

Memo

ALL FORMS DUE BY JUNE 30, 2018

To: School Business Administrators

From: Andrew DiBlasi

Date: May 14, 2018

Re: (1) Equivalent of Attendance w/ Equivalent of Attendance Contact Person(s), (2) Employment Preparation Education and (3) Adult Education Sponsorship Agreements (4) Authorized Signatures (5) Annual Cooperative Bidding Resolution Notification

Attached for your consideration are the following five (5) agreements:

1) EQUIVALENT OF ATTENDANCE: The agreement identifies the conditions under which a district may desire to participate in the program. The important clause is contained in Paragraph (c) which provides for district approval for any student entering the program. It is critical to both the district and BOCES that the contact person(s) be identified to avoid BOCES providing a service in which the district did not want to participate (form also attached).

The attendance data will be provided to districts to allow for including these students in your state aid worksheets.

Please sign and return to my attention. Once the agreement has been fully executed, I will return one copy to you for your files.

2) EMPLOYMENT PREPARATION EDUCATION: This agreement allows OCM BOCES to provide Employment Preparation Education to residents of your district. The State requires us to have a written agreement on file with all the districts we serve. The contact hours and claim will be sent directly to the State for payment. You will not be billed for this service.

Please sign and return to my attention. Once the agreement has been fully executed, I will return one copy to you for your files.

3) ADULT EDUCATION SPONSORSHIP AGREEMENT: The third agreement is the Adult Education Sponsorship Agreement that is required to permit OCM BOCES to operate Adult Education Programs.

Please sign and return to my attention – keep a copy for your files.

4) AUTHORIZED SIGNATURES: This form authorizes individuals to sign your Adjustment to Services Contracts and Cross Contracts on behalf of your District.

Please sign and return to my attention – keep a copy for your files.

5) ANNUAL COOPERATIVE BIDDING RESOLUTION NOTIFICATION: This form indicates the bids that you would like to participate in and also notifies us of your Official Newspaper.

Please sign and return to my attention – keep a copy for your files.

If you have any questions, please call me at (315) 433-2614 or contact me by e-mail at adiblasl@ocmboces.org. Thank you.

**ONONDAGA-CORTLAND-MADISON BOCES
Adult and Continuing Education Resolution**

RESOLVED that the Board of Education of the Homer Central School District authorizes the Onondaga-Cortland-Madison Board of Cooperative Education Services to operate Cooperative Adult and Continuing Education programs at no charge to the district; without affecting their right to operate district programs.

WHEREAS school districts are authorized to provide Adult and Continuing Education programs in a consortium administered by their BOCES, and

WHEREAS the number of enrollees in certain programs in a single school district does not warrant the operation of those programs, and

WHEREAS there is ample evidence that there is a sufficient demand among adults in the supervisory district to support self-sustaining instructional programs,

THEREFORE let it be resolved that the Homer Central School District authorizes the Onondaga-Cortland-Madison BOCES to operate a self-sustaining Adult and Continuing Education Comprehensive Program, during the 2018-2019 school year at no charge to the district.

Authorized Signature, Superintendent

Date

Annual Cooperative Bidding Resolution Notification

Resolution:

The Homer Central School Dist (hereafter known as "School District") agrees to participate in 2018-2019 (July 1, 2018 – June 30, 2019) municipal cooperative bids for the commodities checked below as defined in various provisions of New York State General Municipal Law. The cooperative bids will be coordinated by the Onondaga-Cortland-Madison BOCES to ensure maximization of savings to each respective participating School District. Furthermore, that Andrew DiBlasi, Assistant Superintendent for Administration, Onondaga-Cortland-Madison BOCES, be designated to advertise, receive, open and award on behalf of the participating School District said bids and that the Board of Education of the BOCES reserves the right to reject any or all bids. The School District is not obligated to purchase from the awarded vendors for any bulk products or services.

