



## REGULAR MEETING – March 30, 2017

A Regular Meeting of the Tech Valley Regional Technology Institute (Tech Valley High School), a joint venture of the Board of Cooperative Educational Services of Albany-Schoharie-Schenectady-Saratoga Counties, 900 Watervliet-Shaker Road, Albany, New York, and the Board of Cooperative Educational Services of Rensselaer-Columbia-Greene Counties, 10 Empire State Boulevard, Castleton, New York, was held on March 30, 2017 at the Tech Valley High School, SUNY College of Nanoscale Science and Engineering, 246 Tricentennial Drive, Albany, New York 12203. The meeting was called to order at 6:15 p.m. by President Puccio.

### PRESENT

John Bergeron  
Jeff Bradt  
Edmund Brooks  
John Hill  
Kevin Kutzscher  
Marilyn Noonan  
Carol Orvis  
John Phelan  
Paul Puccio  
Gladys Cruz, Dist. Supt.  
John Yaglieski, Chief Exec. Officer  
Gretchen Wukits, Clerk of the Board

### ABSENT

Lynne Lenhardt

### STAFF

James Niedermeier

### GUESTS

Wendy Ashley  
James Church  
Matthew Sloane

President Puccio led the Pledge of Allegiance.

### **PLEDGE OF ALLEGIANCE**

President Puccio recommended moving the Executive Session from the Personnel Considerations section to the last section of the agenda before the end of the meeting. It was moved by Mr. Kutzscher and seconded by Mrs. Orvis to approve the agenda, as amended. The motion passed unanimously.

### **AGENDA**

It was moved by Mrs. Orvis and seconded by Mrs. Noonan to accept the January 26, 2017 Board Meeting Minutes. The motion passed unanimously.

### **MINUTES**

It was moved by Dr. Bergeron and seconded by Mrs. Noonan to approve the following:

**PERSONNEL  
CONSIDERATIONS**

RESOLVED: that upon joint recommendation of the District Superintendent of Questar III and the Chief Executive Officer of Capital Region BOCES, the list of per diem substitutes provided through the Substitute Coordination Service of the Capital Region BOCES for the Tech Valley High School be jointly appointed from March 31, 2017 through June 30, 2017. The motion passed unanimously. (Appointments)

It was moved by Dr. Bergeron and seconded by Mrs. Noonan to approve the following:

RESOLVED: that upon joint recommendation of the District Superintendent of Questar III and the Chief Executive Officer of Capital Region BOCES, the following teachers listed below be jointly appointed as Summer Camp Instructors for the period of July 7, 2017 to July 26, 2017:

<u>Teacher</u>	<u>Stipend</u>
Brad Hale	\$1,100
Jennifer Muirhead	\$1,100

The motion passed unanimously.

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to accept the January 11, 2017 through February 27, 2017 Internal Claims Auditor Report as submitted. President Puccio noted that the report should include a signature. Ms. Wendy Ashley, BOCES Business Official, Capital Region BOCES, indicated a signature would be on future reports. The motion passed unanimously.

**INTERNAL  
CLAIMS  
AUDITOR  
REPORT**

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to accept the Treasurer's Reports for the periods ending January 31, 2017 and February 28, 2017 as presented. The motion passed unanimously.

**TREASURER'S  
REPORTS**

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to approve the following:

**APPROVAL OF  
INDEFINITE LOAN  
OF EQUIPMENT**

RESOLVED: that the Tech Valley Operating Board approve the indefinite loan of two (2) computer kiosks, two (2) HP P4 Core Duo computers, and two (2) Lenovo monitors from Hudson Valley Community College for the purpose of creating a presentation station in the Multipurpose Room. The motion passed unanimously.

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to approve the following:

RESOLVED: that the Tech Valley High School Operating Board authorize the Treasurer to open a new bank account for the purpose of an Extraclassroom Activity Fund. The motion passed unanimously.

**AUTHORIZATION  
TO OPEN NEW  
BANK ACCOUNT  
FOR EXTRACLASS-  
ROOM ACTIVITY  
FUND**

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to approve the following:

RESOLVED: that the Tech Valley Operating Board approve the creation of Extraclassroom Activity Accounts for TVHS Student Government, TVHS Robotics, and TVHS International Travel. These accounts will allow TVHS to manage club funds according to current NYSED guidance. The motion passed unanimously.

**APPROVAL OF  
CREATION OF  
EXTRACLASSROOM  
ACTIVITY  
ACCOUNTS**

It was moved by Mr. Kutzscher and seconded by Mr. Bradt to approve the following:

RESOLVED: that the Tech Valley High School Operating Board authorize the establishment of Petty Cash funds in the amount of \$100 to be held by Lorinda Jensis in accordance with Petty Cash Guidelines as established by Capital Region BOCES. The motion passed unanimously.

