

Minutes
Delegate's Assembly
BOCES United Professionals

4:00 PM
September 10, 2013
The Foreman Center, Building 9
START/ALA Library

- I. Call to order, A. Jordan, 4:05 PM
Attending: Andrieu, E. (Speech;) Bagdon, S. (Speech;) Bayer, M (CTTS;) Brady, M (District Based;) Cousineau, L (Pre-School;) Durante, S. (Deaf Ed./Vision;) Farnum, T. (Mental Health;) Freund, A. (Bird/Morgan;) Jones, B. (Bird/Morgan;) Kavanaugh, A. (ALA/START;) King, K (Deaf Ed.;;) Kingsley, D. (ALA/START;) Kirkey, K. (Audiology;) Moxley, K. (Nursing;) Long, S. (OT/PT;) Pietrantonio, D. (Technology Services;) Pritchard, L. (OT/PT;) Rotundo, J (Inst. Specialists;) Seibert, A (Nursing;) Tee, D. (EMCC;) Tomkinson, M. (Multi Occ/Focus;) Utter, T. (Crisis Interveners/Associate Teachers;) Yaeger, P. (Creekside;)
- II. Approval of Meetings Minutes
 - A. June 4, 2012 Minutes **Approved**
 - B. August 13, 2013 Minutes **Approved**
- III. Old Business
 - A. Motion: To rescind the previous motion passed 6/4/13 directing the Treasurer of BOCES United Professionals to pay the Election committee hourly (Chairpersons \$40/hr. Members \$25/hr.) Motion **Approved**
 - B. Motion: The Delegate's Assembly directs the Election Committee to create an Election Handbook to be presented to the Delegate's Assembly for consideration no later than February 4, 2014. Motion **Approved**
 - C. Motion: The Delegate's Assembly directs the Election Committee to create an Election Handbook to be presented to the Delegate's Assembly for consideration no later than February 4, 2014. Motion **Approved**
- IV. New Business
 - A. Maryfran Fettinger, Treasurer – Resignation
 - B. Motion: To approve the appointments of Admiral Lord (START/ALA) Treasurer, and Tim Farnum (Mental Health) Secretary: for the remainder of the term ending June 13, 2015.

- C. After discussion there was a motion was split the above and vote separately on each office. **Motion Approved**
 - D. Motion: To postpone the vote on the appointment of Admiral Lord Treasurer. **Motion Failed**
 - E. Motion: To appoint Admiral Lord Treasurer. **Motion Approved**
 - F. Motion: To approve Tim Farnum as Secretary. **Motion Failed**
 - G. Motion: To approve appointment of Marne Brady (District Based) Chairperson of the Financial Controls/Audit Committee for the remainder of the current term ending June 30, 2015. **Motion Approved**
 - H. Motion: To approve the appointments of Lindsey Forma, Barb Babiarz, Theresa Symer members of the Financial Controls/Audit Committee. **Motion Approved**
 - I. Motion: To approve the 2013/14 Budget of BOCES United Professionals. Speaking – Delegate Marne Brady. List the nine departments for student expenses. **Motion Approved**
 - J. Motion: To hold a special election for Secretary. **Motion Failed**
- V. Announcements:
- A. Marne Brady announced a New BUP Finding Request Form.
 - B. Please seek administrator’s approval in advance while representing a union member during your contractual day. All other BUP meetings need to be held outside of your contractual day.
 - C. Be on the lookout for a new anonymous web submission form on the BUP website www.monroe.bup.org and a new BUP Facebook Page.
 - D. Andrew Jordan will email a Delegate’s Assembly schedule. They are currently scheduled for 4:30. Please email Andrew if you could meet earlier than 4:30.

Delegate's Assembly
BOCES United Professionals

Called to order 4:06 PM
START/ALA Library
October 1, 2013

I. Call to order: Jordan, A. 4:06 PM

Attending: Andrieu, E. (Speech;); Bagdon, S. (Speech;); Brady, M (District Based;); Buchanan, M. (Creekside;); Cousineau, L (Pre-School;); Durante, S. (Deaf Ed./Vision;); Farnum, T. (Mental Health;); Freund, A. 4:14 PM (Bird/Morgan;); Jones, B. (Bird/Morgan;); Kavanaugh, A. (ALA/START;); King, K (Deaf Ed.); Kirkey, K. (Audiology;); Moxley, K. (Nursing;); Long, S. 4:10 PM (OT/PT;); O'Brien-Fairley, Kelly (Creekside;); Pietrantonio, D. (Technology Services;); Pritchard, L. (OT/PT;); Rotundo, J 4:10 PM (Inst. Specialists;); Seibert, A (Nursing;); Tomkinson, M. (Multi Occ/Focus;); Utter, T. (Crisis Interveners/Associate Teachers;); Yeager, P. (Creekside;)

