Michelle Tirrell, Board Clerk
Others

- B. Minutes** **Motion by:** **Mr. Zurine**
 Seconded by: **Mr. Crosby**
 Motion Carried: **5 yes, 0 no**

RESOLVED that, the Broome-Tioga Board of Cooperative Educational Services approve the minutes of the Special Board Meeting held on November 3, 2010.

C. Old Business/Discussion

Report **Health Consortium Meeting** – Joe Zurine reported on the Health Consortium meeting held on November 5, 2010

Report **Component Relations Committee** – Peter Nowacki reported that he has received positive comments regarding the Executive Outline the districts are receiving regarding Race to the Top. The districts are very happy.

Report **Vestal** – Sandy Ruffo reported that Al Buyck did a BOCES 101 presentation for the Vestal Board on November 16, 2010.

D. New Business

Report **Adult Education – Job Training** – Kathy Sheehan introduced the members of the job training team: Jim Mullins, Ken Smith, Regina Alston and Bonnie Hand. She also introduced Terry Stark from Workforce NY. Jim Mullins, Bonnie Hand and Ken Smith reviewed the process plan for continuous improvement, program facts/trends, stakeholder input, funding, program overview, issues/barriers, and future plans for the Adult Job Training Program.

Name: Jason Dewey; Marcia Wells
Position Title: School Enrichment Teacher
Effective: 11/22/2010 – 06/30/11
Comment: Extended Education / School Enrichment / Windsor

Personnel - Certified

Substitute Appointment: G2 **Motion by:** Mrs. Hambalek
Seconded by: Mr. Zurine
Motion Carried: 5 yes, 0 no

RESOLVED that, upon the recommendation of the District Superintendent, the following Substitute Appointment be approved:

Division: Instructional Programs

Name: Patrick Natale
Class: Long Term Substitute
Effective: 10/29/10
Comment: From Substitute D to Long Term Substitute

Personnel - Certified

Completion of Service: G3 **Motion by:** Mr. Crosby
Seconded by: Mr. Nowacki
Motion Carried: 5 yes, 0 no

RESOLVED that, upon the recommendation of the District Superintendent, the following Completion of Service be approved:

Division: Instructional Programs

Name: Phillip Randall
Position Title: Night Instructor
Effective: 10/5/10
Comment: Revised from the 11/3/10 agenda

Personnel - Certified

Leaves of Absence: G4 **Motion by:** Mr. Zurine
Seconded by: Mr. Crosby
Motion Carried: 5 yes, 0 no

RESOLVED that, upon the recommendation of the District Superintendent, the following Leaves of Absence be approved:

Division: Instructional Programs

Name: David Jones
Position Title: Teacher
FMLA concurrent with paid leave: 11/1/10-11/12/10

Name: Christopher Ocker
Position Title: Teacher
FMLA concurrent with paid leave: 11/5/10-11/23/10

**Personnel - Certified
Internship: G5**

**Motion by: Mr. Nowacki
Seconded by: Mr. Crosby
Motion Carried: 5 yes, 0 no**

RESOLVED that, upon the recommendation of the District Superintendent, the following Internship be approved:

Division: Instructional Programs

Resolved that, upon the recommendation of the District Superintendent, Ilene Whitney, a Broome-Tioga BOCES teacher and a candidate for School Building Leader/School District Leader certification at SUNY Cortland, be and is hereby granted an administrative internship at Broome-Tioga BOCES. The internship commences on January 24, 2011, and concludes May 18, 2011. This internship is to be supervised jointly by Joan Knickerbocker and a supervisor from SUNY Cortland.

**H. Personnel – Classified
Appointments: H1**

**Motion by: Mrs. Hambalek
Seconded by: Mr. Zurine
Motion Carried: 5 yes, 0 no**

RESOLVED that, upon the recommendation of the District Superintendent, the following Appointments be approved:

Division: Center for Educational Support & Technology

Name: Janet Clift
Position Title: Clerk Part time
Classification: Non-Competitive
Effective: 11/1/10
Comment: Replacement

Division: Instructional Programs

Name: Christylin Buchek
Position Title: School Enrichment Aide
Effective: 10/11/10 – 06/30/11
Comment: Extended Education / School Enrichment / Windsor

Name: Patricia Voorhis
Position Title: Physical Therapist Assistant – Part Time
Classification: Temporary
Effective: 11/1/10 – 1/3/11
Comment: Recall from civil service eligibility list due to request for services

**Personnel – Classified
Completions of Service: H2**

**Motion by: Mr. Nowacki
Seconded by: Mr. Zurine
Motion Carried: 5 yes, 0 no**

RESOLVED that, upon the recommendation of the District Superintendent, the following Completions of Service be approved:

Division: **Instructional Programs**

Name: **Jennifer Bottone**
Position Title: Occupational Therapist
Effective: 11/10/10
Comment: Civil Service transfer to another jurisdiction

Name: **Claire Minardi**
Position Title: Teacher Aide
Effective: 10/27/10

Name: **Paula McKee**
Position Title: Teacher Aide
Effective: 11/11/10

Name: **Frida Quaden**
Position Title: Teacher Aide
Effective: 11/8/10

Name: **Sydney Reynolds**
Position Title: School Monitor
Effective: 10/18/10

Personnel – Classified

Leaves of Absence: H3

Motion by: Mrs. Hambalek
Seconded by: Mr. Crosby
Motion Carried: 5 yes, 0 no

RESOLVED that, upon the recommendation of the District Superintendent, the following Leaves of Absence be approved:

Division: **Instructional Programs**

Name: **Janet DeVito**
Position Title: Teacher Aide
Leave of absence: 10/15/10-10/21/10
Unpaid leave of absence: 10/22/10-10/29/10

Name: **Sherry Goga**
Position Title: Teacher Aide
FMLA concurrent with paid leave: 10/8/10-10/13/10
FMLA unpaid leave of absence: 10/14/10-10/22/10

Name: **Nicole Kariam**
Position Title: Physical Therapist
Extension of FMLA concurrent with paid leave: 11/1/10-11/5/10
FMLA unpaid leave of absence: 11/8/10-12/3/10
Unpaid leave of absence: 12/6/10-12/31/10

Name: Laura Landers
Position Title: Teacher Aide
FMLA concurrent
with paid leave: 10/5/10-10/12/10
FMLA unpaid leave
of absence: 10/13/10-10/26/10

Name: William VanWormer
Position Title: School Monitor
Extension of unpaid
leave of absence: 11/1/10-11/14/10

Division: Management Support Services/Duplicating Center

Name: Kathryn Canner
Position Title: Duplicating Center Worker
Extension of
FMLA concurrent
with paid leave: 10/25/10-11/5/10

Adjourned

Motion by: Mr. Zurine
Seconded by: Mr. Crosby
Motion carried: 5 yes, 0 no

Adjourned at 7:02 p.m. to go into Executive Session to discuss a particular personnel issue.


Board Clerk

**Return to
Regular Session**

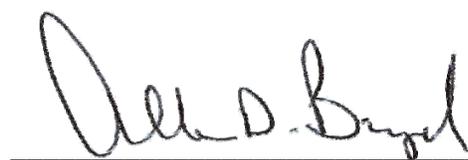
Motion by: Mr. Crosby
Seconded by: Mr. Zurine
Motion carried: 5 yes, 0 no

Returned to Regular Session at 7:23 p.m.

Adjourned

Motion by: Mr. Nowacki
Seconded by: Mr. Crosby
Motion carried: 5 yes, 0 no

There being no further business the meeting was adjourned at 7:24 p.m.


District Superintendent

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
435 Glenwood Road
Binghamton, NY 13905-1699

Executive Session
November 17, 2010

Purpose: To discuss a particular personnel issue

Call to Order The Executive Session was called to order at 7:04 p.m. by Board President Sandra Ruffo. A quorum check revealed the following:

Members Present Sandra Ruffo, President
Ursula Hambalek, Vice President
John Crosby, Trustee
Peter Nowacki, Trustee
Joseph Zurine, Trustee

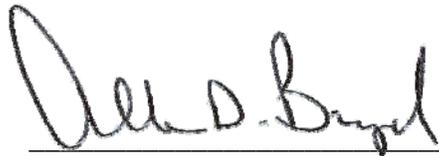
Members Absent Roger Merrill, Trustee
Don Vredenburg, Trustee

Others Allen Buyck, District Superintendent
Karen McMahon, Director of Human Resources
William Powell, Director Business Operations

Return to Regular Session

Motion by:	Mr. Crosby
Seconded by:	Mr. Zurine
Motion carried:	<u>5</u> yes, <u>0</u> no

Returned to Regular Session at 7:23 p.m.



Mr. Allen D. Buyck
District Superintendent

DIVISION: Business Administration

BOARD ACTION: Approval of the Monthly Financial Report

BOARD DATE: December 1, 2010

Approval of the attached Monthly Financial Report for October 31, 2010.

RESOLVED that the Broome-Tioga BOCES approve the Monthly Financial Report for October 31, 2010.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
BROOME, DELAWARE, TIOGA COUNTIES
BUDGET STATUS REPORT AS OF
OCTOBER 31, 2010

