

MINUTES OF THE REGULAR MONTHLY MEETING
WEDNESDAY, MAY 11, 2022

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, May 11, 2022 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, 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, John Costello, Sr. – Oneida (arrived late), Suzanne Carvelli – Rome, Joseph Monfiletto – Stockbridge Valley and Patrick Baron - VVS.

Absent: Michelle Jacobsen – Hamilton

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.

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| 2021/22-472 | Mr. Budelmann welcomed the Board and thanked them for their willingness to shift the meeting to the later date. He advised the Board that he would be speaking to some changes in the Open Meetings Law later in the meeting. | DISTRICT
SUPERINTENDENT'S
WELCOME &
OVERVIEW |
| 2021/22-473 | A motion was made by Rich Engelbrecht and seconded by Pat Baron to amend the agenda to include updated personnel reports. There were 7 ayes and 0 nays. The motion carried. | AMEND AGENDA |
| 2021/22-474 | A motion was made by Doug Gustin and seconded by Joe Monfiletto to approve the minutes of the Regular Meeting held on April 7, 2022. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF
04/07/2022 REGULAR
MEETING |
| 2021/22-475 | A motion was made by Doug Gustin and seconded by Rich Engelbrecht to approve the March 2022 Treasurer's Report. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
FOR MARCH 2022 |
| 2021/22-476 | A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the monthly Claims Audit Report. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
MONTHLY CLAIMS
AUDIT REPORT |
| 2021/22-477 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Athletic and Physical Education Supplies bid #22-01-001, on a line-by-line basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Several items from Scholastic Sports Sales, Riddell, S&S Worldwide, BSN Sports, Pyramid School Products, MFAC, Gopher Sports, School Specialty and Winning Teams were rejected for failure to meet bid specifications for incorrect item or size. There were 7 ayes and 0 nays. The motion carried. | BID:
ATHLETIC AND
PHYSICAL EDUCATION
SUPPLIES
#22-01-001 |

- 2021/22-478 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Student Agendas bid #22-01-007 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Item #2 from Jostens, Inc. /Meridian Student Planners was rejected for failure to meet bid specifications for incorrect size. There were 7 ayes and 0 nays. The motion carried.
- BID:
STUDENT AGENDAS
#22-01-007
- 2021/22-479 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Safety Supplies bid #22-02-006 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Items 5101, 51037 and 51085 from Northern Safety were rejected for failure to meet bid specifications for incorrect items. There were 7 ayes and 0 nays. The motion carried.
- BID:
SAFETY SUPPLIES
#22-02-006
- 2021/22-480 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Science Supplies bid #22-02-007 on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Several items from Fisher Scientific, Parco Scientific Company, School Specialty and Ward's Science were rejected for failure to meet bid specifications for incorrect item or size. There were 7 ayes and 0 nays. The motion carried.
- BID:
SCIENCE SUPPLIES
#22-02-007
- 2021/22-481 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Audio Visual Equipment bid #22-03-001 on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Item 3018 from Troxell Communications was rejected for failure to meet bid specifications. There were 7 ayes and 0 nays. The motion carried.
- BID:
AUDIO VISUAL
EQUIPMENT
#22-03-001
- 2021/22-482 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Audio Visual Supplies bid #22-03-002 on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Several items from B&H Photo Video and Pyramid School Products were rejected for failure to meet bid specifications for incorrect item. There were 7 ayes and 0 nays. The motion carried.
- BID:
AUDIO VISUAL SUPPLIES
#22-03-002
- 2021/22-483 A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Cafeteria Chips and Snacks bid #22-04-003 on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Several items from Renzi Foodservice were rejected for failure to meet bid specifications for incorrect item, size and flavor. There were 7 ayes and 0 nays. The motion carried.
- BID:
CAFETERIA CHIPS AND
SNACKS
#22-04-003

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| 2021/22-484 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Furniture bid #22-04-006 on a line-by-line 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, Intivity, Interior Innovations and School Specialty were rejected for failure to meet bid specifications for incorrect item or size. There were 7 ayes and 0 nays. The motion carried. | BID:
FURNITURE
#22-04-006 |
| 2021/22-485 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Print Shop and Copy Paper bid #22-03-006, on a line-by-line 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:
PRINT SHOP AND COPY
PAPER
#22-03-006 |
| 2021/22-486 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to award the Catalog Printing Services bid #22-04-009 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:
CATALOG PRINTING
SERVICES
#22-04-009 |
| 2021/22-487 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to declare the Equipment List as excess or obsolete. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
EXCESS/OBSELETE
EQUIPMENT |
| 2021/22-488 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the Installment Purchase Request with Beaver River 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 BEAVER RIVER
CENTRAL SCHOOL
DISTRICT |
| 2021/22-489 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the Installment Purchase Request with Sauquoit 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 SAUQUOIT
VALLEY CENTRAL
SCHOOL DISTRICT |
| 2021/22-490 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the license agreement with Madison County. This agreement allows the CTE New Visions Law & Government class to continue to utilize training space at the Madison County Complex. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
LICENSE AGREEMENT
WITH MADISON
COUNTY FOR CTE NEW
VISIONS LAW &
GOVERNMENT |
| 2021/22-491 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the Contract for Professional Services with Dr. Daniel Ratnarajah. This agreement allows bus drivers to receive their required annual bus | APPROVE:
2022-23 PHYSICAL
EXAMINATIONS
AGREEMENT FOR BUS |