II. **Motion** to approve Meeting Minutes (Spelling correction Yaeger).

Approved

III. Correspondence/Reports

- A. Treasurer's Report (A. Lord) – Reviewed the report and answered questions about conference money.
- B. Request for BUP form (Marne Brady) – The new form was well received by all.
- C. IRS regarding tax exempt 501C3 status (A. Lord) – There may be a fine for past issues. Delegates will be asked how to proceed when we learn what, if any, penalty we are asked to pay.
- D. NYSUT Ed. 6 Meeting 9/24/2013 Report (A. Jordan) – Wayne County and bordering towns – reviewing sales tax program for school district. May effect some of our cross contract districts.
- E. APPR –As of Sept. 24 – 69 districts have not been given final scores. Composite scores will not be public.
- F. NYS NYSUT Local BOCES Leader Conference Call with NYSUT Vice President Maria Neira, 9/13/2013 Report (A. Jordan) – Marne Brady and Andrew Jordan will be attending conference.

IV. Old Business

- A. **Motion**(Executive Committee :) To approve the appointment of Sarah Bagdon (Delegate/Speech) Secretary of BOCES United Professionals for remainder of current term, ending June 30, 2015. **Approved**

V. New Business

- A. **Motion**(Executive Committee :) To approve the appointment of Karen Kirkey (Delegate/Audiology) Chairperson of the Elections Committee. **Approved**
- B. **Motion**(Executive Committee :) To approve the following members of the Elections Committee:
- a) Susan Newman (Audiology) **Approved**
 - b) Lisa Kennedy (Speech) **Approved**
- C. **Motion**(Executive Committee :) To approve the appointment of Tim Farnum (Delegate/Mental Health,) Chairperson of the Membership Committee. **Approved**
- D. **Motion**(Executive Committee :) To approve the following members of the Membership Committee
- a) Ann Kavanaugh (Delegate/Trackside Academy)**Approved**
 - b) Mary Mundy (OATS) **Approved**
 - c) Sulyn Bennett-Hennessey (EMCC) **Approved**
- E. **Motion**(Executive Committee :) To approve the appointment of Joe Alati (Exec. Committee/EMCC) Chairperson of the Negotiations Committee. **Approved**
- F. **Motion**(Executive Committee :) To approve the following members of the Negotiations Committee:
- i. Admiral Lord (Exec. Committee/Trackside Academy)
 - ii. Andrew Jordan (Exec. Committee/CTTS)
 - iii. Jason Rotundo (Inst. Specialists)
 - iv. Kanika Moxley (Nursing)
 - v. Karen Kirkey (Audiology/Vision/Deaf Ed.)
 - vi. Laurie Pritchard (OT/PT)
 - vii. Mary Sue Tomkinson (MOF/EMCC)
 - viii. Nathan Hetherington (Asst. Teachers/Morgan-Bird)
 - ix. Sarah Bagdon (Speech)
 - x. Ted Esders (Exec. Committee/Dist. Based)
 - xi. Tim Farnum (Mental Health)
 - xii. Nancy Leiter (retiree representative)
 - xiii. Mark Buchanan (Creekside)

Approved

- G. Points were raised about two concerns regarding the Negotiations Committee:
- i. Discussion about Bird/Morgan not having a teacher representative for the building. Teachers in that building are concerned. The executive committee will follow up with this concern and decide on action.

- ii. Discussion concerning a Crisis Intervention person to be placed on committee.
- H. **Motion**– To send minutes when they are approved by Executive Committee.
Approved

VI. Announcements

- A. NYSUT Labor Relations Specialist Chris Hamrick will conduct training about Member Representation as part of the November 5th Delegate's Assembly meeting.
- B. NYSUT Rochester BOCES Leaders Meeting – October 15
 - a) A. Jordan, J. Alati, A. Lord, S. Bagdon attending.
- C. 41st NYSUT BOCES Leaders Conference – October 18-19
 - a) A. Jordan, J. Alati, M. Brady attending.
- D. Please check out and join the new BOCES United Professionals Facebook page! <http://www.facebook.com/monroebup> for updates about upcoming meetings, news from NYSUT, the NEA, and the American Federation of Teachers!
- E. Information about phone #'s, addresses of Delegates were asked to be shared among the delegates. All agreed to share information.

