

MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, MARCH 3, 2022

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, March 3, 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: Sally Sherwood – Camden, Douglas Gustin – Canastota, Richard Engelbrecht – Madison, Donna Isbell – Morrisville-Eaton and Suzanne Carvelli – Rome.

Absent: Michelle Jacobsen – Hamilton, John Costello, Sr. – Oneida, Joseph Monfiletto – Stockbridge Valley and Patrick Baron - VVS

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

2021/22-392 Brenda Wolak, Director of Adult & Continuing Education, and her team: Randy Raux, Rita Kenyon, Kelly Woodcock, Natalie Zumpano, Dan Hale and Amy Ernst presented their E&AP Report.

E&AP PRESENTATION
BY ADULT &
CONTINUING
EDUCATION

The team spoke about:

- Literacy programs including High School Equivalency, English as a Second Language, Hospitality/ESL Hybrid, National External Diploma and TASC Testing
- Skilled Trades including 100+ hour certification programs, Skill enhancement classes and Certification testing
- Health Occupations including National & State recognized certifications, Skill enhancement classes and Externships & clinical experience
- Community enrichment including Driving programs, Fitness classes and Home & hobby classes.

They talked about their sites, completion rates and the trends that they have seen since the start of the pandemic. The team has been flexible and persistent, making many adjustments in the manner in which they deliver programming in order to meet the needs of the students they serve. Also, through collaborative efforts, they have been able to benefit from a grant and make improvements to their skills lab. Classes are filling up and they are adding classes based on interest and attendance.

2021/22-393 A motion was made by Rich Engelbrecht and seconded by Doug Gustin to amend the agenda to include updated personnel reports, Opening Plan and Draft Annual Meeting Agenda. There were 5 ayes and 0 nays. The motion carried.

AMEND AGENDA

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| 2021/22-394 | A motion was made by Sue Carvelli and seconded by Rich Engelbrecht to approve the minutes of the Regular Meeting held on February 9, 2022. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF
02/09/2022 REGULAR
MEETING |
| 2021/22-395 | A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the January 2022 Treasurer's Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
FOR JANUARY 2022 |
| 2021/22-396 | A motion was made by Doug Gustin and seconded by Sally Sherwood to approve the monthly Claims Audit Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
MONTHLY CLAIMS
AUDIT REPORT |
| 2021/22-397 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Office Supplies bid #21-12-003, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost.. Several items from Hummel's Office Plus, Cascade School Supplies and School Specialty for failure to meet bid specifications for incorrect item or size. There were 5 ayes and 0 nays. The motion carried. | BID:
OFFICE SUPPLIES
#21-12-003 |
| 2021/22-398 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Regional Wired Telecommunications bid #21-12-006 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 Windstream for failure to comply with bid requirements for incomplete bid forms and rejection of bid from Spectrum due to non-responsiveness and unwillingness to agree to required contract language in time for bid award. There were 5 ayes and 0 nays. The motion carried. | BID:
REGIONAL WIRED
TELECOMMUNICATIONS
SERVICES
#21-12-006 |
| 2021/22-399 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Cold Beverage Services bid #22-01-002 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 5 ayes and 0 nays. The motion carried. | BID:
COLD BEVERAGE
SERVICES
#22-01-002 |
| 2021/22-400 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Playground Ground Cover Material bid #22-01-005 on a line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 5 ayes and 0 nays. The motion carried. | BID:
PLAYGROUND GROUND
COVER MATERIAL
#22-01-005 |
| 2021/22-401 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Swimming Pool Supplies bid #22-01-008 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 5 ayes and 0 nays. The motion carried. | BID:
SWIMMING POOL
SUPPLIES
#22-01-008 |