ENCLOSURE E1-2

GENERAL FUND

	ORIGINAL BUDGET	CURRENT BUDGET	EXPENDED TO DATE	ENCUMBERED	PERCENT EXP + ENC	AVAILABLE BUDGET
ADMINISTRATION						
001 ADMINISTRATION	\$ 2,977,380.00	\$ 3,025,259.45	\$ 1,300,768.90	\$ 85,839.47	45.80 %	\$ 1,638,651.08
002 CAPITAL	1,737,991.00	1,737,991.00	234,940.77	264,179.43	28.70 %	1,238,870.80
OCCUPATIONAL EDUCATION						
101 SUMMER OCC ED	50,545.00	50,545.00	15,675.53	(715.20)	29.60 %	35,584.67
102 OCCUPATIONAL EDUCATION	8,115,536.00	8,234,137.22	2,753,318.98	133,095.67	35.10 %	5,347,722.57
105 MULTI-OCCUPATIONAL EDUCATION	531,679.00	531,679.00	149,617.62	4,984.62	29.10 %	377,076.76
INSTRUCTIONAL HANDICAPPED						
202 CENTER BASED 6:1+1	688,185.00	688,185.00	320,294.18	1,154.67	46.70 %	366,736.15
204 12:1+4	1,234,700.00	1,234,986.40	438,254.24	3,251.80	35.70 %	793,480.36
212 12:1+1--WORK STUDY	2,215,804.00	2,215,804.00	981,725.87	19,970.86	45.20 %	1,214,107.27
213 12:1+1--CENTER-PALS	2,243,548.00	2,246,283.90	1,132,273.10	12,304.33	51.00 %	1,101,706.47
214 8:1+1--CENTER-ALP	2,230,524.00	2,231,380.17	964,197.35	15,946.70	43.90 %	1,251,236.12
215 8:1+1--DISTRICT	5,517,612.00	5,519,169.48	2,242,220.03	11,867.87	40.80 %	3,265,081.58
216 8:1+1 CENTER-PALS	3,815,370.00	3,816,466.70	1,984,209.30	9,946.22	52.30 %	1,822,311.18
219 ADOLESCENT DAY TREATMENT	276,375.00	276,375.00	71,914.87	1,185.18	26.40 %	203,274.95
ITINERANT SERVICES						
303 ADAPTIVE PHYSICAL EDUCATION	448,500.00	448,500.00	132,849.11	8,324.45	31.50 %	307,326.44
306 PSYCHOLOGIST	168,160.00	168,160.00	41,058.36	873.00	24.90 %	126,228.64
307 SOCIAL WORKER	119,280.00	119,280.00	(661,522.62)	979.37	(553.80) %	779,823.25
309 VISUALLY IMPAIRED	333,200.00	333,200.00	84,506.43	4,387.75	26.70 %	244,305.82
310 DEAF/HARD OF HEARING	176,900.00	180,895.00	157,665.93	13,626.32	94.70 %	9,602.75
314 SPEECH--DISABLED	1,645,200.00	1,645,389.00	408,340.51	12,167.09	25.60 %	1,224,881.40
315 SPEECH--NONDISABLED	-	-	-	-	100.00 %	-
329 INTERNAL AUDITOR - GST	-	47,565.00	14,269.29	33,295.09	100.00 %	0.62
353 ITINERANT ESL	247,080.00	247,080.00	61,976.49	8,003.11	28.30 %	177,100.40
GENERAL INSTRUCTION						
402 ARTS IN ED - CAYUGA	-	20,000.00	4,000.00	16,000.00	100.00 %	-
403 ALT ED/MEDICAL - TST	-	720.00	720.00	-	100.00 %	-
406 COOPERATIVE SUMMER SCHOOL	1,030,729.00	861,224.92	665,931.51	19,107.65	79.50 %	176,185.76
407 EQUIVALENT ATTENDANCE	11,879.00	11,879.00	1,588.90	-	13.40 %	10,290.10
410 EXPLORATORY ENRICHMENT	280,042.00	1,226,428.10	612,328.21	104,808.13	58.50 %	509,291.76
411 PERFORMING ARTS	152,180.00	83,444.72	27,130.70	20,626.00	57.20 %	35,688.02
412 ENVIRONMENTAL EDUCATION	173,361.00	183,581.00	37,058.12	18,403.65	30.20 %	128,119.23
420 ALTERNATIVE PROGRAMS	5,997,499.00	6,002,448.90	2,582,589.07	43,388.30	43.70 %	3,376,471.53
421 FORENSICS SPEECH - ONC	-	400.00	120.00	280.00	100.00 %	-
429 ACADEMIC PROGRAMS - GST	-	5,579.00	3,552.34	2,026.66	100.00 %	-
452 GED ALTERNATIVE HIGH SCHOOL	578,831.00	578,831.00	274,198.21	810.77	47.50 %	303,822.02
455 HOSPITAL TEACHING - OCM	-	1,826.00	1,826.00	-	100.00 %	-
456 CONTINUING EDUCATION	852,380.00	1,235,990.15	372,830.83	122,381.72	40.10 %	740,777.60
460 DISTANCE LEARNING	293,900.00	286,315.35	96,824.94	3,834.64	35.20 %	185,655.77
477 DISTANCE LEARNING - OSWEGO	-	1,200.00	1,200.00	-	100.00 %	-
INSTRUCTIONAL SUPPORT						
504 MEDIA LIBRARY	441,659.00	433,815.65	217,238.73	647.49	50.20 %	215,929.43
505 LIBRARY AUTOMATION	178,066.00	185,744.00	115,471.56	327.20	62.30 %	69,945.24
506 SCHOOL LIBRARY SYSTEM	223,483.00	253,257.19	154,143.70	23,698.84	70.20 %	75,414.65
507 SCHOOL BUSINESS ALLIANCE	71,152.00	71,152.00	25,844.81	288.02	36.70 %	45,019.17
510 OCC PHYS THERAPY	1,487,200.00	1,487,200.00	360,674.78	14,240.02	25.20 %	1,112,285.20
512 DUPLICATING SERVICE	2,249,917.00	2,358,061.65	744,619.15	228,689.09	41.30 %	1,384,753.41
514 EQUIPMENT REPAIR	249,031.00	246,149.00	48,657.94	20,959.48	28.30 %	176,531.58
517 EFFECTIVE SCHOOLS	-	9,095.00	-	56.52	0.60 %	9,038.48
518 ODYSSEY OF THE MIND	42,984.00	48,306.50	17,010.19	-	35.20 %	31,296.31
519 SACI - MADISON BOCES	-	3,315.00	-	3,315.00	100.00 %	-
520 PRINTING SERVICE - DC BOCES	118,600.00	121,621.00	8,192.40	-	6.70 %	113,428.60

