BOARD OF EDUCATION

PERSONNEL ACTION ITEMS

AND RECOMMENDATIONS

January 3, 2018
**BOCES BOARD OF EDUCATION - SUMMARY**

**January 3, 2018**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Month</th>
<th>YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Resignations / Retirements</td>
<td>6</td>
<td>54</td>
</tr>
<tr>
<td>2</td>
<td>Leaves of Absence</td>
<td>6</td>
<td>46</td>
</tr>
<tr>
<td>3</td>
<td>Adjunct Appointments</td>
<td>15</td>
<td>375</td>
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<tr>
<td>4</td>
<td>Professional Appointments</td>
<td>7</td>
<td>86</td>
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<td>5</td>
<td>Civil Service Appointments</td>
<td>9</td>
<td>62</td>
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<tr>
<td>6</td>
<td>Tenure</td>
<td>0</td>
<td>4</td>
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<tr>
<td>7</td>
<td>Increase / Decrease / Takeover / PEL / Reduction</td>
<td>2</td>
<td>11</td>
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<tr>
<td>8</td>
<td>Substitutes and Per Diem Appointments</td>
<td>6</td>
<td>162</td>
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<tr>
<td>9</td>
<td>Terminations</td>
<td>0</td>
<td>3</td>
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<tr>
<td>10</td>
<td>Summer School</td>
<td>0</td>
<td>110</td>
</tr>
<tr>
<td>11</td>
<td>Other</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>12</td>
<td>Volunteers</td>
<td>4</td>
<td>18</td>
</tr>
</tbody>
</table>

**TOTALS:** 55 931
1. **RESIGNATION / RETIREMENT**

<table>
<thead>
<tr>
<th>Resignation</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) GEERTMAN, KERI L.</td>
<td>TEACHER AIDE 12/22/2017</td>
</tr>
<tr>
<td>(2) GREEN, KAYLA N.</td>
<td>ACCOUNT CLERK TYPIST 01/02/2018</td>
</tr>
<tr>
<td>(3) HURLBURT, KELLY M.</td>
<td>TEACHER ASSISTANT-contingent upon appointment as Art Teacher Sub 01/28/2018</td>
</tr>
<tr>
<td>(4) SCOINS, ELAINE A.</td>
<td>TEACHER AIDE 12/15/2017</td>
</tr>
<tr>
<td>(5) TURNER, RONDA M.</td>
<td>KEYBOARD SPECIALIST-contingent upon appointment as Account Clerk Typist 01/03/2018</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Retirement</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>(6) BLOSSOM, HARRY L.</td>
<td>CLEANER 12/31/2017</td>
</tr>
</tbody>
</table>

2. **LEAVES OF ABSENCE**

<table>
<thead>
<tr>
<th>Employee#</th>
<th>Position</th>
<th>Effective</th>
<th>Paid</th>
<th>Reason</th>
<th>Comment</th>
</tr>
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<tbody>
<tr>
<td>02712</td>
<td>SCHOOL NURSE LPN</td>
<td>01/03/2018 - 01/02/2019 intermittent</td>
<td>01/03/2018 - 01/02/2019</td>
<td>Medical</td>
<td>Seniority adjusted for unpaid days</td>
</tr>
<tr>
<td>04584</td>
<td>SPECIAL ED TEACHER</td>
<td>12/07/2017 - 01/01/2018</td>
<td>12/07/2017 - 01/01/2018</td>
<td>Medical</td>
<td></td>
</tr>
<tr>
<td>03701</td>
<td>ASSISTANT SPECIAL ED SUPERVISOR</td>
<td>12/27/2017 - 06/30/2018</td>
<td>22 calendar days</td>
<td>Military Service</td>
<td></td>
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<tr>
<td>02251</td>
<td>CLEANER</td>
<td>01/09/2018 - 02/01/2018</td>
<td>01/09/2018 - 02/01/2018</td>
<td>Extension of medical leave</td>
<td></td>
</tr>
</tbody>
</table>
2. **LEAVES OF ABSENCE** – cont’d

