

*collaboration | innovation | efficiency | excellence | leadership*

# Dutchess B|O|C|E|S



## **ESTIMATED BUDGET**

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## TO: MEMBERS OF PARTICIPATING BOARDS OF EDUCATION

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The Dutchess County Board of Cooperative Educational Services Budget Document represents the BOCES estimated financial plan for the 2009-2010 school year. The budget document will be reviewed at our Annual Meeting on **Wednesday, April 1, 2009, 7:30 p.m.** at Dutchess BOCES Career and Technical Institute (CTI) in Conference Room 301. Additionally, for your convenience we will broadcast the meeting to three of our high school Distance Learning sites (Dover High School, Red Hook High School and Roy C. Ketcham High School) located throughout Dutchess County.

The BOCES is an extension of your local school district providing services requested by you. The costs for these requests appear as a line item in your local school district budgets. Most revenues for BOCES services come from school districts based upon pupil tuition or program charges. Federal and state grants awarded to BOCES represent other sources of revenue used to support programs and services for component districts.

Each component district's Board of Education will have an opportunity to vote on one portion of the BOCES budget. The portion you will vote on is the administrative budget excluding capital/rental costs. Additionally, you will elect three members to the BOCES Board. The vote on the administrative cost portion of the budget and election of the board members will take place in your home districts on **Tuesday, April 21, 2009**, and on that date only.

It is our hope you will attend the Annual Meeting scheduled for **Wednesday, April 1, 2009, 7:30 p.m.** at either CTI Conference Room 301, or at one of the Distance Learning sites.

Thank you for your continued support and interest in your BOCES.

Sincerely,

John C. Pennoyer  
District Superintendent

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LOOK FOR THESE ICONS!

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# BOCES BOARD OF TRUSTEES

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**CHRISTOPHER W. COMO**  
President

**ROBERT M. MEADE**  
Vice President

**MARY FALCONE**

**EDWARD L. MCCORMICK**

**JIM MILANO**

**MICHAEL RIEHL**

**SAM SHUFELT**

**NANCY PISANELLI**  
District Clerk

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## ADMINISTRATION

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**JOHN C. PENNOYER**  
District Superintendent

**LINDA A. HEITMANN**  
Assistant Superintendent for Educational Services

**LINDA POLESKI**  
Assistant Superintendent for Business Services



**MATTHEW CARR**  
Business Administrator for Human Resources

**DAREN Lolkema**  
Coordinator of Learning Technology

**ANNA MARIE MARTINO**  
Director - Communications & Grants Research

**NORAH MERRITT**  
Director - Alternative & Special Education

**WALTER J. NIEMIEC**  
Director - Facilities & Operations

**SHERRE WESLEY**  
Adult Education Administrator

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# COMPONENT SCHOOL DISTRICT SUPERINTENDENTS

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**FRANK PEPE**  
Arlington Central Schools

**FERN AEFKY**  
Beacon City Schools

**CRAIG T. ONOFRY**  
Dover Union Free Schools

**CAROLE A. PICKERING**  
Hyde Park Central Schools

**R. LLOYD JAEGER**  
Millbrook Central Schools

**JOSEPH SCIORTINO**  
Pawling Central Schools

**LINDA L. KAUMEYER**  
Pine Plains Central Schools

**LAVAL S. WILSON**  
Poughkeepsie City Schools

**PAUL FINCH**  
Red Hook Central Schools

**JOSEPH PHELAN**  
Rhinebeck Central Schools

**LOIS COLLETTA**  
Spackenkill Union Free Schools

**RICHARD A. POWELL**  
Wappingers Central Schools

**RICHARD N. JOHNS**  
Webutuck Central Schools

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## VISION

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Dutchess BOCES is recognized for its premier educational and support services providing quality and cost-effective solutions for our community. We promote an organizational culture fostering *collaboration, innovation, efficiency, excellence* and *leadership* that is embraced by BOCES and its community.

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## MISSION

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Dutchess BOCES provides leadership in raising all Dutchess County students' academic performance to a level that meets or exceeds the NYS standards. This is done through focusing available resources in new ways that enhance leadership in our schools, promote strategic data driven decision-making and provide services and programs needed by county schools to fulfill this mission. We continue in our mission of collaborating with other community agencies for the betterment of county residents to meet the educational needs of all citizens.

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## EQUAL OPPORTUNITY EMPLOYER

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Dutchess BOCES does not discriminate on the basis of age, race, sex, creed, color, national origin, marital status or disability.

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## TITLE IX AND 504 COMPLIANCE

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Dutchess BOCES offers employment and educational opportunities without regard to sex, race, color, national origin or disability. Inquiries regarding this nondiscrimination policy may be directed to the following individuals. These officials will provide information, including complaint procedures, to any citizen, student or employee who feels that his or her rights under Title IX or Section 504 may have been violated by the BOCES or its officials:

**Anna Marie Martino, Title IX**

Director - Communications & Grants Research  
Dutchess BOCES BETA  
900 Dutchess Turnpike, Poughkeepsie, NY 12603  
voice: 845.486.8051 • fax: 845.486.4958  
anna.martino@dcboces.org

**Walter J. Niemiec, Section 504**

Director - Facilities & Operations  
Dutchess BOCES CTI  
5 BOCES Road, Poughkeepsie, NY 12601  
voice: 845.486.8087 • fax: 845.486.4818  
walter.niemiec@dcboces.org

# Introduction

**JOHN C. PENNOYER**  
District Superintendent

**NANCY M. PISANELLI**  
Executive Secretary  
District Clerk

The budget for a Board of Cooperative Educational Services differs in several significant ways from that of a school district. The most noticeable difference is that a BOCES budget is actually a collection of several independent budgets. Each is distinct in terms of revenues and expenditures with no transfer of funds permitted among budgets. Another difference is that BOCES budgets, with the exception of the administrative budget, are strictly revenue-based. That is, they are governed by the revenue generated rather than predetermined expenditures. As a result, each program budget must be constantly adjusted as enrollments or district participation varies. The BOCES budget also differs in that there are areas, such as Operations and Maintenance as well as Transportation Services, which are developed as a budget entity but are then prorated among the administrative and/or program budgets. To comply with existing guidelines, this budget document now shows 2007-2008 Actual Expenditures, 2008-2009 Adopted Budgets and 2009-2010 Proposed Budget figures.

The budget has three major classifications:

| Program/services costs | Capital/rental costs | Administrative costs |

In the latter instance, each component district's board will have an opportunity to vote on the administrative costs portion of the BOCES budget. If a majority of the boards voting do not approve the administrative costs, the 2009-2010 administrative cost component may not exceed the amount of the 2008-2009 administrative cost.

The New York State Education Law does not permit a BOCES to carry fund balances into succeeding years. Consequently, any such balances are returned to the districts based upon their participation in each program. The 2007-2008 projected funds to be returned to each district this year are listed on page 6. Additionally, the projected BOCES aid that is distributed to each district this year is also listed on page 6.

In the following pages every attempt has been made to provide information about the overall and individual budgets. We have provided our best estimates of the 2009-2010 budget through this publication and will further review the contents of this book at the Annual Meeting. Our goal is to provide needed shared services at a minimum cost, and we feel that this budget reflects these efforts.

We urge all of you to either attend the Annual Meeting at CTI Conference Room 301, or view it at a Distance Learning site located at Dover High School, Red Hook High School or Roy C. Ketcham High School. We look forward to meeting with you to discuss our budget on **Wednesday, April 1, 2009, 7:30 p.m.**

## FUNDS PAID TO THE DISTRICTS

*Projected for the 2007-2008 School Year*

Participating Districts	2007-08 CO-SER Surplus	2007-08 Summer Surplus/ (Deficit)	Net Surplus/ (Deficit)	Estimated BOCES Aid Payable	Total Projected to be Paid in 2008-09
Arlington	\$948,958	\$40,932	\$989,891	\$2,157,091	\$3,146,982
Beacon	160,410	14,389	174,799	645,238	820,037
Dover	148,273	1,557	149,830	452,752	602,582
Hyde Park	479,775	33,386	513,161	1,251,784	1,764,945
Millbrook	133,972	4,382	138,354	253,982	392,336
Pawling	172,142	2,486	174,627	420,435	595,062
Pine Plains	126,538	4,269	130,807	361,581	492,388
Poughkeepsie	357,083	15,696	372,779	1,046,584	1,419,363
Red Hook	156,299	1,256	157,554	578,709	736,263
Rhinebeck	81,493	1,884	83,376	359,919	443,295
Spackenkill	259,036	3,126	262,162	1,046,451	1,308,613
Wappingers	742,591	12,006	754,597	1,955,293	2,709,890
Webutuck	128,559	8,136	136,695	296,307	433,002
<b>TOTALS</b>	<b>\$3,895,129</b>	<b>\$143,504</b>	<b>\$4,038,633</b>	<b>\$10,826,126</b>	<b>\$14,864,759</b>

Surplus/(Deficit): Funds to be refunded or billed to districts from the 2007-2008 fiscal year. Funds are returned when there are excess funds available in a CO-SER at the end of the year or billed when there is a deficit in a CO-SER at the end of the year.

State Aid funds are paid to the districts through Dutchess BOCES for administration, approved services, rentals and capital projects. The aid is primarily based on 2007-2008 expenditures.

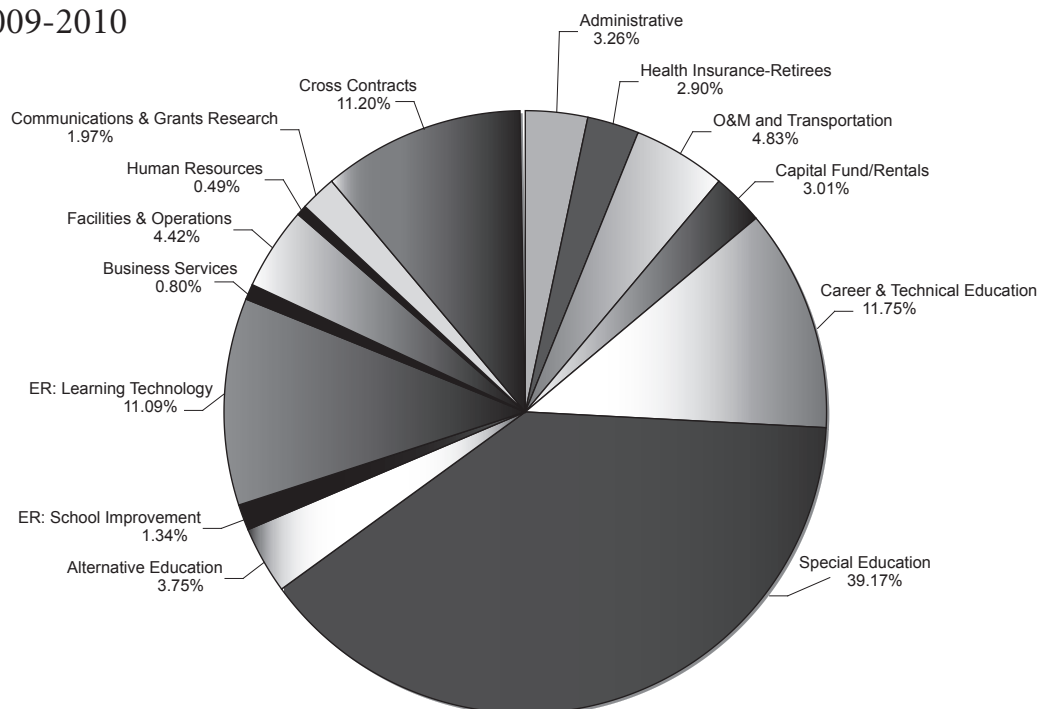
## BUDGET SUMMARY OF EXPENDITURES: 2007-08, 2008-09, 2009-10

DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
Administrative	\$1,739,178	\$1,927,528	\$1,961,259
Health Insurance - Retirees	1,411,404	1,650,236	1,744,843
Operations & Maintenance	2,393,613	2,666,395	2,835,956
Transportation	57,593	61,916	66,041
Capital Fund/Rentals	1,685,160	1,730,912	1,811,348
Career & Technical Education	6,903,298	7,251,492	7,060,222
Special Education; Itinerant Services; Related Services	20,458,485	23,895,795	23,537,246
Alternative Education	2,130,429	2,576,380	2,254,112
Educational Resources: School Improvement	1,814,189	1,580,321	806,444
Educational Resources: Learning Technology	8,898,546	7,352,510	6,664,737
Business Services	396,956	444,626	482,029
Facilities & Operations	2,423,832	2,536,064	2,657,316
Human Resources	649,526	279,010	296,276
Communications & Grants Research	1,103,953	1,096,685	1,185,540
Cross Contracts*	6,727,209	6,632,127	6,731,609
<b>TOTALS</b>	<b>\$58,793,371</b>	<b>\$61,681,997</b>	<b>\$60,094,978</b>
Federal / State Grants and Other Revenue*	\$7,096,511	\$7,488,325	\$6,750,000
Dutchess Educational Health Insurance Consortium (premiums)	105,827,840	117,554,856	129,310,341
Dutchess Educational Workers' Compensation Cooperative (premiums)	2,977,000	2,905,000	2,992,150
<b>TOTALS</b>	<b>\$115,901,351</b>	<b>\$127,948,181</b>	<b>\$139,052,491</b>
<b>GRAND TOTAL</b>	<b>\$174,694,722</b>	<b>\$189,630,178</b>	<b>\$199,147,469</b>

\*2009-2010 estimated revenue

## BUDGET SUMMARY OF EXPENDITURES: Proposed 2009-2010

**Total:**  
**\$60,094,978**  
**100%**



# Administrative

**JOHN C. PENNOYER**  
District Superintendent

**LINDA A. HEITMANN**  
Assistant Superintendent  
Educational Services

**LINDA POLESKI**  
Assistant Superintendent  
Business Services

As a result of the BOCES Reform Legislation, each component Board of Education will have the opportunity to vote on the Administrative Budget on **Tuesday, April 21, 2009**, and on that date only. The vote on the Administrative Budget will take place at a regular or special meeting of each component board.

Each board shall cast one vote. Approval requires an affirmative vote of a majority of the total number of component school districts voting. If the majority of component boards voting do not approve the 2009-2010 Administrative Budget, the section entitled "Administration" costs will then be limited to the same total dollar amount as was in a corresponding section of the 2008-2009 Administrative Budget.

