

MINUTES OF THE REGULAR MONTHLY MEETING
THURSDAY, APRIL 6, 2023

The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, April 6, 2023 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, New York. President Douglas Gustin called the meeting to order at 5:04 p.m. The Board recited the pledge of allegiance. There was no public comment.

Present: Sally Sherwood - Camden, 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: 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.

2022/23-435 Mr. Scott Budelmann welcomed the Board and shared the status of the administrative budget presentations he and Lisa Decker have been providing at each component district. He thanked the Board members who were able to attend those meetings and provided a brief overview of the agenda for the board meeting.

DISTRICT
SUPERINTENDENT'S
WELCOME &
OVERVIEW

Mr. Budelmann introduced Executive Director of the MORIC Heather Mahoney to provide the E&AP Presentation for the evening.

2022/23-436 Heather Mahoney introduced Amanda Palmer, Ryan Mahoney, Eric Feola and Maria Rocker. The team spoke to the Board about Data Privacy and Security Updates, including:

E&AP PRESENTATION -
MOHAWK REGIONAL
INFORMATION CENTER
TEAM

Laws and Leadership
SLC Grant Program
NYSED Website Monitoring
NYSED SDPC Membership
Risk Operation Centers
MORIC Security Assessment

Mr. Budelmann highlighted the value of the MORIC team and commended them on their innovation.

The Board thanked the RIC team for their collective work for our region and statewide. They expressed their appreciation for the commitment, foresight, attentiveness and their impact on policy because of these qualities.

2022/23-437 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to amend the agenda to include updated Personnel Reports. There were 8 ayes and 0 nays. The motion carried.

AMEND AGENDA

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| 2022/23-438 | A motion was made by Rich Engelbrecht and seconded by Donna Isbell to approve the minutes of the Regular Meeting held on March 2, 2023. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MINUTES OF
03/02/2023 REGULAR
MEETING |
| 2022/23-439 | A motion was made by Sue Carvelli and seconded by Pat Baron to approve the Treasurer's Report from February 2023. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
TREASURER'S REPORT
FEBRUARY 2023 |
| 2022/23-440 | A motion was made by Michelle Jacobsen and seconded by Rich Engelbrecht to approve the monthly Claims Audit Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MONTHLY CLAIMS
AUDIT REPORT |
| 2022/23-441 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Art Supplies bid #22-12-004, 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 specifications There were 8 ayes and 0 nays. The motion carried. | BID:
ART SUPPLIES
#22-12-004 |
| 2022/23-442 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Computer Supplies (Rebid New Unused Category from 22-11-001) bid #23-03-008, 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:
COMPUTER SUPPLIES
#23-03-008 |
| 2022/23-443 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Trash and Recyclables Collection and Disposal bid #23-03-007, 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 bid from vendor proposing exceptions to bid specifications. There were 8 ayes and 0 nays. The motion carried. | BID:
TRASH AND
RECYCLABLES
COLLECTION AND
DISPOSAL
#23-03-007 |
| 2022/23-444 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Cosmetology Supplies bid #23-02-002, on a line-by-line award basis to the lowest responsible bidder meeting the specifications and thresholds, and offers the lowest overall cost. There were 8 ayes and 0 nays. The motion carried. | BID:
COSMETOLOGY
SUPPLIES
#23-02-002 |
| 2022/23-445 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to award the Swimming Pool Supplies bid #23-01-008, on a total award basis to the lowest responsible bidder meeting the specifications and | BID:
SWIMMING POOL
SUPPLIES
#23-01-008 |

thresholds, and offers the lowest overall cost. There were 8 ayes and 0 nays. The motion carried.