- | | |
|--|---|
| <input checked="" type="checkbox"/> athletic/physical education equipment & supplies | <input checked="" type="checkbox"/> #2 fuel oil, gasoline, kerosene & diesel fuel |
| <input checked="" type="checkbox"/> audio visual equipment | <input checked="" type="checkbox"/> medical/nursing supplies & equipment |
| <input checked="" type="checkbox"/> auditing services | <input checked="" type="checkbox"/> musical instruments |
| <input checked="" type="checkbox"/> automatic external defibrillators (AEDs) | <input checked="" type="checkbox"/> natural gas/electricity |
| <input checked="" type="checkbox"/> building condition survey | <input checked="" type="checkbox"/> paper and envelopes |
| <input checked="" type="checkbox"/> building inspection services | <input checked="" type="checkbox"/> refrigeration equipment service |
| <input checked="" type="checkbox"/> cafeteria paper/small wares products | <input checked="" type="checkbox"/> school bus/automotive parts |
| <input checked="" type="checkbox"/> computer paper | <input checked="" type="checkbox"/> scientific & graphing calculators |
| <input checked="" type="checkbox"/> computers, printers, software, etc. | <input checked="" type="checkbox"/> student accident insurance |
| <input checked="" type="checkbox"/> contract transportation | <input checked="" type="checkbox"/> student agendas |
| <input checked="" type="checkbox"/> curtain inspection & treatment | <input checked="" type="checkbox"/> telecommunications |
| <input checked="" type="checkbox"/> custodial supplies & equipment | <input checked="" type="checkbox"/> textbooks |
| <input checked="" type="checkbox"/> digital printers & supplies | <input checked="" type="checkbox"/> trash liners |
| <input checked="" type="checkbox"/> elevator maintenance and inspection service | <input checked="" type="checkbox"/> uniforms |
| <input checked="" type="checkbox"/> fire extinguisher maintenance and inspection service | <input checked="" type="checkbox"/> water system treatment |
| <input checked="" type="checkbox"/> fire system maintenance and inspection service | <input checked="" type="checkbox"/> welding supplies/gases |
| <input checked="" type="checkbox"/> food/milk/ice cream/bread/produce | <input checked="" type="checkbox"/> waste/recycling services |
| <input checked="" type="checkbox"/> HVAC maintenance/inspection services | <input checked="" type="checkbox"/> wood floor/gym floor refinishing |

Other bids as identified during 2018-2019

Official Newspaper(s) _____

Yes _____ No _____ Abstaining _____

Clerk of the Board of Education

Date of Resolution

AGREEMENT BETWEEN THE

Homer Central School District

and the

Onondaga-Cortland-Madison Board of Cooperative Education Services

Effective July 1, 2018 – June 30, 2019

EQUIVALENT OF ATTENDANCE PROGRAM

This agreement will remain in force unless a request is submitted by the school district to terminate the agreement thirty (30) days from the date of notification.

The Onondaga-Cortland-Madison Board of Cooperative Educational Services agrees to provide the Equivalent of Attendance Program for residents of the district who are:

- (a) 18-20 years old and attend instruction at sites throughout the counties; and
- (b) attend the program as approved by the district's E.O.A. designated contact person.

The training is in the High School Equivalency Program, Basic Education Instruction, English as a Second Language. This agreement will be null and void if the Onondaga-Cortland-Madison BOCES fails to have the program approved by the New York State Education Department. The billing for this program will be once a year. The amount of billing shall be equal to the district's E.O.A. contact hours at \$6.00 per hour.

The BOCES shall assume responsibility for the attendance of the students and any inaccuracies or penalties a District may suffer shall be paid by the Onondaga-Cortland-Madison Board of Cooperative Educational Services.

President, BOCES Board of Education

Date

President, Local Board of Education

Date

AGREEMENT BETWEEN THE

Homer Central School District

and the

Onondaga-Cortland-Madison Board of Cooperative Education Services

Effective July 1, 2018 – June 30, 2019

EMPLOYMENT PREPARATION EDUCATION PROGRAM

This agreement will remain in force unless a request is submitted by the school district to terminate the agreement thirty (30) days from the date of notification.

The Onondaga-Cortland-Madison Board of Cooperative Educational Services agrees to provide the Employment Preparation Education program for residents of the district who are twenty-one (21) years or older. The education includes high school equivalency (Adult Basic Education, Adult Secondary Education, Home Study, National External Diploma Program), Basic Education, Life Skills, Occupational Training, Work Experience, and English as a Second Language. This agreement will be null and void if the OCM BOCES fails to have the program approved by the New York State Education Department.

President, BOCES Board of Education

Date

President, Local Board of Education

Date