Costs for the 2009-2010 total Administrative Budget will be assessed to the individual districts on the basis of a ratio between their 2007-2008 RWADA and the total 2007-2008 RWADA of the component districts as previously reported to the State Education Department. This procedure is established within Education Law. To help clarify this process, the BOCES Administrative Budget is divided into three sections: Administration, Retiree Benefits, and Capital & Rentals.

- A. Administration** - includes expenses of the BOCES Board, District Superintendent's Office, General Administration and Central Support. If the 2009-2010 portion of the Administrative Budget is not approved by a majority of the component boards, this portion of the Administrative Budget is limited to a dollar amount equal to the 2008-2009 budget.
- B. Retiree Benefits** - includes retiree health insurance costs. These costs are included in the Administrative Budget and are part of the budget to be voted upon. These costs are not subject to a prior year's budget dollar amount. Any increases in this portion of the Administrative Budget are considered a "contingent expense."
- C. Capital & Rentals** - includes the cost of renting classrooms/facilities for BOCES programs and capital projects (safety-related improvements, lighting, ceiling, classroom renovation and other renovation work).

## **District Superintendent**

As the BOCES Reform Legislation stipulates, the District Superintendent's budgeted compensation is as follows:

- \* Salary of the District Superintendent - State \$43,499, Local \$123,263
- \* Annualized benefits - State \$13,390, Local \$21,252
- \* Other remuneration (travel, conference & dues) - State \$1,000, Local \$11,400

## ADMINISTRATIVE BUDGET

Summary of Expenditures: 2007-08, 2008-09, 2009-10

### ADMINISTRATIVE BUDGET - Administration (A)

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
150	Certified Salaries	\$302,814	\$326,594	\$327,687
160	Other Salaries	722,705	741,075	765,277
200	Equipment	5,200	10,200	6,800
300	Supplies	32,516	27,900	31,900
400	Contractual & Other	138,229	188,549	164,881
424	Other Insurance	14,780	15,000	15,000
440	Contract Prof Services	11,400	0	0
446	Legal Services	54,020	60,000	64,000
490	School Dist & Other BOCES	2,573	1,500	1,500
700	Interest Note	0	30,000	30,000
800	Employee Benefits	348,151	429,503	450,703
920	Transfer to Other Funds	17,000	17,000	17,000
950	Operations & Maintenance	63,192	62,771	68,279
960	Transfers	26,598	17,436	18,232
	<b>TOTALS</b>	<b>\$1,739,178</b>	<b>\$1,927,528</b>	<b>\$1,961,259</b>

### ADMINISTRATIVE BUDGET - Retiree Benefits (B)

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
899	Health Insurance - Retirees	\$1,411,404	\$1,650,236	\$1,744,843
	<b>TOTALS</b>	<b>\$1,411,404</b>	<b>\$1,650,236</b>	<b>\$1,744,843</b>

### ADMINISTRATIVE BUDGET - Summary of Expenditures (VOTED)

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
001	Administration	\$1,739,178	\$1,927,528	\$1,961,259
899	Health Insurance - Retirees	1,411,404	1,650,236	1,744,843
	<b>TOTALS</b>	<b>\$3,150,582</b>	<b>\$3,577,764</b>	<b>\$3,706,102</b>

### ADMINISTRATIVE BUDGET - Capital/Rentals (C)

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
471	Rentals/School Districts	\$1,300,160	\$1,330,912	\$1,311,348
910	Transfer - Capital Fund	385,000	400,000	500,000
	<b>TOTALS</b>	<b>\$1,685,160</b>	<b>\$1,730,912</b>	<b>\$1,811,348</b>

The Rental budget reflects the cost of renting classroom/facilities for BOCES programs. The Capital project consists of alterations/renovations and meeting the requirements of the 5-year Capital Facilities Plan.

## OPERATIONS & MAINTENANCE

Summary of Expenditures: 2007-08, 2008-09, 2009-10

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
150	Certified Salaries	\$66,916	\$31,774	\$38,700
158	Insurance Buyout	0	1,900	0
160	Other Salaries	748,284	897,595	871,778
162	Overtime	41,873	50,000	50,000
164	Hourly	106,579	65,000	101,600
168	Insurance Buyout	0	5,000	0
200	Equipment	56,469	109,150	19,534
300	Supplies	130,573	120,550	133,000
400	Contractual & Other	92,552	110,700	84,083
402	Electricity	340,127	305,000	500,000
403	Fuel Oil	174,951	155,000	212,000
404	Propane	4,640	6,000	6,000
405	Service Contracts	47,463	47,850	60,700
406	Gasoline	23,312	27,400	28,000
408	General Maintenance & Repair	0	0	0
412	Projects	0	60,000	30,000
424	Other Insurance	22,353	27,000	27,000
455	Mileage	400	500	501
456	Travel & Conference	9,463	1,800	2,000
800	Employee Benefits	433,893	573,230	580,695
960	Transfers	93,765	70,946	90,365
TOTALS		\$2,393,613	\$2,666,395	\$2,835,956

The Operations and Maintenance budget reflects the total cost of the operation and maintenance of the BOCES facilities. It also includes the costs of the courier service and BOCES participation in the Cooperative Maintenance Service. Costs are prorated among the administrative, CO-SER, federal, state and other program budgets.

## TRANSPORTATION

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

	DESCRIPTION	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
150	Certified Salaries	\$5,962	\$6,355	\$4,500
160	Other Salaries	16,853	18,625	19,515
300	Supplies	2,435	600	2,750
400	Contractual & Other	13,830	16,300	16,750
406	Gasoline	0	250	0
415	Maintenance & Repair	1,965	4,000	4,000
424	Other Insurance	3,966	2,000	4,500
440	Contracted Professional Services	0	250	350
800	Employee Benefits	12,194	13,122	13,204
960	Transfer Charges	388	414	472
	<b>TOTALS</b>	<b>\$57,593</b>	<b>\$61,916</b>	<b>\$66,041</b>

Transportation is provided for special trips for Special, Alternative and Career & Technical Education students. Transportation is also provided to work centers for Special Education and Licensed Practical Nursing students.

# Career and Technical Education

**MITCHELL SHRON**  
Supervisor/Principal  
Career and Technical Education

**SHERRE WESLEY**  
Adult Education Administrator  
Career and Technical Education

**BARRY EYRING**  
Coordinator of Special Education  
Career and Technical Education

**SUSAN MORACA**  
Coordinator of Health Occupations  
and New Visions  
Career and Technical Education

**EILEEN SIKORA**  
Academic Liaison/Staff Specialist  
Career and Technical Education

*The Career and Technical Education Division offers programs designed to meet the occupational needs of both adults and high school students.*

*The adult programs provide services to adults and out-of-school youth in classes from various locations throughout Dutchess County. Programming encompasses five major areas – career-technical, academic classes, programs for targeted populations, customized training for business and industry, and community education.*

*The high school program consists of an extensive list of courses that enable students to develop skills and attitudes that lead to career success while fulfilling their high school diploma requirements. A majority of the courses carry college articulations and merit a Career and Technical Education endorsement on a Regents diploma.*



# ADULT CAREER AND TECHNICAL EDUCATION

Sherre Wesley  
(845)483-3640  
sherre.wesley@dcboces.org

Mitchell Shron\*  
(845)486-8001  
mitchell.shron@dcboces.org

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## Adult Academic Programs for Special Populations

Academic Programs for Special Populations are designed for adults with special needs who reside in residential homes, attend day treatment centers, participate in shelter workshop programs and are associated with a human resource development agency.

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## Career and Technical Education

The main goal is to serve community needs. The focus of our program is to encourage individuals to “UNLOCK THEIR POTENTIAL” through lifelong learning. Classes are offered during the day, evenings and on weekends. Courses help community members upgrade current job skills, prepare for new careers and grow personally and professionally. Our offerings range from courses providing highly technical skills to those promoting general interest and self-development.

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## Career Center

The Adult Career Center offers students and former students assistance with resume preparation and cover letters, mock interviews, and job readiness training classes. Job leads are regularly posted and mailed to individuals who have completed certain types of training.

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## Community Solutions for Transportation (CST)

This is an employment-related program that assists Temporary Assistance for Needy Families (TANF) and two-hundred percent of poverty eligible individuals to obtain necessary transportation to maintain or improve their job status and raise the family's level of self-sufficiency. This comprehensive program with strict guidelines includes: case management, driver experience training, defensive driving classes, five-hour pre-licensing course, transportation through public and private companies, car matching to families in need and more.

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## Community Transition Programs

These programs serve at-risk youth in the county. We also serve adults and youth nearing release or released from the Dutchess County Jail by providing comprehensive activities that assist in their transition back into the community. Programs collaborate with Dutchess County Jail, Probation and Parole, Office of Children's Services, Office of Mental Health, Workforce Investment Board, and other community and state agencies.

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## Corporate Training

Corporate Training is targeted and customized to meet the needs of each business and their employees. Training can be offered 24/7 at employer's site or ours. MTI is an approved training provider for North American Technical Excellence (NATE) and the National Center for Construction Education and Research (NCCER). MTI is also a corporate member of Refrigeration Service Engineers Society (RSES) and a member of Air Conditioners and Contractors of America (ACCA). We offer training in Occupational Safety and Health Administration (OSHA) programs, National Electric Code (NEC) and ServSafe.

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## Defensive Driving

This community service program is offered on and off site. We also customize courses for businesses and groups. This course is offered in cooperation with the National Safety Council. In addition to providing attendees with improved driving safety awareness, successful completion results in point reduction and insurance premium discounts.

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## ed2go

Dutchess BOCES is pleased to offer Ed2Go programs through the Adult Programs of Career & Technical Education. Students can take online courses from the convenience of their home or office, anytime day or night. For more information about Dutchess BOCES' growing catalog of online courses, contact Dutchess BOCES at 845-483-3640. To register for online courses, visit [www.ed2go.com/dcboces](http://www.ed2go.com/dcboces).

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### English as a Second Language (ESL)

ESL classes assist adults with limited proficiency in English by building basic skills in speaking, reading and writing in English. Classes are held in various locations throughout the county.

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### Giving Ready Adults a Study Program (GRASP)

GRASP is a home study program for students who do not have a high school diploma or GED and who are unable to attend traditional classes offered throughout the county. Instructional packets are available at local libraries or one of our locations. Individuals wishing to participate must be 21 years old or older and have obtained at least a ninth grade reading level as determined by a pretest given at intake.

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### Health Occupations Job Training

This adult program offers a comprehensive range of health related job training programs including Certified Nursing Assistant (CNA), Phlebotomy Technician, Medical Coding, Medical Assistant, and CNA Return to Practice.

---

### High School Equivalency Classes (GED)

This individualized instruction prepares students for the High School Equivalency Diploma Examination. Classes are held in multiple locations throughout the county.

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### Incarcerated Education Programs

These programs serve adults and youth incarcerated in the Dutchess County Jail. Academic and vocational programs are offered as well as case management services. A strong cooperative relationship is maintained with the Community Transitions Program.

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### Licensed Practical Nurse \*

Prepare for a rewarding health career in a growing labor market. We are committed to providing excellent, competitively priced education with clinical and classroom instruction in preparation for the NCLEX-PN Examination (State Licensing Exam).

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### Manufacturing Technology Institute (MTI)

This post-secondary technical training institution serves business and industry, job seekers and current workers of the greater Hudson Valley. MTI responds directly to employers' needs for skilled workers and continuously strives to stay ahead of changing technologies.

---

### Neglected and Delinquent Youth/ Incarcerated Youth

Programs operate in collaboration with school districts and several agencies to provide needed services to youth who are in rehabilitation residential programs. Services provided are Life Management Skills, Academic and GED programs as well as assistance in the development of skills necessary to transition back into school and employment.

---

### New Beginnings

This program is conducted in conjunction with grants through the State Education Department, New York Department of Social Services, New York State Department of Labor and VESID. New Beginnings is a multicomponent program that offers full-time academic and occupational training. Support services are provided including case management, transportation and job placement assistance.

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### NO MAN IS AN ISLAND

NO MAN IS AN ISLAND is a special computer-assisted program that serves as an adjunct to the Veteran's Administration (VA) medical treatment program to increase veterans' awareness, mental alertness, socialization and interaction in the real world. The computer application program is designed to build veterans' basic computer knowledge and enable veterans to augment their interests and global access.

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### The Pre-GED Distance Learning Program

The Pre-GED Home Study program are video-based instruction programs. Instructional packets are available at local libraries or one of our locations. In addition to receiving packets, students can meet with their teachers for face-to-face tutoring. Students twenty-one years or older who do not have a high school diploma or GED are eligible to participate in the program.

# HIGH SCHOOL CAREER AND TECHNICAL EDUCATION

CO-SER 101.000

## Career and Technical Education (CTE)

Mitchell Shron  
(845)486-8001  
mitchell.shron@dcbooces.org



*This program enables students in grades 10-12 to acquire skills, knowledge and positive attitudes necessary for career success. Graduates are prepared to go directly into the world of work or to further their chosen career education, often with earned college credit via college articulations. In some classes adults may participate in these courses on a tuition basis.*

*The Career and Technical Institute (CTI) offers a wide variety of courses for high school students that will prepare them to enter the workforce or continue their education at a college or post secondary technical institution. All classes offer CTE Integrated English credit. (Students are responsible for some program consumable supply fees.)*

### Arts/Humanities

- ❖ Communication Technology Academy
  - Graphic Arts/Design
- ❖ Communication Technology Academy
  - Media Arts/Video Production

### Business Information Systems

- ☉ A+ Computer Training
- ☉ Computer Networking
- ☉ Marketing

### Engineering Technology

- ❖ Auto Body Collision & Refinishing – 1 year
- ❖ Auto Body Exploration – 1 year
- ❖ Automotive Programs
  - Exploratory Automotive Trades – 1 year
  - Basic Automotive Trades – 1 year
  - Advanced Auto Mechanic & Technician Training – 1 year
- ❖ Construction Electricity
- ❖ Finish Carpentry
- ❖ Heating Basics
  - Plumbing Mechanic & Service Technician
- ❖ Residential Construction
- ❖ Residential Construction Wiring
- ❖ Small Engine Technology
- ❖ Turf Equipment & ATV Maintenance
- ❖ Welding & Fabrication

### Health Services

- ❖ Introduction to Health Occupations
- ❖ Pre-Nursing/Certified Nurse Assistant
- ❖ Licensed Practical Nurse I
- ☉ Emergency Medical Technician

### Human & Public Service

- ❖ Cosmetology
- ❖ Culinary Arts
- ❖ Early Childhood Education
- ❖ Law Enforcement & Criminal Justice
- ❖ Security & Public Safety
- Multi-Occupations Program

### Natural and Agricultural Sciences

- ☉ Dutchess Academy of Environmental Studies (DAES)

### New Visions

- ☉ New Visions in Education
- ☉ New Visions in Health Care
- ☉ New Visions in Law

### Related Academics

- Math, Science, Technology (MST)
- Social Studies 12
- Remedial Instruction via PLATO software
- Specialized and Integrated Math and Science

### Skills Program

Barry Eyring  
(845)486-8001  
barry.eyring@dcbooces.org

Incorporated into this CO-SER is an entry-level skills development program which meets individual needs of students classified with disabilities. The areas of concentration are Auto Service Bay Technician and Food Service Basics. In addition to an inclusive learning environment, liaison services include counseling, job placement and special education administrative liaison support.