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| 2021/22-402 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to award the Gasoline, Diesel Fuel, Fuel Oil and Propane bid #22-01-009 on a line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. There were 5 ayes and 0 nays. The motion carried. | BID:
GASOLINE, DIESEL
FUEL, FUEL OIL AND
PROPANE
#22-01-009 |
| 2021/22-403 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to declare the Equipment List as excess or obsolete. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
EXCESS/OBSOLETE
EQUIPMENT |
| 2021/22-404 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to approve the Data Telecommunications Contract with Crown Castle. This contract provides continued and increased bandwidth options for the data telecommunication lines needed for network connectivity throughout the 5-county region. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
DATA
TELECOMMUNICATIONS
CONTRACT – CROWN
CASTLE |
| 2021/22-405 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to approve the Data Telecommunications Contract with the Development Authority of the North Country (DANC). This contract provides continued and increased bandwidth options for the data telecommunication lines needed for network connectivity throughout the 5-county region. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
DATA
TELECOMMUNICATIONS
CONTRACT –
DEVELOPMENT
AUTHORITY OF THE
NORTH COUNTRY
(DANC) |
| 2021/22-406 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to approve the Data Telecommunications Contract with Firstlight. This contract provides continued and increased bandwidth options for the data telecommunication lines needed for network connectivity throughout the 5-county region. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
DATA
TELECOMMUNICATIONS
CONTRACT –
FIRSTLIGHT |
| 2021/22-407 | A motion was made by Sue Carvelli and seconded by Sally Sherwood to approve the Data Telecommunications Contract Northland Communications. This contract provides continued and increased bandwidth options for the data telecommunication lines needed for network connectivity throughout the 5-county region. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
DATA
TELECOMMUNICATIONS
CONTRACT –
NORTHLAND
COMMUNICATIONS |
| 2021/22-408 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Resignations recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2021/22-409 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Leaves of Absence recommended in the Personnel Report. There were 5 ayes | APPROVE:
LEAVES OF ABSENCE |

and 0 nays. The motion carried.

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| 2021/22-410 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Professional Appointments recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
PROFESSIONAL
APPOINTMENTS |
| 2021/22-411 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Civil Service Appointments recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
CIVIL SERVICE
APPOINTMENTS |
| 2021/22-412 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Adult & Continuing Education Appointments recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
ADULT & CONTINUING
EDUCATION
APPOINTMENTS |
| 2021/22-413 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
MISCELLANEOUS
APPOINTMENTS |
| 2021/22-414 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Performing Arts contracts recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
PERFORMING ARTS |
| 2021/22-415 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Internships/Fieldwork Experience recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
INTERNSHIPS/
FIELDWORK
EXPERIENCE |
| 2021/22-416 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Position Creation recommended in the Personnel Report. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
POSITION CREATION |
| 2021/22-417 | <p>A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the following Resolution:</p> <p>WHEREAS, the Board of Education has been provided evidence that the following administrator: (annual recertification for 2021-22)</p> <p>Carla Fountain</p> <p>has completed training which meets the requirements of 8 NYCRR 30-2.9 and the Madison-Oneida BOCES Annual Professional Performance Review Plan for recertification as a Lead Evaluator of Teachers, therefore;</p> <p>BE IT RESOLVED, that, upon recommendation of the</p> | <p>APPROVE:</p> <p>RECERTIFICATION OF
LEAD EVALUATOR OF
TEACHERS</p> |

District Superintendent of Schools,

Carla Fountain

be recertified as a Lead Evaluator of Teachers. There were 5 ayes and 0 nays. The motion carried.

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| 2021/22-418 | A motion was made by Doug Gustin and seconded by Sue Carvelli to table the Policy discussion until the April meeting. There were 5 ayes and 0 nays. The motion carried. | TABLE POLICY:
6023 AND REGULATION
6023.1 – AUDITING OF
CONTINUING
EDUCATION CLASSES BY
BOCES
EMPLOYEES/BOARD
MEMBERS |
| 2021/22-419 | The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker spoke to the Board about proposed revisions to the Opening Plan in order to make it consistent with the updated guidance for schools. She reviewed Change Orders for the current Capital Project and discussed the SEQRA Resolution, Project Resolution, Project Agreement and Project Representative/Clerk of the Works Proposal for the new Capital Project. Mrs. Decker also referred to the Change Order Resolution that would increase the authorized threshold for District Superintendent approval on Change Orders from \$10,000 to \$35,000 on the current project. The Deputy will update the Board accordingly and subsequent Board signature will be required. | DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT |
| 2021/22-420 | A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the updated Opening Plan, as revised on March 3, 2022 per the most recent guidance. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
UPDATED OPENING
PLAN |
| 2021/22-421 | A motion was made by Sally Sherwood and seconded by Doug Gustin to approve the Change Orders for the Rossetti Roof Top HVAC Unit Replacement Project 2021 in the amount of \$72,000. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
CHANGE ORDERS
UPDATE FOR THE
ROSSETTI ROOF TOP
HVAC UNIT
REPLACEMENT 2021 |
| 2021/22-422 | A motion was made by Doug Gustin and seconded by Sally Sherwood to approve the State Environmental Quality Review Act (SEQRA) Resolution for the Rossetti Complex Multi-Zone Air Handling Units as a Type II Action, with no significant environmental impact. There were 5 ayes and 0 nays. The motion carried. | APPROVE:
ROSSETTI COMPLEX
MULTI-ZONE AIR
HANDLING UNITS
PROJECT - SEQRA
RESOLUTION |
| 2021/22-423 | A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the Project Resolution authorizing the expenditure of \$669,704 from the 2021-2022 Capital Fund for the Rossetti Complex Multi-Zone Air Handling Units | APPROVE:
ROSSETTI COMPLEX
MULTI-ZONE AIR
HANDLING UNITS |