   (5) Employee#: **03616**  
   Position: TEACHER AIDE  
   Effective: 11/14/2017 - 11/13/2018  
   Paid: 11/14/2017 - 12/11/2017 consecutive  
   Unpaid: 12/12/2017 - 11/13/2018 intermittent  
   Reason: Family Medical  
   Comment: Seniority adjusted for unpaid days

   (6) Employee#: **05201** (amended Employee #)  
   Position: SCIENCE TEACHER  
   Effective: 11/20/2017 - 01/28/2018  
   Paid: 11/20/2017 - 01/08/2018  
   Unpaid: 01/09/2018 - 01/28/2018  
   Reason: Medical/Childcare Leave  
   Comment: Seniority adjusted for unpaid days

3. **ADJUNCT APPOINTMENTS - 2017-2018 School Year** *(unless otherwise noted)*

<table>
<thead>
<tr>
<th>Additional Work Assignment-Additional hours per district request</th>
<th>Rate/hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) CORNELL, DENISE-Physical Therapist-Extra Work over Christmas break (up to 7hrs)</td>
<td>$22</td>
</tr>
<tr>
<td>(2) DAVIS, ANNA-Special Education Teacher-UPK meetings per district request (up to 2 hrs/mon)</td>
<td>$22</td>
</tr>
<tr>
<td>(3) DUVALL, BRANDI-Occupational Therapist-Extra hours over Christmas break (up to 7 hrs)</td>
<td>$22</td>
</tr>
<tr>
<td>(4) HERZING, ANNEMARIE-School Psychologist-Extra work over Christmas break (up to 7 hrs)</td>
<td>$22</td>
</tr>
<tr>
<td>(5) JONES, AMY-School Psychologist-Extra work over Christmas break (up to 7 hrs)</td>
<td>$22</td>
</tr>
<tr>
<td>(6) JONES, AMY-School Psychologist-Add'l hours per district request (up to 6/wk)</td>
<td>$22</td>
</tr>
<tr>
<td>(7) LEVY, CHRISTINA-Occupational Therapist Asst-Extra work over Christmas break (up to 7 hrs)</td>
<td>$22</td>
</tr>
<tr>
<td>(8) WHITTAKER, HANNAH-Speech &amp; Hearing Teacher-Add'l hours per district request (up to 6/wk)</td>
<td>$33.48</td>
</tr>
</tbody>
</table>

**District Level Service and Support**

<table>
<thead>
<tr>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>(9) CUMMINGS SR, DONALD H. Up to 25 hrs/training of new Sr. Maintenance Mechanic</td>
</tr>
</tbody>
</table>

**Home Instructor**

<table>
<thead>
<tr>
<th>Rate/hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>(10) DUSZA, MARY A.</td>
</tr>
<tr>
<td>(11) EARLEY, HEATHER D.</td>
</tr>
<tr>
<td>(12) SMITH, CYNTHIA G.</td>
</tr>
<tr>
<td>(13) SMITH, MICHELLE L.</td>
</tr>
</tbody>
</table>
3. **ADJUNCT APPOINTMENTS - 2017-2018 School Year** (unless otherwise noted) – cont’d

<table>
<thead>
<tr>
<th>Team Leader</th>
<th>Stipend</th>
</tr>
</thead>
<tbody>
<tr>
<td>(14) BALDWIN, RAYMOND S.</td>
<td>Technology Solutions</td>
</tr>
<tr>
<td>(15) JOSEPH, DAVID M.</td>
<td>Technology Solutions</td>
</tr>
</tbody>
</table>

4. **PROFESSIONAL APPOINTMENT**

**Probationary Appointment - Classroom Teacher** - Eligibility for tenure at the end of the probationary period is dependent on employee receiving APPR ratings of Effective or Highly Effective in 3 of 4 preceding years and no Ineffective composite or overall rating in the final year.