CO-SER 442.000

## Equivalency/GED Academic/CTE Program: At-Risk Students

Barry Eyring  
(845)486-8001  
barry.eyring@dcbooces.org

Students 16-18 years of age can complete their high school graduation requirements by preparing for the General Educational Development (GED) diploma. Career and Technical Education competencies will be developed through student participation in the secondary day program. Students must score at the 9th grade reading level on State approved tests to be eligible for this program.

**CAREER & TECHNICAL EDUCATION**  
*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Trans- portation	TOTAL
Career & Technical Education*	101.000										
Proposed - 2009-10		3,206,056	440,938	33,500	107,250	249,680	1,502,611	1,212,053	106,804	14,150	6,873,042
Adopted - 2008-09		3,412,995	434,237	47,100	127,250	280,801	1,494,125	1,135,713	109,599	10,682	7,052,502
Actual - 2007-08		3,230,963	361,947	167,031	181,342	286,650	1,279,973	1,141,803	91,043	23,282	6,764,034
Equivalency/GED Academic	442.000										
Proposed - 2009-10		122,746	4,973	7,500	255	3,630	46,918	689	469	0	187,180
Adopted - 2008-09		108,119	4,801	33,565	966	5,700	44,775	646	418	0	198,990
Actual - 2007-08		80,444	0	26,665	3,068	6,688	21,335	649	415	0	139,264
TOTALS: 2009-10		3,328,802	445,911	41,000	107,505	253,310	1,549,529	1,212,742	107,273	14,150	7,060,222
2008-09		3,521,114	439,038	80,665	128,216	286,501	1,538,900	1,136,359	110,017	10,682	7,251,492
2007-08		3,311,407	361,947	193,696	184,410	293,338	1,301,308	1,142,452	91,458	23,282	6,903,298

\*Career & Technical Education budget reflects projected recoveries:  
 2009-10 \$768,500 (\$650,000 revenues + \$118,500 transfer credits)  
 2008-09 \$737,500 (\$619,000 revenues + \$118,500 transfer credits)

*Career & Technical Education Program Costs*

Program	CO-SER No.	Pupils	Cost Per Pupil
Career & Technical Education	101.000		
2009-10		689	\$8,860
2008-09		750	\$8,420
Equivalency/GED Academic	442.000		
2009-10		49	\$3,820
2008-09		45	\$3,685

# Special Education

**LINDA A. HEITMANN**  
Assistant Superintendent  
Educational Services

**NORAH MERRITT**  
Director  
Alternative & Special Education

**DOUGLAS A. DAMIANI**  
Principal - Salt Point Center

**DUANE SHARROCK**  
Coordinator - Alternative Education

**JOHN JEFFREY**  
Principal - BETA Center

**KENNETH LOUIS JEUNE**  
Coordinator - Special Education

**DENISE D. TRAVER**  
Lead Program Coordinator

*Dutchess BOCES Special Education Programs respond to the needs of students and component districts by providing academic and vocational programs, promoting positive attitudes and behaviors and assuring opportunities for individual student growth. A continuum of services from the consultant teacher model to self-contained classrooms is available for students from age five through transitional services to the adult world of work.*



# SALT POINT EDUCATIONAL CENTER PROGRAMS

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CO-SER 204.000

## Center-based Classroom: 1-6-1

(at Salt Point Center)

Doug Damiani  
(845)486-8004 ext. 407  
doug.damiani@dcbooces.org

These programs serve students whose needs are determined to be highly intensive for reasons related to behavior, delayed development or physical disabilities. They are augmented with related services as designated on the student's IEP. Vocational programs are offered to the secondary students within the special education class framework.

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CO-SER 213.000

## Fresh Start: 1-12-1

(at BETA)

John Jeffrey  
(845)486-4840 ext. 3047  
john.jeffrey@dcbooces.org

The Fresh Start Program is designed for secondary students who have high management needs and low academic success as evidenced by few or no Carnegie Credits earned. In this program, behavior is redirected through accountability, and students are prepared for a GED diploma.

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FEDERAL - F835

## ESY: Students with Disabilities

(at Salt Point Center and BETA)

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

The Extended School Year (ESY) program serves students from all school districts who require a 12-month program as determined by the local Committee on Special Education.

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FEDERAL - F843

## ESY: Students with Disabilities

### 1:1 Aide

(at Salt Point Center and BETA)

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

This CO-SER provides a 1:1 aide for students in the ESY Students with Disabilities program.

Extended School Year (ESY)

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CO-SER 218.000

## Center-based Classroom: 1-8-1

(at Salt Point Center and BETA)

Doug Damiani  
(845)486-8004 ext. 407  
doug.damiani@dcbooces.org

John Jeffrey  
(845)486-4840 ext. 3047  
john.jeffrey@dcbooces.org

These programs serve students whose management needs are determined to be intensive for reasons related to behavior, delayed development and/or physical disabilities and who can tolerate a slightly higher ratio than 1-6-1 but not as high as 1-12-1. They are augmented with related services as designated on the student's IEP. Vocational programs are offered to secondary students within the special education class framework.

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CO-SER 227.000

## Intensive Learning Environment: 1-6-2

(at Salt Point Center)

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

These programs are designed for students aged 5-10 years with highly intensive management needs. Students typically lack impulse control, are very violent and may be substance affected. These programs are augmented with related services as specified by the student's IEP.

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CO-SER 227.000

## PEACCE Program: 1-6-2

(at Salt Point Center)

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

These programs are designed for students with autism or severe communication impairments. Staff use the TEACCH Model as developed at the University of North Carolina. A very defined program provides the structured environment required for the children to learn. Related services are provided as designated on student's IEP.



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The Salt Point Educational Center is a full-services building. Students receive all of their IEP services in one location.

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## Academics, Behavior & Community (ABC)

(at Salt Point Center)

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

Denise Traver  
(845)486-8004 ext. 428  
denise.traver@dcbooces.org

This program is an intensive, full-day program that fully integrates academics, social and behavioral competencies. Academically, the emphasis will be on reading, writing and math. This program includes embedded activities that teach specific social and behavioral skills. The purpose is to address the relationship between behaviors/social issues and academic difficulties.

- \* This program serves students in elementary and middle school age, as well as nonclassified students who may be eligible for Section 504 services.
- \* Each student is enrolled for one semester with a targeted transition plan back to a home school placement. The opportunity to remain in the program is available based on the student's needs.
- \* The program is staffed by a counselor with expertise in behavior and social competencies, two Special Education/Elementary Education teachers with extensive training in effective reading strategies and supplementary school personnel.
- \* The ABC program consists of two (1-8-1) classrooms at the BOCES Salt Point Center. The population consists of classified and nonclassified students.
- \* To maintain consistency and ensure the success of each student, parents and home district teachers are provided training for successful transition back to the student's district classroom.



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New York State Aid is a financial incentive  
available to the districts for using BOCES.

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# SPECIAL EDUCATION — CENTER PROGRAMS

Summary of Expenditures: 2007-08, 2008-09, 2009-10

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
1-6-1 Center	204.000										
Proposed - 2009-10		589,620	32,598	500	1,250	27,381	291,742	102,763	20,452	2,900	1,069,206
Adopted - 2008-09		579,619	31,192	32,233	31,500	52,349	276,559	115,565	21,644	2,300	1,142,961
Actual - 2007-08		513,452	28,306	2,034	2,197	2,775	222,595	96,820	21,579	0	889,758
Fresh Start: 1-12-1	213.000										
Proposed - 2009-10		349,058	31,121	2,000	3,100	40,745	163,519	20,044	20,068	2,500	632,155
Adopted - 2008-09		353,638	33,667	62,000	53,000	87,117	154,609	18,784	28,355	2,350	793,520
Actual - 2007-08		319,069	28,421	2,156	1,964	41,538	132,566	18,885	43,629	0	588,228
ESY: Salt Point Center	F835										
Proposed - 2009-10		328,250	23,500	6,625	0	185,000	84,125	20,000	50,000	0	697,500
Adopted - 2008-09		302,125	33,800	8,500	100	256,750	84,125	20,134	0	0	705,534
Actual - 2007-08		271,941	13,449	0	1,133	159,461	57,334	20,134	0	0	523,452
1-8-1 Center	218.000										
Proposed - 2009-10		1,156,709	58,402	7,000	21,500	28,912	652,547	146,349	30,208	6,900	2,108,527
Adopted - 2008-09		1,028,255	52,017	207,000	212,600	97,500	554,512	157,726	34,784	6,700	2,351,094
Actual - 2007-08		987,445	50,532	63,572	51,736	35,882	445,414	139,234	61,148	2,154	1,837,117
Intensive Learning/PEACCE: 1-6-2	227.000										
Proposed - 2009-10		1,091,403	49,364	1,450	4,500	5,587	678,201	162,086	29,618	3,392	2,025,601
Adopted - 2008-09		1,170,724	77,845	13,496	15,562	82,466	689,735	151,899	26,433	3,300	2,231,460
Actual - 2007-08		966,982	68,223	13,771	12,744	13,878	560,863	152,711	31,128	3,251	1,823,551
ABC Program	229.000										
Proposed - 2009-10		40,450	0	500	502	2,008	23,291	20,553	41	0	87,345
Adopted - 2008-09		39,000	0	0	6,125	1,000	18,000	0	0	0	64,125
Actual - 2007-08		33,888	0	295	137	169	15,717	19,364	2,563	325	72,458
TOTALS: 2009-10		3,555,490	194,985	18,075	30,852	289,633	1,893,425	471,795	150,387	15,692	6,620,334
2008-09		3,473,361	228,521	323,229	318,887	577,182	1,777,540	464,108	111,216	14,650	7,288,694
2007-08		3,092,777	188,931	81,828	69,911	253,703	1,434,489	447,148	160,047	5,730	5,734,564

## Special Education Center Program Costs

Program	CO-SER No.	Pupils	Cost Per Pupil
1-6-1 Center	204.000		
2009-10		31.58	\$33,857
2008-09		30.89	\$32,656
Fresh Start: 1-12-1	213.000		
2009-10		20.05	\$31,529
2008-09		20.00	\$30,520
ESY: Salt Point Center	F835		
2009-10		225.00	\$3,100
2008-09		225.00	\$3,100
1-8-1 Center	218.000		
2009-10		61.66	\$34,196
2008-09		56.17	\$33,114
Intensive Learning/PEACCE: 1-6-2	227.000		
2009-10		52.75	\$38,400
2008-09		53.00	\$37,191
ABC Program	229.000		
2009-10		4.00	\$21,836
2008-09		8.20	\$21,375

# SPECIAL EDUCATION DISTRICT PROGRAMS

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## *CO-SER 203.000*

### **Component District Classroom: 1-12-1**

This program serves students who have been recommended by their local Committee on Special Education (CSE) for a BOCES class in a local district setting as necessary for the Least Restrictive Environment. Mainstreaming opportunities are identified where appropriate. Instruction and related services are provided according to each student's IEP. Disability specific classes at the secondary level emphasize Adaptive Daily Living Skills, including shopping, budgeting, travel, leisure activities, cooking, sewing, home maintenance and vocational skills.

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## *CO-SER 209.000*

### **Component District Classroom: 1-12-4**

This program provides services to multiply disabled & traumatic brain injured students aged 5-21 years who have multi-sensory or motor deficiencies and developmental lags in physical, cognitive and psychomotor capabilities. This class is highly individualized and provides academics, perceptual motor training, self-help skills and vocational activities as designated on the student's IEP.

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## *CO-SER 212.000*

### **Component District Classroom: 1-6-1**

This program serves students who require a more intensive management level, and who have been recommended by their local Committee on Special Education for a BOCES class in a local district setting as necessary for the least restrictive environment. Mainstreaming opportunities are identified where appropriate. Related services are provided where appropriate. Related services are provided according to each student's IEP.

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## *CO-SER 219.000*

### **Component District Classroom: 1-8-1**

This program serves students who have been recommended by their local Committee on Special Education for a BOCES class in a local district setting as necessary for the Least Restrictive Environment. Mainstreaming opportunities are identified where appropriate. Related services are provided according to students' IEPs. Regular and IEP diplomas are available through this option. There is a specialized 1-8-1 program at the elementary and secondary levels for students requiring a total communication approach to intensive speech/language needs. Additionally there are classes that focus on Adaptive Daily Living Skills.

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## *CO-SER 228.000*

### **PEACCE Program~**

### **Component District Classroom: 1-6-2**

These programs are designed for autistic and/or severely communicatively impaired students. Staff is trained in the TEACCH Model as developed at the University of North Carolina. A very defined program provides the structured environment required for the children to learn. Related services are provided as designated on the student's IEP.