Delegate's Assembly Minutes
BOCES United Professionals

4:00 PM
START/ALA Library
November 5, 2013

I. Call to order at 4:02

Present: Andrieu, E. (Speech;); Bayer, M. (CTTS) Brady, M (District Based;); Buchanan, M. (Creekside;); Durante, S. (Deaf Ed./Vision;); Farnum, T. (Mental Health;); Kavanaugh, A. (ALA/START;); King, K (Deaf Ed.); Kirkey, K. (Audiology;); Moxley, K. (Nursing;); Long, S. (OT/PT;); Pietrantonio, D. (Technology Services;); Pritchard, L. (OT/PT;); Rotundo, J 4:10 PM (Inst. Specialists;); Seibert, A (Nursing;); Tee, D. (EMCC) Tomkinson, M. (Multi Occ/Focus;); Utter, T. (Crisis Interveners/Associate Teachers;); Yeager, P. (Creekside;)
Absent: Cousineau, L. (Pre-school) Freund, A. (B/M) Jones, B. (B/M) Kingsley, D. (ALA/START) O'Brien-Fairley, K. (CI's)

II. Motion to approve October Meeting Minutes: **Approved**

III. Correspondence/Reports

- A. Treasurer's Report - A. Lord- FRC has reviewed July- September 2013 numbers and found them to be in good order. About 90% goes to NYSUT Dues.
- B. Monroe County Federation of Teachers - Jordan, A: APPR, Common Core and negotiations were the main topics.
- C. BOCES Leaders Meeting - 10/15 Alati, J.; Bagdon, S.; Lord, A.; Jordan, A: Similar struggles/frustrations are shared among all area BOCES members (APPR/Common Core)
- D. BOCES Leadership Conference 10/18-10/19 (Albany) - Alati, J; Brady, M.; Jordan, A: Common Core and APPR frustrations were discussed. Joe and Andrew took part in a negotiations portion of the conference.

IV. Presentations

- A. The Bonadio Group - Financial Audit Presentation (Dawn Minnimier): Last year Bonadio did a financial control review. They recommend a review or an audit.
 - i. Review - How do the numbers from last year compare to the numbers this year? More analytical - a step below a full audit.
 - ii. Audit - Gives you a specific opinion. Gets into the "meat" of our finances (i.e. bank statements/dues/data/financial statements).

Bonadio will confirm that our financial numbers are or are not, misstated.

- iii. NYSUT Labor Relations Representative – Ms. Christina Hamrick:
 - a) Duty of Fair Representation (DFR): Represent everyone fairly.
 - b) Weingarten Rights: Guarantees representation at any discipline meeting.
 - c) Union members can stop a meeting at any time and reschedule in order to secure representation. Arrangements for representation should be made within 48 hours.
 - d) Matter of Cadet: a tenured teacher does not have to answer supervisor’s questions. They can say they are exercising their Cadet Rights (does NOT imply guilt).
 - e) Representing a probationary member: Meet prior to meeting and discuss matter to the extent possible. Advise members to say as little as possible – (“yes/no” answers, etc.). Delegates have the right to ask administration to restate questions or advise the member not to answer questions. Take notes. Feel comfortable to interrupt the meeting, ask questions, etc.
 - f) After the meeting – talk with the member to review meeting and determine next steps.
 - g) DON’T SIGN LETTER OF COUNSEL IMMEDIATELY – check with union rep before signing. Members can write a letter of rebuttal.
 - h) Members DO have the right to know what meetings are about, ahead of time. A member may not refuse to go to a meeting, but may request to know the nature of why the meeting has been called.

- V. Old Business
 - A. None

VI. New Business

- A. Motion (Elections Committee) To approve Anna Freund as a member of the Elections Committee. **Approved**
- B. Motion (Executive Committee;) to suspend the rules for the purpose of discussing audit options as presented by The Bonadio Group.
Approved
 - i. Three Possibilities:
 - a) A Financial review of our own FRC (no extra cost)
 - b) A Financial review of one year by Bonadio (\$4,750)
 - c) A Financial Audit of one year (\$6,750)
 - ii. Comments:
 - a) An audit would leave the FRC and Officers out of the mix and reinforce trust.

- b) Concern about reviewing last year's numbers before new procedures were put in place.
- c) High cost - large expense.
- d) We currently meet all of the requirements for reviewing our finances without further outside reviews or audits.
- e) All of the Bonadio recommendations have been adopted or in the process of being adopted.
- f) Members should make their feelings about this known to delegates and officers!

VII. Announcements

- A. November 7, 4:00 PM - Commissioner King will be at Brighton High School hosting a forum on APPR, climate of testing, and Common Core. All are encouraged to attend.
- B. The Executive Committee wishes all safe travel and a very happy beginning to the holiday season!

Delegate's Assembly
BOCES United Professionals

4:00 PM
START/ALA Library
December 3, 2013

- I. Call to order at 4:03pm
- II. Approval of Meeting Minutes
 - A. November 5, 2013 - unanimous approval.

III. Correspondence/Reports

A. Treasurer's Report - A. Lord

Presentation of financial report - All in order. Extension has been asked for to complete tax form 990. By January meeting, we expect to have paperwork in order to complete that, based on upcoming either internal or external audit/review.