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| 2022/23-446 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to make no award and Rebid the Audio Visual Equipment bid #23-03-001, due to lack of bids received and lack of items bid on. There were 8 ayes and 0 nays. The motion carried. | REBID:
AUDIO VISUAL
EQUIPMENT
#23-03-001 |
| 2022/23-447 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to declare the Equipment List as excess or obsolete. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
EXCESS/OBSOLETE
EQUIPMENT |
| 2022/23-448 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the contract with M.A. Polce Consulting Inc. allowing districts to seek optional services to support development and maintenance of their data privacy and security program. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
M.A. POLCE
CONSULTING, INC.
CONTRACT |
| 2022/23-449 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Workforce Development Board Partnership Agreement & Resolution, extending the Rural Healthcare grant which provides funding for several adult health occupation program students. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
WORKFORCE
DEVELOPMENT BOARD
PARTNERSHIP
AGREEMENT &
RESOLUTION |
| 2022/23-450 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the KEYS Program Service Agreement providing music therapy. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
KEYS PROGRAM
SERVICE AGREEMENT |
| 2022/23-451 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the NYSITCC Instructional Technology Statewide Agreements, allowing for more vendors offering instructional software packages. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
NYSITCC
INSTRUCTIONAL
TECHNOLOGY
STATEWIDE
AGREEMENTS |
| 2022/23-452 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Agile Sports Technologies Contract making educational sports software available to component districts. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
AGILE SPORTS
TECHNOLOGIES
CONTRACT |

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| 2022/23-454 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the CCNY Tech Contract allowing districts access to services related to recycling excessed equipment, including data destruction support. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CCNY TECH
CONTRACT |
| 2022/23-455 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Installment Purchase Request with Carthage Central School District to purchase 505-6360 Instructional Technology Services. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
INSTALLMENT
PURCHASE AGREEMENT
WITH CARTHAGE CSD |
| 2022/23-456 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Installment Purchase Request with Sackets Harbor Central School District to purchase 602-7710 Administrative Computer Services. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
INSTALLMENT
PURCHASE AGREEMENT
WITH SACKETS HARBOR
CSD |
| 2022/23-457 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the 3Cloud Agreement enabling the MORIC to deliver IT and data dashboard services to the region. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
3CLOUD AGREEMENT |
| 2022/23-458 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Lease Amendment with CABVI for the Utica Access Site, reducing the amount of leased space and decreasing the cost of the remaining leased space. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
UTICA ACCESS SITE
CABVI LEASE
AMENDMENT |
| 2022/23-459 | A motion was made by Rich Engelbrecht and seconded by Michelle Jacobsen to approve the Center for Family Life and Recovery Agreement. The agreement allows for the continuation of substance abuse prevention services for our programs. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CENTER FOR FAMILY
LIFE AND RECOVERY
AGREEMENT |
| 2022/23-460 | A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
RESIGNATIONS |
| 2022/23-461 | A motion was made by Donna Isbell and seconded by Michelle Jacobsen 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 |
| 2022/23-462 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The | APPROVE:
PROFESSIONAL
APPOINTMENTS |

motion carried.

- 2022/23-463 Upon the recommendation of District Superintendent Budelmann, a motion was made by Donna Isbell and seconded by Michelle Jacobsen 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
- 2022/23-464 A motion was made by Donna Isbell and seconded by Michelle Jacobsen 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
- 2022/23-465 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
MISCELLANEOUS
APPOINTMENTS
- 2022/23-466 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Performing Arts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
PERFORMING ARTS
- 2022/23-467 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to approve the Position Creation recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. APPROVE:
POSITION CREATION
- 2022/23-468 Upon the recommendation of District Superintendent Budelmann, a motion was made by Donna Isbell and seconded by Sally Sherwood to grant tenure to Jennifer Waligory-Lee in the tenure area of Instructional Support Services, Curriculum and Differentiated Instruction and the Analysis of Student Performance Data, effective July 1, 2023. The District Superintendent has advised the Board that Jennifer Waligory-Lee 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. APPOINTMENT TO
TENURE:
JENNIFER WALIGORY-
LEE
- 2022/23-469 The Board moved to the Deputy Superintendent for Finance & Operations Report. Mrs. Lisa Decker informed the Board about her participation in an Opioid Task Force meeting in March. She, along with Dr. Williams, legislators and other administrators from our region, discussed the importance of making Narcan available in schools due to the increased issues with fentanyl and overdoses. Lisa indicated the BOCES would be introducing a policy for the board's review that would allow for this. DEPUTY
SUPERINTENDENT FOR
FINANCE &
OPERATIONS REPORT

Mrs. Decker also introduced and reviewed the 2023-2024 Madison-Oneida BOCES Technology Plan with the Board. She discussed the recommendations for each department and the overall replacement cycle. The financial portion of the plan will be brought to the May meeting for action.