# SPECIAL EDUCATION — DISTRICT PROGRAMS

Summary of Expenditures: 2007-08, 2008-09, 2009-10

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
1-12-1 District	203.000										
Proposed - 2009-10		126,921	11,891	1,000	1,000	20,933	68,403	0	6,894	2,450	239,492
Adopted - 2008-09		115,733	11,455	500	500	10,938	64,449	0	5,966	2,450	211,991
Actual - 2007-08		108,949	10,956	3,625	2,890	14,444	60,384	0	6,831	1,869	209,948
1-12-4 District	209.000										
Proposed - 2009-10		182,750	6,642	1,200	1,029	11,143	104,829	0	7,160	0	314,753
Adopted - 2008-09		166,146	10,527	0	2,940	11,813	87,382	0	7,344	0	286,152
Actual - 2007-08		143,315	5,942	300	529	7,636	58,116	0	7,163	0	223,001
1-6-1 District	212.000										
Proposed - 2009-10		112,867	9,637	669	250	17,832	58,346	0	2,281	900	202,782
Adopted - 2008-09		103,922	9,233	900	464	20,561	53,374	0	2,438	700	191,592
Actual - 2007-08		98,006	8,783	0	1,132	26,098	58,228	0	2,021	0	194,268
1-8-1 District	219.000										
Proposed - 2009-10		866,032	28,060	1,000	2,500	70,895	420,267	0	20,183	6,500	1,415,437
Adopted - 2008-09		844,678	39,397	33,000	22,000	150,574	394,924	2,000	20,143	6,300	1,513,016
Actual - 2007-08		777,171	37,437	14,141	13,981	70,714	365,275	2,039	23,038	3,860	1,307,656
PEACCE 1-6-2	228.000										
Proposed - 2009-10		1,242,165	8,484	1,054	3,059	73,932	643,364	0	28,528	3,300	2,003,886
Adopted - 2008-09		1,125,853	8,126	0	359	33,450	602,093	0	23,040	3,300	1,796,221
Actual - 2007-08		1,157,469	7,715	14,899	16,111	72,156	525,734	0	29,179	5,364	1,828,627
TOTALS: 2009-10		2,530,735	64,714	4,923	7,838	194,735	1,295,209	0	65,046	13,150	4,176,350
2008-09		2,356,332	78,738	34,400	26,263	227,336	1,202,222	2,000	58,931	12,750	3,998,972
2007-08		2,284,910	70,833	32,965	34,643	191,048	1,067,737	2,039	68,232	11,093	3,763,500

## Special Education District Program Costs

Program	CO-SER No.	Pupils	Cost Per Pupil
1-12-1 District	203.000		
2009-10		10.88	\$22,012
2008-09		10.94	\$21,199
1-12-4 District	209.000		
2009-10		7.50	\$41,967
2008-09		9.00	\$41,093
1-6-1 District	212.000		
2009-10		6.16	\$32,919
2008-09		6.20	\$31,392
1-8-1 District	219.000		
2009-10		46.02	\$30,757
2008-09		47.00	\$29,667
PEACCE 1-6-2	228.000		
2009-10		54.00	\$37,109
2008-09		56.00	\$35,220

# SPECIAL EDUCATION DAY TREATMENT PROGRAMS

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norah.merritt@dcbooces.org

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## CO-SER 220.000

### Adolescent Day Treatment: 1-12-1 (at BETA)

A full-day high school level day treatment program for severely emotionally disabled students. The referred student must exhibit a cluster of behaviors that results in a principal diagnosis, as specified in the American Psychiatric Association's *Diagnostic and Statistical Manual*. Academics, leading to a GED, are combined with counseling from the Astor School Based Services to provide students with a full range of services in departmentalized classes.

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## CO-SER 220.010

### Adolescent Day Treatment: 1-8-1 (at Salt Point Center and BETA)

A day treatment program fully integrated with clinical services for severely emotionally disabled students who need a more restrictive environment that combines academics, leading to a Regents, GED or IEP diploma. The high school program is located at BETA. The middle school program is located at Salt Point Center. The referred student must exhibit a cluster of behaviors that results in a principal diagnosis, as specified in the American Psychiatric Association's *Diagnostic and Statistical Manual*. Counseling services are provided by the Astor School Based Services.

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## CO-SER 220.020

### Adolescent Day Treatment: 1-6-1 (at BETA)

A more restrictive day treatment program fully integrated with clinical services for severely emotionally disabled students who need a more restrictive environment that combines academics, leading to a local or IEP diploma. The referred student must exhibit a cluster of behaviors that results in a principal diagnosis, as specified in the American Psychiatric Association's *Diagnostic and Statistical Manual*. Counseling services are provided by the Astor School Based Services. There is a strict behavior modification program in place for the students needing this program.

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## CO-SER 222.000

### Alternative Secondary: 1-8-2 (at BETA)

This is a full-day high school program leading to a diploma. The program is for students whose management needs are intensive but who may not require or agree to intensive counseling.



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Combining and pooling services means a higher quality at a lower cost for all school districts. With increasing taxes, BOCES makes sense.

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# SPECIAL EDUCATION — DAY TREATMENT PROGRAMS

Summary of Expenditures: 2007-08, 2008-09, 2009-10

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
Adolescent Day Treatment: 1-12-1	220.000										
Proposed - 2009-10		125,135	17,220	500	800	156,175	66,351	34,899	22,255	1,400	424,735
Adopted - 2008-09		118,839	16,622	2,440	800	189,170	60,553	32,706	14,842	1,300	437,272
Actual - 2007-08		108,199	15,872	3,832	1,537	127,413	43,287	32,880	13,532	0	346,552
Adolescent Day Treatment: 1-8-1	220.010										
Proposed - 2009-10		2,054,856	172,756	5,000	17,950	1,339,833	1,124,382	228,145	164,825	12,000	5,119,747
Adopted - 2008-09		2,003,703	182,093	217,697	57,950	1,290,453	1,044,841	213,775	166,066	12,000	5,188,578
Actual - 2007-08		1,955,555	181,472	57,710	52,524	1,278,401	909,043	0	139,389	9,529	4,583,623
Adolescent Day Treatment: 1-6-1	220.020										
Proposed - 2009-10		93,132	0	145	7,000	75,244	51,287	8,641	10,158	1,000	246,607
Adopted - 2008-09		95,966	4,510	50,000	51,000	80,744	53,130	8,098	10,389	1,000	354,837
Actual - 2007-08		76,165	0	5,589	884	51,150	40,574	0	11,387	0	185,749
Alternative Secondary: 1-8-2	222.000										
Proposed - 2009-10		156,566	7,204	0	500	1,385	83,490	15,523	5,915	0	270,583
Adopted - 2008-09		168,664	15,235	21,000	23,500	32,353	83,691	14,548	4,080	0	363,071
Actual - 2007-08		152,404	6,764	431	171	7,575	58,439	14,626	4,326	0	244,736
TOTALS: 2009-10		2,429,689	197,180	5,645	26,250	1,572,637	1,325,510	287,208	203,153	14,400	6,061,672
2008-09		2,387,172	218,460	291,137	133,250	1,592,720	1,242,215	269,127	195,377	14,300	6,343,758
2007-08		2,292,323	204,108	67,562	55,116	1,464,539	1,051,343	47,506	168,634	9,529	5,360,660

NOTE: Alternative Day Treatment High School Equivalency runs under the Adolescent Day Treatment 1-12-1 Program. The tuition is \$40,958.

## Special Education Day Treatment Program Costs

Program	CO-SER No.	Pupils	Cost Per Pupil
Adolescent Day Treatment 1-12-1	220.000		
2009-10		10.37	\$40,958
2008-09		14.50	\$39,752
Adolescent Day Treatment 1-8-1	220.010		
2009-10		112.00	\$45,712
2008-09		110.40	\$43,971
Adolescent Day Treatment 1-6-1	220.020		
2009-10		4.75	\$51,917
2008-09		4.00	\$50,691
Alternative Secondary 1-8-2	222.000		
2009-10		7.38	\$36,664
2008-09		8.00	\$36,307

# RELATED SERVICES

Norah Merritt  
(845)486-4840 ext. 3034  
norah.merritt@dcbooces.org

Denise Traver  
(845)486-8004 ext. 428  
denise.traver@dcbooces.org

*A variety of both certified and specialty support personnel are available to provide related services to special education students enrolled in classes run by Dutchess BOCES. These additional services are provided in accordance with each student's Individual Education Plan (IEP), or as requested by the district.*

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CO-SER 717.000

## Speech

Speech services are delivered by New York State certified professionals. This service focuses on articulation and/or language needs as identified on each student's IEP. BOCES speech staff assist in the augmentative communication programs, in many instances incorporating assistive technology devices for the students within their sessions.

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CO-SER 718.000

## Visually Impaired

A teacher of the visually impaired works closely with the Commission for the Blind and Visually Disabled, and is available to provide direct service to students, including direct remedial instruction, strengthening other sensory areas and the use of specialized equipment where appropriate.

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CO-SER 719.000

## Occupational/Physical Therapy

Occupational and physical therapists provide occupational and physical therapy on an individual or small group basis for students whose IEPs indicate a need for this service. Occupational and physical therapists work with teachers to support programs within the classrooms as needed.

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CO-SER 720.000

## Counseling

Counseling services are delivered by New York State certified social workers who focus on issues that impede the individual student from benefiting from an education. The service is delivered as prescribed on each student's IEP.



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BOCES provides shared services to districts that they could not individually afford.

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CO-SER 721.000

## One-to-One Aides and Supplementary School Personnel

One-to-one aides provide mobility, feeding and toileting and monitor individual activities as directed by a teacher. One-to-one supplementary school personnel provide, under the supervision of a certified teacher, direct instructional service to an individual student. These staff function as part of the classroom team. These services must be indicated on the student's IEP.

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CO-SER 722.000

## Interpreters

Dutchess BOCES employs signed English interpreters. These interpreters are an essential component for the successful education of deaf students. The intensive support given by interpreters is significant in developing academic and social skills necessary for post-secondary opportunities.

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CO-SER 723.000

## Job Coach

This program is offered to classified students as an introduction to the world of work following the School to Work (STW) model. Work experience in the community will be identified.

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CO-SER 724.000

## Assistive Technology Support

This service consists of assistive technology evaluations, student technology consultation, and training to students and staff to promote the integration and use of technology tools within the academic environment. Follow-up support is provided upon district request, including staff development.

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CO-SER 733.000

## Teacher of the Deaf and/or Hearing Impaired

Serving students in grades K-12, the program provides academic support and utilizes total communication for hearing-impaired students. Interpreters are provided as necessary.

# SPECIAL EDUCATION — RELATED SERVICES

Summary of Expenditures: 2007-08, 2008-09, 2009-10

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
Speech	717.000										
Proposed - 2009-10		1,040,098	0	500	3,250	8,546	401,876	36,156	11,239	0	1,501,665
Adopted - 2008-09		886,639	8,309	1,500	5,000	117,220	247,128	33,884	8,526	0	1,308,206
Actual - 2007-08		829,190	0	0	7,779	97,418	281,816	3,482	11,824	0	1,231,509
Visually Impaired	718.000										
Proposed - 2009-10		37,331	0	1,750	0	511	14,940	0	668	0	55,200
Adopted - 2008-09		56,281	0	0	0	0	21,951	0	648	0	78,880
Actual - 2007-08		33,231	0	0	977	203	12,359	0	672	0	47,442
OT/PT Services	719.000										
Proposed - 2009-10		26,945	9,639	5,250	0	509,708	14,097	36,475	1,488	0	603,602
Adopted - 2008-09		62,781	8,393	0	1,694	690,924	23,418	34,183	350	0	821,743
Actual - 2007-08		44,795	35,624	2,590	8,083	456,829	18,953	53,730	1,883	0	622,487
Counseling	720.000										
Proposed - 2009-10		693,103	0	250	2,000	8,236	261,421	52,380	8,042	0	1,025,432
Adopted - 2008-09		629,389	0	500	1,500	6,000	233,014	49,088	6,205	0	925,696
Actual - 2007-08		628,534	0	268	1,814	3,904	209,340	49,350	8,320	0	901,530
1-1 Aides/SSP	721.000										
Proposed - 2009-10		16,167	701,023	0	0	1,439	707,779	0	20,398	0	1,446,806
Adopted - 2008-09		10,430	612,469	0	586	1,000	580,781	0	20,751	0	1,226,017
Actual - 2007-08		15,127	535,781	0	0	1,016	500,488	0	19,651	0	1,072,063
Job Coach	723.000										
Proposed - 2009-10		74,847	204,865	0	900	20,163	87,670	3,049	876	0	392,370
Adopted - 2008-09		70,855	132,417	73,600	58,000	93,781	69,965	3,171	837	0	502,626
Actual - 2007-08		67,039	190,854	81,625	75	26,768	59,929	3,202	792	0	430,284
Assistive Technology	724.000										
Proposed - 2009-10		88,093	0	500	16	0	32,466	20,553	41	0	141,669
Adopted - 2008-09		83,429	0	0	0	500	29,925	0	0	0	113,854
Actual - 2007-08		61,962	0	0	874	829	24,156	0	366	0	88,187
Hearing Impaired	733.000										
Proposed - 2009-10		19,000	0	4,000	4,000	2,299	10,599	0	101	0	39,999
Adopted - 2008-09		16,630	0	4,000	4,447	0	6,688	0	111	0	31,876
Actual - 2007-08		16,690	0	0	0	0	3,301	0	118	0	20,109
TOTALS: 2009-10		1,995,584	915,527	12,250	10,166	550,902	1,530,848	148,613	42,853	0	5,206,743
2008-09		1,816,434	761,588	79,600	71,227	909,425	1,212,870	120,326	37,428	0	5,008,898
2007-08		1,696,568	762,259	84,483	19,602	586,967	1,110,342	109,764	43,626	0	4,413,611

## Special Education Related Services Costs

Program	CO-SER No.	Cost
Speech	717.000	
2009-10		\$142.50/hour
2008-09		\$136.50/hour
Visually Impaired	718.000	
2009-10		\$120.00/hour
2008-09		\$116.00/hour
OT/PT Services	719.000	
2009-10		\$120.00/hour
2008-09		\$116.00/hour
Counseling	720.000	
2009-10		\$140.00/hour
2008-09		\$135.00/hour

Program	CO-SER No.	Cost
1-1 Aides/SSP	721.000	
2009-10		\$40,189/Aide/SSP
2008-09		\$38,313/Aide/SSP
Job Coach	723.000	
2009-10		\$33.00/hour
2008-09		\$38.00/hour
Assistive Technology	724.000	
2009-10		\$159.00/hour
2008-09		\$154.00/hour
Hearing Impaired	733.000	
2009-10		\$129.00/hour
2008-09		\$125.00/hour

### Example of Hourly Rate:

1. A student requires 60 minutes of speech per week per year.
2. Each week a district would be charged \$142.50 (hourly rate).
3. The total billed is based on the number of weeks a student receives the service.
4. If two students are in a group, then the cost would be divided by two.

# ITINERANT SERVICES

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*The BOCES Shared Personnel Program is designed to accommodate the instructional and support services needs of the participating districts. Under this program, certified and qualified personnel are employed to work in two or more districts. Some of these services may be available to special education students who are enrolled in private or parochial schools. The Shared Personnel Program provides services in the following areas. Other areas may be developed as district needs emerge.*

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CO-SER 313.000

Teacher of the Hearing Impaired

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CO-SER 314.000

Interpreters

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CO-SER 315.000

Evaluations - OT/PT, VI, Speech

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CO-SER 322.000

Teacher of the Visually Impaired

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CO-SER 332.000

Itinerant Job Coach

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CO-SER 333.000

Assistive Technology



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We operate an Alternative High School that serves students in all component districts who may benefit from a non-traditional approach to learning. High school diplomas are conferred by students' home districts.