13 charities we are continuing to give to this holiday season. Motion made to discuss continuing these 13 organizations - A. Lord, T. Farnum, 2nd.

Advent House	Alternatives for Battered Women
Boy Scout Troop 26	Center for Youth
CURE Childhood Cancer	Farm Sanctuary
Hillside Special Santas	Lollipop Farm
Open Door Mission	Perinton Food Shelf
Special Olympics	St. Joseph's Neighborhood Center
Veteran's Outreach at Canandaigua VA	

Question asked why give to so many organizations?

Treasurer reports that this has been budgeted for, for years. These are organizations that our families/students benefit from. If membership feels strongly about reducing the charitable donations, the discussion can be continued.

E. Andrieu - motion to amend the list to replace the Farm Sanctuary with the EquiCenter 2nd. T. Farnum.

Motion to vote - K. Moxley, 2nd B. Jones - passed.

Motion to approve 13 organizations with Equicenter substituting for Farm Sanctuary -K. King, 2nd K. Moxley - passed.

B. Negotiations Committee - J. Alati

Committee has combed through contract, most areas need further review. Next meeting will continue discussion, survey monkey survey on horizon to determine most pressing issues. Members should voice or e-mail topics of concern to their BUP representatives.

C. NYSTRS Conference Report - P. Yaeger/B. Walker

Nov. 3-4 conference in Saratoga. Not a lot of change to report. Pension was described as secure and "ideal" by one presenter. Any questions about retirement - members should set up NYSTRS account on-line - Brett Walker is happy to help with this or any other questions regarding retirement. Easy to do. First step in gaining information on this topic.

If a member (24 years or more into the organization) becomes sick or goes in for major surgery - contact NYSTRS - file for disability protection. Makes a huge difference in coverage and lump sums paid.

Sign up as soon as possible to gain info on retirement - conferences are available in Power Point format. Inform yourself!!! Read your profile yearly, check beneficiary yearly.

Very user friendly - also can call 1-800 # - very easy to talk to representatives. Answered all questions thoroughly.

IV. Old Business

Motion (Executive Committee): to suspend the rules for the purpose of discussing audit options as presented by The Bonadio Group at the November 5 Assembly Meeting. A. Jordan - so ordered.

Constituents seem to want to wait the full year before fully auditing, feedback varied. Money for audit will come from our savings account.

Questions asked regarding settlement money paid back - how decisions will be communicated to members regarding what to do with that money - A. Jordan responded that money is safe in savings account for now, gaining interest - negotiations are priority.

We have been unable to do anything with money returned until we received an official tax status from the IRS. That has been received. After negotiations, decision re: how to use that money will be surveyed, researched.

Members should feel free to email or call Admiral or Andrew/Joe in order to have questions answered, individually or in groups.

V. New Business

- A. Motion (Elections Committee): Fill a delegate vacancy in the Speech Department by special election. (**requires 2/3's majority approval.**)
Election will be by mail – motion to vote K. Moxley, M. Brady 2nd – motion passed.

Kelly O'Brien Fairley has resigned as Creekside delegate. The elections committee will meet to review options, and present a motion for Delegate's consideration to fill the vacancy at the next Assembly meeting.

Wear Blue Day – Dec. 9th – supports funding for public schools and colleges, a 3 year moratorium on high-stakes consequences for standardized tests and a focus on teaching and learning, not testing.

Dec. 3rd Wayne county budget hearing. Wayne County trying to eliminate a portion of county sales tax that is contributed to school districts in that county – a huge deficit would be incurred if this passes. Contact legislators to denounce support of this potential offering.

Mailing from BC/BS – health insurance is not being cancelled!! – only program going away is Simply Blue. No one is affected, as it was cancelled before Open Enrollment and members never had the option of selecting this plan.

VI. Announcements

- A. The Executive Committee wishes all members a safe and happy holiday season. Please know that the Employee Assistance Program (EAP) is always available to BUP members during this holiday season and throughout the year. Its use is always 100% confidential.

Meeting adjourned 5:00pm

**Next Delegates Assembly Meeting: January 7, 2014
4:00 PM**

Delegate's Assembly
BOCES United Professionals

4:00 PM
START/ALA Library
Feb 4. 2014

I. Call to order 4:04

Present: Andrieu, E. (Speech;); Bayer, M. (CTTS) Brady, M (District Based;); Buchanan, M. (Creekside;); Cousineau, L. (Pre-school) Durante, S. (Deaf Ed./Vision;); Farnum, T. (Mental Health;); Freund, A. (B/M) Jones, B. (B/M) Kavanaugh, A. (ALA/START;); King, K (Deaf Ed.); Kirkey, K. (Audiology;); Moxley, K. (Nursing;); Long, S. (OT/PT;); Pietrantonio, D. (Technology Services;); Pritchard, L. (OT/PT;); Seibert, A (Nursing;); Tomkinson, M. (Multi Occ/Focus;); Yeager, P. (Creekside;)

