The Regular Monthly Meeting of the Board of Cooperative Educational Services, Sole Supervisory District, Madison and Oneida counties, was held Thursday, February 7, 2019, in the Board Room of the District Offices building on the BOCES campus, Verona, New York. The meeting was called to order at 5:02 p.m. by President Suzanne Carvelli.

Two students, Taylor Post and Aislynn Rose, Camden High School seniors attended the meeting as observers. They are in the MOBOCES New Visions program. They were participating as part of their government class.


Absent: John Costello, Sr. – Oneida and Patricia Vacca, Assistant Superintendent for Instruction

Also Present: Jacklin Starks – District Superintendent, Scott Budelmann – Assistant Superintendent for Administrative Services and Catherine M. Quinn – District Clerk.

2018/19-336 Faculty and staff from the Early Childhood Education division attended the meeting and presented their divisional E&AP report to the Board. They responded to board questions during and after the presentation

2018/19-337 A motion was made by Engelbrecht and seconded by Isbell to amend the agenda to include updated personnel reports. There were 8 ayes and 0 nays. The motion carried.

2018/19-338 A motion was made by Isbell and seconded by Engelbrecht to approve the minutes of the regular monthly meeting held on January 9, 2019. There were 8 ayes and 0 nays. The motion carried.

2018/19-339 A motion was made by Gustin and seconded by Engelbrecht to approve the December 2018 Treasurer's Report as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-340 A motion was made by Gustin and seconded by Baron to approve the monthly Claims Audit Report as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-341 A motion was made by Engelbrecht and seconded by Sherwood to award the School Supplies bid #18-12-005, in total by vendor, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items were rejected for failure to meet specifications for size or item. There were 8 ayes and 0 nays. The motion carried.
A motion was made by Engelbrecht and seconded by Sherwood to award the Office Supplies bid #18-12-003, in total by vendor, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items were rejected for failure to meet specifications for size, item or strength. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Sherwood to award the Cafeteria Paper bid #18-12-002, in total by vendor, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that item #11123 from Hummels was rejected for failure to meet specifications for size. Also several items were rejected that are available through Preferred Source Vendors. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Sherwood to award the Cafeteria Groceries & Meats bid #18-12-001, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items were rejected for failure to meet specifications for size, item, flavor or content. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Sherwood to award the Art Supplies bid #18-12-004, in total by category, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that several items were rejected for failure to meet specifications for size, color or package size. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Sherwood to award the Desktop Laser Printers bid #19-01-010, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note bids from Toshiba Business Solutions, Toshiba Business Solutions Lexmark and MacCopy were rejected for failure to submit all documentation properly completed. There were 8 ayes and 0 nays. The motion carried.

A motion was made by Engelbrecht and seconded by Sherwood to award the Regional Wired Telecommunications Services bid #18-12-006, on a line-by-line basis, to the lowest responsible bidder meeting the specifications and thresholds and offers the lowest overall cost. Note that the bid from Development Authority of the North Country was rejected for failure to submit all documentation properly completed. The bid from Spectrum for Mid-York Library sites was rejected for failure to provide pricing rounded to the nearest dollar.
and for providing alternate bids without provided a base bid, as required by bid specifications. There were 8 ayes and 0 nays. The motion carried.

2018/19-348 A motion was made by Engelbrecht and seconded by Sherwood to declare the equipment list, as attached to the official minutes, as excess or obsolete. There were 8 ayes and 0 nays. The motion carried.

2018/19-349 A motion was made by Engelbrecht and seconded by Sherwood to approve an addendum to the agreement with Madison County to provide courier services for an additional three month period. There were 8 ayes and 0 nays. The motion carried.

2018/19-350 A motion was made by Engelbrecht and seconded by Sherwood to approve an agreement with Northland Communications as per Bid #18-12-006 for regional telecommunications. This contract provides increased bandwidth options for the data telecommunications lines needed for network connectivity throughout the 5-county region. There were 8 ayes and 0 nays. The motion carried.

2018/19-351 A motion was made by Engelbrecht and seconded by Sherwood to approve an agreement with Spectrum as per Bid #18-12-006 for regional telecommunications. This contract provides increased bandwidth options for the data telecommunications lines needed for network connectivity throughout the 5-county region. There were 8 ayes and 0 nays. The motion carried.

2018/19-352 A motion was made by Engelbrecht and seconded by Sherwood to approve the agreement with the Sackets Harbor Central School District for a multi-year (CoSer 602) request as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-353 A motion was made by Isbell and seconded by Baron to create the position of Information Security Analyst – Regional Information Center. This position will be a 12-month non-negotiating administrative & professional position. This creation was due to an increase in service requests. There were 8 ayes and 0 nays. The motion carried.