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## SPECIAL EDUCATION — ITINERANT SERVICES

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
Teacher of the Hearing Impaired	313.000										
Proposed - 2009-10		511,122	0	500	2,000	10,922	207,718	0	4,319	0	736,581
Adopted - 2008-09		440,515	0	14,083	500	11,150	175,411	0	4,091	0	645,750
Actual - 2007-08		407,763	0	3,235	563	14,523	128,650	0	4,177	0	558,911
Interpreters	314.000										
Proposed - 2009-10		0	201,293	0	0	697	131,769	0	4,743	0	338,502
Adopted - 2008-09		0	162,821	30,000	23,860	0	101,914	0	4,565	0	323,160
Actual - 2007-08		0	188,849	0	0	0	86,620	0	4,527	0	279,996
Teacher of the Visually Impaired	322.000										
Proposed - 2009-10		268,459	7,104	500	500	7,875	109,649	0	2,977	0	397,064
Adopted - 2008-09		192,802	6,295	500	500	8,070	75,885	0	2,511	0	286,563
Actual - 2007-08		239,033	5,541	0	0	9,617	84,503	0	8,549	0	347,243
TOTALS: 2009-10		779,581	208,397	1,000	2,500	19,494	449,136	0	12,039	0	1,472,147
2008-09		633,317	169,116	44,583	24,860	19,220	353,210	0	11,167	0	1,255,473
2007-08		646,796	194,390	3,235	563	24,140	299,773	0	17,253	0	1,186,150

### *Special Education Itinerant Services Costs*

Program	CO-SER No.	Cost
Teacher of the Hearing Impaired	313.000	
2009-10		\$130.00/hour
2008-09		\$125.00/hour
Interpreters	314.000	
2009-10		\$56,417/interpreter
2008-09		\$53,860/interpreter
Teacher of the Visually Impaired	322.000	
2009-10		\$129.00/hour
2008-09		\$123.20/hour

# Alternative Education

**LINDA A. HEITMANN**  
Assistant Superintendent  
Educational Services

**NORAH MERRITT**  
Director  
Alternative & Special Education

**JOHN JEFFREY**  
Principal  
BETA Center

**DUANE SHARROCK**  
Coordinator  
Alternative Education

*Dutchess BOCES offers several Alternative Education Programs for young people recognized as being “at risk.” These programs provide students with an individualized instructional program with extensive support services leading to a high school diploma.*



Alternative High School Graduation



# ALTERNATIVE EDUCATION PROGRAMS

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CO-SER 423.000

## Dutchess Alternative High School

(at BETA; non-classified)

This is a full-day high school program that provides a unique opportunity for students to earn a Regents diploma in an alternative setting. Characteristics of the program include small class sizes and the ability to individualize instruction if needed. Students are offered a full range of courses and academically related experiences, similar to those typically found in the traditional school setting. A GED preparation program is also available for students enrolled in this program. Additionally, students have the opportunity to attend the Dutchess BOCES Career and Technical Institute. Further support is available through the Astor School Based Services, which provides a variety of counseling services, including both individual and group sessions.

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CO-SER 423.000

## Dutchess Alternative High School

(at BETA; classified)

This is the full-day high school program described in CO-SER 423.000 above, for classified students.

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CO-SER 424.020

## Academics, Behavior and Community (ABC)

(at Salt Point Center; non-classified)

This service, which is for non-classified students, is identical to CO-SER 229. It is an intensive, full-day program that fully integrates academics, social and behavioral competencies. Academically, the emphasis will be on reading, writing and math. The program includes embedded activities that teach specific social and behavioral skills. The purpose is to address the relationship between behaviors/social issues and academic difficulties. Please refer to CO-SER 229 on page 19 for a more detailed description.

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CO-SER 428.000

## Intensive Day Treatment Transitional Program

(at Salt Point Center and BETA)

This is a short-term transitional program to serve students in acute emotional crisis. Clinical services are provided by Rockland Children's Psychiatric Center. This program offers two classes: one designed for adolescents, grades seven through twelve, and the second designed for students in grades three through six.

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CO-SER 428.010

## St. Francis Hospital Education

(at St. Francis Hospital)

Dutchess BOCES and St. Francis Hospital provide comprehensive services to students who are patients on the Adolescent Mental Health Unit of St. Francis Hospital in Poughkeepsie.



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**BOCES offers comprehensive special education services in districts and at BOCES sites.**

**Services are provided during the regular school year and summer school.**

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# ALTERNATIVE EDUCATION PROGRAMS

Summary of Expenditures: 2007-08, 2008-09, 2009-10

PROGRAM	CO-SER No.	Salaries Certified	Salaries Non-Cert.	Furniture Equip.	Materials/Supplies	Other Services	Fringe Benefits	Operations and Maint.	Transfer Charges	Transportation	TOTAL
Dutchess Alternative High School*	423.000										
Proposed - 2009-10		681,709	32,388	700	16,502	149,681	342,385	139,149	98,386	4,350	1,465,250
Adopted - 2008-09		774,776	41,212	127,936	116,478	240,592	355,221	130,717	91,134	4,350	1,882,416
Actual - 2007-08		716,988	28,019	0	14,715	165,357	322,893	131,430	59,582	6,725	1,445,709
ABC: Non-Classified	424.020										
Proposed - 2009-10		185,046	0	0	0	15	98,991	0	2,374	0	286,426
Adopted - 2008-09		110,613	0	21,291	16,000	2,800	57,862	19,261	3,271	0	231,098
Actual - 2007-08		162,719	0	99	223	942	64,900	0	3,507	0	232,390
Intensive Day Treatment Transitional	428.000										
Proposed - 2009-10		180,302	4,310	689	0	1,891	99,583	47,278	6,122	0	340,175
Adopted - 2008-09		169,859	4,161	0	0	1,925	91,838	44,307	5,871	0	317,961
Actual - 2007-08		160,791	3,894	375	495	4,553	86,174	44,544	8,886	0	309,712
St. Francis Hospital Education	428.010										
Proposed - 2009-10		100,987	0	1,000	0	824	50,450	0	9,000	0	162,261
Adopted - 2008-09		96,529	0	0	0	875	46,487	0	1,014	0	144,905
Actual - 2007-08		91,306	0	1,270	146	1,087	37,050	0	11,759	0	142,618
TOTALS: 2009-10		1,148,044	36,698	2,389	16,502	152,411	591,409	186,427	115,882	4,350	2,254,112
2008-09		1,151,777	45,373	149,227	132,478	246,192	551,408	194,285	101,290	4,350	2,576,380
2007-08		1,131,804	31,913	1,744	15,579	171,939	511,017	175,974	83,734	6,725	2,130,429

\*Dutchess Alternative High School budget reflects projected Special Education revenue:  
 2009-10: \$45,000  
 2008-09: \$60,340

## Alternative Education Program Costs

Program	CO-SER No.	Pupils	Cost Per Pupil
Dutchess Alternative High School	423.000		
2009-10		65.00	\$21,850 per student
2008-09		73.40	\$20,838 per student
ABC: Non-Classified	424.020		
2009-10		13.20	\$21,699 per student
2008-09		9.32	\$21,009 per student
Intensive Day Treatment Transitional	428.000		
2009-10		2,153 days	\$158 per day
2008-09		2,181 days	\$150 per day
St. Francis Hospital Education	428.010		
2009-10		1,159 days	\$140 per day
2008-09		1,090 days	\$135 per day

There is a \$3,750 surcharge for Special Education students in the Alternative High School program.

# Educational Resources

**LINDA A. HEITMANN**  
Assistant Superintendent  
Educational Services

**DAREN LOLKEMA**  
Coordinator of Learning Technology

**RUDY ACCARDI**  
Instructional Systems Research  
Specialist

**KELLY BECKER**  
Staff Specialist  
SETRC

**CECILIA DANSEREAU-RUMLEY**  
Staff Specialist  
Educational Resources

**JODI DELUCIA**  
Staff Specialist  
Educational Resources

**DANIEL DONOHUE**  
Staff Specialist  
Library Automation

**REBECCA GERALD**  
Staff Specialist/Coordinator  
School Library Services

**BRIAN ORZELL**  
Staff Specialist  
Regional SETRC

**SUSANNAH RENZI**  
Staff Specialist  
Educational Resources

**ANGELO URRICO**  
Staff Specialist  
Educational Resources

*The Educational Resources Division provides a broad array of professional support to school districts, schools, their staff and students. The division goal is to improve teaching and learning for all students. This goal is met through services that focus on leadership development, staff training and curriculum development, comprehensive planning, data analysis, integration of special and general education, specialized student programming, broadband network infrastructure for video and data, and learning technology.*



# SCHOOL IMPROVEMENT

*School Improvement provides a broad range of educational programs and services operating in concert with the State Education Department, component districts, local institutions of higher education, public and private agencies, educational consultants, professional organizations and other BOCES. These programs offer school districts a cost-effective means of responding to student and staff needs. School Improvement services assist component school districts in developing local capacity to successfully improve their schools through comprehensive programs for staff and curriculum development and technological training.*

**School Improvement Contact (unless otherwise noted):**


Linda A. Heitmann  
(845)486-4800 ext. 202  
linda.heitmann@dcbooces.org

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CO-SER 512.000 and CO-SER 512.010

## School Improvement

This service provides support to districts in the implementation of the New York State Learning Standards, provides professional development and assists districts in meeting NCLB requirements. The School Improvement base service includes a wide array of service offerings including:

- \* Access to Educational Resources staff for inquiries and research related to curriculum, assessment, instruction, and professional development topics
- \* Information and updates on state assessment implementation
- \* Support of Middle and High School Level Principals Meetings
- \* Coordination of the Educational Resources Advisory Council\*\*
- \* Coordination of the Special Education Administrator's Meetings
- \* Research and development of projects leading to grant funding
- \* Professional Development activities including:
  - A.U.S.S.I.E. Consultation
  - Climate and Culture
  - Formative Assessment
  - Response to Intervention (RTI) Initiative } 
  - Cognitive Coaching
  - Adaptive Schools
  - Mentoring
  - New Teacher Induction
  - Institutes/Series/Workshops at membership rates
- \* On-site professional development to meet district and building needs in increments of ½ day or 1 full day as determined by RWADA
- \* Participation in the Title IIIA Dutchess County Grant Consortium (based on district eligibility)
- \* New York State Regulation & Education Law Updates
- \* Access to professional resource materials
- \* Participation in regional scoring and scoring training at membership rates

*\*\* The Educational Resources Advisory Council is comprised of instructional leaders from component school districts. They work collaboratively with the Educational Resources Administrators to identify needs and topics for this service.*

Formats for service delivery range from faculty meetings to full-day or half-day sessions on site or regionally scheduled. The Educational Resources division will provide customized training to best meet the specific needs of your district. Districts may purchase additional professional development (technical assistance) days as necessary.

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CO-SER 512.020

## School Improvement: Additional Costs

Cost for contracted professional services not included in the base program.

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CO-SER 512.030

## School Improvement: Climate

Cost for one day of professional development in the area of climate and culture.

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CO-SER 512.050

## School Improvement: A.U.S.S.I.E.

### Instruction Day (Australian and U.S. Service in Education)

Cost for one day of A.U.S.S.I.E. classroom literacy consultancy in district.

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CO-SER 512.051

### School Improvement: A.U.S.S.I.E. Conference Day

Cost for one conference day or workshop day facilitated by an A.U.S.S.I.E. consultant.

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CO-SER 512.052

### School Improvement: A.U.S.S.I.E. Additional Costs

This service covers the additional costs associated with A.U.S.S.I.E. professional development (i.e. concurrent programs and materials).

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CO-SER 512.070

### School Improvement: Regional Scoring

Per paper cost for participating in regional scoring.

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CO-SER 512.071

### School Improvement: Training - ELA

This service provides training for up to 10 teachers per grade for the New York State English Language Arts Assessments (grades 3-8).

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CO-SER 512.072

### School Improvement: Training - Math

This service provides training for up to 10 teachers per grade for the New York State Mathematics Assessments (grades 3-8).

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CO-SER 512.080

### School Improvement: Audit - Literacy

The Literacy Audit process is designed to provide schools and districts with information on the alignment between their elementary, middle, or K-8 literacy programs and research-based effective literacy practices.

The Literacy Audit process will consist of four major components, including:

1. Internal Review (including on-site professional development and self study)
2. External Review
3. Facilitated Action Planning
4. Implementation and Evaluation

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CO-SER 512.081

### School Improvement: Audit - Math

The Mathematics Audit process is designed to provide schools and districts with information on the alignment between their elementary, middle, or K-8 mathematics programs and research-based effective mathematics practices.

The Mathematics Audit process will consist of four major components, including:

1. Internal Review (including on-site professional development and self study)
2. External Review
3. Facilitated Action Planning
4. Implementation and Evaluation

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CO-SER 303.000

### Itinerant School Psychologist

This service provides a full-time school psychologist to two or more districts where services are desired. The full-time school psychologist's schedule is divided between participating districts.

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CO-SER 312.000

### Itinerant Teacher: Agriculture

This service provides a full-time teacher to students in more than one district where agricultural courses are desired. The full-time teacher divides the instructional day between the participating districts, which otherwise would not be able to offer the courses.

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CO-SER 325.000

### Itinerant Teacher: Music

This service provides a full-time teacher to students in more than one district where music courses are desired. The full-time teacher divides the instructional day between the participating districts, which otherwise would not be able to offer the courses.

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CO-SER 334.000

### Itinerant English as a Second Language (ESL) Teacher

This non-aidable service provides a full-time ESL teacher to two or more school districts where ESL services are desired. The full-time teacher divides the day between the participating districts.

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CO-SER 402.000

### Harlem Valley Summer School

This service provides a general summer education remediation program in the Harlem Valley for K-12 students.

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CO-SER 422.000

### High School Seminars for Advanced Students

This service provides enriching experiences for advanced high school students. The seminars give students the opportunity to interact with other students who share similar abilities and interests, to work with nationally recognized experts, and to experience multidisciplinary learning throughout the year. Two Model United Nations General Assemblies were held last year.