Absent: Howe, L. (Retiree), Kingsley, D. (ALA/START) Rotundo, J. (Inst. Specialists), Tee, D. (EMCC), Utter, T. (Crisis Interveners/Associate Teachers)

II. Approval of prior Meeting Minutes from Dec 3, 2013: motion Kanika, second T. Farnum - approved

III. Correspondence/Reports

A. Thank you letters resulting from BUP holiday donations
Letters available to view next meeting.

B. Treasurer's Report/FRC - A. Lord; Marne Brady
All in good order.

Need to use student expense \$\$ (\$50 per class or per student) !!! Also
ESY \$\$ is available.

Money is available for: student clothing needs, instruments, eye
glasses, winter coat, fees for academic competitions, etc.

Treasurer's Report looks good - don't have actual numbers as Admiral is
absent on short term leave. Report will be available in March meeting.

Motion to accept FRC report - approved

C. Negotiations Committee - J. Alati

Negotiations Conference attended by (some) NC members on
Saturday, Feb 1.

Language changes in new contract - clarified language - final review of
contract language on Thursday, Feb 6 - survey monkey forthcoming in
early March - will sit down with Administration for initial meeting in late
March.

Items of particular importance:

Time and Attendance

Addendum to contract so that each department has its own page
Members should be thinking about what is important to include for
THEIR department, and outline this when they get the survey.

Salaries should be competitive, as per the Superintendent – possible
suggested move toward BC/BS Value Plan for all, from Admins.

Note: Insurance lapse complications? Please let officers know if any
further complications come up.

D. Accomplishments/victories

1. Nurses – making progress with nurses getting coverage for time for lunch. Encouraging a healthier climate – respect and professional courtesy.
2. Creekside – safety committees have been created including representatives from all levels/departments.
3. Progress on Time and Attendance – moving toward more flexibility – officers have been relentless in their pursuit of a common ground re: time clocks
4. Rapport with Superintendent – has been respectful and positive.
5. Call for Commissioner King’s resignation – Monroe County Teacher’s Assoc. created a resolution and submitted it to the Board of Regents asking Comm. King to resign and if he does not resign, to be fired. Was voted on and passed by Monroe County, now has been submitted to the Board – waiting their approval.

IV. Old Business

- A. Status (Elections Committee;) to fill a vacancy at Delegate in the Speech department by special election. (**requires 2/3’s majority approval**). Ballots have been sent out and results for speech election should be in before next meeting.
- B. Creekside AT? Open for discussion – another member had expressed interest but did not follow through with pursuing the position.
Motion to reinstate K. O’Brien Fairley 1st Kanika Moxley, 2nd Marne Brady – motion carried.

IV. New Business

- a. Need new policy in writing RE: Conflict of Interest & Whistle Blower –
Examples: family members providing service for money to the organization, etc.
New language to be presented at next meeting, to be approved.

- b. By-law change; Clean up language/policy on Delegate stipend -meeting attendance.
New language has been written - old policy flawed -
According to current by laws you are paid \$50 for each meeting you attend - paid only according to meeting attendance. New language says pay is \$250 twice yearly for at least 80% meeting attendance - bypass the minimum meetings stipulation if meetings are missed bc of extenuating circumstances.
Motion D. Pietratoni, second T. Farnum - motion passed unanimously.

V. Announcements

- a. IRS Status - phone call received - we are now IN GOOD STANDING with IRS. Confirmed as a tax exempt organization.
- b. Please communicate with BUP any member injured on the job. Any injury that is important enough that BOCES be made aware. Members go to their representative or to the officers (however the member feels the most comfortable) (e-mail, phone call) to report the injury - this is not an incident report, rather simply short account of what happened - members do not have to use names - this data from these injuries is being collected and assessed for BUP purposes. Names/details will be kept in confidence or do not need to be shared at all. Example : "This member" or "A member" was hit on the head, resulting in a day missed from work."
- c. Health Safety Committees-need volunteers for these meetings/ Every position must be represented. Program/building level meetings will be made up of this level of representation. Student specific information IS ABLE to be shared at these meetings. Do not be dissuaded to do so. This is a great opportunity for all levels, all departments to brainstorm on different concerns/issues. Please let delegates/officers know if you have not heard of or received notice of these committees being put in place.
- d. Wayne County won their sales tax law suit.
- e. Settlement \$ questions - announcement forthcoming regarding this - money is safe, accounted for monthly, presented at the monthly BUP meetings, however right now the focus is on negotiations. A. Freund reports that members want to know #'s - BUP wants to keep that info close, but officers are available at any time to set up appointment to go over numbers - all numbers are available to view - financial ledgers are open for all to view, by appointment.

