

**MINUTES OF THE REGULAR MEETING
WEDNESDAY, DECEMBER 13, 2023**

The Regular Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Wednesday, December 13, 2023 in the Administration Board Room at the Madison-Oneida BOCES Main Campus in Verona, New York. President Richard Engelbrecht called the meeting to order at 5:00 p.m. The Board recited the pledge of allegiance. There was no public comment.

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

Absent: Sally Sherwood - Camden and Matthew Williams - Assistant Superintendent for Curriculum & Instruction

Also Present: Scott Budelmann - District Superintendent & CEO, Lisa Decker - Deputy Superintendent for Finance & Operations and Niki Maiura - District Clerk.

2023/24-254 Mr. Scott Budelmann welcomed the Board and reviewed the agenda for the evening. He then introduced Director of Middle Level Programs Owen Maranville for the Middle Level Programs E&AP Report.

**DISTRICT
SUPERINTENDENT'S
WELCOME &
OVERVIEW**

2023/24-255 Owen Maranville introduced his team consisting of Julie Woolson, Ashley DeBella, Rachel Kreis, Carla Fountain, Kayla Mathy, Colt Herring and Tammy Alsante. Regretfully, Kelly Coe was unable to attend as anticipated.

**E&AP REPORT:
MIDDLE LEVEL
PROGRAMS**

The team reviewed the various programs offered at the TriPlexus and the MOBOCES program at VVS and explained some of the most distinctive differences between the programs. They discussed the similarities amongst the students and the importance of providing each student with instruction to their level in order to promote independence and prepare them for adulthood.

They discussed the relationships our programs have with partnering agencies and the resources we are able to provide. Our work with these agencies helps us support out students and their families. We can provide them with skills some of them may not receive at home.

We are also so proud of our culminating activities including field days and moving up ceremonies, annual talent show, Special Olympics, Spring Fling, shopping event in addition to their Work Study experiences which also provide students with community service hours required to graduate.

The team ended with a hands-on activity with board

members and administration.

Rich Engelbrecht thanked the team for their work and the opportunities they provide our students. The Board expressed appreciation for the team's passion and dedication.

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| 2023/24-256 | A motion was made by Michelle Jacobsen and seconded by Pat Baron to amend the agenda to include revised Personnel Reports. There were 8 ayes and 0 nays. The motion carried. | AMEND AGENDA |
| 2023/24-257 | A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the November 2, 2023 Regular Meeting minutes. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
NOVEMBER 2, 2023
REGULAR MEETING
MINUTES |
| 2023/24-258 | A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the October 2023 Treasurer's Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
OCTOBER 2023
TREASURER'S REPORT |
| 2023/24-259 | A motion was made by Michelle Jacobsen and seconded by Doug Gustin to approve the Monthly Claims Audit Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
MONTHLY CLAIMS
AUDIT REPORT |
| 2023/24-260 | A motion was made by Donna Isbell and seconded by Pat Baron to award the Water Sampling and Testing Services bid on a total 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 AWARD:
WATER SAMPLING AND
TESTING SERVICES
#IFB 23-10-002 |
| 2023/24-261 | A motion was made by Donna Isbell and seconded by Pat Baron to award the Calculators bid 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 AWARD:
CALCULATORS
#IFB 23-11-002 |
| 2023/24-262 | A motion was made by Donna Isbell and seconded by Pat Baron to declare the Equipment List as excess or obsolete. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
EXCESS/OBSOLETE
EQUIPMENT |
| 2023/24-263 | A motion was made by Donna Isbell and seconded by Pat Baron to approve the continued participation in the Cooperative Energy Purchasing Service (NYSMEC) for Natural Gas. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
CONTINUED
PARTICIPATION IN
NYSMEC FOR
NATURAL GAS |
| 2023/24-264 | A motion was made by Donna Isbell and seconded by Pat Baron to approve the continued participation in the Cooperative Energy Purchasing Service (NYSMEC) for | APPROVE:
CONTINUED
PARTICIPATION IN |