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CO-SER 422.010

### Events for Advanced Intermediate Elementary Students

This service provides enriching experiences for advanced intermediate elementary students. Examples of events include Teamwork Counts, for teams of students to collaboratively work on solving a wide array of problems, and a Math Carnival designed for students to engage in a variety of mathematical experiences in a carnival atmosphere.

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CO-SER 422.020

### Formal Debate Program

The Formal Debate Program provides training in debate and county-wide competition for students in grades 6-12. Training for district coaches is also provided. The emphasis of this program is placed on the development and exercise of critical thinking, listening and speaking skills.

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CO-SER 422.030

### Scholastic Bowl

Scholastic Bowl enables teams of middle school students to compete against each other in demonstrating their knowledge of factual information. There will be four after-school tournaments for students in grade 6 and four after-school tournaments for students in grades 7 and 8.

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CO-SER 422.040

### Scholastic Match-up

This service is modeled on the Scholastic Bowl series. Teams of high school students test their knowledge and spontaneous problem solving skills against other teams. Four after-school tournaments will be held during the school year (including semifinals and finals).

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CO-SER 438.000 and CO-SER 438.010

### High School of Excellence Summer Scholars

The Summer Scholars Program is designed to enrich gifted and talented 10th and 11th grade students. Each summer, 100 students spend two weeks in residence at the county's colleges. Each college provides an interdisciplinary program designed for advanced students. A portion of the cost of the program is paid for by grant funding.

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CO-SER 439.000

### Integrated Arts-in-Education Program

Maria DeWald  
(845)486-4840 ext. 3010  
maria.dewald@dcbooces.org

This service is designed to offer Arts experiences and integrates the Arts into all levels of the K-12 instructional program. Arts activities included in this service:

- \* Creative Writing
- \* Music
- \* Dance
- \* Theater
- \* Media Arts
- \* Visual Arts

The Arts-in-Education Coordinator assists the districts in Arts-in-Education programming and maintains a website that lists artists, art institutions and art resources. Workshops are offered to provide information regarding the Learning Standards for the Arts and State Education Department guidelines.

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CO-SER 542.000

### Model Schools Program

Susannah Renzi or Angelo Urrico  
(845)486-4840 ext. 3112  
susannah.renzi@dcbooces.org/angelo.urrico@dcbooces.org

This service supports the effective and efficient integration of instructional technology into the teaching and learning process. Districts purchasing Instructional Technology Services (CO-SER 519) are required to participate in at least the base service. The Model Schools base service provides two days of in-district training, concurrent sessions for participating districts and the use of the BETA computer lab for district-run workshops. Additional fee services include coordination, training and support for Compass Learning, the JASON Project and My Learning Plan. Districts may also purchase additional In-District Professional Development Days or a percentage of a shared Technology Integration Coach for in-district use. Model Schools also supports on-line professional development for educators, as well as on-line high school course content.

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CO-SER 542.010

### In-District Professional Development Day

A Model Schools specialist will provide one customized in-district day of professional development in instructional technology. The district specifies the topic as determined by their needs.

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CO-SER 542.020

### Compass Learning Consulting and Training

This service provides one day of consulting, planning or professional development as related to the Compass Learning Odyssey system. Compass Learning Odyssey, a comprehensive web-based instructional tool that supports differentiated learning, is available through our Learning Technology Services.

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CO-SER 542.021

### Technology Integration Coach



In-district support, modeling and coaching for teachers in increments of one half-day per week on a ten-month schedule. A Model Schools specialist would be scheduled for a specific day of the week and would be available during the school day for one-on-one, small-group or large-group sessions.

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CO-SER 542.030

### JASON Project

The JASON Project is a standards-based curriculum for upper elementary and middle school teachers that includes online games, field work, labs, print work and videos. JASON teachers can access the related standards-based Immersion Presents program for internet-based curriculum activities and live expeditions, and a listserv with a forum to ask science questions and receive updates on sites for lesson plans.

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CO-SER 542.055

### My Learning Plan

My Learning Plan is a web-based service for tracking professional development, providing a centralized location to manage the NYS required certification hours. My Learning Plan fees are based on the number of users in the district.



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BOCES services go beyond special and alternative education to provide working trade skills for many students who take advantage. Our Career & Technical Institute offers an excellent trade education for students. BOCES has great programs for students such as the culinary arts and nursing programs.

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CO-SER 560.000

### Home Instruction

Jodi DeLucia  
(845)486-4840 ext. 3114  
jodi.delucia@dcboces.org

This service assists school districts and parents with all aspects of the home instruction process including: reviewing Individualized Home Instruction Plans (IHIPs), tracking student progress and assuring compliance with state mandates.

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### Special Education Training & Resource Center (SETRC)

Cecilia Dansereau Rumley  
(845)486-4840 ext. 3023  
cecilia.dansereaurumley@dcboces.org

The Special Education Training & Resource Center (SETRC) at Dutchess County BOCES is funded through VESID at the New York State Education Department to provide professional development support to administrators, teachers and parents in Dutchess County schools. The SETRC office works in collaboration with BOCES CO-SER services and other State Funded Networks to provide comprehensive professional development planning, data analysis, implementation and evaluation to support the goal of enhancing learning for all students based upon individual district needs. In addition, the SETRC office houses a loaning library of professional development materials and New York State Education publications for its community of stakeholders.

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### Mid-Hudson Regional Special Education Training and Resource Center (SETRC)

Brian Orzell  
(845)486-4840 ext. 3109  
brian.orzell@dcboces.org

The Mid-Hudson Regional Special Education Training and Resource Center (SETRC), which is housed at Dutchess BOCES, is funded through VESID at the New York State Education Department to provide professional development support to administrators, teachers and parents in Dutchess, Orange-Ulster, Sullivan, and Ulster County schools. The Regional SETRC office supports the shared needs of districts in the Mid-Hudson region related to Special Education regulations. New York State Education publications and professional resources can be accessed through the Regional SETRC office loaning library as well.

## EDUCATIONAL RESOURCES — SCHOOL IMPROVEMENT

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

CO-SER No.	PROGRAM	Billing Unit	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
422	High School Seminars for Advanced Students	District	\$31,800	\$49,496	\$49,495
438	High School of Excellence Summer Scholars	Participant	92,460	103,204	99,244
439	Integrated Arts-In-Education Program*	District	602,378	546,520	87,496
512	School Improvement*	District	610,751	495,931	169,000
542	Model Schools Program*	District	436,093	341,819	374,359
560	Home Instruction	Student	40,707	43,351	26,850
TOTALS			\$1,814,189	\$1,580,321	\$806,444

\*These budgets contain revenue from BOCES programs.

# LEARNING TECHNOLOGY

*Dutchess BOCES, in conjunction with its component districts, has designed a vision for elementary and secondary education that includes a major commitment to advanced telecommunications and distributed computer technology. To facilitate the implementation of this vision, Dutchess BOCES offers to its component school districts a series of technology services. A decision to participate in any or all of these services will improve each school district's capacity to achieve its educational mission.*

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CO-SER 448.000

## Distributed Learning

Jodi DeLucia  
(845)486-4840 ext. 3114  
jodi.delucia@dcboces.org

This service provides schools with the power of a broadband telecommunications network to offer an array of high school, alternative, continuing and college level courses. It also provides for video conferencing, student and faculty on-line courses, satellite down links and the ability to develop innovative programs with other districts and their communities.

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CO-SER 448.010

## Distributed Learning- Course Fee

Cost of one course over the distance learning network.

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CO-SER 448.050

## Video-Conferencing

Cost for technical support and implementation per IP video conference.

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CO-SER 519.000 and CO-SER 519.011

## Learning Technology Services

Daren Lolkema  
(845)486-4840 ext. 3086  
daren.lolkema@dcboces.org

This service affords school districts the means to offer a highly effective instructional program, while simultaneously achieving total infusion and integration of technology throughout their educational environments. A focal point for this service is a common set of learning standards that all participating districts agree to adopt and assess.

The Instructional Technology Services Advisory Council (ITSAC) is the advisory body for Learning Technology Services. This council meets monthly from October through June. All technology, including computer hardware, software and courseware purchased through this service, will support the successful implementation of the New York State Education Department educational initiatives such as Learning Standards and related assessments as well as the new graduation requirements. Districts participating in LT Services must also belong to the Model Schools Program (CO-SER 542).

Participating districts may subscribe to the Dutchess BOCES Wide Area Network (WAN) as part of this service. Once connected, Dutchess BOCES can provide network access to BOCES services for every desktop computer attached to a component district's Local Area Network (LAN).

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CO-SER 519.010

## Lease Purchases

Service provides districts the option of financing IT projects through a lease purchase program.

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CO-SER 519.015

## Hardware/Software Purchasing

Districts are able to purchase instructional based computer equipment and software through this CO-SER. State Contract prices are standard.



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We provide all aspects of technology to the classroom and provide training to teachers for using technology in the classroom.

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CO-SER 519.021

### Cisco Certified Network Services

Computer Systems Integrators, Inc. (CSI) specializes in the design, configuration and implementation of local and wide area network (LAN/WAN) solutions.

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CO-SER 519.030

### Centralized Web Filtering

Service provides districts the ability to have a centrally managed and individually customized web filter. Web filtering allows for safe and appropriate use of the internet by students and staff.

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CO-SER 519.031

### Centralized Internet Connectivity

Service provides districts with reliable high speed internet access with a volume pricing discount.

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CO-SER 519.040

### Shared Technicians Reporting to Districts

Service provides districts the opportunity to hire qualified technical staff for a maximum of three days per week for an entire school year in order to meet a district's IT needs.

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CO-SER 519.043

### Antivirus Protection (E-trust)

Participating districts must protect network attached devices with valid anti-virus software. Purchasing E-trust AV software through this CO-SER provides cost effective licensing options.

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CO-SER 519.045

### Hardware/Software Maintenance Agreements

Districts are able to purchase maintenance agreements on servers and infrastructure devices purchased through BOCES.

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CO-SER 519.046

### Network Printer Maintenance

Districts are able to purchase maintenance agreements on network printing devices.

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CO-SER 519.048

### Email Archiving

Ensure litigation requirements can be met by properly archiving your email system.

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CO-SER 540.000

### School Library System:

#### Cooperative Collection Development

Rebecca Gerald  
(845)486-4840 ext. 3061  
rebecca.gerald@dcbooces.org

This program will assist school library media centers in building collections of print or electronic resources that are high in cost or limited in availability. These specialized collections will be housed in the library media centers of participating schools and will be available for resource sharing. Topics for participating schools will be approved by the SLS Coordinator and the Cooperative Collection Development Committee.

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CO-SER 540.010

### School Library System:

#### Database Access

The System aids with the selection of on-line database products purchased to meet specific instructional needs. Discounts of 15% - 85% are obtained by negotiating with vendors and through consortium memberships. Additional support includes coordinating trial access, record keeping, tabulating and summarizing usage statistics, troubleshooting connection problems and arranging training.

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CO-SER 541.000

### School Library System:

#### Library Automation

The Library Automation Service supports school library media centers with resource sharing through the use of an on-line public access catalog (OPAC), a circulation management system and interlibrary loan. The service provides initial professional consultation and planning, the acquisition and installation of hardware and software and MARC record conversion services. Continued support via training, maintenance and upgrades, database management of student records, vendor loads and authority control is also provided.

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CO-SER 541.020

### School Library System:

#### Consultation Services

Those not in CO-SER 541.000 may receive automation consultation services, including planning services for new libraries.

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CO-SER 545.000

## Microcomputer Repair Service

Daren Lolkema  
(845)486-4840 ext. 3086  
daren.lolkema@dcbores.org

Industry recognized, A+ trained and certified technicians provide hardware repair, upgrades and preventive maintenance for a full range of microcomputers, laptops and peripheral equipment. A typical microcomputer system includes the system unit and its internal components, monitor, keyboard, and mouse. Peripheral equipment includes printers, scanners and other computer attachable devices. Repair technician hours are eligible for BOCES aid.

Microcomputer Repair is currently an authorized warranty service for IBM and Dell equipment. Any manufacturer's equipment, both warranty and out of warranty, is accepted for repair by this service. This service utilizes the Dutchess BOCES help desk for transacting business from service inception to closure.

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CO-SER 619.000

## Telecommunications

Daren Lolkema  
(845)486-4840 ext. 3086  
daren.lolkema@dcbores.org

This service is the umbrella CO-SER that covers line charges and the management of such telecommunications services as Intellipath (four-digit dialing between school buildings), T-1 and high speed data transmission (broadband) for the Dutchess BOCES Wide Area Network (WAN).

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CO-SER 619.002

## Administrative Fees

This administrative fee is used to cover the cost of operating the 619 Telecommunications CO-SER.

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CO-SER 619.010

## Telecom-Fax Lines

The telecom-fax lines can be itemized and separated from the regular phone line service when used for special programs such as Distance Learning.

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CO-SER 619.015

## Integrated Services Digital Network Lines

ISDN Lines can be used for Voice or Video communications.

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CO-SER 619.020

## Intellipath Lines

This is a Verizon based service to provide POTS line phone service to a school district.

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CO-SER 619.021

## T-1 Voice Lines

This is a digital service for voice communication.

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CO-SER 619.025

## Telecom-Equipment Leases

Districts have the option of leasing out new telecommunications equipment through this CO-SER.

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CO-SER 619.030

## Telecom-Equipment Maintenance

Districts have the option of purchasing their maintenance agreements on their telecommunications equipment through BOCES.

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CO-SER 619.045

## High Speed LAN/WAN Access

This provides the district wide LAN/WAN connectivity between district buildings as well as connectivity back to the BOCES and the rest of the county.

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CO-SER 619.060

## E-rate Consortium

Julann Troiano  
(845)486-4800 ext. 280  
julann.troiano@dcbores.org

Dutchess BOCES coordinates E-rate reimbursement filing for school districts. BOCES files applications with the Schools and Libraries Division of the Universal Service Administrative Company for E-Rate discounts for eligible telecommunications services. The discounts are based on student population for grades K-12 and the percentage of students eligible for the National School Lunch Program. Program participants receive discounts on expenditures for various telecommunications services. Services provided include program integrity audit reviews and the filing of forms 470, 471, 472 and 486.