	ORIGINAL BUDGET	CURRENT BUDGET	EXPENDED TO DATE	ENCUMBERED	PERCENT EXP + ENC	AVAILABLE BUDGET
INSTRUCTIONAL SUPPORT (CON'T.)						
521 PROJECT LEAD THE WAY-MONROE	-	9,952.00	9,951.92	-	100.00 %	0.08
525 WORKSHOPS - STEUBEN	-	2,125.00	425.00	1,700.00	100.00 %	-
529 SECTION IV DUES - DC BOCES	64,350.00	64,350.00	-	-	- %	64,350.00
536 SCI - PUTNAM	-	2,530.00	2,530.00	-	100.00 %	-
539 AED - TST BOCES	-	5,104.00	1,531.08	3,572.53	100.00 %	0.39
540 STAFF DEVELOPMENT-ALBANY	-	767.00	766.76	-	100.00 %	0.24
550 STAFF DEVELOPMENT	36,475.00	36,825.00	10,819.76	338.47	30.30 %	25,666.77
551 SCHOOL/CURRICULUM IMPROVEMI	1,916,813.00	1,688,639.54	434,467.97	42,851.39	28.30 %	1,211,320.18
552 MODEL SCHOOLS	446,801.00	411,130.39	110,880.06	1,624.73	27.40 %	298,625.60
556 MICRO BASED GUIDANCE	38,110.00	36,612.00	23,791.74	-	65.00 %	12,820.26
557 INSTRUCTIONAL NETWORK SYSTEI	3,855,749.00	3,920,222.56	2,441,794.18	251,130.46	68.70 %	1,227,297.92
586 HEALTH AND WELLNESS	74,790.00	71,957.47	24,541.83	393.00	34.70 %	47,022.64
OTHER SERVICES						
602 BUS DRIVER TRAINING - DCMO	-	745.00	745.00	-	100.00 %	-
603 HANDICAPPED TRANS--ROME	-	73,416.00	15,162.00	56,658.00	97.80 %	1,596.00
607 HEALTH & SAFETY--TST BOCES	21,040.00	42,839.00	6,539.58	15,259.05	50.90 %	21,040.37
610 COMPUTER SERVICE ADMIN	20,011,906.00	20,768,078.03	8,732,628.86	1,400,788.02	48.80 %	10,634,661.15
611 TELEPHONE INTERCONNECT	937,002.00	944,557.30	298,847.09	526,159.41	87.30 %	119,550.80
613 NEGOTIATIONS--CAYUGA	144,950.00	318,950.00	34,800.00	139,200.00	54.60 %	144,950.00
620 ENERGY MANAGEMENT - TST	-	44,110.00	13,232.88	30,876.72	100.00 %	0.40
621 RISK MANAGEMENT--SCT BOCES	181,409.00	370,350.00	37,788.20	151,152.80	51.00 %	181,409.00
622 DRUG TESTING--GST BOCES	-	4,485.00	897.00	3,588.00	100.00 %	-
623 TEACHER REGISTRY	108,563.00	108,563.00	36,866.06	-	34.00 %	71,696.94
624 COOPERATIVE FOOD SERVICE	1,523,887.00	1,605,943.50	455,638.42	29,554.64	30.20 %	1,120,750.44
625 HEALTH & SAFETY	136,428.00	140,517.50	31,455.32	9,846.16	29.40 %	99,216.02
626 FINGERPRINTING	24,211.00	38,309.00	7,595.67	23,669.87	81.60 %	7,043.46
627 PUBLIC INFORMATION SERVICE	430,502.00	432,296.94	(85,619.11)	13,855.77	(16.60) %	504,060.28
628 RESEARCH PLANNING SVC	79,406.00	79,656.00	27,193.65	1,844.25	36.50 %	50,618.10
629 REGIONAL RECRUITING	81,488.00	81,488.00	34,436.70	1.50	42.30 %	47,049.80
632 STATE AID PLANNING--RCG BOCES	45,055.00	86,915.00	41,860.00	-	48.20 %	45,055.00
636 GASB 45 - QUESTAR	-	38,625.00	3,862.50	34,762.50	100.00 %	-
650 POLICY MANUAL--ERIE 1	7,885.00	11,985.00	1,528.95	3,166.05	39.20 %	7,290.00
655 GASB 45 Clinton	-	48,100.00	7,870.02	23,609.98	65.45 %	16,620.00
665 DRUG/ALCOHOL TESTING-TST BOC	-	1,379.00	413.52	964.88	100.00 %	0.60
666 WASTE REMOVAL--TST BOCES	37,228.00	72,201.00	10,491.90	24,481.10	48.40 %	37,228.00
667 BUS DRIVER TRAINER - TST	-	7,319.00	2,195.55	5,122.95	100.00 %	0.50
670 NATURAL GAS--OCM BOCES	43,250.00	47,369.00	4,119.00	37,071.00	87.00 %	6,179.00
680 CENTRAL BUSINESS OFFICE	3,575,652.00	3,575,844.28	1,190,269.24	83,587.51	35.60 %	2,301,987.53
GENERAL FUND TOTALS	\$ 83,029,412.00	\$ 85,910,172.96	\$ 33,174,624.63	\$ 4,205,387.72	43.51%	\$ 48,530,160.61
ALLOCATED PROGRAMS						
701-O&M ED CENTER	4,227,577.00	4,268,537.20	1,121,281.34	1,050,740.89	50.90 %	2,096,514.97
702-TRANSPORTATION	335,511.00	335,632.38	88,891.66	64,900.66	45.80 %	181,840.06
704-CENTRAL SERVICES	152,630.00	152,630.00	85,442.23	38,579.02	81.30 %	28,608.75
718-NETWORK OPERATING CENTER	874,722.00	1,045,558.00	357,011.87	98,696.01	43.60 %	589,850.12
719-BOCES NETWORK SUPPORT	1,051,189.00	1,195,048.42	937,742.71	161,421.09	92.00 %	95,884.62
720-CEP SUPPORT SERVICE	455,699.00	455,699.00	183,256.11	5,942.86	41.50 %	266,500.03
722-HEALTH OFFICE	227,541.00	234,846.00	48,789.09	7,979.00	24.20 %	178,077.91
723-CEP TECH SUPPORT	71,935.00	71,935.00	12,145.68	503.90	17.60 %	59,285.42
730-CENTER SUPPORT	1,269,445.00	1,264,633.00	887,382.24	868.22	70.20 %	376,382.54
740-IP SUPPORT	3,795,158.00	3,799,674.50	2,890,526.59	17,723.46	76.50 %	891,424.45
750-ASSIST SUPT OFFICE	366,475.00	572,576.00	205,312.33	11,323.23	37.80 %	355,940.44
TRANSFER CREDITS	-12,827,882.00	-13,074,021.00	-13,074,021.00	0.00	100.00 %	0.00
ALLOCATED PROGRAMS	\$ -	\$ 322,748.50	\$ (6,256,239.15)	\$ 1,458,678.34		\$ 5,120,309.31
TOTAL	\$ 83,029,412.00	\$ 86,232,921.46	\$ 26,918,385.48	\$ 5,664,066.06	37.80 %	\$ 53,650,469.92

