

MINUTES OF THE REGULAR MONTHLY MEETING
WEDNESDAY, FEBRUARY 9, 2022

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, February 9, 2022 in the 2nd Floor Conference Room at the John J. Costello Transportation Center in Oneida, New York. President Donna Isbell called the meeting to order at 5:00 p.m. There was no public comment. The Board recited the pledge of allegiance.

Present: Douglas Gustin – Canastota, Michelle Jacobsen – Hamilton, Richard Engelbrecht – Madison, Donna Isbell – Morrisville-Eaton, Suzanne Carvelli – Rome, Joseph Monfiletto – Stockbridge Valley and Patrick Baron – VVS.

Absent: Sally Sherwood – Camden and John Costello, Sr. – Oneida

Also Present: Scott Budelmann - District Superintendent, Lisa M. Decker - Deputy Superintendent for Finance & Operations, Matthew Williams - Assistant Superintendent for Curriculum & Instruction, Niki J. Maiura - District Clerk.

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| 2021/22-359 Kathryn Allen, Director of Career & Technical Education, introduced her team of presenters including Erin Noto, Nancy Pitman, Ann Husak, Jay Day and Paula Orr. | E&AP PRESENTATION
BY CAREER &
TECHNICAL
EDUCATION |
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The team reflected on Board Goals and protocols and how CTE is consistently looking at those. The spoke about the micro-credentials available in each course, the evolution of the Culinary ACE program, the collaboration between other programs that strengthen one another, the Strength of the Foundations 9th grade program and how it gets students invested in their education, Advanced Health Science better preparing students for higher levels of nursing, and the Workforce Readiness encouraging students and building their confidence.

The group spoke about of future looking at long-term plans based on up and coming job markets, increased collaborations with our partners, DEI supports and Job Boards with Working Solutions.

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| 2021/22-360 A motion was made by Sue Carvelli and seconded by Michelle Jacobsen to amend the agenda to include updated personnel reports and meeting minutes. There were 7 ayes and 0 nays. The motion carried. | AMEND AGENDA |
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| 2021/22-361 A motion was made by Rich Engelbrecht and seconded by Sue Carvelli to approve the minutes of the Regular Meeting held on November 4, 2021. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF
01/12/2022 REGULAR
MEETING |
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| 2021/22-362 A motion was made by Doug Gustin and seconded by Pat Baron to approve the December 2021 Treasurer's Report. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
FOR DECEMBER 2021 |
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| 2021/22-363 A motion was made by Doug Gustin and seconded by | APPROVE: |
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Rich Engelbrecht to approve the monthly Claims Audit Report. There were 7 ayes and 0 nays. The motion carried.

MONTHLY CLAIMS
AUDIT REPORT

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| 2021/22-364 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to award the Computer Supplies bid #21-11-001, on a category basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Rejection of bid from CVR Computer Supplies, Inc. and Focus Camera for failure to comply with bid requirements and incomplete bid forms. Rejection of item 25113 from WB Mason for failure to meet bid specifications for incorrect item. There were 7 ayes and 0 nays. The motion carried. | BID:
COMPUTER SUPPLIES
#21-11-001 |
| 2021/22-365 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to award the Calculators bid #21-12-002 on a line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost Rejection of bid from Cascade School Supplies for failure to comply with bid requirements for incomplete bid forms. There were 7 ayes and 0 nays. The motion carried. | BID:
CALCULATORS
#21-12-002 |
| 2021/22-366 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to award the Cafeteria Groceries and Meats bid #21-12-001, on a line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Rejection of several items from Renzi Foodservice for failure to meet bid specifications for incorrect item or size. There were 7 ayes and 0 nays. The motion carried. | BID:
CAFETERIA GROCERIES
AND MEATS
#21-12-001 |
| 2021/22-367 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to award the Cafeteria Paper bid #21-12-002, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 7 ayes and 0 nays. The motion carried. | BID:
CAFETERIA PAPER
#21-12-002 |
| 2021/22-368 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to declare the Equipment List as excess or obsolete. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
EXCESS/OBSOLETE
EQUIPMENT |
| 2021/22-369 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the Installment Purchase Request with Belleville-Henderson Central School District to purchase 602-7710 Administrative Computer Services. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
INSTALLMENT
PURCHASE AGREEMENT
WITH BELLEVILLE-
HENDERSON CENTRAL
SCHOOL DISTRICT |
| 2021/22-370 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to approve the Installment Purchase Request with South Lewis Central School District to purchase | APPROVE:
INSTALLMENT
PURCHASE AGREEMENT |

602-7710 Administrative Computer Services. There were 7 ayes and 0 nays. The motion carried.

WITH SOUTH LEWIS
CENTRAL SCHOOL
DISTRICT

2021/22-371 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Resignations recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
RESIGNATIONS

2021/22-372 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Leaves of Absence recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
LEAVES OF ABSENCE

2021/22-373 Upon the recommendation of District Superintendent Budelmann, a motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Professional Appointments recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
PROFESSIONAL
APPOINTMENTS

2021/22-374 Upon the recommendation of District Superintendent Budelmann, a motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Civil Service Appointments recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
CIVIL SERVICE
APPOINTMENTS

2021/22-375 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Adult & Continuing Education Appointments recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
ADULT & CONTINUING
EDUCATION
APPOINTMENTS

2021/22-376 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
MISCELLANEOUS
APPOINTMENTS

2021/22-377 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Consultants recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
CONSULTANTS

2021/22-378 A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Performing Arts contracts recommended in the Personnel Report. There were 7 ayes and 0 nays. The motion carried.