## EDUCATIONAL RESOURCES — LEARNING TECHNOLOGY

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

CO-SER No.	PROGRAM	Billing Unit	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
448	Distance Learning*	Class Share	\$200,406	\$143,400	\$111,599
519	Instructional Technology Services*	District	6,080,477	4,664,948	3,960,343
540	SLS - Cooperative Collection Development	District	197,742	118,856	127,756
541	SLS - Library Automation	Library	185,928	222,750	222,750
545	Microcomputer Repair Service*	District	329,700	392,239	340,445
619	Telecommunications*	District	1,904,293	1,810,317	1,901,844
TOTALS			\$8,898,546	\$7,352,510	\$6,664,737

\*These budgets contain revenue from BOCES programs.

# Business Services

**LINDA POLESKI**

Assistant Superintendent  
Business Services

**KELLY SEIBERT**

Staff Specialist  
Business Services

**DEBBIE MCALLISTER**

Budget Assistant/Purchasing Agent

**MATT METZER**

Treasurer

**REESA SHERYL**

Accounting and Financial Specialist

**JULANN TROIANO**

School Administrative Analyst

*Dutchess BOCES offers a series of cooperative business service programs that are designed to provide cost savings, improve service delivery and increase efficiency through shared services among the component districts.*



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CO-SER 609.000

## School District Staff Contract Analysis

Linda Poleski  
(845)486-4800 ext. 215  
linda.poleski@dcbooces.org

Under this CO-SER, the BOCES collects and analyzes employee contract and school district expenditure-related data for Dutchess County school districts. The Contract Analysis Report provides information on general provisions, salary schedules, fringe benefits and leaves. It also covers district staffing, student populations, tax rates, valuation, district wealth as well as expenditures per pupil. The Fact Sheet Report provides comparative financial data covering a period of at least five fiscal years.

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CO-SER 612.000

## Cooperative Bidding

Debbie McAllister  
(845)486-4800 ext. 251  
debbie.mcallister@dcbooces.org

Dutchess BOCES, in consultation with the Cooperative Bidding Committees, develops detailed specifications and conducts competitive bidding for various commodities, supplies, equipment and services to meet its own needs and those of participating local school districts. Cost savings are achieved through price discounts that are obtained from vendors as a result of increased quantities and an increase in efficiency, since duplication of effort is reduced. With the more cost-effective development of complex, detailed specifications, where outside consultant help is needed, the costs of such expenses can be included in the service. Thus, the expense of specification development on a project-by-project basis is eliminated.

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CO-SER 615.000

## Employee Assistance Program

Linda A. Heitmann  
(845)486-4800 ext. 202  
linda.heitmann@dcbooces.org

This program provides a participating district's employees and their families assistance in resolving personal problems that impair job performance. These problems range from alcoholism and substance abuse to family/marital and financial/legal difficulties. The BOCES employs a social worker/counselor who provides specific assistance to employees and members of their immediate families. Employees are eligible to receive several sessions at no cost. Additional service may be rendered by referral to other agencies. This service is eligible for BOCES aid.

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CO-SER 618.000

## Substitute Calling Service

Linda A. Heitmann  
(845)486-4800 ext. 202  
linda.heitmann@dcbooces.org

This service provides participating districts with automated substitute calling. Each district supplies the service with lists of staff and approved substitutes. The service generates reports on where and when the substitutes worked on a daily basis. This program can produce other reports such as statistics on substitute/employee activity on a monthly basis.

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CO-SER 619.060

## E-rate Consortium

Julann Troiano  
(845)486-4800 ext. 280  
julann.troiano@dcbooces.org

Dutchess BOCES coordinates E-rate reimbursement filing for school districts. BOCES files applications with the Schools and Libraries Division of the Universal Service Administrative Company for E-Rate discounts for eligible telecommunications services. The discounts are based on student population for grades K-12 and the percentage of students eligible for the National School Lunch Program. Program participants receive discounts on expenditures for various telecommunications services. Services provided include program integrity audit reviews and the filing of forms 470, 471, 472 and 486.

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## Dutchess Educational Health Insurance Consortium (DEHIC)

Linda Poleski  
(845)486-4800 ext. 215  
linda.poleski@dcbooces.org

The Dutchess Educational Health Insurance Consortium (DEHIC) provides participating districts with an affordable alternative to the State Health Insurance Program. The Consortium commenced operation in July 1988 with ten districts and an enrollment of approximately 2,400 and has grown to twenty-seven participating organizations (including Dutchess Community College, Sullivan & Ulster BOCES) and nearly 9,600 enrollee contracts. In 2001 an alternative PPO option was offered, which now handles the majority of contracts. This option has achieved significant growth and savings since inception.

## BUSINESS SERVICES

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

CO-SER No.	PROGRAM	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
609	School District Contract Analysis	\$12,449	\$15,002	\$15,002
612	Cooperative Bidding	13,665	17,999	18,445
615	Employee Assistance Program*	76,762	81,469	81,022
618	Substitute Calling Service*	177,541	189,872	213,219
619.060	Telecommunications/E-rate Consortium	116,539	140,284	154,341
TOTALS		\$396,956	\$444,626	\$482,029

\*These budgets contain revenue from BOCES programs.



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CO-SER 617.000

## Safety and Risk Management

Walter J. Niemiec  
(845)486-8087  
walter.niemiec@dcbooces.org

This BOCES service provides for the dissemination of information, monitoring of activities, training of staff and development of policies and procedures to make sure school districts comply with federal, state and local regulations, procedures and laws dealing with safety and risk management. The BOCES-coordinated Safety Advisory Council, consisting of district representatives, addresses such items as health and safety, asbestos, lead, toxic/hazardous materials, waste regulations, blood-borne pathogens and hazard communication.

*Some activities are:*

- \* “Right to Know” training
- \* Transportation safety training
- \* Assistance in establishing record keeping systems
- \* Training in health hazard information
- \* Assistance with Disaster Preparedness Program
- \* Assistance with SAVE legislation compliance
- \* Liaison between districts and enforcement agencies
- \* Analysis of accident claims
- \* Assistance with required inspections

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CO-SER 617.010

## Safety and Risk Management Technician

Walter J. Niemiec  
(845)486-8087  
walter.niemiec@dcbooces.org

The Safety and Risk Management Technician is responsible for the planning, organizing, conducting, directing and enforcement of large-scale safety programs. The work is carried out following existing governmental regulations and by developing and implementing procedures, guidelines and policies. These technicians provide school districts with services that assist them in meeting the requirements of Federal and State health maintenance legislation and regulations and other related employee health and safety issues. Necessary inspections, i.e., asbestos, radon, air monitoring and routine industrial inspections, are also provided.

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CO-SER 624.000

## Cooperative Transportation

Walter J. Niemiec  
(845)486-8087  
walter.niemiec@dcbooces.org

This service assists component school districts with their out-of-district and special transportation routes. Dutchess BOCES provides coordination for this shared program in compliance with transportation regulations and issues BOCES-wide transportation bids. Transportation contracts are coordinated among the contractors, BOCES and participating school districts. Cost savings are achieved by competitive pricing and consolidation of bus runs among the participating local school districts. Duplicate routes and associated costs are eliminated through cooperation among participating districts servicing regular and special education students. It is estimated that members of the Cooperative saved over \$3,500,000 since its inception in 1993.

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CO-SER 626.000

## Cooperative Maintenance

Walter J. Niemiec  
(845)486-8087  
walter.niemiec@dcbooces.org

Under this service BOCES coordinates, manages and provides highly skilled maintenance technicians such as electricians, a carpenter, roof maintenance workers, refrigeration workers, plumbers, etc., as needed. Shared Maintenance personnel can provide assistance with telephones and telecommunications wiring. A shared summer maintenance crew can also be provided to assist districts with summer maintenance needs. On a shared basis, such personnel are available to perform preventive, routine and emergency maintenance for participating districts. The service is not intended to take the place of the existing maintenance staff.

## FACILITIES AND OPERATIONS

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

CO-SER No.	PROGRAM	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
617	Safety & Risk Management	\$223,697	\$239,658	\$273,051
624	Cooperative Transportation	1,868,942	1,914,349	1,958,531
626	Cooperative Maintenance*	331,193	382,057	425,734
TOTALS		\$2,423,832	\$2,536,064	\$2,657,316

\*These budgets contain revenue from BOCES programs.

# Human Resources

**MATTHEW CARR**

Business Administrator for Human Resources

*The Human Resources division facilitates the recruitment activities of component districts for both certified and non-certified staff, provides assistance to school districts in complying with certification regulations for coaches, enables participating districts to receive eligible medicaid reimbursement dollars and acts as a regional certification office for residents and school districts of Dutchess County.*



CO-SER 610.000

### Employee Benefits Coordination

Matthew Carr  
(845)486-4800 ext. 278  
matt.carr@dcbooces.org

The Dutchess County Schools Workers' Compensation Self-Insured Program Trustees established this service to coordinate a variety of activities for the program. Part-time office support is provided to audit claims, assist the Board of Trustees with program-related activities, follow up on inquiries from employees, maintain cooperative financial records, analyze claims information and process paperwork involved with the worker's compensation program. Member districts of the program participate in this service.

CO-SER 614.000

### Cooperative Recruitment

Matthew Carr  
(845)486-4800 ext. 278  
matt.carr@dcbooces.org

Under this CO-SER, the BOCES Human Resources Office provides shared staff recruitment services to school districts. Services include local, regional and national advertising of vacancies, coordinating the flow of applicant information, maintaining a database of job applications/resumes, liaison with placement offices, attendance at recruitment fairs, as well as the development of joint efforts to broaden the range and diversity of the applicant pool available to school districts. Internet posting of vacancies is also provided by the service. An on-line application is available for quick submission of information by candidates.

CO-SER 627.000

### Medicaid Reimbursement

Matthew Carr  
(845)486-4800 ext. 278  
matt.carr@dcbooces.org

Under this program, BOCES assists component districts with increasing their Medicaid reimbursements and compliance with Medicaid reimbursement guidelines. This service maintains comprehensive records to justify Medicaid reimbursement claims in the event of an audit, submits required claims for reimbursement and follows up inquiries received from the Regional Information Center, state and federal offices. The service provides in-service training to district contact personnel on an ongoing basis and works with district personnel in the development of effective internal data collection and record keeping procedures.

CO-SER 630.000

### Temporary Coaching Licenses

Matthew Carr  
(845)486-4800 ext. 278  
matt.carr@dcbooces.org

Under this CO-SER, the Dutchess BOCES Human Resources Office processes all applications for professional and temporary coaching licenses that were previously filed with and evaluated by the Office of Teaching in Albany. The application for either of these coaching licenses is submitted to the District Superintendent who acts as the agent for the Commissioner of Education. This process will continue to permit school districts to employ non-teacher coaches, in appropriate circumstances, and will streamline the annual reapplication process. It provides greater flexibility and expeditious approval of subsequent reapplications without the submission of repetitive paperwork.

## HUMAN RESOURCES

Summary of Expenditures: 2007-08, 2008-09, 2009-10

CO-SER No.	PROGRAM	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
610	Employee Benefits Coordination*	\$80,394	\$77,766	\$92,155
614	Cooperative Recruitment	504,823	120,380	123,040
627	Medicaid Reimbursement	62,159	78,530	79,232
630	Temporary Coaching Licenses	2,150	2,334	1,849
<b>TOTALS</b>		<b>\$649,526</b>	<b>\$279,010</b>	<b>\$296,276</b>

\*These budgets contain revenue from BOCES programs.

# Communications and Grants Research

**ANNA MARIE MARTINO**

Director

Communications & Grants Research

**JEFFERY T. ROUSE**

Staff Specialist

Web Services

**GENEVIEVE KELLAM**

Reproduction Coordinator

Shared Printing Service

*The mission of the Office of Communications and Grants Research (CGR) is to promote public awareness of programs and services offered by Dutchess BOCES and its component school districts and to explore funding opportunities. This office is primarily responsible for the overall development and implementation of our organization's internal and external communications and for providing school districts with a variety of services to enhance their communication and public relations efforts.*



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CO-SER 536.000 and CO-SER 536.010

## Shared Printing Service

Genevieve Kellam  
(845)486-4840 ext. 3006  
genevieve.kellam@dcbooces.org

*The Dutchess BOCES Shared Printing Service provides a full range of non-instructional printing services.*

**These services include:**

- \* Typesetting
- \* Layout and Design
- \* Printing and Binding

**Some examples of documents that can be printed by the Print Shop are** (Materials are not state aidable):

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| * District Newsletters            | * Tickets                       |
| * Handbooks                       | * Booklets                      |
| * Planners and District Calendars | * Business Cards and Letterhead |
| * Menus                           | * Posters                       |
| * Carbonless Multi-part Forms     | * Permanent Record Cards        |
| * Envelopes                       | * Labels                        |
| * Report Cards                    | * Badges                        |

**Expanded services include:**

- |                                   |                 |
|-----------------------------------|-----------------|
| * High-speed B&W Copying          | * Perforating   |
| * Full Color Copying              | * Numbering     |
| * Wide Format Full Color Printing | * Hole Punching |
| * 1- and 2-color Presswork        | * Laminating    |
| * Coil and Tape Binding           |                 |

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CO-SER 635.000 and CO-SER 635.001

## Public Information Service

Anna Marie Martino  
(845)486-8051  
anna.martino@dcbooces.org

The award-winning Dutchess BOCES Public Information Service assists school districts in building a systematic, planned process of communication between the district and its internal and external publics and provides school districts with a variety of services to enhance their communication and public relations efforts. Projects include, but are not limited to, publications, internal communications, budget campaign materials, media relations, imaging and marketing, student and staff recognition, and event planning. Publications produced by the Public Information Service have been recognized for excellence by the National School Public Relations Association (NSPRA) and the New York School Public Relations Association (NYSPRA).

Each district may draw on this shared service to the extent it determines most helpful. Projects are developed in close collaboration with school administration and staff and can be individually created to reflect the district's character. Public Information Specialists provide technical and professional public information services necessary to implement district plans. Printing and materials destined to become district property are recognized to be non-aidable.

CO-SER 635.025

## Web Services

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Dutchess BOCES offers a variety of individual web services to your district based on your specific needs. Would you like assistance with the design of your district website? Do you need a user-friendly calendar system? Do your teachers need quick and easy access to update classroom information? We can help! These services include:

- \* District website design, consulting, maintenance, traffic analysis and training
- \* Blogs: *Word Press*
- \* Online Learning Environment: *Moodle*
- \* Web-accessible database solutions: *FileMaker*
- \* Listservs: *Mailman*
- \* Web-based calendars: *WebEvent*
- \* Podcasts: *Podcast Producer*
- \* Online survey tool: *PHP Surveyor*
- \* Content Management System: *Drupal*
- \* Archived & Live Video Streaming: *QuickTime Streaming Server*

## Grants Research

Anna Marie Martino  
(845)486-8051  
anna.martino@dcbooces.org

Communications & Grants Research (CGR) may also assist with the following:

- \* Exploration and dissemination of various funding opportunities from state, federal and private foundation sources;
- \* Coordination of grant research and writing workshops;
- \* Participation on various committees that will research and develop project plans to assist in the identification of their specific funding sources;
- \* Work in cooperation with other BOCES to research funding opportunities from major foundations.