	Project. There were 5 ayes and 0 nays. The motion carried.	PROJECT – PROJECT RESOLUTION
2021/22-424	A motion was made by Rich Engelbrecht and seconded by Doug Gustin to approve the Project Agreement with King & King Architects, LLP for the Rossetti Complex Multi-Zone Air Handling Units. There were 5 ayes and 0 nays. The motion carried.	APPROVE: ROSSETTI COMPLEX MULTI-ZONE AIR HANDLING UNITS PROJECT – PROJECT AGREEMENT
2021/22-425	A motion was made by Doug Gustin and seconded by Rich Engelbrecht to approve the Project Representative/Clerk of the Works Proposal from Beebe Construction Services for the Rossetti Complex Multi-Zone Air Handling Units Project. There were 5 ayes and 0 nays. The motion carried.	APPROVE: ROSSETTI COMPLEX MULTI-ZONE AIR HANDLING UNITS PROJECT – PROJECT REPRESENTATIVE/ CLERK OF THE WORKS PROPOSAL
2021/22-426	A motion was made by Doug Gustin and seconded by Rich Engelbrecht to approve the Change Orders Resolution affording the District Superintendent the authority to approve change orders up to a value of \$35,000 for the current Rossetti Complex Multi-Zone Air Handling Units Project. The Board would be informed at their next regular meeting and the Board President would counter sign. There were 5 ayes and 0 nays. The motion carried.	APPROVE: CHANGE ORDERS RESOLUTION
2021/22-427	The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams spoke about the Adult & Continuing Education presentation and about their work on vertical alignment with CTE and workforce opportunities. He emphasized the collaboration between these programs, Business Services, Building Services and other offices in Management Services, in order to have successful programming. Dr. Williams presented information on the SkillsUSA New York State Conference in April that we are looking to send students to and he talked about the transition back to the GED and the Pearson Vue Authorized Test Center Agreement that will allow us to administer that exam.	ASSISTANT SUPERINTENDENT FOR CURRICULUM & INSTRUCTION REPORT
2021/22-428	A motion was made by Sally Sherwood and seconded by Rich Engelbrecht to approve the SkillsUSA New York State Conference request for sixteen students and two advisors. There were 5 ayes and 0 nays. The motion carried.	APPROVE: SKILLSUSA NEW YORK STATE CONFERENCE REQUEST
2021/22-429	A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the Pearson Vue Authorized Test Center Agreement, which would allow staff at our Adult & Continuing Education ACCESS Sites to administer the GED exam. There were 5 ayes and 0 nays. The motion	APPROVE: PEARSON VUE AUTHORIZED TEST CENTER AGREEMENT

carried.

2021/22-430 The Board moved to the District Superintendent's Report. Mr. Budelmann updated the Board regarding APPR Waivers, economic equity and distribution, the Snow Pilot and requirements pertaining to internet access, shortage of superintendents and teachers, District Superintendent vacancies (7 out of 37), the Annual Meeting, Next Generation Learning Standards, and substantial equivalence. Mr. Budelmann raised ideas about celebrating Rich Engelbrecht's 50 years on the Board and asked the Board to begin considering how they would like to structure the July and August Board meetings.

DISTRICT
SUPERINTENDENT'S
REPORT

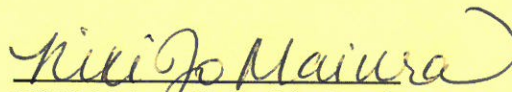
2021/22-431 The Board moved to Board Items. The Board Expense Report was shared.

BOARD ITEMS

2021/22-432 A motion was made by Doug Gustin and seconded by Rich Engelbrecht to adjourn the meeting at 7:05 PM. There were 5 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,


Niki J. Maiura, Clerk of the Board