(1) Name: CODER, JONATHAN J.  
Position: SPECIAL ED TEACHER  
FTE: 100%  
Tenure: GENERAL SPECIAL EDUCATION  
Certified: INITIAL - CHILDHOOD EDUCATION GRADES 1-6  
Mentor: Christal Rosel  
Effective: 01/22/2018  
Probation: 01/22/2018 - 01/21/2022  
Salary: Column C, Step 05  
Comment: New position per district requests

(2) Name: MILLER, MELANIE A.  
Position: BUSINESS TEACHER  
FTE: 100%  
Tenure: BUSINESS EDUCATION  
Certified: PROFESSIONAL - BUSINESS AND MARKETING  
Mentor: Sue McElheny  
Effective: 08/28/2017  
Probation: 08/28/2017 - 08/27/2020  
Salary: Column C, Step 15  
Comment: Probationary period reduced due to prior tenure
4. PROFESSIONAL APPOINTMENT – cont’d

**Probationary Appointment - Non-Classroom Teacher**

(3) Name: SHORT, JILLIAN J.
   Position: SPEECH & HEARING TEACHER
   FTE: 100%
   Tenure: SPEECH & HEARING HANDICAPPED
   Certified: PENDING - SPEECH & HEARING HANDICAPPED
   Mentor: Nina Vossler
   Effective: 01/15/2018
   Probation: 01/15/2018 - 01/14/2022
   Salary: Column C, Step 02 (amended)
   Comment: New position per district requests

(4) Name: WOODIN, SAMANTHA N.
   Position: SCHOOL COUNSELOR
   FTE: 100%
   Tenure: SCHOOL COUNSELING & GUIDANCE
   Certified: PROVISIONAL - SCHOOL COUNSELOR
   Mentor: John Dedrick
   Effective: 12/04/2017
   Probation: 12/04/2017 - 12/03/2021
   Salary: Column C, Step 01
   Comment: New position per district requests

**Part-Time Non-Probationary Appointment**

(5) Name: ALLEGRA, AMY K.
   Position: ESOL TEACHER
   FTE: 60%
   Certified: PROFESSIONAL - EARLY CHILDHOOD ED, BIRTH-GRADE2
   Effective: 01/02/2018 - 06/30/2018
   Salary: Column C, Step 09
   Comment: New position per district request

**Term Substitute Appointment**

(6) Name: DIMARTINO, RICHARD C.
   Position: TEACHER - SUB <90 DAYS ST
   FTE: 100%
   Certified: PENDING-PHYSICAL EDUCATION
   Effective: 01/04/2018 - 06/30/2018 or upon the return of Employee #03583
   Salary: Column C, Step 01
4. PROFESSIONAL APPOINTMENT – cont’d

Term Substitute Appointment
(7) Name: HURLBURT, KELLY M.
    Position: TEACHER - SUB >90 DAYS LT
    FTE: 100%
    Certified: UNCERTIFIED
    Effective: 01/29/2018 - 06/30/2018
    Salary: Column C, Step 01

5. CIVIL SERVICE APPOINTMENT

Full-Time Appointment
(1) Name: ADERMAN, BETHANY T.
    Position: TEACHER AIDE
    Effective: 01/08/2018
    Probation: 01/08/2018 - 01/07/2019
    Salary: $10.40/hour
    Comment: New position per district requests

(2) Name: HENDERSON, MARIE L.
    Position: TEACHER AIDE
    Effective: 01/04/2018
    Probation: 01/04/2018 - 01/03/2019
    Salary: $10.40/hour
    Comment: New position per district requests

(3) Name: RAMSEY, DAN A.
    Position: SR MAINTENANCE MECHANIC
    Effective: 01/08/2018
    Probation: 01/08/2018 - 01/07/2019
    Salary: $51,500/year
    Comment: Vacancy due to retirement

(4) Name: SLATER, KAREN L.
    Position: TEACHER AIDE
    Effective: 01/04/2018
    Probation: 01/04/2018 - 01/03/2019
    Salary: $10.40/hour
    Comment: New position per district requests