APPROVE:
PERFORMING ARTS

2021/22-379 Upon the recommendation of District Superintendent Budelmann, a motion was made by Michelle Jacobsen and seconded by Sue Carvelli to grant tenure to Michelle Burleson in the tenure area of Special Education Teacher effective April 30, 2022. The District Superintendent has advised the Board that Michelle Burleson holds

APPOINTMENT TO
TENURE:
MICHELLE BURLESON

appropriate certification for the tenure area, and has satisfied any applicable requirements related to annual professional performance review ratings. There were 7 ayes and 0 nays. The motion carried.

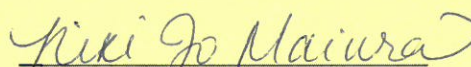
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| 2021/22-380 | A motion was made by Doug Gustin and seconded by Rich Engelbrecht to approve Policy 0014 – Policy on Diversity, Equity and Inclusion. There were 7 ayes and 0 nays. The motion carried. | POLICY:
0014 – POLICY ON
DIVERSITY, EQUITY AND
INCLUSION |
| 2021/22-381 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams spoke about the Career & Technical Education presentation and about the collaborations that we are vested in and the benefits of getting our students out from behind the 4 walls of BOCES and into the real world. He also spoke about the NYS Council on Children and Families/Pyramid Model Consortium. | ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT |
| 2021/22-382 | A motion was made by Joe Monfiletto and seconded by Michelle Jacobsen to approve the NYS Council on Children and Families/Pyramid Model Consortium Agreement. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
NYS COUNCIL ON
CHILDREN AND
FAMILIES/PYRAMID
MODEL CONSORTIUM
AGREEMENT |
| 2021/22-383 | The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker spoke to the Board about the 50-70% increase in printing prices and the decreased availability of certain printing supplies. Our Printing Department planned ahead and stocked up on supplies. Lisa spoke about the roof top units that have been ordered and are expected to arrive for installation in April. We are working with our architect, Jim King and consulting once again with Rae Butler. She indicated that she would like to have a Facilities Committee meeting prior to the next Board meeting. Lisa turned the floor over to Tara Pawlowski, Director of Business Services to review the 2022-2023 Preliminary Budget. | DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT |
| 2021/22-384 | A motion was made by Doug Gustin and seconded by Rich Engelbrecht to award the Independent Auditing Services to D'Arcangelo & Co from July 2022 through June 2026. There were 7 ayes, 0 nays. The motion carried. | AWARD:
INDEPENDENT
AUDITING SERVICES |
| 2021/22-385 | A motion was made by Pat Baron and seconded by Joe Monfiletto to award the Internal Auditing Services to Questar III for the Fiscal Year Ending 2022 through 2024. There were 7 ayes, 0 nays. The motion carried. | AWARD:
INTERNAL AUDITING
SERVICES |
| 2021/22-386 | A motion was made by Doug Gustin and seconded by Sue Carvelli to move to Executive Session at 6:37 PM for the purposes of discussing proposed, pending or current litigation and collective negotiations pursuant to Article | EXECUTIVE SESSION |

14 of the Civil Service Law. There were 7 ayes and 0 nays.
The motion carried.

The President returned to regular session at 7:15 PM.

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| 2021/22-387 | A motion was made by Doug Gustin and seconded by Rich Engelbrecht to approve COVID stipends in the amount of \$5,000, effective immediately, to Terry Kipers-Szatko, Niki Maiura and Cheri Schmalz and a COVID stipend in the amount of \$2,000, effective immediately, to Todd VanDresar. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
COVID STIPENDS |
| 2021/22-388 | The Board moved to the District Superintendent's Report. Mr. Budelmann updated the Board on the number of COVID tests that have been distributed and the required survey. He reported about two school incidents and the emergency response measures for each. Mr. Budelmann shared recent information pertaining to masking. He spoke about topics at the Board of Regents, including Substantial Equivalence, RIC 793 Rules discussions and Heather Mahoney's integral role, Snow Day Pilot, the proposed Executive Budget, DS retirements, and the DCMO DS Search. Mr. Budelmann also highlighted the recent NYSSBA On Board article, written by Sapna Kollali, about the collaborative work between the Madison-Oneida BOCE Staff & Curriculum Development team, Print Shop and the Oneida Indian Nation Language Department. | DISTRICT
SUPERINTENDENT'S
REPORT |
| 2021/22-389 | A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the 2022-2023 Madison-Oneida BOCES Student Program Calendar. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
2022-2023 MADISON-
ONEIDA BOCES
STUDENT PROGRAM
CALENDAR |
| 2021/22-390 | The Board moved to Board Items. The Board Expense Report was shared. It was also determined that the May Board Meeting would be moved to Wednesday, May 11. | BOARD ITEMS |
| 2021/22-391 | A motion was made by Sue Carvelli and seconded by Michelle Jacobsen to adjourn the meeting at 7:48 PM. There were 7 ayes and 0 nays. The motion carried. | ADJOURNMENT |

Respectfully Submitted,


Niki J. Maiura, Clerk of the Board