	Electricity. There were 8 ayes and 0 nays. The motion carried.	NYSMEC FOR ELECTRICITY
2023/24-265	A motion was made by Donna Isbell and seconded by Pat Baron to approve the proposed resolution that would authorize Erie 1 BOCES to negotiate additional contracts for the licensing of instructional software packages for the 2023-2024 school year. There were 8 ayes and 0 nays. The motion carried.	APPROVE: NYS INSTRUCTIONAL TECHNOLOGY STATEWIDE AGREEMENT ADD-ONS
2023/24-266	A motion was made by Donna Isbell and seconded by Pat Baron to approve the proposed resolution that would authorize Erie 1 BOCES to negotiate additional contracts for the licensing of administrative software packages for the 2023-2024 school year. There were 8 ayes and 0 nays. The motion carried.	APPROVE: NYS ADMINISTRATIVE TECHNOLOGY STATEWIDE AGREEMENT ADD-ONS
2023/24-267	A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Resignations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: RESIGNATIONS
2023/24-268	A motion was made by Sue Carvelli and seconded by Doug Gustin 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
2023/24-269	Upon the recommendation of District Superintendent Budelmann, a motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Professional Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: PROFESSIONAL APPOINTMENTS
2023/24-270	Upon the recommendation of District Superintendent Budelmann, a motion was made by Sue Carvelli and seconded by Doug Gustin 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
2023/24-271	A motion was made by Sue Carvelli and seconded by Doug Gustin 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
2023/24-272	A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Miscellaneous Appointments recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: MISCELLANEOUS APPOINTMENTS
2023/24-273	A motion was made by Sue Carvelli and seconded Doug Gustin to approve the Consultants recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried.	APPROVE: CONSULTANTS

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| 2023/24-274 | A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Performing Arts recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
PERFORMING ARTS |
| 2023/24-275 | A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Internships / Fieldwork Experiences recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
INTERNSHIPS /
FIELDWORK
EXPERIENCE |
| 2023/24-276 | A motion was made by Sue Carvelli and seconded by Doug Gustin to approve the Position Creations recommended in the Personnel Report. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
POSITION CREATIONS |
| 2023/24-277 | A motion was made by Donna Isbell and seconded by Doug Gustin to approve the recommended changes to Policy 6044 – Substitute Employees, in response to market changes, minimum wage increases and fingerprinting reimbursements. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
POLICY 6044 –
SUBSTITUTE EMPLOYEES |
| 2023/24-278 | A motion was made by Doug Gustin and seconded by Michelle Jacobsen to approve the Resolution Authorizing the Modifications to Compliance and Title IX Coordinators. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
RESOLUTION
AUTHORIZING THE
MODIFICATIONS TO
COMPLIANCE AND
TITLE IX
COORDINATORS |
| 2023/24-279 | <p>The Board moved to Deputy Superintendent Lisa Decker for the Finance & Operations update. Lisa reported to the Board regarding the status of the Safety and Risk Management Service at MOBOCES, in consideration of Jack Angrisano's retirement at the end of December. OHM BOCES has a well-established Safety Service with nine full-time and five part-time employees. We have discussed partnering with them to serve MOBOCES and component districts, including the NYS School for the Deaf. The OHM BOCES team has come to speak with the local school business officials about what they offer and about their service cost methodology. Based on those conversations, we will be transitioning to the Oneida BOCES' Safety Service as a region. The MOBOCES campus is in need of additional onsite emergency planning support, which has been planned for in the budget. Depending on the responses to recruitment efforts, there will be an opportunity to hire at one of three different levels of skills and experience.</p> <p>Also, Sandy Foley will be retiring next year and we are planning for her replacement. She has always worn two hats at BOCES; one as the MOBOCES Treasurer, the other as head of CBO. Her scope of work as Treasurer includes oversight of payroll, accounts payable,</p> | FINANCE &
OPERATIONS UPDATE |

investments, ledger accounting and financial reporting for MOBOCES, as well as for both the MOH Health Plan Consortium and the MOH Workers' Compensation Consortium. As the Central Business Office supervisor, she oversees payroll, accounts payable, financial reporting and ledger accounting for five component school districts. We anticipate difficulty in filling these critical roles. Sandy's position was split between the administrative budget and the CBO program budget. Moving forward, we will need to allot a full-time Treasurer in the administrative budget.

With these considerations in mind, Lisa reviewed the 2024-2025 Madison-Oneida BOCES Administrative Budget followed by the 2024-2025 Capital Budget.

- 2023/24-280 A motion was made by Doug Gustin and seconded by Donna Isbell to approve the 2024-2025 Madison-Oneida BOCES Administrative Budget, as presented. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
2024-2025 MADISON-
ONEIDA BOCES
ADMINISTRATIVE
BUDGET

- 2023/24-281 A motion was made by Doug Gustin and seconded by John Costello, Sr. to approve the 2024-2025 Madison-Oneida BOCES Capital Budget, as presented. There were 8 ayes and 0 nays. The motion carried.

APPROVE:
2024-2025 MADISON-
ONEIDA BOCES
CAPITAL BUDGET

There was no Curriculum & Instruction Update at this meeting.

