

MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, FEBRUARY 2, 2023

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, February 2, 2023 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, New York and Middle Road, Munnsville, New York. President Douglas Gustin called the meeting to order at 5:01 p.m. The Board recited the pledge of allegiance. There was no public comment.

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

Absent: John Costello, Sr. – Oneida

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, and members of the public.

2022/23-353 Mr. Budelmann welcomed the Board, members from Secondary Programs, and members of the public to the meeting. He reminded the board about the Open Meetings Law allowing Joe Monfiletto to attend virtually at a publically posted location, open to members of the public should they choose to attend. He called attention to the Champions of Change banner recognizing the collaborative efforts between the BOCES, the Oneida Indian Nation and Colgate furthering the Oneida language. The books will be shared with the New York State Board of Regents for their February meeting.

DISTRICT
SUPERINTENDENT'S
WELCOME &
OVERVIEW

Mr. Budelmann then introduced Secondary Programs Director James Weaver, who in turn introduced his team consisting of Molly LiBritz, Kane Calabro, Jeff Bellamy, Candice Paravati, and Rachel Helmer. They were joined by School Resource Officer Deputy Aaron Avar.

2022/23-354 James Weaver opened by reviewing all of the different services offered under the new structure in Secondary Programs, including Career & Technical Education, New Visions, CBOE, Alternative Education Middle and High School, IMN, 8:1:1 and Evening School.

E&AP PRESENTATION –
SECONDARY PROGRAMS

The team talked about the embedded programs and internships, giving students real life experiences and a competitive advantage. They discussed creating a school culture with a common language, a sense of belonging, respect, values and accountability. They talked about creating an inclusive environment for all students where they feel safe and leave with real life skills.

They also spoke about constantly evolving offerings and expanding opportunities for students. They discussed their vision for new programming and about increasing

parent and community involvement in new ways to foster connections. Deputy Avard talked about the relationships he and the SPOs have with the school community and their role.

The Board thanked Jim and the Secondary Programs team for all of their work, nurturing environment, commitment and future-focused initiatives, providing more opportunities for all the learners in the region.

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| 2022/23-355 | A motion was made by Pat Baron and seconded by Rich Engelbrecht to amend the agenda to include revised minutes, updated Personnel Reports and revised Student Program Calendar. There were 8 ayes and 0 nays. The motion carried. | AMEND AGENDA |
| 2022/23-356 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to approve the minutes of the Regular Meeting held on January 11, 2023. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
REVISED MINUTES OF
01/11/2023 REGULAR
MEETING |
| 2022/23-357 | A motion was made by Sue Carvelli and seconded by Michelle Jacobsen to approve the Treasurer's Report from December 2022. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
DECEMBER 2022 |
| 2022/23-358 | A motion was made by Michelle Jacobsen and seconded by Pat Baron to approve the monthly Claims Audit Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MONTHLY CLAIMS
AUDIT REPORT |
| 2022/23-359 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to award the School Supplies bid #22-12-005, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from bidder for failure to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried. | BID:
SCHOOL SUPPLIES
#22-12-005 |
| 2022/23-360 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to award the Cafeteria Paper bid #22-12-002, on a total award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from various bidders for failure to adhere to bid specifications. There were 8 ayes and 0 nays. The motion carried. | BID:
CAFETERIA PAPER
#22-12-002 |
| 2022/23-361 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to award the Cafeteria Groceries and Meats bid #22-12-001, on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. Rejection of bids from various bidders for failure to adhere to bid | BID:
CAFETERIA GROCERIES
AND MEATS
#22-12-001 |

- specifications. There were 8 ayes and 0 nays. The motion carried.
- 2022/23-362 A motion was made by Rich Engelbrecht and seconded by Donna Isbell to declare the Equipment List as excess or obsolete. There were 8 ayes and 0 nays. The motion carried. APPROVE:
EXCESS/OBSOLETE
EQUIPMENT
- 2022/23-363 A motion was made by Sue Carvelli and seconded by Donna Isbell to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
RESIGNATIONS
- 2022/23-364 A motion was made by Sue Carvelli and seconded by Donna Isbell 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
- 2022/23-365 Upon the recommendation of District Superintendent Budelmann, a motion was made by Sue Carvelli and seconded by Donna Isbell to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
PROFESSIONAL
APPOINTMENTS
- 2022/23-366 Upon the recommendation of District Superintendent Budelmann, a motion was made by Sue Carvelli and seconded by Donna Isbell 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
- 2022/23-367 A motion was made by Sue Carvelli and seconded by Donna Isbell 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
- 2022/23-368 A motion was made by Sue Carvelli and seconded by Donna Isbell to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
MISCELLANEOUS
APPOINTMENTS
- 2022/23-369 A motion was made by Sue Carvelli and seconded by Donna Isbell to approve the Consultants recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
CONSULTANTS
- 2022/23-370 A motion was made by Sue Carvelli and seconded by Donna Isbell to approve the Performing Arts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
PERFORMING ARTS
- 2022/23-371 The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker updated the Board on the status of the Healthcare Worker Bonuses eligibility and distribution. She reviewed DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT

recommendations brought to the Facilities Committee at their January 20, 2023 meeting, including the architect's recommendation for standardization of key cylinders and exit devices, and the request for the District Superintendent to approve Change Orders up to a specific threshold. She then turned the floor over to Tara Pawlowski to review the preliminary 2023-2024 MOBOCES Budget.