(5) Name: TURNER, RONDA M.
    Position: ACCOUNT CLERK TYPIST
    Effective: 01/04/2018
    Probation: 01/04/2018 - 07/05/2018
    Salary: $33,742/year
    Comment: Vacancy due to resignation
5. **CIVIL SERVICE APPOINTMENT** – cont’d

**Full-Time Appointment**

(6) Name: WILKINS, NAKIYA E.  
    Position: ACCOUNT CLERK TYPIST  
    Effective: 01/08/2018  
    Probation: 01/08/2018 - 01/07/2019  
    Salary: $28,315/year  
    Comment: Vacancy due to resignation

**Provisional Appointment**

(7) Name: BURNS, MICHAEL J.  
    Position: DATA INTEGRATION TECHNICIAN (amended)  
    Effective: 12/07/2017  
    Salary: $32,489/year

**Part Time Probationary Appointment**

(8) Name: GENTNER, ALANNA N.  
    Position: TEACHER AIDE - PT >20 HOURS, <30 HOURS  
    FTE: 100%  
    Effective: 01/04/2018  
    Probation: 01/04/2018 - 01/03/2019  
    Salary: $10.40/hour  
    Comment: Vacancy due to resignation

**Reclassification of Civil Service Title**

(9) Name: BALDWIN, ROXANNE L.  
    Position: MAINTENANCE MECHANIC  
    Effective: 01/04/2018  
    Probation: 01/04/2018 - 07/03/2018  
    Salary: $38,415  
    Comment: Reclassification to align with updated job duties

7. **INCREASE/DECREASE IN APPOINTMENT, TAKEOVERS, RECALL FROM PEL, ETC.**

**Increase in Appointment**

(1) Name: GRABOWSKI, KAREN A.  
    Position: ART TEACHER  
    Increase: From 20% to 40%  
    Effective: 08/29/2017 to 1/26/18  
    Comment: Increase per district request
7. **INCREASE/DECREASE IN APPOINTMENT, TAKEOVERS, RECALL FROM PEL, ETC.** – cont’d

### Increase in Appointment
(2) Name: MILTON, JILL A.  
Position: SCHOOL PSYCHOLOGIST  
Increase: From 60% to 100%  
Effective: 01/02/2018  
Comment: Increase per district request

8. **SUBS / PER DIEM APPOINTMENT - 2017-18 School Year** *(unless otherwise noted)*  
 *(Rates per Adjunct Pay Schedule where applicable)*

**Cleaner**
(1) GARDNER, LISA K.

**Teacher Aide Sub**
(2) KOLASNY, CAROLINE  
(3) SCOINS, ELAINE A.

**Pending Board Approval**
(4) GENTNER, ALANNA N.  
Pending Board Approval  
01/02/2018  
(5) HENDERSON, MARIE L.  
Pending Board Approval  
12/18/2017  
(6) SLATER, KAREN L.  
Pending Board Approval  
12/13/2017
12. **VOLUNTEERS, STUDENT TEACHERS & INTERNS:** *Unpaid*

12.1 Name: MENDELL, KATHRYN  
College/Agency: Warner School of Education  
Position/Duties: Educational Leadership Internship  
Date(s) of Service: January 17, 2018 – until finished  
Comments: 600 hours to be completed during working hours

12.2 Name: MARAGLIA, CARLY  
College/Agency: Saint Bonaventure University  
Position/Duties: School Counseling Internship Experience  
Date(s) of Service: January 16, 2018 – May 4, 2018  
Comments: Minimum of 300 hours

12.3 Name: VISCIANO, SUZANNE  
Position/Duties: Classroom volunteer  
Date(s) of Service: 2017-18 school year  
Comments: Volunteering in Deborah Slawiak and Thad Zyck rooms

12.4 Name: YATES, ELIZABETH  
College/Agency: Keuka College  
Position/Duties: School Psychologist Field Experience  
Date(s) of Service: December 7, 2017 – January 26, 2018  
Comments: Minimum of 140 hours