	ORIGINAL BUDGET	CURRENT BUDGET	EXPENDED TO DATE	ENCUMBERED	PERCENT EXP + ENC	AVAILABLE BUDGET
CAFETERIA FUND						
791-SCHOOL LUNCH PROGRAM	\$ 66,000.00	\$ 76,000.00	\$ 4,820.72	\$ 62,079.28	88.00 %	\$ 9,100.00
TOTALS - CAFETERIA FUND	\$ 66,000.00	\$ 76,000.00	\$ 4,820.72	\$ 62,079.28	88.00 %	\$ 9,100.00

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
 BROOME, DELAWARE, TIOGA COUNTIES
 BUDGET STATUS AS OF 10/31/10

ENCLOSURE E1-5

10/11 SPECIAL AID FUND PROGRAMS

	ORIGINAL BUDGET	CURRENT BUDGET	EXPENDED TO DATE	ENCUMBERED	PERCENT EXP + ENC	AVAILABLE BUDGET
90111Y1-CAREER PATHWAYS	\$ 275,405.00	\$ 275,405.00	\$ 26,688.19	\$ 11,759.93	13.96 %	\$ 236,956.88
90412Y2-ENHANCING EDUC THROUGH TECH	489,122.00	489,122.00	99,095.15	60,196.51	32.57 %	329,830.34
90811Y1-BLDG BRIGHTER FUTURES	100,000.00	100,000.00	27,762.20	-	27.76 %	72,237.80
91609Y9-LEGISLATIVE SENATE GRANT	294,095.00	28,759.20	26,759.20	-	93.05 %	2,000.00
91610Y9-LSG/SCSA	81,592.00	238,841.80	71,381.59	698.00	30.18 %	166,762.21
91611Y9-LSG/LEADERSHIP ACADEMY	26,494.00	26,494.00	16,994.00	-	64.14 %	9,500.00
91811Y1-SCHOOL LIBRARY SYSTEM OPERATING	94,384.00	94,384.00	27,942.10	-	29.60 %	66,441.90
92011Y1-CREDIBILITY INFO & STEM	5,470.00	5,470.00	-	5,470.00	100.00 %	-
92411Y1-LOWE'S TOOLBOX FOR EDUC	4,425.00	4,425.00	4,373.14	-	98.83 %	51.86
93013Y3-SAFE SCHOOLS/HLTHY STUDENT	700,994.00	1,401,988.00	229,460.21	1,155.33	16.45 %	1,171,372.46
93113Y3-SAFE SCHOOLS/HLTHY STUDENT	701,898.00	1,403,796.00	231,197.24	746.12	16.52 %	1,171,852.64
94510Y0-TEACHING WITH PRIMARY SOURCES	13,900.00	13,900.00	5,778.66	159.20	42.72 %	7,962.14
94710Y0-TEACHING AMERICAN HISTORY	326,856.00	961,290.00	795,801.06	-	82.78 %	165,488.94
96511Y1-SUMMER RELATED SERIVES	3,076.00	3,076.00	2,093.71	-	68.07 %	982.29
97011Y1-TEACHER CENTER OF BC	162,834.41	162,834.41	51,160.31	11,231.35	38.32 %	100,442.75
97411Y1-INCARCERATED YOUTH	306,143.00	306,143.00	81,864.87	330.74	26.85 %	223,947.39
97511Y1-EMPLOYMENT PREP EDUCATION	229,708.00	229,708.00	73,386.72	1,150.54	32.45 %	155,170.74
98111Y1-VATEA SECONDARY FORMULA	73,090.00	73,090.00	48,486.76	-	66.34 %	24,603.24
98211Y1-SUMMER SCHOOL	926,704.00	926,704.00	692,400.41	12,223.52	76.04 %	222,080.07
TOTALS - SPECIAL AID FUND	\$ 4,816,190.41	\$ 6,745,430.41	\$ 2,512,625.52	\$ 105,121.24	38.81 %	\$ 4,127,683.65