- f. Morgan school store looking for donations - THINGS for students - trinkets, boy specific especially (cars, magazines, toys, stuffed animals).
- g. Joe and Andy going to Albany with Dan White for Lobby Day at the end of Feb.
- h. Retiree Council Resolutions - proposed resolutions to be presented to the NYSUT assembly later this year.
- i. Meeting adjourned 5:10.

**Next Delegates Assembly Meeting: March 4, 2014
4:00 PM**

Delegate's Assembly Minutes
BOCES United Professionals

4:00 PM
START/ALA Library
April 1, 2014

- I. Call to order.
- II. Approval of Meeting Minutes
 - A. February 4, 2014
- III. Correspondence/Reports
 - A. Welcome to Delegate Mary Mundy, Speech **Welcome!!!**
 - B. Treasurer's Report - A. Lord: The amount of money we budgeted for this year created an estimated \$40,000 shortfall. We are actually nearer to a \$15,000 - \$20,000 shortfall due to spending less than what we budgeted for in certain areas. We have a \$40,000 savings account to pay for the shortfall. This does not include the windfall money. Long Term - We need to either look at raising dues or lowering expenditures. Discussion on a solution will need to be made in the 2014-15 school year. The last time we raised dues was 2009. \$1.00 - \$1.50 per person, per paycheck, would be the approximate raise in dues we would need to cover our budget. **Motion to Approve the treasure report - Approved**
 - C. Negotiations - J. Alati - Focused on language changes in contract to close loop holes. Survey Monkey - 342 people responded. Results are being compiled and our last meeting will be this Thursday. We are on schedule. If the contract does not get done by the next school year, our current contract and raises will still be in place. Time and Attendance was by far the biggest issue as shown on Survey Monkey. We are analyzing salaries in comparison to other districts in the county. Knowing what your contact hours are with students will be helpful in negotiating the time and attendance issues.
 - D. BOCES Lobby Day - J. Alati/A. Jordan - Spoke at length about more money for health and safety. Common Core and APPR was another topic. 1.2 million dollar shortfall in the RCSD nursing which is provided by BOCES nurses. Contact legislators to advocate for our nurses.
 - E. Health/Safety Committees - It is an ongoing negotiation between the Executive Committee and the District. We are meeting with the district on April 2 to further discuss issue. Any member that feels they need to file a police report, you have the right and the BUP will fully

support you. BUP would like to be made aware of any student/staff losing time due to a violent act. We are seeking further changes to ensure the safety of BUP members. We are looking for as much information as possible.

F. Karpinski Scholarship - The new application is updated online and we are now accepting applications.

G. Sick vs Family Sick Day - Our contract does not differentiate and we should not as well. Our recommendation is to cross out Family sick day when filling out forms for your department. Question - could we negotiate to take 2 hour personal days? Answer - we will put it on the list to look at.

H. Election Committee Report - Kirkey, K.- Very close to making changes in the election process. The committee is meeting next week to finish the language. In May, they will be ready to present new guidelines, etc.

IV. Old Business

A. None

V. New Business

A. Motion (Executive Committee) To approve the following Members to the Harry Karpinski Scholarship Committee:

- Barb Babiarz (Co-Chair)
- Sarah Bell (Co-Chair)
- Cynthia Baker
- Stephanie Jeffers (ret.)
- Virginia Singer (ret.)
- **Motion to vote and all members were approved**

B. Motion (Executive Committee, Audit/FRC Committee) to approve "Document Retention and Destruction" policy. **This was recommended by our audit. Motion to vote - Approved**

C. Motion (Executive Committee, Audit/FRC Committee) to approve "Conflict of Interest Policy." **This was recommended by our audit. Motion to vote - Approved**

D. Motion (Executive Committee, Audit/FRC Committee) to approve "Delegate Protection (Whistleblower)" policy. **This was recommended by our audit. Motion to vote - Approved**

E. Email came from business office that we need to use their maps for mileage. In event of a detour or avoiding traffic, we are not getting our actual mileage. Andrew will note this for the next meeting and look into it.

VI. Announcements

- A. Program/District Wide Health and Safety Committees - Executive Committee asks for as much participation by Members as possible.
- B. Executive Committee asks Delegates to please inform an officer as soon as possible if a member is injured as a result of their professional responsibilities, resulting in an incident report. Email is best, but Members can leave a message in the BUP Office: (585) 383-2282; or contact Joe or Andy on their cellular phones.
- C. Applications are now being accepted for Harry Karpinski Scholarships. **Admiral is abstaining from the discussion due to his daughter applying for the scholarship.**

**Next Delegate's Assembly Meeting: May 6, 2014
4:00 PM**

**Barb Jones - Absent
Darrel Kingsley - Absent
Kanika Moxley - Absent**

Delegate's Assembly
BOCES United Professionals

4:00 PM
START/ALA Library
May 6, 2014

I. Call to order at 4:02pm

Attendance:

Executive Committee – Joe Alati, Andrew Jordan, Admiral Lord, Ted Esders, Sarah Bell

Present – Ellen Andrieu, Monica Bayer, Marne Brady, Mark Buchannan, Lisa Cousineau, Sherene Durante, Tim Farnum, Anna Freund, Ann Kavanaugh, Karen King, Kanika Moxley, Kelly Obrien-Fairley, Doreen Pietrantonio, Martha Price, Laurie Pritchard, Jason Rotundo, Mary Sue Tompkinson, Patty Yaeger, Mary Mundy

Absent – Linda Howe, Barb Jones, Daryl Kingsley, Karen Kirkey, Sandy Long, Audrey Seibert, Delia Tee, Tina Utter

II. Approval of Meeting Minutes

A. April 1, 2014 consent for approval - unanimous

III. Correspondence/Reports

A. Treasurer's Report – Admiral Lord

1. 2014/2015 Budget Presentation

Current budget is still in the black. Dues are actually down a bit due to BOCES in a “shrinking mode” (more retiring than being hired), although just slightly.

2. Draft of 14-15 budget was handed out. Budget totals include settlement amount still sitting in savings account, collecting interest – to be addressed after negotiations.

3. We ARE spending more than we are taking in. Adjustments have to be made. We have not had a dues increase since 2009. Proposal: the possibility of a dues increase – a) around \$2 per check per member – nets us an additional 18k per year – gets us about half way to where we need to be OR b) \$4 increase per check per member – this would balance our budget. This needs discussion. Will be voted on next month. FRC will finalize draft to be voted on in June. We are trying to have this done and ready for day one of our new fiscal year (July 1st).

4. One of our current largest expenses is the HK scholarship fund. Stipends for delegates/officers and committee members also make up one of our largest expenses.

5. Question was raised – what do other district locals charge for dues? Delegates will investigate.

B. Negotiations Report- Joe Alati

Finalization of new contract wording has been completed. First meeting with HR could be as early as next week. IF A CONTRACT is not agreed upon by June 30th – current contract extends – we will not be operating without a contract.

1. Time/Attendance Pilot

Executive Committee has worked hard on increasing flexibility in our work-day punch-in/out times. Each program will identify hours that we will HAVE to be in the building. About a half hour of flexibility during time when students are NOT present in program, is what is being proposed to be allowed. The onus continues to be on US to be responsible and accountable, as it should be. Pilot is to begin in the middle of May and extend to the end of the school year. 2 Key Elements: Hard start time is not negotiable and 37 ½ hour work week is not negotiable. If members have questions, PLEASE e-mail any Executive Committee member for answers. More information coming soon!

C. Elections Report –

1. Some last minute recommendations require the Committee meet again to finalize. Karen and committee meeting one more time and final report to be presented next month.

D. Health and Safety Survey Results – Andrew Jordan

Executives meeting with HR May 7th to present results of survey. Topics of note: increasing lighting in certain areas, safety concerns for those doing field work, increasing training on dealing with violent situations, increase awareness of programs to support those who have been victimized at work, information about potentially assaultive students communicated to those around them, harassment at job sites by students (primarily), parents, co-workers, supervisors, etc., more than 40% have been physically assaulted on the job, violence accepted as “part of the job”, visitors not escorted through programs – Distinction should be made between unwillingness to provide service to our students vs. simply wanting to do so in the safest manner possible. No member has expressed an unwillingness to teach our students! Members only want maximum protection and attitude change toward what is “acceptable”.

IV. Old Business

A. None

V. New Business

- A. None

VI. Announcements

- A. Program/District Wide Health and Safety Committees – Executive Committee asks for as much participation by Members as possible.
- B. Executive Committee asks Delegates to please inform an officer as soon as possible if a member is injured as a result of their professional responsibilities, resulting in an incident report. Email is best, but Members can leave a message in the BUP Office: (585) 383-2282; or contact Joe or Andy on their cellular phones.
- C. Harry Karpinski Scholarship Awards Ceremony – June 3, 2014. Foreman Center Board Room, following Delegate’s Assembly.
- D. Thoughts and prayers to Gina Lord’s student in the RGH EMCC program, who was injured in a horrible car accident last week in Webster.