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| 2022/23-372 | A motion was made by Donna Isbell and seconded by Rich Engelbrecht to approve the Key Cylinders Standardization Resolution, as recommended by the architects and in connection with the 2023-2024 Capital Project. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
KEY CYLINDERS
STANDARDIZATION
RESOLUTION |
| 2022/23-373 | A motion was made by Donna Isbell and seconded by Sue Carvelli to approve the Exit Devices Standardization Resolution, as recommended by the architects and in connection with the 2023-2024 Capital Project. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
EXIT DEVICES
STANDARDIZATION
RESOLUTION |
| 2022/23-374 | A motion was made by Sue Carvelli and seconded by Pat Baron 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 Capital Project. The Board would be informed at their next regular meeting and the Board President would counter sign. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CHANGE ORDERS
RESOLUTION |
| 2022/23-375 | A motion was made by Michelle Jacobsen and seconded by Sue Carvelli to approve the Madison-Oneida BOCES 2023-2024 Preliminary Budget as presented by Director of Business Services Tara Pawlowski. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MADISON-ONEIDA
BOCES 2023-2024
PRELIMINARY BUDGET |
| 2022/23-376 | The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Dr. Williams gave kudos to James Weaver and the Secondary Programs team, addressing the needs of and providing opportunities for all of our students. He also expressed appreciation for the budget that allows them the ability to do so effectively. He spoke about The CE Shop Affiliation Agreement and the Licensing Agreement with Jaclyn Schildkraut. | ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT |
| 2022/23-377 | A motion was made by Michelle Jacobsen and seconded by Donna Isbell to approve the CE Shop Affiliation Agreement, allowing the Adult & Continuing Education Department to market the tuition-based online real estate classes delivered by The CE Shop. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
THE CE SHOP
AFFILIATION
AGREEMENT |
| 2022/23-378 | A motion was made by Donna Isbell and seconded by Rich Engelbrecht to approve the License Agreement with | APPROVE:
LICENSING AGREEMENT |

Jaclyn Schildkraut, granting Madison-Oneida BOCES a non-exclusive license to use the Lockdown Drill Assessment training materials. There were 8 ayes and 0 nays. The motion carried.

WITH JACLYN
SCHILDKRAUT

- 2022/23-379 A motion was made by Donna Isbell and seconded by Rich Engelbrecht to move to Executive Session at 6:37 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 7:24 PM.

- 2022/23-380 A motion was made by Donna Isbell and seconded by Rich Engelbrecht to approve the discussed revisions to the Non-Negotiating Employee Categorized Salary Ranges, as recommended by the District Superintendent in accordance with Policy 3016. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
NON-NEGOTIATING
EMPLOYEE
CATEGORIZED SALARY
RANGES

- 2022/23-381 A motion was made by Sue Carvelli and seconded by Sally Sherwood to extend the District Superintendent's contract for an additional year so that the resulting term of employment is March 1, 2023 through February 28, 2026. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
DISTRICT
SUPERINTENDENT'S
CONTRACT EXTENSION

- 2022/23-382 The Board moved to Mr. Scott Budelmann for the District Superintendent's Report. Mr. Budelmann shared information with the Board on discussions taking place pertaining to the importance of developing life plans for students with disabilities. He also discussed other topics, including:
Test Integrity Training
Cell Phones
Data Privacy Officers
Open Meetings Law
The Governor's proposed budget
Advocacy for fully funded school lunches for all students
Blue Ribbon Advisory Committee
School website transparency
Student Discipline
District Superintendent Vacancies
SUNY Community College Enrollment Initiative
DEI Network through NYS SED

DISTRICT
SUPERINTENDENT'S
REPORT

Mr. Budelmann advised the Board that he has been selected by the Commissioner to lead the District Superintendent search for Herkimer BOCES. He also updated the Board on the January MRASDA meeting, CSO meetings, SBO meetings, Curriculum Council,

Administrative Planning Half-day, and the Administrative Budget presentations to the component districts.

- 2022/23-383 A motion was made by Donna Isbell and seconded by Sue Carvelli to approve the 2023-2024 Madison-Oneida BOCES Student Program Calendar. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
2023-2024 MADISON-
ONEIDA BOCES
STUDENT PROGRAM
CALENDAR

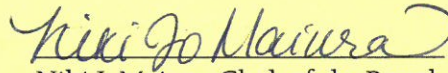
- 2022/23-384 Doug Gustin updated the Board on the January 19, 2023 Audit Committee Meeting. The internal audit will commence the week of February 6, 2023 with a focus on staff attendance and accruals.

AUDIT COMMITTEE
UPDATE

- 2022/23-385 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to adjourn the meeting at 8:17 PM. There were 8 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,


Niki J. Maiura, Clerk of the Board