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
 BROOME, DELAWARE, TIOGA COUNTIES
 BUDGET STATUS AS OF 10/31/10

ENCLOSURE E1-6

09/10 SPECIAL AID FUND PROGRAMS

	ORIGINAL BUDGET	CURRENT BUDGET	EXPENDED TO DATE	ENCUMBERED	PERCENT EXP + ENC	AVAILABLE BUDGET
90110Y0-CAREER PATHWAYS	\$ 275,405.00	\$ 275,405.00	\$ 266,839.96	\$ -	96.89 %	\$ 8,565.04
90310Y0-SLS SUPPLEMENTARY AID	38,640.00	38,640.00	4,062.14	1,963.00	15.59 %	32,614.86
90609Y9-GED TEST ADMINISTRATION	74,240.00	74,240.00	39,277.45	-	52.91 %	34,962.55
91410Y0-COPS EARLY EDUCATOR PROF	100,638.00	100,638.00	78,714.48	-	78.22 %	21,923.52
91810Y0-SCHOOL LIBRARY SYSTEM	94,386.00	94,386.00	94,196.56	-	99.80 %	189.44
92110Y0-DELHI & CSEA CARPENTRY	4,500.00	9,000.00	8,751.06	-	97.23 %	248.94
94310Y0-NYS TCHR RESRC TRNG CTRS	7,000.00	4,631.00	4,544.00	-	98.12 %	87.00
94410Y0-WIA YOUTH	257,246.00	257,246.00	209,299.22	-	81.36 %	47,946.78
94610Y0-IEP AIDES & MONITORS	323,683.00	323,683.00	220,972.49	-	68.27 %	102,710.51
94810Y0-TEACHER CTR OF BROOME CO	304,000.00	265,352.00	260,405.00	-	98.14 %	4,947.00
95410Y0-MENTOR TEACHER INTERNSHIP	11,008.00	11,008.00	3,555.97	-	32.30 %	7,452.03
95510Y0-NYS TCHR RESRC & COMP TRNG	28,000.00	24,522.00	21,855.33	-	89.13 %	2,666.67
95810Y0-WIA TITLE II	79,184.00	79,184.00	68,885.78	-	86.99 %	10,298.22
95910Y0-NEGLECTED & DELINQUENT	148,879.00	148,879.00	111,087.90	8,534.50	80.35 %	29,256.60
96210Y0-TARGET FIELD TRIPS	500.00	500.00	389.90	-	77.98 %	110.10
96510Y0-SUMMER RELATED SERVICES	1,922.00	3,500.00	3,265.88	-	93.31 %	234.12
97410Y0-INCARCERATED YOUTH	323,246.00	323,246.00	229,538.76	-	71.01 %	93,707.24
97710Y0-REG SPEC ED TECH ASSIST SUPP CTR	284,973.00	284,973.00	237,483.61	-	83.34 %	47,489.39
98110Y0-VATEA SECONDARY FORMULA	196,585.00	212,980.00	195,705.58	-	91.89 %	17,274.42
98210Y0-SUMMER SCHOOL	1,017,549.00	1,017,549.00	934,066.48	-	91.80 %	83,482.52
99010Y0-GREEN JOBS CORPS PROGRAM	237,548.00	211,848.00	206,455.38	-	97.45 %	5,392.62
TOTALS - SPECIAL AID FUND	\$ 3,809,132.00	\$ 3,761,410.00	\$ 3,199,352.93	\$ 10,497.50	85.34 %	\$ 551,559.57

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
 BROOME, DELAWARE, TIOGA COUNTIES
 TREASURER'S REPORT
 OCTOBER 31, 2010

RECEIPTS AND DISBURSEMENTS FOR MONTH

ENCLOSURE E1-7

	GENERAL	SPECIAL AID	TRUST & AGENCY	CAFETERIA	FACILITIES REPAIR RESERVE	STUDENT ACTIVITY	TOTAL
CASH, BEGINNING	\$4,766,488.35	\$394,504.50	\$778,501.54	\$126,758.15	\$445,850.55	\$24,009.50	\$6,536,112.59
<u>RECEIPTS</u>							
RECEIVED ON CONTRACT	9,882,263.46	-	-	-	-	-	
RAN	-	-	-	-	-	-	
STATE AID	-	-	-	-	-	-	
OTHER RECEIPTS	406,525.59	292,317.48	4,316,710.86	7,265.47	155.59	5,709.84	
TOTAL RECEIVED	\$10,288,789.05	\$292,317.48	\$4,316,710.86	\$7,265.47	\$155.59	\$5,709.84	
<u>DISBURSEMENTS</u>							
EXPENDITURES	1,903,333.42	207,473.45	1,137,676.44	4,820.72	46,721.83	3,331.90	
SURPLUS	-	-	-	-	-	-	
STATE AID	-	-	-	-	-	-	
PAYROLL/OTHER	4,233,291.99	142,579.04	3,181,569.84	-	-	-	
TOTAL DISBURSED	\$6,136,625.41	\$350,052.49	\$4,319,246.28	\$ 4,820.72	\$46,721.83	3,331.90	
CASH, ENDING	\$8,918,651.99	\$336,769.49	\$775,966.12	\$129,202.90	\$399,284.31	\$26,387.44	\$10,586,262.25

BANK RECONCILIATIONS

BANK AND ACCOUNT	BALANCE PER BANK	- CHECKS OUTSTNDG	+ DEPOSIT IN TRANST	+/- BANK ADJSTMTS	BOOK BAL
JP MORGAN CHASE-GENERAL	\$9,708,620.12	\$795,994.11	\$6,025.98	-	\$8,918,651.99
JP MORGAN CHASE-SPECIAL AID	422,861.09	86,091.60	-	-	336,769.49
JP MORGAN CHASE-TRUST	840,756.22	64,790.10	0.00	-	775,966.12
JP MORGAN CHASE-CAFETERIA	133,915.50	4,712.60	-	-	129,202.90
JP MORGAN CHASE-FRR	399,284.31	-	-	-	399,284.31
JP MORGAN CHASE-PAYROLL	165,907.24	166,672.04	764.80	-	-
JP MORGAN - STUDENT ACTIVITY	28,508.27	2,139.83	19.00	-	26,387.44
TOTALS	\$11,699,852.75	\$1,120,400.28	\$6,809.78	\$ -	\$10,586,262.25