## COMMUNICATIONS & GRANTS RESEARCH

*Summary of Expenditures: 2007-08, 2008-09, 2009-10*

CO-SER No.	PROGRAM	Actual 2007-08	Adopted 2008-09	Proposed 2009-10
536	Shared Printing Service*	\$663,981	\$645,443	\$674,712
635	Public Information Service*	439,972	451,242	510,828
TOTALS		\$1,103,953	\$1,096,685	\$1,185,540

\*These budgets contain revenue from BOCES programs.

# Federal/State Grants and Other Revenue

## Summary of Estimated 2008-09 Revenue

<b>ADMINISTRATION</b>	
HVRSSC IDEA	\$300,000
HVRSSC IDEA Math	146,740
HVRSSC Miscellaneous	505
HVRSSC IDEA Supplemental	672,812
HVRSSC Reading First PD	199,880
HVRSSC Reading First Technical Assistance	107,628
HVRSSC - Title IIA	464,897
<b>TOTAL</b>	<b>\$1,892,462</b>

<b>ADULT CAREER &amp; TECHNICAL EDUCATION</b>	
Adult Education Administrative Cost Center	\$92,897
Adult Ed Case & JRT	41,998
ARSIP	2,280
Continuing Education (New)	75,260
Defensive Driving	35,168
DSS Information Dissemination December 08	8,940
DSS Information Dissemination December 09	16,000
DSS Vocational December 08	117,000
DSS Vocational December 09	131,250
Dutchess County Health	5,400
Dutchess County Jail Transition	39,755
Dutchess County Personnel Department	4,500
EAA	23,939
EDGE XII	30,260
EDGE XII TANF	40,120
EPE	672,669
GED Testing	91,200
Incarcerated Youth	150,000
Incarcerated Youth	230,000
Manufacturing Technology Institute	821,070
Neglected and Delinquent - Poughkeepsie	17,073
Pell	213,000
Perkins	199,513
Stafford	556,000
Tuition Assistance	60,000
VESID Tuition	75,000
Welfare Education Program	42,684
Welfare Education Program - December 09	\$220
Wheels to Work - December 08	166,515
Wheels to Work - December 09	245,000
Wheels to Work - February 09	99,516
WIA II - ESOL	27,432
WIA II - Title 2, Adult	162,085
<b>TOTAL</b>	<b>\$4,493,744</b>

<b>EDUCATIONAL RESOURCES</b>	
Non-governmental Miscellaneous	\$55,192
School Library System - Library Automation Aid	1,967
School Library System - Categorical Aid	10,481
School Library System - Operating Aid	118,312
School Library System - Supplemental Aid	49,365
SETRC	325,393
SETRC Regional Training	160,554
Summer Scholars	55,000
Teaching American History	322,994
<b>TOTAL</b>	<b>\$1,099,258</b>

<b>SPECIAL EDUCATION</b>	
Special Education Community Foundation	\$2,861
<b>TOTAL</b>	<b>\$2,861</b>

<b>GRAND TOTAL</b>	<b>\$7,488,325</b>
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# Budget Positions (F.T.E.)

## Budgeted Positions (F.T.E.) 2008-09 & 2009-10

<b>PROGRAM</b>	<b>Administrators</b>	<b>Certified Teachers</b>	<b>Certified SSP</b>	<b>Non-Certified</b>	<b>TOTAL</b>
Administration (001)					
2009-10	2.76	0.00	0.00	13.24	16.00
2008-09	2.81	0.00	0.00	13.73	16.54
Career & Technical Education (101.000)					
2009-10	2.65	38.25	1.50	9.18	51.58
2008-09	4.25	40.25	1.50	9.15	55.15
1-12-1 District (203.000)					
2009-10	0.40	1.00	1.00	0.30	2.70
2008-09	0.40	1.05	1.00	0.30	2.75
1-6-1 Center (204.000)					
2009-10	0.19	5.00	5.00	0.90	11.09
2008-09	0.00	5.45	5.00	0.90	11.35
1-12-4 Pegasus (209.000)					
2009-10	0.10	1.20	3.00	0.10	4.40
2008-09	0.10	1.35	4.00	0.30	5.75
1-6-1 District (212.000)					
2009-10	0.04	1.00	1.00	0.20	2.24
2008-09	0.05	1.00	1.00	0.20	2.25
Fresh Start (213.000)					
2009-10	0.10	2.90	2.00	0.82	5.82
2008-09	0.10	2.40	2.50	0.90	5.90
ESY Program (F835)					
2009-10	0.35	45.00	44.00	2.55	91.90
2008-09	0.35	45.00	44.00	2.55	91.90
1-8-1 Center (218.000)					
2009-10	0.35	11.10	14.00	1.55	27.00
2008-09	0.00	10.20	13.00	1.45	24.65
1-8-1 District (219.000)					
2009-10	0.20	8.10	7.00	0.70	16.00
2008-09	0.35	8.10	7.00	0.70	16.15
Day Treatment 1-12-1 (220.000)					
2009-10	0.05	1.00	1.00	0.46	2.51
2008-09	0.00	1.00	1.00	0.46	2.46
Day Treatment 1-8-1 (220.010)					
2009-10	1.65	18.05	21.00	4.12	44.82
2008-09	2.65	17.95	19.40	4.37	44.37
Day Treatment 1-6-1 (220.020)					
2009-10	0.05	1.10	1.00	0.00	2.15
2008-09	0.00	1.10	1.20	0.10	2.40

Budgeted Positions (F.T.E.) 2008-09 & 2009-10 ~ continued

<b>PROGRAM</b>	<b>Administrators</b>	<b>Certified Teachers</b>	<b>Certified SSP</b>	<b>Non-Certified</b>	<b>TOTAL</b>
Alternative Secondary 1-8-2 (222.000)					
2009-10	0.05	1.10	2.00	0.20	3.35
2008-09	0.10	1.20	2.00	0.25	3.55
1-6-2 Center (227.000)					
2009-10	0.26	9.85	18.00	1.45	29.56
2008-09	0.20	9.90	18.00	1.85	29.95
1-6-2 District (228.000)					
2009-10	0.76	9.00	16.00	0.20	25.96
2008-09	0.70	9.22	18.00	0.20	28.12
ABC Program (229.000)					
2009-10	0.00	0.50	0.50	0.00	1.00
2008-09	0.50	1.00	1.00	0.00	2.50
Teacher of the Hearing Impaired (313)					
2009-10	0.05	7.00	0.00	0.00	7.05
2008-09	0.00	6.50	0.00	0.00	6.50
Interpreters (314)					
2009-10	0.00	0.00	0.00	6.00	6.00
2008-09	0.00	0.00	0.00	5.00	5.00
Teacher of the Visually Impaired (322)					
2009-10	0.00	3.50	0.00	0.15	3.65
2008-09	0.00	3.15	0.00	0.15	3.30
Dutchess Alternative High (423.000)					
2009-10	0.90	7.50	4.00	0.80	13.20
2008-09	0.50	9.20	4.00	0.80	14.50
ABC: Non-Classified (424.020)					
2009-10	0.00	2.60	1.50	0.00	4.10
2008-09	0.50	1.10	1.00	0.00	2.60
Intensive Day Treatment (428.000)					
2009-10	0.00	2.00	2.00	0.13	4.13
2008-09	0.00	2.00	2.00	0.13	4.13
St. Francis Hospital Education (428.010)					
2009-10	0.00	1.00	1.00	0.00	2.00
2008-09	0.00	1.00	1.00	0.00	2.00
GED High School Equivalency (442.000)					
2009-10	0.35	0.75	0.50	0.15	1.75
2008-09	0.25	0.75	0.50	0.15	1.65
Shared Printing (536.000)					
2009-10	0.02	0.00	0.00	5.11	5.13
2008-09	0.02	0.00	0.00	5.11	5.13
Employee Benefits Coordination (610.000)					
2009-10	0.02	0.00	0.00	1.14	1.16
2008-09	0.02	0.00	0.00	1.01	1.03
Cooperative Bidding (612.000)					
2009-10	0.00	0.00	0.00	0.10	0.10
2008-09	0.00	0.00	0.00	0.10	0.10
Cooperative Recruitment (614.000)					
2009-10	0.00	0.00	0.00	1.53	1.53
2008-09	0.00	0.00	0.00	1.53	1.53

Budgeted Positions (F.T.E.) 2008-09 & 2009-10 ~ continued

<b>PROGRAM</b>	<b>Administrators</b>	<b>Certified Teachers</b>	<b>Certified SSP</b>	<b>Non-Certified</b>	<b>TOTAL</b>
Employee Assistance Program (615.000)					
2009-10	0.10	0.00	0.00	0.00	0.10
2008-09	0.10	0.00	0.00	0.00	0.10
Safety & Risk Management (617.000)					
2009-10	0.53	0.00	0.00	2.50	3.03
2008-09	0.55	0.00	0.00	1.50	2.05
Substitute Calling Service (618.000)					
2009-10	0.32	0.00	0.00	1.90	2.22
2008-09	0.35	0.00	0.00	1.80	2.15
Telecommunications (619.060)					
2009-10	0.00	0.00	0.00	1.60	1.60
2008-09	0.00	0.00	0.00	1.60	1.60
Cooperative Transportation (624.000)					
2009-10	0.17	0.00	0.00	0.62	0.79
2008-09	0.33	0.00	0.00	0.62	0.95
Cooperative Maintenance (626.000)					
2009-10	0.04	0.00	0.00	5.10	5.14
2008-09	0.04	0.00	0.00	5.10	5.14
Medicaid Reimbursement (627.000)					
2009-10	0.00	0.00	0.00	1.11	1.11
2008-09	0.00	0.00	0.00	1.10	1.10
Temporary Coaching (630.000)					
2009-10	0.00	0.00	0.00	0.03	0.03
2008-09	0.00	0.00	0.00	0.03	0.03
Public Information (635.000)					
2009-10	1.98	0.00	0.00	1.95	3.93
2008-09	1.98	0.00	0.00	1.95	3.93
Operations & Maintenance (701)					
2009-10	0.43	0.00	0.00	23.82	24.25
2008-09	0.25	0.00	0.00	23.80	24.05
Transportation (702)					
2009-10	0.05	0.00	0.00	0.50	0.55
2008-09	0.05	0.00	0.00	0.50	0.55
Speech (717)					
2009-10	0.00	13.00	0.00	0.00	13.00
2008-09	0.25	11.00	0.00	0.00	11.25
Visually Impaired (718)					
2009-10	0.00	0.50	0.00	0.00	0.50
2008-09	0.00	0.85	0.00	0.00	0.85
OT/PT Center/District (719)					
2009-10	0.25	0.00	0.00	0.20	0.45
2008-09	0.35	0.00	0.00	0.20	0.55
Counseling (720)					
2009-10	0.25	8.00	0.00	0.00	8.25
2008-09	0.25	8.00	0.00	0.00	8.25
1-1 Aides/SSP (721)					
2009-10	0.15	0.00	0.00	36.60	36.75
2008-09	0.10	0.00	0.00	30.40	30.50

Budgeted Positions (F.T.E.) 2008-09 & 2009-10 ~ continued

<b>PROGRAM</b>	<b>Administrators</b>	<b>Certified Teachers</b>	<b>Certified SSP</b>	<b>Non-Certified</b>	<b>TOTAL</b>
Job Coach (723)					
2009-10	0.00	1.00	0.00	1.18	2.18
2008-09	0.00	1.00	0.00	0.35	1.35
Assistive Technology (724)					
2009-10	0.00	1.00	0.00	0.00	1.00
2008-09	0.00	0.75	0.00	0.00	0.75
Hearing Impaired (733)					
2009-10	0.00	0.25	0.00	0.00	0.25
2008-09	0.00	0.25	0.00	0.00	0.25
Educational Resources - School Improvement					
2009-10	2.66	0.00	0.00	2.73	5.39
2008-09	3.49	0.00	0.00	2.83	6.32
Educational Resources - Learning Technology					
2009-10	2.59	0.00	0.00	18.83	21.42
2008-09	2.01	1.00	0.00	18.58	21.59
<b>TOTALS: 2009-10</b>	<b>18.16</b>	<b>202.25</b>	<b>147.00</b>	<b>147.02</b>	<b>514.43</b>
<b>TOTALS: 2008-09</b>	<b>20.46</b>	<b>202.72</b>	<b>148.10</b>	<b>138.92</b>	<b>510.20</b>

# Glossary of Terms

- 1-6-1 – One Teacher – 6 Students – 1 Supplementary School Personnel
- 1-8-1 – One Teacher – 8 Students – 1 Supplementary School Personnel
- 1-12-1 – One Teacher – 12 Students – 1 Supplementary School Personnel
- 1-6-2 – One Teacher – 6 Students – 2 Supplementary School Personnel
- 1-8-2 – One Teacher – 8 Students – 2 Supplementary School Personnel
- 1-12-4 – One Teacher – 12 Students – 4 Supplementary School Personnel
- BETA – BOCES Education and Training Academy
- BOCES – Board of Cooperative Educational Services
- CGR – Communications and Grants Research
- CNA – Certified Nursing Assistant
- CO-SER – Cooperative Service approved by the State Education Department
- CTE – Career and Technical Education
- CTI – Career and Technical Institute
- DAES – Dutchess Academy of Environmental Studies
- DEHIC – Dutchess Educational Health Insurance Consortium
- E-Rate – Federal funding for Internet access, LAN, and telecommunications
- ESY – Extended School Year
- FPC – Family Partnership Center
- FTE – Full-Time Equivalent
- GED – General Educational Development
- IEP – Individual Education Plan
- LAN – Local Area Network
- LPN – Licensed Practical Nurse
- MTI – Manufacturing Technology Institute
- OT – Occupational Therapy
- PEACCE – Providing Education for Autistic and Communication Impaired Children Effectively
- PT – Physical Therapy
- RWADA – Resident Weighted Average Daily Attendance
- SPC – Salt Point Center
- STW – School to Work
- VI – Visually Impaired
- WAN – Wide Area Network



NOTES



NOTES

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