**Next Delegate’s Assembly: June 3, 2014
4:00 PM in Foreman Center Boardroom!!!**

Delegate's Assembly
BOCES United Professionals

4:00 PM
START/ALA Library
June 17, 2014

I. Call to order 4:05pm.

Attendance:

Executive Committee – Joe Alati, Andrew Jordan, Admiral Lord, Sarah Bell
(Absent: Ted Esders)

Present – Ellen Andrieu, Marne Brady, Mark Buchannan, Sherene Durante, Tim Farnum, Anna Freund, Ann Kavanaugh, Karen King, Kelly Obrien-Fairley, Barb Jones, Delia Tee, Martha Price, Laurie Pritchard, Jason Rotundo, Mary Sue Tompkinson, Patty Yaeger, Mary Mundy, Lisa Cousineau, Monica Bayer, Sandy Long, Audrey Seibert, Karne Kirkey
Absent – Linda Howe, Daryl Kingsley, Tina Utter, Kanika Moxley, Doreen Pietrantonio

II. Reports and New Business

A. Treasurer's Report – Admiral Lord

- 2014/2015 Budget Presentation

Potentially \$20k under budget at the end of this year.

Question raised by M. Buchanan to convene to increase transparency of how budget is created. A. Jordan responded by stating that perhaps next May, a special "Budget Session" would be held, to discuss budget matters/processes **only** (in lieu of December meeting).

Presentation of possible budget scenarios: (1) Proposed budget 14-15 (pro-rated dues) keeps all aspects of BUP functioning, pays new AFT dues, (2) Austerity (no dues increase, nothing but bare bones would be covered given increase in AFT dues – no stipends, no philanthropic giving, no program \$, etc.), (3) Interim (use proposed budget for July-Sept, hash out rest of year in Sept), (4) No code 1+ (all pay 34.50 in dues, \$13,500 would be pulled from recovered funds for philanthropic giving), (5) No money from recovered funds (only spend what we take in), (6) Use ALL recovered funds \$ (all settlement money would be gone – austerity measures would still be taken)

Motion (D. Tee, T. Farnum) – To approve Column E as budget for 2014/2015.

Motion (L. Pritchard, S. Long) to amend the previous question to discuss using \$60k of recovered funds to supplement the increase in dues.

Note: Using settlement funds for dues would be a Band-Aid, eventually (next year,) the dues increase would be on the table again.

Motion (T. Farnum, A. Kavanaugh) to consider column G (new column) as 2014/15 budget (column G - no dues increase, use \$62k from recovered funds.)

Motion Failed.

Motion (Lord, Farnum) To support the creation of a "1+" code.

A recorded vote was requested by D. Tee:

Yay: (Brady, Andrieu, Rotundo, Mundy, Farnum, Kavanaugh, Freund, Jones King, Durante, O'Brien-Fairley, Buchanan, Price, Siebert, Kirkey)

Nay: (Tee, Tomkinson, Yaeger, Cousineau, Long, Pritchard, Bayer)

Motion Carried

Motion (Lord, Farnum) To use recovered funds to offset Dues increase.

After a vote by acclimation, it was the judgment of the chair a recorded vote was necessary.

Yay: (Freund, O'Brien Fairley, Yaeger, Price, Cousineau, Long, Pritchard, Bayer, Siebert, Kirkey)

Ney: (Brady, Andrieu, Rotundo, Mundy, Farnum, Kavanaugh, Jones, King, Durante, Tee, Tomkinson, Buchanan.)

Motion Failed

Motion (Farnum, Rotundo) to adopt column F budget proposal for 2014/15 School year.

Motion Carried - 2014/15 Budget Approved.

B. Negotiations Report- Joe Alati

Negotiations moving slowly. Waiting on response to initial proposal now. If we do NOT have a contract July 1st, current contract will remain in place. Once a tentative agreement is reached, an email will be sent to members containing current proposal.

- Time/Attendance Pilot - Please e-mail delegates with any questions or concerns!!
- C. Elections Report - Karen Kirkey -
Motion (Elections Committee) To approve the presented elections policy and procedure.
Motion Carried
- D. Health and Safety: W. Hord Tour -
Joe and Andy toured with NYSUT health and safety specialist Wendy Hord- She is creating report and recommendations on safety and security at Monroe #1. Please continue to let delegates/officers know should a Member be injured while at work.

III. Announcements

- A. Program/District Wide Health and Safety Committees - Executive Committee asks for as much participation by Members as possible.
- B. Executive Committee asks Delegates to please inform an officer as soon as possible if a member is injured as a result of their professional responsibilities, resulting in an incident report. Email is best, but Members can leave a message in the BUP Office: (585) 383-2282; or contact Joe or Andy on their cellular phones.
- C. Harry Karpinski Scholarship Awards Ceremony - Foreman Center Board Room, 5:00 PM - very positive feedback from participants/administration.
- D. BUP Office is still open during the summer months, but voicemail is checked inconsistently. If you need to speak with an officer, email is preferred. If an emergency, please call Andy (585) 415-1650, or Joe (585) 370-0018.

IV. Motion to adjourn accepted by unanimous consent. 5:27 PM.

**Next Delegate's Assembly: September 9, 2014, 4:00 PM,
ALA/START Library**

**We wish all a very happy and safe
summer!**