BANK OF NY COLLATERAL COVERAGE \$14,395,680.40

TOTAL INTEREST YEAR TO DATE \$29,203.26

TREASURER

DIVISION: Management Support Services

BOARD ACTION: Permission to Solicit Bids

BOARD DATE: December 1, 2010

ITEM: Medium Duty 4x2 Conventional Truck

FUNDING: Food Service Budget

RATIONALE: This truck is to be used by the Food Service Management division for daily delivery of perishable goods. A refrigeration unit will be removed from a truck currently in service, and installed on the new truck body. The older truck will then be utilized for light duty jobs elsewhere in the division.

**ESTIMATED
TOTAL COST:** \$55,000.00

RESOLVED that the Broome-Tioga BOCES authorizes the solicitation of bids for a medium duty truck and retrofit of refrigeration unit for the Food Service Division.

DIVISION: Instructional Programs

BOARD ACTION: Permission to Solicit Bids

BOARD DATE: December 1, 2010

ITEM: Rough Terrain Forklift

FUNDING: Adult Education (45659128)

RATIONALE: This forklift is required for the Natural Gas Drilling Program as well as the OSHA Forklift Training Program to benefit Adult Education and Career & Technical Education students.

ESTIMATED TOTAL COST: \$15,000.00

RESOLVED that the Broome-Tioga BOCES authorizes the solicitation of bids for a rough terrain forklift for the Adult Education Department.

DIVISION: Management Support Services

BOARD ACTION: Purchase of Equipment

BOARD DATE: December 1, 2010

QUANTITY	DESCRIPTION	UNIT COST	TOTAL COST
1	2011 Ford F250 4x4 3/4 Ton Pickup Truck	\$21,743.37	\$21,743.37

FUNDING: Operations and Maintenance

BASIS OF ORDER: New York State Contract #PC65030 (Group 40450)

RATIONALE: Equipment to replace a 1995 truck in Operations and Maintenance

RESOLVED that the Broome-Tioga BOCES authorizes the purchase of a pickup truck from Van Bortel Ford at a cost of \$21,743.37.

DIVISION: Management Support Services

BOARD ACTION: Award for Bid MSS-26-S-11

BOARD DATE: December 1, 2010

PROPOSAL TITLE: Copy Paper & Duplicating Supplies

THE FOLLOWING VENDORS RECEIVED BID PROPOSALS:

AVRE	Dupli	Hudson Valley Paper	RIS Ohio
RIS New York	Xpedx	Whiteman Tower	Unisource
Spiral Binding	Peters Supply	Staples Business Advantage	U. S. Corrugated
Koch Container	Southwest Plastic	ABD School Supplies	Enterprise Group
Laminating USA	Liberty Paper	School Specialty	Temple Inland

THE FOLLOWING VENDORS RESPONDED:

Dupli	RIS Ohio	Hudson Valley Paper	Koch Container
Unisource	Spiral Binding	Southwest Plastic	Liberty Paper
Xpedx	Enterprise	School Specialty	

TERM: One Time Purchase

EXPENDITURE: \$113,211.48

Since the bid tabulation is extensive, items cannot be presented in this format. The complete tabulation is available for Board inspection, and each bidder will receive a copy.

Recommend rejection of the bid from RIS Paper for Item 20.01, as product bid does not meet specifications.

RESOLVED that the Broome-Tioga BOCES rejects the bid from RIS Paper for Item 20.01.

RESOLVED that the Broome-Tioga BOCES accepts the low bid from:

Dupli for Item 20.01; Hudson Valley Paper for Items 10.01, 13.03, 14.03; Koch for Item 22.01; Liberty Paper for Item 9.01; RIS Paper for Items 12.01, 12.02, 17.01, 19.01, 19.02; School Specialty for Items 20.02, 20.03; Southwest Binding for Items 23.01-23.05, 24.01, 24.02; Spiral Binding for Item 21.01; Unisource for Items 11.01-11.11, 13.01, 13.02, 14.01, 14.02, 16.01-16.07, 17.02, 18.01; Xpedx for Item 15.01 for Bid # MSS-26-S-11, Copy Paper & Duplicating Supplies.