2018/19-354 A motion was made by Isbell and seconded by Baron to abolish the position of Corporate & Community Education Coordinator – Continuing Education, currently held by Marianne Smith effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-355 A motion was made by Isbell and seconded by Baron to abolish the position of ESL Instructor – Continuing Education, currently held by Jennifer Hale effective
February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-356 A motion was made by Isbell and seconded by Baron to abolish the position of ESL Instructor – Continuing Education, currently held by Georgia Pham effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-357 A motion was made by Isbell and seconded by Baron to abolish the position of ESL Instructor – Continuing Education, currently held by Brian Ross effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-358 A motion was made by Isbell and seconded by Baron to abolish the position of ESL Instructor – Continuing Education, currently held by Megan Young effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-359 A motion was made by Isbell and seconded by Baron to reduce the position of Literacy Instructor – Continuing Education, currently held by Judy Pawlikowski to a part-time (less than 1400 hours/year) position, effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-360 A motion was made by Isbell and seconded by Baron to reduce the position of Literacy Instructor – Continuing Education, currently held by Robert Reid to a part-time (less than 1400 hours/year) position, effective February 22, 2019 due to lack of enrollment. There were 8 ayes and 0 nays. The motion carried.

2018/19-361 A motion was made by Isbell and seconded by Baron to approve the recommended resignations as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-362 A motion was made by Isbell and seconded by Baron to approve the recommended leaves of absence as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-363 Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Baron to approve the recommended professional appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-364 Upon the recommendation of District Superintendent Starks, a motion was made by Isbell and seconded by Baron to approve the recommended civil service appointments as attached to the official minutes. There
were 8 ayes and 0 nays. The motion carried.

2018/19-365 A motion was made by Isbell and seconded by Baron to approve the recommended continuing education appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-366 A motion was made by Isbell and seconded by Baron to approve the recommended miscellaneous appointments as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-367 A motion was made by Isbell and seconded by Baron to approve the recommended consultants as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-368 A motion was made by Isbell and seconded by Baron to approve the recommended performing arts contracts as attached to the official minutes. There were 8 ayes and 0 nays. The motion carried.

2018/19-369 The Board moved to the Assistant Superintendent for Administrative Services Report. The following was discussed: Tentative 2019-20 Madison-Oneida BOCES Budget.

2018/19-370 A motion was made by Gustin and seconded by Baron to accept the tentative 2019-20 Madison-Oneida BOCES Budget as presented. There were 8 ayes and 0 nays. The motion carried.

2018/19-371 The Board Facilities Committee updated the Board on the status of the 2019 Security & HVAC Project. Additionally, the Board Facilities Committee proposed to the Board, additional security work commencing in 2020. The Board discussed the proposed scope of the project, the possibility of a one or two year budget for the work, the proposed timeline for completion of the project, and the potential costs and benefits of the project.

2018/19-372 A motion was made by Gustin and seconded by Sherwood to move to Executive Session for the purposes of discussing confidential and personnel issues. There were 8 ayes and 0 nays. The motion carried.

The President returned to regular session.

2018/19-373 The Board moved to the District Superintendent’s Report. The following information items were discussed: Meetings & Events, Albany Update, 2019-20 Student Program Calendar, Rome CSD and Madison CSD Representatives for the School Library Council, Mid-Year Report on 2018-19 Goals, Mental Health Symposium, Nye Automotive Group & Auto Technology Program Update.
SBI Distinguished Service Awards and Hinman Straub Reports.

2018/19-374 A motion was made by Isbell and seconded by Sherwood to approve the 2019-20 Student Program Calendar as presented. There were 8 ayes and 0 nays. The motion carried.

2018/19-375 A motion was made by Engelbrecht and seconded by Isbell to appoint Sarah Keesler as representative for the Rome City School District to the Madison-Oneida School Library System Council. Ms. Keesler will be serve through June 2021 filling an unexpired term. There were 8 ayes and 0 nays. The motion carried.

2018/19-376 A motion was made by Baron and seconded by Isbell to appoint Ms. Nicole LeClair as representative for the Madison Central School District to the Madison-Oneida School Library System Council. Ms. LeClair will serve for a three-year term, through June 2021. There were 8 ayes and 0 nays. The motion carried.

2018/19-377 The Board moved to Board Items. The following was discussed: FYI's and Board Expense Report

2018/19-378 A motion was made by Isbell and seconded by Engelbrecht to adjourn the meeting at 7:44pm. There were 8 ayes and 0 nays. The motion carried.

Respectfully Submitted,

Catherine M. Quinn, Clerk of the Board