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| | driver physicals at a specified rate. There were 7 ayes and 0 nays. The motion carried. | DRIVERS |
| 2021/22-492 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the Vehicle Lease Agreements with the Oneida City and Sherrill City (VVS) School Districts. These agreements allow the BOCES Courier Service to utilize the district vehicles for their enhanced courier services. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
2022-23 VEHICLE LEASE
AGREEMENTS |
| 2021/22-493 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the annual BOCES vehicle inventory report. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
BOCES VEHICLE
INVENTORY |
| 2021/22-494 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the rates that BOCES will reimburse school districts for their participation in model schools or other cross-contracted services for the 2022-2023 school year. There were 7 ayes and 0 nays. The motion carried. | APPROVE:
2022-23
REIMBURSEMENT
RATES FOR MODEL
SCHOOLS AND OTHER
CONTRACTED SERVICES |
| | <i>*John Costello arrived at the meeting</i> | |
| 2021/22-495 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2021/22-496 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Leaves of Absence recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
LEAVES OF ABSENCE |
| 2021/22-497 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Pat Baron and seconded by Sue Carvelli to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
PROFESSIONAL
APPOINTMENTS |
| 2021/22-498 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Pat Baron and seconded by Sue Carvelli to approve the Civil Service Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CIVIL SERVICE
APPOINTMENTS |
| 2021/22-499 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Adult & Continuing Education Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
ADULT & CONTINUING
EDUCATION
APPOINTMENTS |

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| 2021/22-500 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MISCELLANEOUS
APPOINTMENTS |
| 2021/22-501 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Consultants recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CONSULTANTS |
| 2021/22-502 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve the Performing Arts contracts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
PERFORMING ARTS |
| 2021/22-503 | <p>A motion was made by Pat Baron and seconded by Sue Carvelli 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>Laurie Ann Ross</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 District Superintendent of Schools,</p> <p>Laurie Ann Ross</p> <p>be recertified as a Lead Evaluator of Teachers. There were 8 ayes and 0 nays. The motion carried.</p> | <p>APPROVE:</p> <p>RECERTIFICATION FOR
LEAD EVALUATOR OF
TEACHERS</p> |
| 2021/22-504 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Doug Gustin and seconded by Sally Sherwood to grant tenure to Valerie Ray in the tenure area of Instructional Support Services, Integration of Technology into Instructional Practices, effective July 1, 2022. The District Superintendent has advised the Board that Valerie Ray holds appropriate certification for the tenure area, and has satisfied any applicable requirements related to annual professional performance review ratings. There were 8 ayes and 0 nays. The motion carried. | <p>APPOINTMENT TO
TENURE:
VALERIE RAY</p> |
| 2021/22-505 | A motion was made by John Costello and seconded by Rich Engelbrecht to adopt Policy 5032 – Title IX Grievance Process. There were 8 ayes and 0 nays. The motion carried. | <p>APPROVE:</p> <p>POLICY 0013 – TITLE IX
GRIEVANCE PROCESS</p> |

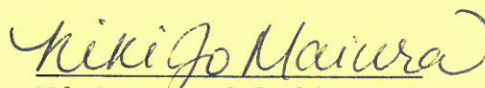
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| 2021/22-506 | A motion was made by Pat Baron and seconded by Sue Carvelli to rescind the September 3, 2020 Title IX Resolution. There were 8 ayes and 0 nays. The motion carried. | RESCIND:
SEPTEMBER 3, 2020
TITLE IX RESOLUTION |
| 2021/22-507 | A motion was made by Sally Sherwood and seconded by Sue Carvelli to adopt Policy 1300 – Policy for Handling and Disseminating Identifying Information Received Regarding Sex Offenders, with the deletion of the word, “local” as it pertains to law enforcement. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 1300 – POLICY
FOR HANDLING AND
DISSEMINATING
IDENTIFYING
INFORMATION
RECEIVED REGARDING
SEX OFFENDERS |
| 2021/22-508 | A motion was made by Sue Carvelli and seconded by John Costello to approve Policy 8060 – Educational Support Materials Selection Policy. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 8060 –
EDUCATIONAL
SUPPORT MATERIALS
SELECTION POLICY |
| 2021/22-509 | A motion was made by Doug Gustin and seconded by Sue Carvelli to delete Regulation 8060.1 – Procedure for Review of Learning Resources. There were 8 ayes and 0 nays. The motion carried. | DELETE
REGULATION 8060.1 –
PROCEDURE FOR
REVIEW OF LEARNING
RESOURCES |
| 2021/22-510 | A motion was made by Pat Baron and seconded by Sue Carvelli to approve Policy 8061 – Educational Support Materials Review Procedure. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 8061 –
EDUCATIONAL
SUPPORT MATERIALS
REVIEW PROCEDURE |
| 2021/22-511 | The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker updated the Board about the progress on the HVAC work, including modifications to the noise levels and adjustments to the cooling controls. She addressed a Tenant Estoppel Certificate for our lease agreement for the radio towers and she spoke about the BOCES Reserves. Lisa then turned the floor over to Ms. Tara Pawlowski, Director of Business Services to speak to the Technology Plan Financial Summary and the 2022-2023 Madison-Oneida BOCES Official Budget. | DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT |
| 2021/22-512 | A motion was made by Rich Engelbrecht and seconded by Sally Sherwood to approve the Tenant Estoppel Certificate, transferring Adaptable Commercial Properties, Incorporated’s interest in the BOCES lease agreement to K2 Towers III, LLC. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TENANT ESTOPPEL
CERTIFICATE |