2022/23-470 The Board moved to the Assistant Superintendent for Curriculum & Instruction Report. Mr. Budelmann prefaced Dr. Williams' report by talking about component districts housing BOCES programs into their schools and offering enhanced hands-on learning in areas where each district already has a strong program or foundation. The BOCES senior administrative team is working to develop a transportation plan for these programs. Dr. Williams shared information about new courses that will be offered in the fall and reiterated that students should not be limited in opportunities based on the location of their district.

ASSISTANT
SUPERINTENDENT FOR
CURRICULUM &
INSTRUCTION REPORT

2022/23-471 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to move to Executive Session at 6:42 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 7:16 PM.

2022/23-472 A motion was made by Donna Isbell and seconded by Michelle Jacobsen 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:
REVISIONS TO THE
NON-NEGOTIATING
EMPLOYEE
CATEGORIZED SALARY
RANGES

2022/23-473 A motion was made by Sally Sherwood and seconded by Sue Carvelli to appoint Sapna Kollali to the position of Director of Communications, with an annual salary of \$90,000, effective April 7, 2023 as recommended by the District Superintendent. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
APPOINTMENT OF
SAPNA KOLLALI TO THE
POSITION OF DIRECTOR
OF COMMUNICATIONS

2022/23-474 The Board moved to Mr. Scott Budelmann for the District Superintendent's Report. Mr. Budelmann shared information with the Board on the following:
New York State Budget Extension
Mascot Regulations and Advisory Committee
Employment Transition Planning for Students with

DISTRICT
SUPERINTENDENT'S
REPORT

Disabilities
 Emergency Remote Instruction Plans and School Safety Plans
 BOCES Publicity Campaign (75 Years Old)
 Revised Regulations on Corporal Punishment
 Updates to Teacher Certifications
 Updated Virtual Learning Guidance
 Information on "Swatting"
 Herkimer BOCES DS & CEO Search (Deadline April 17)
 Annual Meeting Recap and Discussion
 Board Planning Day Request for Topics/Interests
 Daily Sentinel Article on Board Training

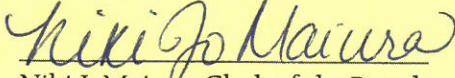
Reminder: SBI Distinguished Service and Student Achievement Awards on May 11 at Twin Ponds.

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| 2022/23-475 | Doug Gustin spoke to the Board about Sally Sherwood's interest in attending a virtual Policy Workshop on April 26, 2023 sponsored by NYSSBA. In accordance with Policy 2015, a motion was made by Donna Isbell and seconded by Pat Baron to approve Sally Sherwood's participation in the NYSSBA Policy Workshop. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
BOARD MEMBER
PARTICIPATION IN
NYSSBA CONFERENCE |
| 2022/23-476 | Patrick Baron updated the Board regarding the Facilities Committee meeting that took place on April 6, 2023 prior to the Regular Board Meeting. The Committee discussed the appointment of a Construction Manager to oversee all matters pertaining to the Middle School Entrance/Security Project. The Committee recommended C&S Engineers, Inc. | FACILITIES COMMITTEE
REPORT |
| 2022/23-477 | A motion was made by Rich Engelbrecht and seconded by Sally Sherwood to approve the Construction Management Services Contract with C&S Engineers, Inc. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CONSTRUCTION
MANAGEMENT
SERVICES CONTRACT
WITH C&S ENGINEERS,
INC. |
| 2022/23-478 | Doug Gustin led a discussion with the Board regarding proposed meeting dates for the 2023-2024 school year, including the date for the Annual Meeting and the Madison-Oneida BOCES Administrative Budget Vote. Based on the recommendation of the Board President, the Annual Meeting will be held on April 10, 2024 and the Administrative Budget Vote will take place on April 16, 2024. | 2023-2024 MEETING
DATES – INCLUDING
ANNUAL MEETING AND
ADMINISTRATIVE
BUDGET VOTE |
| 2022/23-479 | The Board discussed the costs associated with producing and distributing a BOCES school calendar similar to the samples provided by the School Communications Team at the March meeting. The Board decided not to proceed at this time. | DISCUSSION OF BOCES
SCHOOL CALENDAR |

2022/23-480 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to adjourn the meeting at 8:02 PM. There were 8 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,


Niki J. Maiura, Clerk of the Board