CURRICULUM &
INSTRUCTION UPDATE

- 2023/24-282 A motion was made by Sue Carvelli and seconded by Pat Baron to move to Executive Session at 6:14 PM for the purposes of discussing proposed, pending or current litigation; 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

School Attorney Kristine Kipers joined the Board for Executive Session.

The President returned to regular session at 7:05 PM.

- 2023/24-283 A motion was made by Donna Isbell and seconded by Sue Carvelli to approve the Resolution Authorizing Litigation Against Social Media Companies which authorizes the law firm of Frantz Law Group, APLC to initiate litigation and file suit against any appropriate parties to seek compensation to the BOCES for damages suffered by the BOCES and its students as a result of the development, operation, and marketing of social media platforms, and to

APPROVE:
RESOLUTION
AUTHORIZING
LITIGATION AGAINST
SOCIAL MEDIA
COMPANIES

seek any other appropriate relief; and which authorizes the BOCES District Superintendent or their designee to sign all appropriate documents and fee agreements on behalf of the BOCES. There were 8 ayes and 0 nays. The motion carried.

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| 2023/24-284 | A motion was made by Pat Baron and seconded by Michelle Jacobsen to approve the 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 |
| 2023/24-285 | A motion was made by Sue Carvelli an seconded by Donna Isbell to appoint Hancock & Estabrook as a school attorney, effective November 27, 2023, at an hourly rate of \$230 per hour for attorney time and in accordance with the Engagement and Agreement letter dated December 6, 2023; and to authorize the District Superintendent to execute any agreement implementing the appointment of Hancock & Estabrook as school attorneys. There were 8 ayes and 0 nays. The motion carried. | APPROVE:
APPOINTMENT OF
HANCOCK &
ESTABROOK AS SCHOOL
ATTORNEYS |
| 2023/24-286 | Upon the recommendation of District Superintendent Budelmann, a motion was made by John Costello, Sr. and seconded by Michelle Jacobsen to grant tenure to Lisa Decker in the tenure area of Deputy Superintendent for Finance & Operations, effective March 1, 2024. The District Superintendent has advised the Board that Lisa Decker 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:
LISA DECKER |
| 2023/24-287 | Upon the recommendation of District Superintendent Budelmann, a motion was made by Donna Isbell and seconded by Sue Carvelli to grant tenure to James (Jim) Reese in the tenure area of Special Education, effective February 10, 2024. The District Superintendent has advised the Board that Jim Reese 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:
JAMES (JIM) REESE |
| 2023/24-288 | The Board moved to District Superintendent Scott Budelmann for his report. Scott updated the Board on: <ul style="list-style-type: none">• November Board of Regents Meeting• Blue Ribbon Commission• The appointment of Jeff Matteson as Senior Deputy Commissioner (leaving another DS vacancy)• Attendance at Legislative Breakfast with Oneida BOCES, focusing on Regional Priorities• Implications of the Child Victims Act on schools and | DISTRICT
SUPERINTENDENT'S
REPORT |

BOCES

- Legislation to increase protections for Civil Service employees
- Legislation regarding the PILOT
- Micro credentialing
- April 8, 2024 Solar Eclipse
- MOBOCES Program Budget Development meetings with superintendents
- RIC Budgets have been approved
- SBI Showcase (date change to March 20, 2024)

Mr. Budelmann also advised the Board that Cazenovia CSD and Morrisville-Eaton CSD have commenced discussions regarding a potential merger of the schools. They are having a joint meeting of their boards on January 10, 2024, which will include SED representatives and the two BOCES District Superintendents. Scott advised the Board that this would fall on the same night as the MOBOCES January Board meeting.

2023/24-289 The Board changed their January meeting date to Tuesday, January 9, 2024.

BOARD ITEMS

The Board then moved to Doug Gustin to provide an Audit Committee and Rural Schools Winter Conference Update. Doug shared information regarding the Audit Committee's meeting with D'Arcangelo on December 4, 2023.

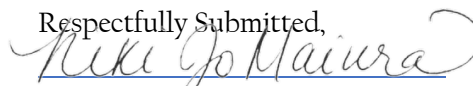
JANUARY BOARD
MEETING CHANGE

Mr. Gustin also provided the Board with information regarding the Rural Schools Winter Conference in Saratoga, including their legislative priorities and their meeting with the Commissioner.

2023/24-290 A motion was made by Donna Isbell and seconded by Michelle Jacobsen to adjourn the meeting at 7:33 PM. There were 8 ayes and 0 nays. The motion carried.

ADJOURNMENT

Respectfully Submitted,



Niki J. Maiura, Clerk of the Board