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| 2021/22-513 | A motion was made by Doug Gustin and seconded by Joe Monfiletto to approve the recommended maximum limits to the following Reserves: Unemployment Insurance (\$550,000); Employee Benefit Accrued Liability (\$1,765,000); Legal Liability (\$300,000); CTE Equipment (\$280,000), ERS Retirement Contribution (\$5,400,000), TRS (\$1,360,895) and Insurance (\$375,000) as proposed by the Board Audit Committee and recommended by the independent audit firm. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
BOCES RESERVES
MAXIMUM LIMITS |
| 2021/22-514 | A motion was made by Rich Engelbrecht and seconded by John Costello to approve the 2022-2023 Technology Plan, as presented. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
2022-2023
TECHNOLOGY PLAN |
| 2021/22-515 | A motion was made by John Costello and seconded by Sue Carvelli to approve the 2022-2023 Madison-Oneida BOCES Official Budget, as presented. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
2022-23 MADISON-
ONEIDA BOCES
OFFICIAL BUDGET |
| 2021/22-516 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams spoke about the CTE Open House and how refreshing it was to have the event in-person again. He also spoke about the mandatory screenings for incoming pre-kindergarten students and about proposals for summer curriculum work to update, ensure alignment and improve instructional programming. | ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT |
| 2021/22-517 | A motion was made by Doug Gustin and seconded by Sue Carvelli to approve the mandatory Summer Screening Proposals for Pre-Kindergarten. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
SUMMER SCREENINGS
PROPOSAL |
| 2021/22-518 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to approve the Summer Curriculum Work Proposals. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
SUMMER CURRICULUM
WORK PROPOSALS |
| 2021/22-519 | A motion was made by Doug Gustin and seconded by Rich Engelbrecht to move to Executive Session at 6:11 PM for the purposes of discussing proposed, pending or current litigation, collective negotiations pursuant to Article 14 of the Civil Service Law, and the medical, financial, credit or employment history of a particular person or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person. There were 8 ayes and 0 nays. The motion carried. | EXECUTIVE SESSION |

The President returned to regular session at 7:20 PM.

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| 2021/22-520 | A motion was made by John Costello and seconded by Sally Sherwood to amend the District Superintendent's employment contract such that 1) The term of the agreement is March 1, 2022 through February 28, 2025; and 2) Effective March 1, 2022, the District Superintendent's annual base salary is \$187,000 (including \$43,499 paid by the State of New York). The Board President is authorized to execute any contract amendment or certification necessary to effect or verify these changes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
AMENDMENT TO
DISTRICT
SUPERINTENDENT'S
EMPLOYMENT
CONTRACT |
| 2021/22-521 | The Board moved to the District Superintendent's Report. Mr. Budelmann updated the Board regarding Foundation Aid, inflation that will continue to impact everyone, and recent changes to the Open Meetings Law. Mr. Budelmann also shared that there will be no adjustment to the aid cap for schools on CTE salaries this year, and that school districts may run into similar problems next year. Commitment forms have been returned from participating schools and the Madison-Oneida BOCES Administrative and Capital budgets passed with unanimous support from all districts. We will have two student booths at the NYSSBA Convention in Syracuse from October 27-29, 2022. The Risk Management Service received the Utica National Safety Award's highest honors for the 13 th year and the Central Bus Maintenance worked with the Community Bikes program for the second year to give away bikes and gear to people in Madison County. Scott referenced the flyer for the BOCES Employee Recognition on May 26 and he advised the Board of the CTE Completion Ceremony on June 13, with a rain date of June 15, at Vernon Downs. Mr. Budelmann also informed the Board that Rich Engelbrecht will be receiving a Distinguished Service Award to 50 years of service on the BOCES Board on June 6 at Twin Ponds and all members are invited to attend. A list of End of Year Events was included in Board packets for members to review and advise if they intend to attend. | DISTRICT
SUPERINTENDENT'S
REPORT |
| 2021/22-522 | The Board moved to Board Items. The Board Expense Report was shared. | BOARD ITEMS |
| 2021/22-523 | A motion was made by Sally Sherwood and seconded by John Costello to adjourn the meeting at 7:59 PM. There were 8 ayes and 0 nays. The motion carried. | ADJOURNMENT |

Respectfully Submitted,


 Niki J. Maiura, Clerk of the Board