**AUTHORIZATION  
TO ESTABLISH  
PETTY CASH FUNDS**

Mr. James Niedermeier, Principal and Chief Academic Officer, began the Presentation of the Proposed 2017-18 TVHS Budget by reviewing the current year's priorities. He highlighted the STEM program, the Project Based Learning Alignment, and the increased amount of teacher time with students. President Puccio suggested the TVHS student profile be shared at the Annual BOCES Meetings. Mr. Niedermeier explained the details of the organizational structure with Ms. Danielle Bouton-Wales, Questar III BOCES, assuming responsibilities as Director of Tech Valley High School and working with both Capital Region and Questar III BOCES. He indicated the ongoing work on identifying success measures. He addressed financial sustainability and noted the small increase over last year's budget. A discussion followed about the most favorable way to present cost per student data, using the factor of actual enrollment versus expected enrollment in the calculation. Mr. Niedermeier summarized new courses for 2017-18. In response to a question from Mr. Phelan, he responded that college credit would be awarded for the new courses. Dr. Bergeron inquired about the acceptability of Excelsior College credits, and it was noted that SUNY schools accept transfer credits. President Puccio asked about capstone course of study. It was explained that it would be necessary to complete capstone courses in order to acquire an associate's degree. Mr. Niedermeier provided an overview of the significant changes in the proposed budget. He reported that the cost of the school lunch program had been dramatically reduced due to the partnership with the Guilderland School District. He noted that the increase in equipment was due to needed replacements and that the art teacher would be assisting with contacts for I-term which would increase the position to full time. The challenges of the physical education program were discussed. Mr. Niedermeier

**PRESENTATION OF  
PROPOSED 2017-18  
TVHS BUDGET**

stated it remains a constant expense. In answer to a suggestion by Dr. Bergeron about working with other schools districts, he responded that the scheduling difficulties are too great. He provided details about the physical education activities to Mrs. Noonan who had asked about the offerings.

In response to a question posed by Mr. Phelan, Ms. Ashley, BOCES indicated the amount of the fund balance is \$605,872.

It was moved by Mr. Hill and seconded by Mr. Phelan to approve the following:

RESOLVED: that the Tech Valley High School Operating Board approve the Proposed Budget of \$2,363,497 for the 2017-2018 fiscal year. The motion passed unanimously.

It was moved by Mrs. Orvis and seconded by Mrs. Noonan to approve the following:

**APPROVAL OF  
2017-18 TVHS  
CALENDAR**

RESOLVED: that the Tech Valley High School Operating Board approve the 2017-18 TVHS calendar.

Dr. Gladys Cruz, District Superintendent, Questar III BOCES, asked about the designation of days in September prior to the first day of student attendance. It was determined that September 5, 2017 should be designated as a staff development day.

It was moved by Mr. Phelan and seconded by Mr. Kutzscher to approve the 2017-18 TVHS calendar, as amended. The motion passed unanimously.

Mr. James Niedermeier noted that the I-term link had been updated by Ms. Heather Nellis, TVHS Communications Coordinator, which affected the link to the robotics section. He indicated the updated link would be forwarded to Board members.

**PRINCIPAL'S  
REPORT**

Mr. James Church, Director of Strategic Planning Initiatives, Questar III BOCES, began his report by noting there had not been too many substantial contributions since his last report. He explained that one of the most notable expenditures were associated with the trip to China and that the Foundation Board had provided funding for the chaperones. President Puccio inquired if there would be gifts presented to the Chinese hosts. Mr. Church indicated that Mr. Niedermeier and Ms. Sophia Hsia, Mandarin Chinese teacher, had discussed tokens that would travel well. He provided an overview of the participation in 2016-17 Lobby Day and noted that the state legislators continue to be impressed with the TVHS students in their visits with them. Mr. Church stated that outreach efforts include exploring membership for students at the Tech Valley Center of Gravity and to develop relationships with new businesses to cultivate potential Business Alliance members. Ms. Noonan asked if contacts with RPI were still being pursued. Mr. Church indicated attempts had been made and elaborated that during I-term there had been contacts/communications with over 50 businesses.

**DEVELOPMENT  
REPORT**

Dr. Bergeron asked for an explanation of the scoring for the robotics competition which Mr. Niedermeier provided.

Dr. Cruz reported that Mr. Niedermeier would be a guest at board meetings at the Chatham and Berlin School Districts. She also noted he would be meeting the component school district superintendents in May for a TVHS update.

**DISTRICT  
SUPERINTENDENTS'  
REPORT**

It was moved by Mr. Phelan and seconded by Mr. Hill to enter into Executive Session at 7:22 p.m. The motion passed unanimously.

**EXECUTIVE  
SESSION**

It was moved by Mr. Bradt and seconded by Mr. Brooks to reconvene the Regular Session at 7:49 p.m. The motion passed unanimously.

It was moved by Mr. Kutzscher and seconded by Mrs. Noonan to adjourn the meeting at 7:50 p.m. The motion passed unanimously.

**ADJOURNMENT**

May 15, 2017

Date

Gretchen E. Wukits

Gretchen E. Wukits  
Clerk of the Board