BOARD ACTION: AGREEMENTS
BOARD DATE: December 1, 2010

ENCLOSURE F5-1

<u>#</u>	<u>AGREEING PARTY</u>	<u>ITEM(s)</u>	<u>DIV.</u>	<u>COST</u>	<u>EFFECTIVE DATE(s)</u>
714	Owego Treadway Inn	Room Rental: NYSED Meeting	ADM	Not to Exceed \$2,000.00	Dec. 6, 2010
716	Broome-Tioga-Delaware Health Insurance Consortium	Provide Treasurer/Deputy Treasurer services	ADM	Revenue	Jul. 1, 2010 - Jun. 30, 2011
717	Binghamton Regency	Room Rental: Professional Development "Common Core Standards"	CTR	\$637.50	Dec. 10, 2010
718	Broome County Library	Room Rental: Workshop "Best New Books for Young Adults"	CTR	\$110.00	Mar. 16, 2011
721	Kathleen Odean	Consultant: Presenter for "Best New Books for Young Adults"	CTR	\$1,500.00 plus travel exp.	Mar. 16, 2011
725	Lesley University	Professional Development Workshop: "Teaching Struggling Readers in Small Groups", Grades 3-8.	CTR	\$59,500.00 plus expenses	Mar. 15 & 16, 2011
719	Holiday Inn Arena	Room Rental: Professional Development "Adolescent Writers" (Gallagher Assoc.)	CTR	\$807.88	Apr. 4, 2011
720	Gallagher & Associates	Consultant: "Adolescent Writers" Workshop	CTR	\$3,500.00 plus travel exp.	Apr. 4, 2011
722	Linstar	Equipment Maintenance: Badge ID printer	CTR	\$798.00	Dec. 17, 2010 - Jun. 30, 2011
723	Town of Union	Provide MUNIS Support & Telecommunication Services	CTR	Revenue	Jan. 1, 2011 - Dec. 31, 2011
724	Charles LaBarre	Consultant: Odyssey of the Mind	IP	Not to Exceed \$3,950.00	Nov. 1, 2010 - May 30, 2011
715	Pupil Benefits Plan, Inc.	Student Medical Insurance	IP	\$3.19 per Student	Jul. 1, 2010 - Jun. 30, 2011

RESOLVED that the President be authorized to enter into and sign the above agreements.

BOARD ACTION: Disposal of Surplus Equipment

ENCLOSURE F6-1

BOARD DATE: December 1, 2010

ITEM #	ITEM	TAG #	DIV	REASON	DISPOSAL METHOD
25435	PRINTER	30353	CTR	OBSOLETE	RECYCLE CENTER (NORWICH CSD)
25436	DELL PC	11879	CTR	OBSOLETE	RECYCLE CENTER (WINDSOR CSD)
25437	IMAC PC	41393	CTR	STOLEN	SUSQUEHANNA VALLEY CSD
25438	IMAC PC	41394	CTR	STOLEN	SUSQUEHANNA VALLEY CSD
25439	IMAC PC	41395	CTR	STOLEN	SUSQUEHANNA VALLEY CSD
25440	IMAC PC	41396	CTR	STOLEN	SUSQUEHANNA VALLEY CSD

RESOLVED that the surplus items listed are worthless and not marketable, and should be disposed of and removed from the BOCES inventory.

DIVISION: BOARD OF TRUSTEES

BOARD ACTION: CERTIFIED

BOARD DATE: December 1, 2010

Personnel - Certified

Appointments: G1

RESOLVED that, upon the recommendation of the District Superintendent, the following Appointments be approved:

Division: **Instructional Programs**

Name: **Gayle Beurket**
Position Title: Adult Education Instructor
Certification: Adult Education - Pending
Effective: 11/15/10
Comment: Request for services

Name: **Patricia Bliznik**
Position Title: School Enrichment Teacher
Effective: 12/6/2010 – 06/30/2011
Comment: Extended Education / School Enrichment / Owego Apalachin

Name: **Timothy Strantz**
Position Title: School Enrichment Teacher
Effective: 12/6/2010 – 06/30/2011
Comment: Extended Education / School Enrichment / Harpursville

Personnel - Certified

Substitute Appointments: G2

RESOLVED that, upon the recommendation of the District Superintendent, the following Substitute Appointment be approved:

Division: **Instructional Programs**

Name: **Katherine Armstrong**
Class: Substitute Teacher C
Effective: 11/15/10

Name: **Janice Gelder**
Class: Substitute Teacher C
Effective: 2/1/11
Comment: From Substitute Teacher C to Substitute Teacher D

Name: Vivian Lateer
Class: Substitute Teacher C
Effective: 11/10/10

Name: JoAnn Slee
Class: Substitute Teacher D
Effective: 11/10/10

Personnel - Certified
Completions of Service: G3

RESOLVED that, upon the recommendation of the District Superintendent, the following Completions of Service be approved:

Division: Instructional Programs

Name: Judy Blanding
Position Title: Instructor Part Time (Nursing)
Effective: 11/16/10

Name: Carol Brunnabend
Position Title: Instructor Part Time (Nursing)
Effective: 11/16/10

Name: Kathleen Payne
Position Title: Instructor Part Time (Nursing)
Effective: 11/16/10

Name: Catherine Slocum
Position Title: Instructor Part Time (Nursing)
Effective: 11/16/10

DIVISION: BOARD OF TRUSTEES

BOARD ACTION: CLASSIFIED

BOARD DATE: December 1, 2010

Personnel – Classified

Appointment: H1

RESOLVED that, upon the recommendation of the District Superintendent, the following Appointment be approved:

Division: **Instructional Programs**

Name: Ashley Stevens
Position Title: Day Care Assistant
Type: Permanent
Classification: Competitive
Effective: 11/22/10
Comment: Probationary to Permanent

Personnel – Classified

Completion of Service: H2

RESOLVED that, upon the recommendation of the District Superintendent, the following Completion of Service be approved:

Division: **Instructional Programs**

Name: Cynthia Pingarelli
Position Title: Teacher Aide
Effective: 12/2/10

Personnel – Classified

Leaves of Absence: H3

RESOLVED that, upon the recommendation of the District Superintendent, the following Leaves of Absence be approved:

Division: **Instructional Programs**

Name: Stephen Ambrose
Position Title: School Monitor
Extension of FMLA, unpaid leave of absence: 11/19/10-11/30/10

Division: **Management Support Services/Central Business Office**

Name: **Mary Ann Regalbuto**

Position Title: Payroll Clerk

Leave of absence: 11/1/10-11/11/10

Unpaid leave of
absence: 11/12/10-11/16/10